

# Minute

## Education, Leisure and Housing Committee

Wednesday, 11 September 2024, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



### Present

Councillors Gwenda M Shearer, Ivan A Taylor, Alexander G Cowie, David Dawson, Steven B Heddle, James R Moar, Janette A Park, John A R Scott, Jean E Stevenson and Heather N Woodbridge.

### Teacher Representative:

Jo Hill.

### Present via remote link (Microsoft Teams)

Councillors Graham A Bevan and Stephen G Clackson.

### Clerk

- Sandra Craigie, Committees Officer.

### In Attendance

- James Wylie, Corporate Director for Education, Leisure and Housing.
- Peter Diamond, Head of Education.
- Frances Troup, Head of Community Learning, Leisure and Housing.
- Erik Knight, Head of Finance (for Items 1 to 4).
- David Brown, Service Manager (Resources).
- Garry Burton, Service Manager (Leisure and Culture).
- Catherine Diamond, Service Manager (Early Learning and Childcare) (for Items 1 to 11).
- Morag Miller, Service Manager (Primary Education) (for Items 1 to 11).
- Lesley Mulraine, Service Manager (Housing, Homelessness and Schoolcare Accommodation).
- Pat Robinson, Service Manager (Accounting).
- Kerry Spence, Service Manager (Community Learning, Development and Employability).
- Craig Walker, Service Manager (Human Resources Operations).
- Nigel Fyffe, Team Manager (Maintenance and Heritage).
- Cheryl Rafferty, Team Leader (Youth Services) (for Items 7 to 14).
- Peter Trodden, Solicitor.

## **In Attendance via remote link (Microsoft Teams)**

- Seonaidh McDonald, Principal, UHI Orkney.

## **Observing**

- Jane Partridge, Service Manager (Secondary and Tertiary Education) (for Items 1 to 9).
- Siobhan Wilks, Service Manager (Support for Learning and Inclusion) (for Items 1 to 7).
- Mairi Mackay, Former Acting Head Teacher, Papa Westray Community School (for Items 1 to 7).
- Emma Jane Rendall, Head Teacher, Firth Primary School (for Items 1 to 7).
- Ashleigh Gillespie, Senior Human Resources Adviser.
- Maya Tams-Gray, Committees Officer.

## **Apologies**

- Reverend Susan Kirkbride, Religious Representative.
- Reverend Fraser Macnaughton, Religious Representative.
- Mary Maley, Teacher Representative.

## **Declaration of Interest**

- Councillor Heather N Woodbridge – Item 6.

## **Chair**

- Councillor Gwenda M Shearer.

## **1. Revenue Expenditure Outturn**

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Accounting), the Committee:

Noted:

**1.1.** The revenue expenditure outturn statement in respect of service areas for which the Education, Leisure and Housing Committee was responsible, for financial year 2023/24, attached as Annex 1 to the report by the Head of Finance, indicating a budget overspend position of £1,019,900.

**1.2.** The revenue financial detail by service area statement, in respect of service areas for which the Education, Leisure and Housing Committee was responsible, for financial year 2023/24, attached as Annex 2 to the report by the Head of Finance.

The Committee scrutinised:

**1.3.** The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that appropriate action was taken with regard to significant budget variances.

## **2. Revenue Expenditure Monitoring**

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Accounting), the Committee:

Noted:

**2.1.** The revenue expenditure monitoring statement in respect of service areas for which the Education, Leisure and Housing was responsible, for the period 1 April to 30 June 2024, attached as Annex 1 to the report by the Head of Finance, indicating a budget underspend position of £953,200.

**2.2.** The revenue financial detail by service area statement in respect of service areas for which the Education, Leisure and Housing Committee was responsible, for the period 1 April to 30 June 2024, attached as Annex 2 to the report by the Head of Finance.

The Committee scrutinised:

**2.3.** The explanations given and actions proposed in respect of significant budget variances, as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that appropriate action was being taken with regard to significant budget variances.

## **3. Housing Revenue Account**

### **Revenue Repairs and Maintenance Programme – Expenditure Outturn**

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Accounting), the Committee:

Noted:

**3.1.** The summary outturn position of expenditure incurred for financial year 2023/24 in respect of the Housing Revenue Account revenue repairs and maintenance programme, as detailed in section 1.4 of the report by the Head of Finance.

The Committee scrutinised:

**3.2.** The detailed analysis of expenditure figures and project updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance regarding significant budget variances and progress made with delivery of the approved Housing Revenue Account revenue repairs and maintenance programme for 2023/24.

## **4. Housing Revenue Account**

### **Revenue Repairs and Maintenance Programme – Expenditure Monitoring**

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Accounting), the Committee:

Noted:

**4.1.** The summary position of expenditure incurred, as at 30 June 2024, against the approved Housing Revenue Account revenue repairs and maintenance programme for 2024/25, as detailed in section 1.4 of the report by the Head of Finance.

The Committee scrutinised:

**4.2.** The detailed analysis of expenditure figures and programme updates, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance regarding significant budget variances and progress being made with delivery of the approved Housing Revenue Account revenue repairs and maintenance programme for 2024/25.

## **5. Directorate Delivery Plan**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, copies of which had been circulated, the Committee:

Resolved to **recommend to the Council** that the Directorate Delivery Plan 2024-2026 for Education, Leisure and Housing, attached as Appendix 1 to this Minute, be approved.

## **6. Education Scotland Inspection – Papa Westray Community School**

Councillor Heather N Woodbridge declared an interest in this item, her connection being that her partner was the new Head Teacher at Papa Westray Community School, and was not present during discussion thereof.

After consideration of a report by the Corporate Director for Education, Leisure and Housing, copies of which had been circulated, and after hearing reports from the Service Manager (Early Learning and Childcare) and the Service Manager (Primary Education), the Committee:

Scrutinised the inspection letter in respect of Papa Westray Community School and Nursery Class, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing, issued by Education Scotland on 25 June 2024, and obtained assurance.

## **7. Education Scotland Inspection – Firth Primary School**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, copies of which had been circulated, and after hearing reports from the Service Manager (Early Learning and Childcare) and the Service Manager (Primary Education), the Committee:

Scrutinised the inspection letter in respect of Firth Primary School and Nursery Class, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing, issued by Education Scotland on 28 May 2024, and obtained assurance.

## **8. National Improvement Framework**

### **Orkney Islands Council Report and Plan**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Head of Education, the Committee:

Resolved to **recommend to the Council** that the National Improvement Framework: Orkney Islands Council Report and Plan 2024/25, attached as Appendix 2 to this Minute, be approved for submission to the Scottish Government.

## **9. UHI Orkney**

### **Education Scotland – Annual Engagement Visit**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Principal, UHI Orkney, the Committee:

Scrutinised Education Scotland's letter regarding the Annual Engagement Visit to UHI Orkney in June 2024, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing, and obtained assurance that the strengths, areas for improvement and main points identified therein were being actioned as appropriate.

Jo Hill left the meeting at this point.

## **10. Community Learning and Development Partners Plan**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, together with an Equality Impact Assessment and an Island Communities Impact Assessment, copies of which had been circulated, and after hearing a report from the Service Manager (Community Learning, Development and Employability), the Committee:

Scrutinised:

**10.1.** The 2024 Orkney Community Learning and Development Partners Plan Annual Review, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing, insofar as it related to the remit of the Council, and obtained assurance.

The Committee resolved to **recommend to the Council**:

**10.2.** That the Orkney Community Learning and Development Partners Plan 2024-2027, attached as Appendix 3 to this Minute, be approved insofar as it related to the remit of the Council.

## **11. Community Learning, Development and Employability**

### **Youth Services Internal Review**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, together with an Equality Impact Assessment and an Island Communities Impact Assessment, copies of which had been circulated, and after hearing a report from the Team Leader (Youth Services), the Committee:

Scrutinised:

**11.1.** The Internal Service Review of Community Learning, Development and Employability Youth Services, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing, and obtained assurance that the services provided continued to be fit for purpose within the parameters faced.

The Committee noted:

**11.2.** That the actions arising from the internal review of youth services would be taken forward through relevant service team plans.

## **12. Tenant Satisfaction Survey**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Service Manager (Housing, Homelessness and Schoolcare Accommodation), the Committee:

Scrutinised the results of the tenant satisfaction survey, attached as Appendix 1 to the report by the Corporate Director for Education, Leisure and Housing, and obtained assurance with regard to the performance of the Housing Service.

## **13. Housing Service – Annual Assurance Statement**

After consideration of a report by the Corporate Director for Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Head of Community Learning, Leisure and Housing, the Committee:

Resolved to **recommend to the Council** that the Annual Assurance Statement, together with supporting Annexes, attached as Appendix 4 to this Minute, be approved for submission to the Scottish Housing Regulator.

## **14. Conclusion of Meeting**

At 12:45 the Chair declared the meeting concluded.

Signed: Gwenda M Shearer.