

## **The REP Strategy Board Terms of Reference**

### Organisation

The Board will operate in accordance with the Terms of Reference agreed by the REP membership. The Strategy Board will meet each half term, before the meetings of the SPG. The Analysis reports and Action Plans from each SPG are to be shared with the Strategy Board for their input. The Board will be a wider platform for the recognition of excellent practice and effective management of all resources.

If a school is in a difficult position the responsibility remains with the Board of Governors/Trustees of the school. The structure of the SPG and the Strategy Board will be a conduit to provide support and challenge as requested.

### Membership

- The Chair and Vice Chair of the Strategy Board
- The Chair of each SPG (representing Primary, Special and Secondary)
- Chairs of the Working Parties and any Task Groups established to meet an identified need
- A member of School Funding Forum (if not one of the above)
- Partnership Operations Director

The Local Authority will be invited to Strategy Board meetings as appropriate

### The roles of the Strategy Board

- To create responsive CPD for member schools
- To provide the link to the local authority and the Funding Forum
- To set core agenda items for the SPG groups
- To monitor the REP budget, receiving termly financial reports of income and expenditure
- To provide overview communication back to member schools reflecting the work, responsibility, accountability and support functions of the Partnership
- To make decisions on how the funding is spent
- To review the Business Plan regularly, including subscription charges
- To review the TOR annually
- To receive report from each SPG
- To receive report from each working party and task group

- To set up and monitor any necessary working parties, in response to further identified need
- To organise an annual Head Teacher conference
- To direct the work of the Partnership Operations Director, admin support, finance support and IT support.
- To hold the Chair of the Strategy Board and Partnership Operations Director to account by providing an appropriate annual review of performance linked with up to date job role
- To liaise with the local authority on services and support
- To set and develop an agreed development plan for the year
- To ensure representation of REP across a range of partnerships locally and nationally

### **The Chair of the Strategy Board**

The Strategy Board will be led by an independent Chair with proven success and impact of school improvement, at a local level, and leadership at a national level.

The Chair must actively promote a culture of openness and debate by facilitating the effective contribution of all Strategy Board representatives and ensuring constructive relations. The Chair will ensure that school improvement and accountability remain at the heart of all policy making and strategy decisions.

The Chair will:

1. Commit to the ambition and principles of the Redbridge Education Partnership. (REP)
2. Ensure the Strategy Board/SPG/Working Parties work within its agreed Terms of Reference.
3. Lead and drive a strategic action plan that will address agreed local issues and areas for development, in collaboration with Strategy Board members
4. Chair and steer the Redbridge Education Partnership (REP) Strategy Board in delivering its key outcomes.
5. Promote high standards of educational achievement in member schools.
6. Negotiate with key partners to agree contributions to the resource base.
7. Encourage team working amongst Strategy Board members ensuring the vision of the REP is shared.
8. Represent and attend key meetings with the Local Authority, DfE and other organisations as required and promote the role of the REP within the wider Redbridge community.
9. To facilitate responses to challenge and exceptional circumstances for member schools.
10. Demonstrate high levels of professionalism, confidentiality and transparency.
11. Identify changes in national and local agenda to inform the Board of statutory duties and opportunities.
12. Identify opportunities to enable the Board to achieve its vision.

### **Additional support for member schools**

**1. Web Site:** support will include a detailed on-line presence. The web-site will contain:

- **Succession planning and co-ordinated CPD:** A map of available professional development, underpinned by quality assurance references, a Teaching and Leadership framework for use with performance management, and a model of succession planning. An on-line suite of **support materials** developed through member innovation
- A **library of research** created by members to stimulate innovation

**2. The Procurement Working Party** will work to broker best-value deals on services open to member schools, including options and information schools can use to make informed choices. Services being examined include insurance and HR.

**3. The CPD Working Party** will work to broker quality CPD from a range of Stakeholders through a designated forum. It will support a range of school needs from Novice e.g. NQTs through to Expert e.g. Leadership. Further, National and school priority led termly Conferences will be organised and held, to disseminate and ensure effective collaboration and practice across REP. REP specific CPD opportunities will be facilitated linked to identified curriculum priorities from SPGs.

**4. A Peer Review Programme** available to all member schools with the first year of the programme funded through the REP annual subscription. Schools identify partnership groups and organise reviews and impact discussions including attending training and support from EDT as required.

**5. Annual School Development Review visits** using the REP agreed model which will support and challenge school in order to meet the needs of all pupils. These Review visits are mandatory for all REP Full member schools. The reports are confidential to the external reviewer and the Head Teacher. The Head Teacher has the option to share with the Chair and School Development Review Forum members if they wish.

**4. A range of Task Groups:** Established to address current school priorities, developing negotiated responses to identified needs.

It is envisaged that the Strategy Board will be responsive to local need and will be likely to create other functions as and when they are needed. The aim is to co-construct the support with member schools and professional bodies/critical friends over time.

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