**NATIONAL DIGITAL LEARNING COUNCIL (FOURTH TERM)**

**TERMS OF REFERENCE**

1. **Purpose of the Council**

The National Digital Learning Council exists to drive an ambitious, innovative culture of learning through the use of digital competences. The council reports to the Minister for Education.

1. **Functions of the Council**

In its fourth term, the focus of the National Digital Learning Council will be to provide expert, sector specific digital competence guidance to support the development and implementation of best practice in digital learning, supporting the aims of Our National Mission (for schools) and Digital 2030 (for the post-16 sector).

Council members will be distributed across the five key Workstreams which underpin Our National Mission plus two overarching Workstreams to ensure ‘digital competence’ is being fully considered and integrated across educational phases. These include:

* + transformational curriculum;
  + assessment, evaluation and accountability;
  + high-quality education profession;
  + inspirational leaders;
  + excellence, equity and well-being.
  + Our National Mission Governance; and
  + digital infrastructure.

Council members will be expected to attend the appropriate meetings and provide feedback at the termly Council meetings.

An annual report will be created by the Council for the Minister for Education which will provide an advisory position in respect of digital competence across Our National Mission.

Council members will act as a source of guidance, information and support for the Welsh Government in respect of digital learning and as ambassadors for Our National Mission.

1. **Performance indicators for the National Digital Learning Council**

The NDLC will review the outcomes of its work based on:

* how successful the innovative use of Digital Competence is supporting the development of a culture of high-quality teaching and learning in education;
* how effective the ambitious use of digital technologies is in creating optimism and passion for teaching and learning in Wales across the five key Workstreams identified above; and
* how efficient the Hwb programme is in meeting its strategic aims and objectives.

The Council will ensure that they consider the digital elements of the four purposes of the Our National Mission, helping all children and young people to become:

* ambitious, capable learners, ready to learn throughout their lives
* enterprising, creative contributors, ready to play a full part in life and work
* ethical, informed citizens of Wales and the world , ready to be citizens of Wales and the world
* healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

1. **Meetings**

* The National Digital Learning Council will meet once per term.
* Meeting agenda and papers should be circulated via email 14 days prior to each meeting.
* Meeting agenda and papers from previous meetings will be published on Hwb.
* Host venues will be agreed by the Council at least a term in advance.
* All members of the group will be required to confirm that they do not have any conflict of interest in relation to any matters considered by the Council.
* The Welsh Government will meet reasonable travel and subsistence costs incurred by the Chair and members in pursuance of their work for the Council. These will be in line with public sector rates.

1. **Membership**

A list of National Digital Learning Council members may be found at Annex A.

Any member absent for two consecutive meetings will be asked to give up their position on the Council. The secretariat will be asked to find a new representative.

1. **Additional members and subgroups**

The Council will be able to co-opt additional members and set up sub groups, for instance to extend their expertise or support priority activities.

Additional membership will need to be agreed with the Welsh Government where there are financial implications.

1. **Quorum**

The Council will be deemed to be quorate when the Chair or Vice Chair and 4 members are present.

**National Digital Learning Council Members 2019 - 2021**

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| Chris Britten (Chair) | Ysgol Y Deri, Penarth |
| Gary Beauchamp (Vice Chair) | Cardiff Metropolitan University |
| Dilwyn Owen | Ysgol Gyfun Bro Morgannwg, Vale of Glam |
| Paul Watkins | Ysgol Bae Baglan, Port Talbot |
| Alison Howells | Cwmclydach Primary, RCT |
| Kay Morris | Ceredigion County Council |
| Hannah Mathias | Cardiff & Vale College |
| Alyson Nicholson | Jisc Wales |
| Maldwyn Pryce | Estyn |

**Welsh Government Representatives**

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| Chris Owen | Deputy Director, Digital Learning |
| Mike Jones | Head of Digital Delivery Unit, Digital Learning Division |
| Georgina Haarhoff | Deputy Director Curriculum |
| Kevin Palmer | Deputy Director Pedagogy, Leadership and Professional Learning |
| Ruth Conway / Chris Jones | Deputy Director Support for Learners / Deputy Director of Higher Education Division |
| Marian Jebb | Head of Post-16 Quality,  Economy, Skills and Natural Resources |
| Rachel Broad | NDLC Secretariat Support |