

Report template:

Hull City Education Learning Partnership

Revised Terms of Reference

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Brief Summary

The report introduces the revised TOR for the Learning Partnership for approval. (Appendix A)

Report Introduction

At the last meeting it was agreed that some changes were needed to the Terms of Reference. In the light of further discussions relating to the functions of the Partnership and the possibility of funds being allocated to support the work, some further changes were necessary.

The amendments are in Italics.

Recommendations to the Partnership

That the revised terms of reference be adopted by the members of the Partnership.

Hull Strategic Learning Partnership

Terms of Reference

1. Context and Purpose

- 1.1 The Hull Strategic Learning Partnership (HSLP) will bring key partners in the city's school system into a coherent and effective strategic partnership. It will aim to maximise outcomes and improve life chances for children and young people, promote inclusion and reduce inequalities.

2. Key Functions

- 2.1 Initial priorities will include the following:

- *Working together to improve achievement and promote inclusion for children and young people in Hull*
- Establish Hull as a centre of pedagogical research and excellence, with a particular focus on improving outcomes for pupils in vulnerable groups including SEND.
- Tackle the teacher recruitment and retention crisis through the development of a new Hull offer
- Raise the profile of education with *all partners in the city*, ensuring that education is appropriately *represented in relevant strategic plans*.

- 2.2 The HSLP will identify and adopt other priorities as and when they are agreed by members.

- 2.3 In order to achieve these aims, the HSLP will:

- Consider the constituency and organisation of all its work-streams as needed, *and ensure effective co-ordination with similar areas of focus across partner groups, official boards and agencies.*
- *Provide advice to the relevant partner organisations regarding proposals to support school effectiveness and inclusion.*
- Act upon a range of key issues, including (but not limited to):
 - Improving attendance;
 - Improving attainment and progress;
 - Promoting a culture of inclusion across all vulnerable groups;
 - The delivery of services to improve outcomes for young people with SEND;
 - *The unification of the work of local Teaching Schools*
- *Respond to enquiries from the Children, Young People & Families Overview and Scrutiny Commission.*
- Identify common areas of concern / positive areas for development for discussion with the Regional Schools Commissioner (RSC), Ofsted and the Department for Education (DfE) as appropriate.

3. Membership:

3.1 The membership of the HSLP will consist of the following

- All CEOs of locally based MATs
- Heads of standalone academy trusts
- Representative from MATs with a regional or nationally-based CEO;
- Representation from maintained schools / early years / post-16 (tbc);
- Senior Officer representative from LA;
- RSC representative as appropriate;
- Representation from the teaching and non-teaching professional associations; and
- Portfolio Holder for Learning, Skills and Safeguarding of Children.

See Appendix A

4. Chair

4.1 The Chair & Vice-Chair will be agreed annually by the members of the HSLP based on a majority decision of those present.

4.2 In the absence of both the Chair & Vice-Chair at a meeting of the HSLP, those members in attendance will agree a Chair for that meeting.

5. Decision-making

5.1 *It is a key principle of the HSLP that decisions should be made on the basis of consensus. Voting will only take place as a last resort and when it does, decisions will be made on a simple majority basis. In the event of a tie, the Chair will have a casting vote. It is not anticipated that voting will be necessary in the sub-groups and working groups.*

5.2 *It is recognized that in order to ensure that the HSLP is responsive to emerging issues that require its consideration that, at the discretion of the Chair, items can be circulated to HSLP members outside of the agreed meeting cycle for comment/feedback.*

6. Meetings and administration

6.1 Meetings will take place at least half-termly.

6.2 Administration of the meetings will be agreed by members of the HSLP

7. Roles and responsibilities of members

7.1 *All HSLP members will attend scheduled meetings, or will provide another representative with sufficient seniority to make representations on behalf of their organisation to attend meetings on their behalf.*

7.2 *The HSLP may decide to operate a number of sub-groups to carry out specific pieces of work. HSLP members are expected to participate in these sub-groups which will make recommendations for consideration by the HSLP.*

7.3 *All HSLP members agree to communicate the work of the partnership positively, pro-actively and consistently.*

7.4 *All HSLP members agree to fulfil the roles and complete the activities they agree to*

undertake on behalf of the partnership within agreed timescales, within budget and to the highest standard.

- 7.5 *Members of the HSLP are bound by the policies and procedures of their employing organisation, e.g. codes of conduct, anti-fraud and corruption, information governance, freedom of information, data protection, human rights, equal opportunities and DBS.*

8. Funding arrangements

- 8.1 *Any funds to support the work of the HSLP will be held by an identified school/ Academy and/or the LA, but will be managed by the HSLP to support the administration, co-ordination and management of the work streams. Regular reports will be provided to the HSLP.*

9. Reporting

- 9.1 *The workings of the HSLP will report into the Children and Families Board and will be scheduled to link in effectively with the Groups and Governance Boards outlined at Appendix B*
- 9.2 *Feedback and updates from the meeting will be given to Head Teachers at Head Teacher briefings and via an electronic portal.*
- 9.3 *HSLP members will provide feedback about the work of the partnership within their own organisations.*
- 9.4 *The HSLP will provide termly reports to the RSC, to ensure that he is aware of developments and kept in the best position to support us.*
- 9.5 *Termly reports will be available to elected members of the Council, who will approach the LA members of the HSLP if they have any queries about its operation.*
- 9.6 *The HSLP will report termly on progress against the action plan to elected members and schools. The Christmas term report will be issued in advance of MAT CEO's annual meetings with the RSC, to make the preparation for, and running of, these meetings more efficient.*
- 9.7 *Each sub-group will be expected to provide regular reports to the HSLP.*

10. Dispute Resolution

- 10.1 *The HSLP expects that any disputes between members will be resolved by discussions and negotiation.*
- 10.2 *When any HSLP member feels that the HSLP or any of its membership has not met their obligations this should first be discussed between the parties.*

11. Joining the HSLP

- 11.1 *The HSLP agrees that no member can authorise the joining of another member to the HSLP without the formal agreement of the partnership in a vote.*

12. Review of Terms of Reference

- 12.1 *This document will be reviewed annually by the HSLP and, where appropriate, amendments agreed.*