

Appendix 1

Stoke-on-Trent and Staffordshire Education Trust

Terms of Reference

The Stoke-on-Trent and Staffordshire Educational Trust (SSET) has been established as a means together to ensuring that Stoke-on-Trent and Staffordshire gets ahead and stays ahead when it comes to education, training, skills and jobs.

It will bring together all organisations which have a commitment to raising education and training achievement, employability, and aspirations amongst young people and adults in the region.

Guiding Principles

In leading this overarching strategic role the SSET will have a number of guiding principles. It will....

1. Be a body concentrating on strategic matters on which others deliver
2. Focus on making a difference that individual organisations cannot achieve alone
3. Be driven by the goals of raising aspiration and achievement
4. Establish business links with schools and education providers
5. Be the strategic arm for the learning and skills agenda of the LEP
6. Feed into other strategic partnerships

Key Aims

Working with these principles, the Trust will have six key aims:

1. To provide a strong **strategic influence and leadership** within the region on education, training and employability by acting as a forum for organisations, including public sector bodies, private sector businesses and third sector organisations, schools, colleges and other education and training providers.
2. To promote activities that seek to **raise the achievement of pupils and students** in education and training within the region
3. To promote activities that seek to **raise educational and training aspirations** amongst young people, their families and advisors.
4. To **work through local delivery bodies** and support individual or groups of schools, colleges and other providers to raise student achievement and attainment
5. To provide a **network of contact** for communications and mutual support between business, public sector, third sector and educational organisations
6. To seek to **influence policy makers at national level** of the needs and potential of education and training within the region **to leverage resource** to the delivery agents to support the achievement of its key purpose

Membership and Governance

Membership of the Board, the executive support group and the task groups will include those organisations in the region which can actively support and promote the aims of the Trust. Hence it is expected that membership will include:

- Representative groups from education and training e.g. secondary heads in the region, primary heads in the region, special school heads, independent school heads.
- Business representative organisations
- Businesses
- Third sector organisations
- The FE colleges
- The universities
- The local authorities
- The local NHS and health sector
- Public authorities in the region
- Faith-based organisations
- Academy sponsors
- Private education and training providers
- Bodies representing the 'student voice'
- Bodies representing the 'parental voice'
- Bodies representing the 'community voice'

SSET's structure will be a Board, supported by an Executive Support Group, with specific action groups to address particular issues. The Trust's Board members will normally be individuals of Chief Executive status, and will represent the main groups of members of the Trust. The Chair will be drawn from the business sector.

The Board will meet quarterly, with particular topics being addressed throughout the year, dependent on timing and relevance. Such topics would include: review of education achievements; review of FE and HE enrolments; annual strategic plans; and business skills needs review.

The Board will invite appropriate partners to meetings as and when required, e.g. Skills Funding Agency and Job Centre Plus.

The Board will also link in with specialist industry groups, such as those established by the Chamber of Commerce.