

<b>West Berkshire Schools' Forum</b>	
<b>Title of Report:</b>	<b>Schools Forum Constitution 2013/14</b>
<b>Date of Meeting:</b>	<b>10<sup>th</sup> June 2013</b>
<b>Contact Officer(s)</b>	<b>Carolynn Loosen / Claire White</b>
<b>For Decision</b>	

### **1.1 Background**

The Schools Forum Regulations 2012 govern the composition, constitution and procedures of the Schools Forum and are incorporated into the West Berkshire Schools' Forum constitution which is reviewed, amended and approved by the Schools' Forum on an annual basis. The constitution has also been reviewed by the local authority's legal department. The proposed revision is attached in Appendix A.

### **1.2 Proposed changes to the Schools Forum constitution for 2013/14**

- Removal of insurance and free school meals from section A – Annual Consultation on Financial Issues, as these services is delegated.
- Insertion of the power to decide the de-delegation of allowable central budgets by the schools representatives of the relevant phase on behalf of all the schools they represent in Section A – Consultation / Decisions on Schools Funding.
- Number of school members in each phase – this will be amended to update the proportional representation and number of forum members as determined in another item on this agenda.
- Clarification of election and nomination process for school members – moved from school members section to election section.
- Changes to the substitutes section to allow representative groups to either nominate permanent substitutes or stand-in substitutes.
- Minimum number of meetings changed to four from five in line with the regulations – Section C.
- Insertion of amendment to schools funding formula voting regulation – Section C Voting.

**Recommendation: Schools' Forum to approve the 2013/14 constitution.**

### **Appendices**

Appendix A – Proposed School Forum Constitution 2013/14