

Terms of Reference

Future Schooling Provision – Havelock North and surrounding area

Role/purpose

The primary purpose of the Reference Group will be to compile options for proposed changes to the education network in Havelock North and surrounding area.

The options compiled by the Reference Group will give voice to the community's aspirations and when approved and implemented they will future proof the existing school network so all learners can access an effective, efficient and equitable education.

Outcomes

Assess feedback from engagement to develop possible options for changes to the existing schooling network.

The group will be guided by the purpose statement in Section 145AAA of the Education (Update) Amendment Act 2017:

- (a) Enable the provision of a schooling network that assists parents to meet their obligations to enrol their children at school; and
- (b) Assist the efficient and effective use of the government's investment in schooling; and
- (c) Recognise the role of diversity in the provision of schooling.

Key Principles

- The Reference Group will champion a high quality education system for ALL children living in the Havelock North and surrounding area.
- The Group will follow a transparent and professional process.
- The Reference Group be collaborative and engage processes that are flexible to suit particular communities and situations.
- The Group will share all communications and information across all group members and make timely, well informed decisions.
- The options developed for the Strategy will need to be flexible to respond to changing trends in population growth and urban development.

Work that is in the scope for the group

- The following schools are to be included in this project:
 - Contributing schools – Waimarama, Clive, Haumoana, Lucknow, Havelock North Primary and Te Mata School.
 - Havelock North Intermediate
 - Secondary schools – Havelock North High, Iona College and Woodford House.

Note that the Area Strategy is limited to the state and state-integrated schooling system and relevant education agencies.

- Become familiar with the network data for Havelock North, the property constraints for each school, transport provision for the area etc.

- Develop options for the effective management of the schooling network in Havelock North.
 - Note that the Area Strategy options should be broad-based and not constrained in its thinking.
 - Note that consideration should be given to the role and impact of Communities of Learning/Kāhui Ako in processes for network management.

If required the Reference Group can request the Ministry to convene focus groups/advisory groups to inform discussion and development of options.

Areas that are out of scope for the group

- Changes to the Education Act 1989.
- Changes to private/independent schools or Partnership Schools (these schools have different governance structures from state schools).

Nature and composition of the group

The Group will be chaired by **Geraldine Travers** who is a Hastings District Councillor for Hastings/Havelock North, MNZM and JP.

The Group comprises representatives from the following professional associations who have a range of skills and experience.

- **Hastings District Council** – Cr Geraldine Travers (Chair)
- **Ngati Kahungunu Iwi Inc** – Myra Barber
- **Heretaunga Kindergarten Association** – Fiona Mason (General Manager)
- **Hawke's Bay Primary Principals' Association representative** – Maurice Rehu (President) and Principal of Irongate School
- **Hawke's Bay Secondary Schools Principals' Association representative** – Daniel Murfitt (William Colenso College Principal)

Involvement of schools and kura in the work of this group

Schools, kura and ELS as well as local associations will have the opportunity to engage with this work throughout the process as follows:

- The terms of reference and membership of the Reference Group will be put out to all school leaders via the bulletin for school leaders and requests made for suggestions regarding the terms of reference.
- The bulletin for school leaders will continue to be used as a means of keeping schools informed of the progress of the Reference Group.
- As the work progresses the Reference Group may consider workshops to discuss the proposed options and obtain feedback.
- All members of the Reference Group will work with their executives and constituent members to keep them informed and ensure feedback is provided.

Meetings

The Reference Group will meet as and when required as determined by the group. The meetings will be held at the Ministry's Napier office in Ahuriri or other suitable venue. Members may be required to undertake additional work outside the formal meetings.

Resources

The Reference group will be supported by a Ministry of Education secretariat. The secretariat will provide a range of organisational support and resources required by the group to carry out its functions, in a timely manner.

Confidentiality and Official Information

Members will not disclose any confidential information or material provided to the group by officials.

Public engagement

Any media statements made from the Reference group will be made by the Chair with the approval of the Ministry of Education.

Report Back

The group will initially be established for a 6 month period. The Reference Group is to report its findings and opinions, together with recommendations to the Minister of Education in writing no later than **30 November 2018**.

Good faith

Members of the Reference Group are expected to act in good faith and on a 'no surprises' basis.