

Chairs' Forum

Terms of reference, constitution and membership 2018/19

Reports to: Board of Trustees

Terms of reference

The key responsibilities and purpose of the Chairs Forum are:

1. To receive a regular information update from the Board of Trustees
2. To ensure that information from the Board is disseminated to each Local Board
3. To provide feedback on areas of consultation requested by the Board
4. To ensure that relevant issues from Local Boards are reported to Trustees
5. To provide an environment for open and honest discussion on matters of celebration or improvement

Accountability

6. To establish such short-term working groups as the Chairs Forum considers appropriate to enable it to fulfil its responsibilities
7. To undertake any other specific duties and advise on such matters requested by the Board of Trustees or Chief Executive;
8. To have due regard within its decisions to the need to eliminate unlawful discrimination, advance equality of opportunity, and foster good relations between different people, in accordance with the public sector general duty of the Equality Act (2010).

Constitution and membership 2018/19

- All Chairs of Academy Local Boards (Chairs may nominate a member of the Local Board to attend in their temporary absence)
- Two Trustees appointed by the Board of Trustees

Chair

- T.b.c

Officers

- Samantha Coates, Director of Planning, Policy and Governance
- Kathryn Smith, Head of Governance and Admissions

Clerk

- T.b.c

Meetings

- Three meetings per school year