

Meeting: Cabinet
Date: 6 October 2005
Subject: Education Consultative Forum - Amendments to the Terms of Reference
Responsible Officer: Executive Director (People First)
Contact Officer: Heather Clements
Portfolio Holder: Education and Lifelong Learning
Key Decision: No
Status: Part 1

Section 1: Summary

On 22 September 2005, the Education Consultative Forum considered changes to their terms of reference.

Decision Required

1. That Cabinet be requested to agree to the additional changes to the terms of reference of the Education Consultative Forum as set out in Appendix B.
2. That Council be requested to incorporate the changes to the terms of reference in the Constitution.

Reason for report

- To seek approval for the amendments from Cabinet and that the changes need to be approved by council as they are incorporated in the constitution.

Benefits

- Clarity with regard to the name change
- Clarity of meaning within the terms of reference
- More representative of the forum's remit and purpose

Cost of Proposals

- Nil

Risks

- None envisaged

Implications if recommendations rejected

- Confusion between groups
- Lack of clarity
- Not representative of the group

Section 2: Report

Brief History

On 22 September 2005, the Education Consultative Forum considered proposals to change their terms of reference. The recommendation from the Forum is attached at Appendix B. The name change is seen as helpful to avoid confusion. The other amendments are organisational or grammatical.

The decision to remove the Arts Culture Harrow representation from the Forum membership reflects their lack of attendance and feedback that they do not find the Forum a useful meeting to support their work - (NB Members wished to note that this group needs to have representation somewhere)

The decision to have a Non-Councillor representative was previously agreed (Education Consultative Forum meeting of 26-6-03) and taken to Cabinet (09-09-03). While this has been the practice at the Forum since that decision, the terms of reference were not amended at that time hence the request to have this reconfirmed by Cabinet and approved by Council. It reflects a more balanced approach to the leadership of the forum where both groups have a key role.

Options considered

No change of name or ask Employees Consultative Forum to change theirs – this was not considered practical and it was acknowledged that Ed. is a recognised abbreviation for Education

No change of wording – this was not considered an option as the changes increased clarity and in one case made it grammatically correct

Councillor as Chair and Vice Chair – this was not discussed at this meeting as it was pointed out that this had been agreed previously at the forum (see dates above) and had been the practice for the last two years

Consultation

Discussion within the forum

Financial Implications

None

Legal Implications

None

Equalities Impact

None

Section 3: Supporting Information/ Background Documents

Relevant Previous Decisions

Education Consultative Forum – minutes 26-6-03

Cabinet – 09-09-03

Appendices

Appendix A -Education Consultative Forum – existing terms of reference

Appendix B - Recommendation from the Education Consultative Forum – 22 September 2005