

Maths Hubs Strategic Board – Terms of Reference (2024/25)

Purpose

A Maths Hub's Strategic Board supports and challenges the Maths Hub to fulfil its system leadership role and be accountable to the schools and colleges it serves, by:

- ensuring the Maths Hub is transparent and open to external scrutiny regarding its work
- offering a representative voice from the Maths Hub area from its members with relevant local knowledge
- enabling the Maths Hub to draw upon the strategic advice and support from its members who have relevant specialist expertise.

Membership

The chair of the board holds a senior leadership position and is experienced in governance structures. The majority of members of the Strategic Board are based in a school or college and are independent (including the chair) of the Maths Hub Lead School (and any trust the school is part of, when this applies). The board would normally include:

- at least five members from schools and colleges. These are people in positions of school leadership, who, together, bring understanding and expertise from across the Early Years, primary, secondary, post-16 and special sectors
- members who represent local system partners, as appropriate, e.g. Teaching School Hubs, Research Schools and Subject Hubs
- members who represent, as appropriate, Local Authorities, dioceses and Multi-Academy Trusts
- one member who represents providers of Initial Teacher Training (ITT)
- one member who offers perspective of the mathematical needs of either employers or higher education
- one member from other organisations with maths specialist expertise, such as subject associations/bodies as appropriate
- one member who represents the NCETM
- the Lead School Senior Leadership Link(s).

The Maths Hub publishes the membership of its Strategic Board through its website. Membership of the board, including the chair, is reviewed on an annual basis by the Senior Leadership Link.

The Maths Hub Lead(s) and Project /Operations Manager are not members of the board but do attend each board meeting. Other members of the Maths Hub Leadership and Management Team and other LLMEs, should only attend for a specific reason, for example, to present a report or as a development opportunity.

Meetings

- The board meets at least three times a year
- It is the responsibility of the chair of the board working in conjunction with the Lead School Senior Leadership Link to construct meeting agendas, and agree meeting notes and actions
- Papers are produced and shared with all members, at least one week in advance of each meeting
- At each meeting, members of the board are asked to declare any pecuniary interests. In particular, this should include declaration of any work currently, or potentially, undertaken, for the Maths Hub. These declarations are recorded. In circumstances where a board member declares a significant number of pecuniary interests, then their membership is reviewed. The NCETM provides advice in such circumstances
- Meeting notes and actions from each meeting are recorded and distributed to all members within two weeks and uploaded to MHPod

Timing and suggested main agenda items are specified below, although it is important to acknowledge that the chair and Senior Leadership Link can tailor the agenda to meet local need.

Meeting 1 (4 November to 22 November 2024)

- 2023/24 impact evaluation
- 2023/24 Maths Hub Leadership and Management effectiveness
- Recommendations for future programme priorities
- 2024/25 plan implementation

Meeting 2 (24 February to 14 March 2025)

- Maths Hub reach and sustained relationships strategy
- Maths Hub Leadership and Management and local leaders of maths education (LLME) capacity
- Hub strategy for future research and innovation
- 2024/25 plan implementation
- Equity of access for Targeted Support in Mathematics

Meeting 3 (2 June to 20 June 2025)

- 2025/26 planning and recruitment
- 2024/25 plan implementation
- Quality of Maths Hub work
- Board effectiveness review