



NEWHAM COMMUNITY
SCHOOLS TRUST

NCST - SoD - ToR - Leadership Group Committee (also referred to as the Leadership Group)

Last updated: June 2020

**Applies to: NCST, NCST Federation, Lister Community School
Rokeby School, Sarah Bonnell School**

1. Terms of Reference - Leadership Group Committee (also referred to as the Leadership Group)

- The Trustee/Governors have the power to establish any committee to assist in the conduct of the business of the Trust Federation. If a committee is to have decision making authority, the committee board must comprise a majority of Trustee/Governors, enabling a quorate decision to be made.
- Details of the committees established by the Trust Federation are noted in the Trust's Structure Diagram which forms part of this Scheme of Delegation suite of documents.
- The purpose of the Leadership Group is to provide a focus for the setting of policy and to develop the strategic vision of the Trust Federation. The Leadership Group will both support and advise the Trust Board and will facilitate communication between the Trust Board and the Local Governing Bodies as well as provide an opportunity for the Schools to explore and develop areas of collaboration and shared working.
- The Trust Board will consult the Leadership Group regularly and specifically on the matters noted in the Trust Federation's Leadership and Governance Decision Planner as being the responsibility of the Trustee/Governors and the Chief Executive Officer.
- All Headteachers and Chairs of the Local Governing Bodies will be invited to participate in the Leadership Group. The Chief Executive Officer will chair meetings of the Leadership Group and will report to the Trust Board on matters discussed and agreed within the Leadership Group.
- In the event the Leadership Group becomes unworkable due to size or the location of the Schools, the Trust Board may establish sub groups based on phase or location.
- The Leadership Group will also act as a strategic advisor on educational matters to ensure the long term success of the Schools and that continuous improvement is made within all Schools.
- The Leadership Group will assist with succession planning and the building of leadership capacity.
- It is anticipated that the Headteachers will meet at least twice a term.
- The full Leadership Group (i.e. including Chairs of the Local Governing Bodies) will meet twice a year; in November and July. The agenda for the Headteacher meetings will be flexible and adapted to need. It is expected that the focus for the full Leadership Group meetings will be as follows (see following page):

Focus for November meeting	Focus for July meeting
<p>Collaboration</p> <p>Governor Skills Training and Development</p> <p>Cross Trust Federation Governance Support</p> <p>Admissions/Need</p> <p>Curriculum Priorities/Work Planning</p>	<p>Strategy</p> <p>Vision</p> <p>Review of Year/ Planning Forward</p>

- A representative of the Trust Board may be asked to attend at the invitation of the Chair of the Leadership Group. The Members will be informed of the dates for the meetings of the full Leadership Group on the expectation that periodically a representative of the Members may attend.
- The Trust Board recognises the important role played by the Leadership Group and commits to keeping the Leadership Group informed and to have regard to any advice or guidance provided by the Leadership Group on any matter affecting the Trust Federation or the Schools, including threats and opportunities facing the Schools and the Trust Federation more widely.
- The Leadership Group will work closely with any Standards Committee, supporting the functions to be carried out by the Standards Committee. If there is no separate Standards Committee, these tasks will be undertaken by the Leadership Group under the guidance of the Chief Executive Officer and with the support of the Trust Federation’s Executive Team.