

REPORT FOR: Education Consultative Forum

Date of Meeting:	27 January 2010
Subject:	Rules for Meetings of Constituent Groupings of the EdCF with Councillor Members
Key Decision:	No
Responsible Officer:	Hugh Peart, Director Legal and Governance Services
Portfolio Holder:	Councillor Paul Osborn, Portfolio Holder for Performance, Communication and Corporate Services
Exempt:	No
Decision subject to Call-in:	No
Enclosures:	Annex 1 – Copy of the Rules for meetings of the EdCF with Councillor Members

Section 1 – Summary and Recommendations

This report sets out a proposal from the Constitution Review Working Group to delete the rules for meetings of constituent groupings of the EdCF with Councillor Members.

Recommendations:

The Panel is requested to confirm whether, in its view, the rules should be retained in the Constitution or could be deleted.

Section 2 – Report

Introduction

The rules for meetings of constituent groupings of the EdCF with Councillor Members are currently in Part 4 of the Constitution.

The Constitution is currently being reviewed by the Constitution Review Working Group. A revised Constitution will be put to Council in February. In the course of the Group's discussions, it has been suggested that the rules are no longer necessary.

Options considered

Retaining the rules.

Why a change is needed

If it is correct that the rules are not necessary, this will assist the Council in ensuring that its constitution is relevant and up to date.

Implications of the Recommendation

It is believed that there are no adverse implications of this recommendation as it is understood that the rules are not necessary. There is no legal reason why the rules should be kept.

Financial Implications

There are no financial implications to this decision.

Risk Management Implications

Risk included on Directorate risk register? No

Separate risk register in place? No

There are no risks associated with this decision.

Section 3 - Statutory Officer Clearance

Name: Steve Tingle

on behalf of the
Chief Financial Officer

Date: 11 January 2010

Name: George Curran

on behalf of the
Monitoring Officer

Date: 11 January 2010

Section 4 - Contact Details

Contact: Caroline Eccles, Senior Assistant Lawyer, Employment and Governance. Tel; 0208 424 7580

Annex 1

Education Consultative Forum

Rules for meetings of constituent groupings of the EdCF with Councillor Members.

1. The teachers and governors constituent groupings of the Education Consultative Forum (EdCF) will meet with the Members constituency of the EdCF three times per year at scheduled meetings. The other constituency groupings will meet with the Members constituency as and when needed on an ad-hoc basis.
2. Meetings shall only take place providing there is sufficient business to merit a meeting, and this will be by agreement between the Chair and Vice-Chair.
3. Any constituent part of the EdCF will be entitled to request that additional special meetings be called to discuss particular issues or urgent matters but this will be at the discretion of the Chair of the EdCF.
4. The Chair of the EdCF will chair all meetings of the constituent groupings held with members.
5. The Vice Chair of a meeting with a constituency grouping will be elected from the constituency group.
6. All Councillors on the EdCF and all members of the relevant constituency grouping will be invited to meetings of a constituent grouping with Council Members. The quorum of any such meeting shall be 50% of the representatives of the Council and 50% of the representatives of the other constituent part attending the meeting.
7. Meetings of the constituent parts of the Consultative Forum shall be held in the evening and the Executive shall give the facility for the attendance of any employee member who may otherwise be on duty at the time of the meeting.
8. Meetings will conclude their business by 10.00 pm unless extended by agreement.
9. Any relevant member of the constituent grouping may request an item relevant to the work of the constituent grouping to be placed on the agenda, but the agenda will be at the discretion of the Chair in consultation with the Vice-Chair. Notice for this purpose shall be given in writing 14 days before the date of the meeting. Items may be placed on the agenda on shorter notice with the consent of the Chair. The Chair may rule that a proposed item is more appropriate for a debate at the full EdCF, and his or her ruling on this is final.
10. The agenda for meetings of the Constituent grouping with members of the Council shall be sent at least 7 days prior to each meeting, except in cases of emergency. It shall be possible for the meeting in cases of urgency to discuss any matter not included in the agenda, provided the Chair agrees.
11. The minutes of each meeting of a constituent grouping with Council members shall be circulated to the members thereof and will also be sent to the full EdCF for information and action as appropriate.