

DRAFT TERMS OF REFERENCE FOR SEIPS LOCAL BOARDS

Meeting name	Criteria for all Local Boards	What this might look like locally
Purpose	<p>In order to secure robust accountability the SEIPs will:</p> <ul style="list-style-type: none"> • Make individual arrangements within local partnerships to create a Local Accountability Board that ensures appropriate accountability to its member schools as set out in the Partnership Agreement; to include individual governance arrangements and processes for resolving challenge from member schools. Such arrangements should ensure that the Local Accountability Board can provide a termly report to the SEIP Governance Board • Support effective partnership work in the locality 	<p>Replace my italics with your local decisions</p>
Membership Responsibilities	<p>1. To agree on arrangements to Chair the Local Board and to select the Chair.</p>	<p><i>Your Partnership may decide to have a Chair of the local Board who is not the Chair of partnership -eg SLIP model</i></p>
	<p>2. To review regularly the offer made by the local Partnership and the way it is delivered to ensure that it:</p> <ol style="list-style-type: none"> a. Meets the requirements of the Partnership Agreement b. Meets the needs, as far as is possible, of all the partnership schools 	<p><i>The way the offer is delivered varies across the SEIPs – eg NWLLIP model has no “home base” as part of its operation</i></p> <p><i>The offer is described in C2.1 page 30 of the Partnership Agreement</i></p>
	<p>3. To agree the Fund Holding Arrangements for the locality</p> <ol style="list-style-type: none"> a. and to forward plan for future changes in these arrangements in line with the Partnership Agreement, including ensuring a shared understanding of the process of transfer might be arranged b. to agree any financial arrangements to support the work of the Fund Holding School on behalf of the Partnership 	<p><i>This is designed to ensure that you have as far as you can protected the partnership from the risk that LIP faced for a time when no school stepped up to take over from Rawlins. You may consider potential future difficulties and how they might be managed – eg new MAT take over, Ofsted judgement of Fund Holder etc.</i></p> <p><i>Section C4 of the PA</i></p> <p><i>Section C11 delas with Fund Holding Schools giving notice</i></p>

	<p>4. To decide on the way that the Partnership will be led and represented in discussions with the LA (eg Chair/ Vice Chair / Director)</p> <ul style="list-style-type: none"> a. to agree the process by which colleagues will be selected for this (these) role(s) b. to reach a consensus on who will fulfil the role(s) and to agree the broad outline of the nature of the role(s). (eg role of VC) c. to agree any financial arrangements needed to support the role holders <p>5. To underpin the commitment of schools to work in partnerships by:</p> <ul style="list-style-type: none"> a. Reviewing and recommitting to the Memo of Understanding the is linked to the Partnership Agreement b. agreeing a process by which any concerns that individual schools may have can be aired, ensuring that all schools are aware of this process <p>6. To scrutinise Partnership Finance Reports in line with an agreed process that enables all schools to retain confidence in the Partnership's financial security</p> <p>7. To provide support and challenge to the Chair or equivalent and to the professional lead, holding the partnership to account for the outcomes of pupils it works with.</p> <p>8. To agree the termly report to the SEIPS County Board</p>	<p><i>This section makes sure you meet the requirement of the Partnership agreement to be transparent about arrangements for the leadership of the Partnership, works to build in a succession plan and allows each Partnership to shape its own unique approach</i></p> <p><i>The role of the Chair is described in C12 of the PA</i></p> <p><i>Aimed to ensure that no school can feel that it has not been able to participate actively in the key partnership decisions.</i></p> <p><i>The Memo of Understanding is Part G page 51 of the PA</i></p> <p><i>Financial Requirements are set out in B5 and B6 of the PA</i></p> <p><i>To ensure that all schools can feel that they have a route through to the County Board</i></p>
Membership	<p>Heads/Principals of all member schools. (Heads can send a proxy to represent them at the meeting provided that representative is authorised to participate in collective agreements that may have an impact on each school)</p> <p>Professional Leader of the Partnership (Co- Ordinator, Director)</p> <p>Governor?</p> <p>Other?</p>	<p><i>Key is ensuring that schools commit to sending authorised decision makers to these meetings and have every opportunity to "have their say"</i></p>