



# PARTNERIAETH Strategic Planning Groups

## Terms of Reference

### 1. Purpose

- Provide the mechanism for regional collaboration in the development of professional learning and support for the key areas of literacy, numeracy, digital and Cymraeg;
- Provide value for money, avoid duplication of resources and achieve a greater scale of economy through co-operation and collaboration.

### 2. Membership

- Partneriaeth officer(s) with responsibility for key area
- Local authority officers(s) with responsibility for key area
- Representative from the regional Equity in Education Steering Group (tbc)

### 3. Chair

- Members of the Strategic Planning Groups will elect a chair and agree the term of office

### 3. Frequency

- The Strategic Planning Groups will be convened on a half termly basis
- Duration and date of meetings to be determined and agreed by members

### 4. Proceedings of meetings

- An action log will be completed at each meeting and saved centrally
- The action log will not be circulated – group members will have responsibility to ensure that they complete any actions set

### 5. Expectations

- Providing value for money should be a prime consideration at all times and decisions to commission external providers will need to be signed off by Partneriaeth's Directors of Education
- Reinforcing a regional commitment to equity in education should be a key priority for the group
- Partneriaeth officer(s) will be responsible for bringing any national message/communications to the group providing members with the opportunity to provide feedback and cascade messages locally
- Local authority officer(s) will share relevant local authority priorities, intelligence and professional learning plans with the group
- Group members will recognise that whilst there may at times be local variance there must remain a degree of regional consistency

### 6. Reporting

- Updates will be provided to Partneriaeth's monthly Operations Group when required