

Totton Education Forum

1. Purpose

The explicit aim of the Forum is to convey the local voice and assist Nacro in the successful integration and strategic development of Totton College ensuring that key education and local knowledge are considered and retained. This will help to inform Nacro decision making through its formal governance structure.

2. Specific tasks

In particular the Group will support the work of Nacro by:

- a) Commenting on the needs of the Totton community and in particular identifying any gaps in provision/unmet needs or overlaps.
- b) Acting as a sounding board for the Education Principal.
- c) Contributing to embedding Nacro's education vision for Totton
- d) Consider the local strategic landscape and how it is adapting to the changing environment to inform the business planning cycle
- e) Contributing and participating in the development of the Nacro Stakeholder Strategy for Totton.

3. Membership

- a) The Forum will be headed by a chair person from within and appointed by Nacro Council. The appointment will be for a period of a year until the end of 2017.
- b) The Chair person will be accountable to Nacro Council and will report back as appropriate to Council on the work of the Group.
- c) The Chair person will ensure that members of the Group understand Nacro policy and practice in all matters.
- d) The Chair person will be authorised on behalf of Nacro Council, and where appropriate in consultation with the Council to invite members to join the group. Such members will be deemed to be appointed by and accountable to Nacro.
- e) The Education Principal will service and support the Group
- f) The initial group will comprise of willing ex-Governors of Totton College serving at the time of the merger and other representatives of key stakeholders. The appointment will initially be for the period of the transition with the aspiration that the tenure will be for a year until the end of the 2017.
- g) When an individual is invited to join the group they will complete a skills/knowledge/expertise audit to ensure involvement in areas in which members have a particular interest.
- h) Members may resign from the Group by informing the Chair person of their intention to do so.

4. Operation

- a) Meetings will be held quarterly at Totton College.
- b) All business discussed and views made will be confidential unless stipulated otherwise.
- c) Secretarial support will be provided.
- d) The minutes will be published on the Totton College website
- e) The Chair will develop the agenda in consultation with members of the Group.
- f) Reflecting the nature of an informal, Forum, members shall act in no capacity other than through attendance at the Group or where specifically and individually delegated by Council.