Terms of Reference – DBE Strategy Committee

The DBE retains overall responsibility for the work of the Education Team in accordance with the Diocesan Boards of Education Measure 1991.

**Membership:**

* Members of the DBE – (no less than 3, no more than 7) the committee will be considered quorate when half of its members, including co-opted members, are present.
* Co-optees may be appointed from outside of the DBE if specific skills/expertise are required – such co-optees will have voting rights and shall always be in the minority

**Attendees:**

* Director of Education
* Appropriate officers of the DBE
* DBE officer to clerk

The strategy committee is responsible to the DBE for ensuring the delivery of the Board’s strategic plan and annual budget and effective implementation of all aspects of the Board’s work through the exercise of governance oversight. They are answerable to the DBE but have been given delegated powers to assist officers in the running of the education team and the statutory duties of the DBE.

The key responsibilities of the committee are:

1. Strategic plan of DBE
2. Resourcing and budgets
3. School organization, planning and policy, including Academies planning in partnership with DoBAC
4. School buildings and estates
5. Educational/moral/theological insights
6. Governance including foundation governor appointments
7. **Strategic plan of DBE**

* To ensure the writing and delivery of the Board’s strategic plan to align with the diocesan vision and priorities and effective implementation of all aspects of the Board’s work
* To oversee the development and implementation of the annual departmental plan
* To oversee support for DDE and DBE staff in their partnership working with the LAs of Wiltshire, Swindon, South Gloucestershire and Bristol; the DfE; the Regional Schools Commissioner; other dioceses; the Church of England Education Office

1. **Resourcing and budgets**

* To provide governance oversight of resourcing and budgets
* To manage Education Foundation funds and bring forward proposals for their use to Bishop’s Council for approval.

1. **School organisation, planning and policy, including Academies planning in partnership with DoBAC**

* To support and advise diocesan officers in planning, negotiations and managing issues relating to school organisation.
* To consider and scrutinise particular proposals, and take appropriate action with delegated authority from the DBE in relation to the organisation and development of Church of England schools and, where relevant, community schools
* To implement academies policy through DoBAC including authorisation of letters of conditional and final consent

1. **School buildings and estates**

* To oversee school buildings and estates in partnership with the Diocesan Property Team
* To manage buildings issues and proposals for new schools/improvement
* To oversee the management of all funds associated with the Board’s work including service level agreements and LCVAP

1. **Educational/moral/theological insights**

* To bring educational, moral and theological critique and insights to bear on educational policy and practice.
* To develop and review policy statements on matters relating to Church of England schools and academies and to keep under review the major issues and developments in education in order to advise the Board on appropriate courses of action.
* To make representation on behalf of the Board and diocesan schools, within the context of the Board’s role and purpose, to those organisations and agencies that relate to the field of education

1. **Governance**

* To scrutinise and agree Foundation governor appointments
* To pursue admission matters on behalf of the DBE

Sub-committees or working groups may be set up as needed to address particular issues on a short or longer term basis. These will report, or make recommendations to, the DBE.

The group will deal with routine and important business that cannot be delayed for DBE consideration and have the delegated power to make decisions in these matters.

The group will support the executive function of the Director and team.

The group will provide DBE with a full report of meetings and decisions (the minutes).

The group is accountable to the DBE which in turn is responsible to the Diocesan Synod.

Frequency of meetings - no less than six per year.