



THE IZAAK WALTON AGREEMENT

(Revised June 2014)

1. PURPOSE AND DEFINITION

Peak 11 is a soft federation of the eleven secondary schools in the High Peak and Derbyshire Dales area of Derbyshire. It exists to raise standards and to share good practice across all eleven schools.

2. GOVERNANCE AND MANAGEMENT

2.1 The Strategic Board

2.1.1 The Strategic Board (SB) will oversee the activities of the Federation. In particular it will:

- act as the guardian of the Izaak Walton Agreement (IWA). It will review the Agreement annually and no changes to it will be made without its consent;
- approve an annual development plan and receive annual reports of progress against the objectives in that plan;
- approve any new members;
- arbitrate in cases of dispute between the members of the executive when a majority of the executive so wish.

2.1.2 The SB will consist of the Headteachers and Chairs of Governors of each of the eleven schools. The SB will elect a Chair to serve for two years. This person may not be a member of the Executive and may not represent the same school as the person elected to chair the Executive (q.v.). If voting is evenly divided, the Chair will have the casting vote.

2.1.3 The Chair may take Chair's action outside of the SB meetings, if for example a signature is required on an agreement already approved by the Executive. Such action must be reported to the SB at its next meeting.

2.1.4 The SB will meet once in every academic year. Extraordinary meetings outside these times may be convened by a request to the Chair signed by at

least four schools or by a letter of resignation from one of the eleven schools. A quorum shall consist of representation from eight schools. By agreement with the Chair, if only one representative from a school is present, he or she may cast a proxy vote on behalf of the absent representative.

2.1.5 Minutes and agendas of the SB will be available for inspection in all schools

2.2 The Executive

2.2.1 The Executive will be responsible for the day-to-day leadership of the Federation. In particular, it will:

- prepare the two year development plan;
- report annually on the progress of the plan;
- receive reports from the working groups (q.v.);
- agree terms of reference for the working groups;
- make bids for external funds as appropriate;
- monitor progress of all projects, reporting once a year to the SB;
- allocate funding to schools either by the agreed formula or by varying from this where the need arises. Such allocations shall be reported to the SB;
- purchase services such as consultancy, marketing or evaluation.

2.2.2 The Executive will consist of the heads of the eleven schools. It will elect a Chair and Vice Chair every two years. The Chair may not represent the same school as the person elected to chair the SB.

2.2.3 The Executive will meet at least six times a year.

2.3 Working Groups (WGs)

2.3.1 Working Groups will be set up in relation to particular issues. Some groups will have the role of 'standing committees', acting as liaison groups for ongoing work. Others will be project based, delivering agreed outcomes to an agreed deadline. Standard terms of reference will state:

- the purpose of the group
- the frequency of reporting to the Executive

- the arrangements for clerking;
- the chair or facilitator, who need not be a headteacher;
- any aims or targets relating to an external funding body or the agreed plan;

3. MEMBERSHIP

- 3.1 The eleven schools of the High Peak and Derbyshire Dales are foundation members. Only members may use the Peak 11 logo and stationery. From time to time, the SB may consider increasing the membership. Only the SB can admit a new member, acting on the advice of the Executive.
- 3.2 Any member may resign from the Federation by giving six months' notice in writing to the SB, stating the reasons for its resignation. The SB will then meet to discuss the reasons for the resignation, agree any changes to the IWA and any measures which need to be taken to ensure that the work of that school and the supporting funding received is reallocated.
- 3.3 Any member has the right to be included in any project, unless the terms of the body funding that project explicitly exclude the school for reasons beyond its control. Equally, there is a principle of subsidiarity: any member has the right to abstain from any particular project if it feels that the project is inappropriate for its needs or priorities at that time.
- 3.4 Although membership is limited to the eleven schools, the Federation may form partnerships with other agencies in order to carry out its objectives. Acting on the advice of the Executive, the SB may invite organisations to become partners, and agree with the organisation how this partnership will assist the Federation with one or more of its objectives. Partnership status will normally be reviewed after 12 months.
- 3.5 If at some stage in the future, it is necessary to consider the dissolution of the federation the following steps should be taken by the SB:
- A special meeting of the SB should be convened, with not less than 10 working days' notice being given of the meeting.
 - This meeting should receive reports on the circumstances giving rise to the need for dissolution and on the current commitments, financial and other, which the federation has incurred.
 - If the SB decides it is appropriate to dissolve the federation the SB should determine the date on which the federation will cease to exist and determine terms of reference for a small committee to oversee the practical steps which will need to be taken. These are likely to include the apportioning of any assets or liabilities and the allocation to individual schools of any outstanding work

required under existing contracts. The advice of the local authority will be sought at all stages.

- The SB must inform all members and all partner organisations of the decision to dissolve the federation within three working days of the meeting.

4. STAFFING

- 4.1 Peak 11 is not an employer. It does however need to buy support services so as to avoid headteachers' time being taken up by administration of the Federation and may use some of its project income to buy the services of a consultant.
- 4.2 It does need core support from an administrative officer. This individual will provide clerking to the executive and the SB as well as to any working groups that may require it and will undertake executive functions set out by the Executive.
- 4.3 It may also buy administrative support from a school, either in relation to a particular project for which that school is lead school or in relation to core support as determined by the executive.

5. FINANCE

- 5.1 Individual projects will be self-funding. The lead school is responsible for reporting on money spent against allocation to the funding body and the SB. Some of the project funding will cover overheads such as dissemination and administration.
- 5.2 The Executive will set an annual budget for the administration of core functions. This will include core staffing, travel, marketing and publicity, the servicing of meetings and some training and development.
- 5.3 Each member will make an annual contribution. The Executive will determine the amount of the total membership contribution, taking into account the budget required and any external donations and contributions made. The amount payable by each school will then be determined by the agreed formula.
- 5.4 Unless an external funding body determines otherwise, any external project money coming into the Federation will be allocated to schools by the agreed formula, after any central costs have been taken into account. The agreed formula will be published with the annual budget. The Executive has the power to vary this formula, taking into account the principle of subsidiarity, but must report such variation to the SB.
- 5.5 The current agreed formula is 40% distributed equally between all schools plus 60% distributed on the basis of pupil numbers.

6. EVALUATION AND QUALITY ASSURANCE

6.1 The strategic board will evaluate the work of the federation through a report on the federation's work received annually at its meeting.

7. PUBLIC RELATIONS

7.1 Members should take every opportunity to bring Peak 11 to public attention: this could include:

- use the logo on their stationery;
- refer to Peak 11 in any public report on a Peak 11 project;
- include Peak 11 activities in newsletters, advertisements, governors' reports and heads' reports to governors;
- include a Peak 11 specific section in their School Improvement Plan.

7.2 A Peak 11 website will be maintained and its contents reviewed every six months. Any necessary updates will be undertaken by the host school.

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