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**Meeting:** Central Bedfordshire Schools Forum  
**Date:** 26 January 2015  
**Subject:** Revised Schools Forum Constitution and Terms of Reference  
**Report of:** Mel Peaston, Committee Services Manager  
**Summary:** This report advises of the changes to membership of Schools Forums as identified in the Schools Revenue Funding 2015 to 2016.

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**Advising Officer:** Mel Peaston, Committee Services Manager  
**Contact Officer:** Martha Clampitt, Committee Services Officer  
**Public/Exempt:** Public  
**Wards Affected:** None  
**Function of:** Council

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

- Improved educational attainment.

### **Financial:**

1. There are no financial implications arising from the report.

### **Legal:**

2. The Constitution and Terms of Reference of the Schools Forum were previously drawn up to comply with Regulations issued in 2010. New Regulations were issued in 2014.

### **Equalities Implications:**

3. To ensure that any decision does not unfairly discriminate, public authorities must be rigorous in reporting to Members the outcome of an equality impact assessment and the legal duties.
4. Public Authorities must ensure that decisions are made in a way which minimises unfairness, and without a disproportionately negative effect on people from different ethnic groups, disabled people, women and men. It is important that Councillors are aware of this duty before they take a decision.
5. The report proposes compliance with Government requirements which support equalities provision.

## **RECOMMENDATIONS:**

**The Forum is asked to note:**

- a) the change of membership to the Forum required by the Department for Education as detailed in their report, titled Schools Revenue Funding 2015 to 2016;**
- b) the additional consultation responsibilities regarding special spaces and AP places commissioning; and**
- c) the adjustment to the quorum for the Forum from 7 to 10.**

## **Information**

6. The Central Bedfordshire Schools Forum Constitution and Terms of Reference has previously been amended in October 2013. The New Regulations were issued in 2014, which include a requirement to comply with the membership provisions by 1 April 2015.
7. The Forum has accordingly reviewed its membership provisions on 23 June 2014 (minute CBSF/14/9 refers) and agreed to increase the Lower and Middle Academy representation. The new Regulations, issued December 2014, require the addition of 2 new Academy Representatives (1 – AP and 1 for Special Academy, if relevant). The current Constitution and Terms of Reference are attached at Appendix A. The proposed changes are shown by track changes. The Education Funding Agency's report "Schools Revenue Funding 2015 to 2016" can be found on the Education Funding Agency website. Page 28 of that report refers to Schools Forums, and is attached at Appendix B. Due to the increase in representatives on the Forum the quorate number increases to 10.
8. The report also provides in respect of two additional areas, special places and AP places being commissioned by the authority in different institutions, for the Forum to be consulted as detailed on page 28 of the Education Funding Agency report, attached at Appendix B.

## **Conclusion**

9. The Forum is therefore asked to review the Constitution and Terms of Reference attached at Appendix A, which has been amended in line with the 2014 Regulations, and propose any further amendments so that the document can be re-drafted where necessary and brought back to the next meeting for approval.

**Appendices:** Appendix A – Constitution and Terms of Reference  
Appendix B – Schools revenue funding 2015 to 2016 (page 28)

**Background Papers:** (open to public inspection) None