



# AGREEMENT

**We the undersigned agree that the National Associations Strategic Partnership be formed and that we will be:**

Working together to develop driver training & road safety.

By sharing ideas, best practice, experience and expertise, through sensible debate and discussion, the group will work on behalf of driver trainers to develop strategies to move the profession forward and tackle the key issues facing the industry. Acting as a key conduit and consultation channel between policy makers and driver trainers, the NASP will represent the views of its respective memberships and help shape key changes which impact the profession.

## **Organisation:**

### **Chair**

To rotate every six months starting with the inaugural meeting in June 2014.

### **Decision making**

The NASP will only action decisions on which the majority of member organisations agree.

Should one or more organisations wish to follow a policy not agreed by all they will be completely free to do so. Public differences about particular policies should not cause disharmony within the group.

### **Meetings**

Each chair to organise at least one face to face meeting during their period of governance. Organisations must send a minimum of one representative and a maximum of two to all meetings. Except when agreed by NASP in advance.

### **Reporting**

Minutes will be taken by a designated Minutes Secretary who will not be a participant in the decision making process. The minutes where necessary will include agreed action points.

Any recording of the meeting may only be used to facilitate an accurate written minute and will be deleted after the minute is agreed by all group members.

The minute will be the only official record of the meeting but will not be published outside NASP membership.

A report of the meeting will be prepared by the secretary in co-operation with the chair of the day. That report will be free to be published once it is agreed by all NASP members and a date and time for publication agreed. No NASP members will publish this report until all have agreed the date of publication and the contents of the report.

All meetings will encourage openness, the free development of ideas and the sharing of information without fear of ridicule.

The Chatham house rule may be invoked at the request of any speaker and participants will be free to use the information discussed, but neither the identity, nor the affiliation of the speaker(s) may be revealed.

The minutes will reflect this in that they will record the names of those attending but will not attribute what is said to any person or organisation when the Chatham House rule is in use.

### **Conduct:**

On matters of conduct the NASP will deal with these in the following way.

1. The group(s) offended should ask the alleged offender group for an explanation on their actions.
2. If this is not satisfactory the group(s) offended should inform the other groups, through the current governing group, about the matter and suggest whatever redress they feel appropriate.
3. After investigation a majority vote of the groups in NASP should decide on the sanction required or removal of a group from the NASP.

### **Membership:**

The founder members of the NASP will be ADINJC, DIA, DISC & MSA GB.

NASP may from time to time invite others to participate in discussions. Any group wishing to join must be membership based and approval will be granted strictly at the discretion of the NASP. An application would only be successful if the majority of current members agreed.

*Form of words agreed 16 May 2014*

*Formally signed 27 June 2014*

*Amendments proposed 27 June 2017*

*Formally agreed 19 August 2016*