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WELSH STATUTORY INSTRUMENTS

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**2008 No. 3082**

**The Collaboration Arrangements (Maintained Schools  
and Further Education Bodies) (Wales) Regulations 2008**

**Clerks to joint committees**

5.—(1) A joint committee must appoint a clerk (who must not be a head teacher or a principal) and may remove the clerk from office at any time.

(2) A joint committee may, if the clerk fails to attend one of its meetings, appoint any one of its members (who is not a head teacher or a principal) to act as clerk for the purposes of that meeting.

(3) The clerk must—

- (a) convene meetings of the joint committee;
- (b) attend meetings of the joint committee and ensure that minutes of the proceedings are drawn up; and
- (c) perform any other functions determined by the joint committee.