

Item: 4

Education, Leisure and Housing Committee: 8 June 2022.

Appointments to Sub-committees, Groups and Other Bodies.

Report by Corporate Director for Strategy, Performance and Business Solutions.

1. Purpose of Report

To consider appointments and/or nominations to various sub-committees, groups and other bodies which fall within the remit of the Education, Leisure and Housing Committee.

2. Recommendations

2.1.

Council policy on appointments and/or nominations to external bodies, as outlined in section 6 of this report.

2.2.

That appointments and/or nominations made to the bodies listed in Appendix 1 to this report will last until the Special General Meeting of the Council to be held in May 2024.

It is recommended:

2.3.

That the Committee considers the recommendations associated with the appointments/nominations to the various sub-committees, groups and other bodies, listed in Appendix 1 to this report, and makes appointments/nominations, where required.

3. Background

3.1.

There are a number of sub-committees, groups and other bodies which fall within the remit of the Education, Leisure and Housing Committee.

3.2.

Some information on each of the bodies, together with the existing constitutional arrangements, are detailed in Appendix 1 to this report. Previous membership is also provided for information.

4. Sub-committees

4.1.

Standing Orders state that committees of the Council may appoint, with the consent of the Council, sub-committees.

4.2.

Standing Orders 11.2 and 11.3 refer to the appointment of the Chair and Vice Chair of Sub committees. Normally, the Chair and Vice Chair of the parent committee are the Chair and Vice Chair of the sub-committee. However, the sub-committee could determine to appoint an alternative Chair and Vice Chair from its membership.

4.3.

Membership of sub-committees is set out in Standing Orders 11.4 to 11.7 and shall normally consist of members of the parent committee. However, non-members can be appointed, but this requires the consent of the Council. Likewise, where the law permits, non-elected members can be appointed to sub-committees, again, only with the consent of the Council.

5. Working Groups and Consultative Groups

5.1.

The Council has agreed the following principles in respect of working and consultative groups:

- A working group should be subject specific and short life, ideally no longer than six months.
- The relevant Corporate Director should report the findings of the working group to the service committee, including a recommendation to disestablish.
- Member/officer consultative groups should be established where the work of the group is likely to continue beyond six months.

5.2.

The working groups listed in Appendix 1 have a variety of membership numbers, ranging from two to four, not including ex officio appointments, as agreed in 2019 when the mid-term review of appointments took place, or more recently, when the group was established.

5.3.

When establishing a working group, the recommended membership would be four, not including the Chair and Vice Chair of the Committee, making a total of six members. This equates to 50% of the membership of a service committee (which comprise 12 members).

5.4.

It is open to the Committee to reconsider membership size, bearing in mind nominations received and/or any interest indicated by any individual member, depending on the subject matter of the working group.

6. External Bodies

6.1.

When making appointments/nominations to external bodies listed in Appendix 1 to this report, regard should be had to Council policy whereby the appointment of elected members to external bodies has ceased with the exception of the following:

- Organisations which are wholly owned by the Council.
- Organisations in which the Council has a majority financial interest.
- Statutory organisations or other bodies to which a Council appointment would be prudent.

6.2.

The Council has previously resolved to make appointments/nominations to those external bodies listed in Appendix 1, bearing in mind the policy referred to above. However, it is open to the Education, Leisure and Housing Committee to reconsider whether any appointment should be made.

7. Appointments

7.1.

The Committee is invited to consider the recommendations associated with the appointments/nominations to the various sub-committees, groups and other bodies, listed in Appendix 1 to this report, and make appointments/nominations, where required.

7.2.

Appointments and/or nominations made to the bodies listed in Appendix 1 to this report will last until the Special General Meeting of the Council scheduled for May 2024.

8. Corporate Governance

This report relates to the Council complying with governance and procedural issues and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

9. Financial Implications

There are no financial implications arising directly as a result of the recommendations of this report.

10. Legal Aspects

10.1.

With limited exceptions, section 56 of the Local Government (Scotland) Act 1973 provides that a local authority may arrange for the discharge of any of their functions by a committee of the authority, a sub-committee, an officer of the authority or by any other local authority in Scotland. The discharge of functions also includes doing anything which is calculated to facilitate or is conducive or incidental to the discharge of any of these functions.

10.2.

There are no statutory rules in force in Scotland as to which councillors should be appointed to which committee. Councils have a free hand to decide the membership of their committees and sub-committees.

10.3.

A working group is not a committee or sub-committee of the Council. A working group does not have delegated authority to make decisions.

11. Contact Officers

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12. Appendix

Appendix 1: Sub-committees, Groups and Other Bodies appointed by Education, Leisure and Housing Committee.

Sub-committees, Groups and Other Bodies appointed by Education, Leisure and Housing Committee

1. Orkney College Management Council

Remit

All matters in relation to the management and operation of Orkney College.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Three other Members of the Education, Leisure and Housing Committee.
- Three Business Community representatives (with voting rights).
- Three Community/Third Sector representatives (with voting rights).
- Two Student representatives (with voting rights).

Previous Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Three other Members of the Education, Leisure and Housing Committee:
 - Councillor Stephen G Clackson.
 - Councillor J Harvey Johnston.
 - Councillor W Leslie Manson.

Background Information

Business Community and Community/Third Sector representatives were contacted to determine whether they wished to be considered for reappointment for a further term (2022-2027). A number of representatives have indicated they do not wish to be considered for reappointment and, accordingly, arrangements will be made to fill those vacancies.

A report will be submitted to the General Meeting of the Council to be held on 5 July 2022 regarding the appointment of non-elected members to the College Management Council Sub-committee (see section 4.3 of the covering report).

Recommendation

To make the three other appointments.

2. St Magnus Cathedral Sub-committee

Remit

All matters relating to the upkeep of the fabric of St Magnus Cathedral and uses made of the building and its curtilage, having regard to the architectural character of the building.

Existing Constitutional Arrangements

- Convener.
- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Four other Members of the Education, Leisure and Housing Committee.
- Lord Lieutenant as Chair, Council of Society of Friends of St Magnus Cathedral (no voting rights).
- Minister of St Magnus Cathedral (no voting rights).

Previous Membership

- Convener – Councillor J Harvey Johnston.
- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Four other Members of the Education, Leisure and Housing Committee:
 - Councillor Barbara Foulkes.
 - Councillor W Leslie Manson.
 - Councillor John T Richards.
 - Councillor John A R Scott.

Recommendation

To make the four other appointments.

3. Early Learning and Childcare Short-Life Working Group

Remit

To consider how to provide continuity of service for children, parents and carers using a private sector provider which had indicated its intention to cease trading.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Chair, Orkney Health and Care Committee.
- Vice Chair, Orkney Health and Care Committee.
- Three other Members of the Council.

Previous Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Chair, Orkney Health and Care Committee – Councillor Rachael A King.
- Vice Chair, Orkney Health and Care Committee – Councillor Stephen Sankey.
- Councillor David Dawson.
- Councillor Barbara Foulkes.
- Councillor W Leslie Manson.

Background Information

On 26 November 2019, when considering how to provide continuity of service for children, parents and carers using a private sector provider which had indicated its intention to cease trading, the Policy and Resources Committee recommended that the matter be referred, in the first instance, to a short-life working group, following which a report would be submitted, at the earliest opportunity, to the Education, Leisure and Housing Committee.

On 30 June 2020, the Council adopted options to meet the short and long term needs for early learning and childcare. Disestablishment of the short-life working group was inadvertently omitted from that decision.

Recommendation

As the Council adopted options to meet the short and long term needs for early learning and childcare on 30 June 2020, this short-life working group can be disestablished.

4. Education Quality and Standards Consultative Group

Remit

To evaluate attainment and achievement across the Broad General Education and Senior phase, including evaluation of Developing the Young Workforce projects and how these, linked with attainment and achievement, lead to positive destinations for all.

Existing Constitutional Arrangements

- Leader.
- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Two other Members of the Education, Leisure and Housing Committee.

Previous Membership

- Leader – Councillor James W Stockan.
- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.

- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Two other Members of the Education, Leisure and Housing Committee:
 - Councillor Stephen G Clackson.
 - Councillor Magnus O Thomson.

Recommendation

To make the two other appointments.

5. Housing Strategies Consultative Group

Remit

- To oversee and scrutinise development of the Local Housing Strategy and associated strategies.
- To consider wider issues in respect of shared repairs and areas within Council housing areas.
- To assist with the development and review of the Fuel Poverty Strategy, including identification of targets and priorities.
- To actively explore how the Council can facilitate an initial single point of contact, in respect of all fuel poverty issues, with the range of agencies involved.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Four other Members of the Education, Leisure and Housing Committee.

Previous Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Four other Members of the Education, Leisure and Housing Committee:
 - Councillor Stephen G Clackson.
 - Councillor J Harvey Johnston.
 - Councillor Owen Tierney.
 - Councillor John A R Scott.

Recommendation

To make the four other appointments.

6. Orkney College Business Review Short-Life Working Group

Remit

To consider independent reviews and the UHI Branding and Positioning project, together with any other relevant pertaining issues, with a view to informing a draft detailed business review and business plan for Orkney College.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Chair, College Management Council Sub-committee.
- Vice Chair, College Management Council Sub-committee.
- Corporate Director for Education, Leisure and Housing/Head of Education.
- Service Manager (Secondary and Tertiary Education).
- Senior Human Resources Advisor.
- Representatives from Finance, Legal and Committee Services.
- Senior Management Team of Orkney College.
- Two Community/Business Representatives, College Management Council Sub-committee.
- One HISA Representative, College Management Council Sub-committee.
- One Staff Representative, College Management Council Sub-committee.

Previous Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Chair, College Management Council Sub-committee – Beverly Clubley.
- Vice Chair, College Management Council Sub-committee – Councillor Alexander G Cowie.

Background Information

On 16 February 2022, when considering actions being taken in regard to independent reviews as well as the UHI Branding and Positioning project, the Education Leisure and Housing Committee recommended that a short-life working group, to conclude by the end of 2022, be established.

Core membership is detailed in the Existing Constitutional Arrangements above, and the Committee also agreed that various stakeholders be invited to participate in the work of the short life working group, as and when required.

The Corporate Director for Education, Leisure and Housing is due to report to the Education, Leisure and Housing Committee in early 2023, advising of the outcome of the detailed business review for Orkney College and presenting a business plan.

Recommendation

To confirm existing arrangements and appointments.

7. Council House Build Programme Board

Remit

Established in 2014 to maintain a strategic oversight of the Council House build programme and take decisions on key project modification or variations where these fall within the overall realm of delegated authority.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- Chair, Development and Infrastructure Committee.
- Vice Chair, Development and Infrastructure Committee.
- Chair, Policy and Resources Committee.
- Vice Chair, Policy and Resources Committee.
- One other Member of the Education, Leisure and Housing Committee.

Previous Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Alexander G Cowie.
- Chair, Development and Infrastructure Committee – Councillor Graham L Sinclair.
- Vice Chair, Development and Infrastructure Committee – Councillor Andrew Drever.
- Chair, Policy and Resources Committee – Councillor James W Stockan.
- Vice Chair, Policy and Resources Committee – Councillor W Leslie Manson.
- One other Member of the Education, Leisure and Housing Committee:
 - Councillor Owen Tierney.

Background Information

As stated in Remit above, on 10 September 2014, the Education, Leisure and Housing Committee recommended a governance structure in respect of the House Build Programme, including the establishment of the Programme Board, with the membership as detailed above.

On 24 November 2015, the Policy and Resources Committee recommended that a Capital Programme Advisory Board, comprising the undernoted membership, be established, to provide a forum for informal oversight and comment on matters concerning the capital programme:

- Convener
- Vice Convener

- Chair, Education, Leisure and Housing Committee
- Vice Chair, Education, Leisure and Housing Committee
- Chair, Development and Infrastructure Committee
- Vice Chair, Development and Infrastructure Committee
- Chair or Vice Chair, Integration Joint Board, whichever was the Council appointment.

As appointments to the Capital Programme Advisory Board are all ex officio (in 2015, the Convener and Vice Convener would have been the Chair and Vice Chair of the Policy and Resources Committee), they were inadvertently omitted from previous lists considered by the Policy and Resources Committee.

However, as both the remit and membership of both Boards are virtually identical, it is proposed that the Council House Build Programme Board is disestablished, and the remit subsumed within that of the Capital Programme Advisory Board.

A report will be submitted to the Policy and Resources Committee in due course regarding appointments to the Capital Programme Advisory Board.

Recommendation

It is recommended that the Council House Build Programme Board be disestablished, with strategic oversight of the Council House build programme and key project modification or variations where these fall within the overall realm of delegated authority be undertaken by the Capital Programme Advisory Board.

8. Orkney Childcare and Young People's Partnership

Remit

- To consider matters relating to childcare and childcare information.
- To consider support for parents and parenting.
- To promote education and social development for children and young people.
- To promote services to support the wellbeing of children and young people at risk.

The work of the Partnership is overseen by a steering group, whose membership includes professional, political and community representatives. The steering group meets at least quarterly, with the Partnership meeting at least once per annum.

Existing Constitutional Arrangements

- One Member of the Orkney Health and Care Committee.
- One Member of the Education, Leisure and Housing Committee.

Previous Membership

- One Member of the Orkney Health and Care Committee – Councillor Heather N Woodbridge.
- One Member of the Education, Leisure and Housing Committee – Councillor John T Richards.

Background Information

On 19 May 2022, the Policy and Resources Committee agreed that, as a result of the disestablishment of the Orkney Health and Care Committee, one of the representatives to the Orkney Childcare and Young People's Partnership should be one of the six Council representatives on the Integration Joint Board.

The Committee thereafter appointed Councillor Heather N Woodbridge as that representative.

Recommendation

To make the one appointment, bearing in mind the appointment made by the Policy and Resources Committee.

9. Orkney Strategic Community Learning Group

Remit

- To improve the life chances for people of all ages through learning, personal development and active citizenship.
- To create stronger, more resilient, supportive, influential and inclusive communities.
- To ensure a co-ordinated approach to meeting the community learning and development needs of individuals and groups in Orkney.
- To raise awareness of the importance of community learning and development through effective communication.
- To support the community learning and development workforce (staff and volunteers) through a programme of training and development.
- To engage with communities to promote a better understanding of community learning and development needs in Orkney.
- To produce a joint Orkney community learning and development plan.
- To liaise with other community groups and partners' strategies and plans to ensure the co-ordinated delivery of local and national outcomes.
- To set up and support sub-groups and/or short-life working groups to take forward the objectives of the group as required.
- To promote effective self-evaluation by partners using How Good is the Learning and Development in our Community?

Governance of the Strategic Community Learning Group (SCLG) is provided through the Education, Leisure and Housing Committee. The statutory three-year Community Learning and Development (CLD) Partners' Plan, produced by the SCLG, is submitted to the Education, Leisure and Housing Committee for endorsement. The CLD Partners' Plan is also submitted to The Orkney Partnership for noting and to clarify how the CLD Plan contributes to the Partnership's strategic priorities.

The SCLG meets quarterly and reports annually to the Council through the Education, Leisure and Housing Committee providing a progress report and updating the plan as required to ensure it remains relevant and targeted on identified needs.

Existing Constitutional Arrangements

- One member of the Education, Leisure and Housing Committee.

Previous Representative

- Councillor Gwenda M Shearer.

Recommendation

To make the one appointment.

10. Physical Activity and Sport Strategy Review Group

Remit

- To develop and implement a comprehensive and evidence-based local sports strategy based on the identification, pursuit and achievement of agreed local outcomes.
- To commit to understanding clearly local needs and circumstances, including both met and unmet needs.
- To work with partners and partnerships to identify and disseminate good practice, support development of appropriate and effective services and build information on cost-effectiveness which can inform decisions on investment.
- To involve other local partners with a potential contribution to make to the achievement of agreed local outcomes including service users, carers and family groups, voluntary, third and private sector service providers.
- To identify and commit to deploying the resources necessary to deliver the agreed local outcomes including service users, carers and family groups, voluntary, third and private sector service providers.
- To ensure that the Orkney Physical Activity and Sport Partnership is appropriately embedded in local community planning arrangements and effectively enables partners to be accountable to the Scottish Government, other partners and the public.

Existing Constitutional Arrangements

- One Member of the Education, Leisure and Housing Committee.

The Member chairs the Physical Activity and Sport Strategy Review Group.

Previous Representative

- Councillor John A R Scott.

Recommendation

To make the one appointment.

11. Highlands and Islands Science Skills Academy

Remit

The Science Skills Academy is a working title for a long term programme that aims to transform the engagement of young people with science, technology, engineering, mathematics and digital (STEM/D) disciplines. It will run across the entire Highlands and Islands area.

The Science Skills Academy is a joint enterprise backed by the University of the Highlands and Islands, Highlands and Islands Enterprise, Skills Development Scotland, the Highland Council, Scottish and Southern Energy and the Centre for Health Science.

In June 2016, the Council was invited to become a member of the Leadership Board, which meets quarterly and steers the overall direction of the project, while the Programme Board (officer only) meets every eight weeks and is charged with overseeing delivery of the Academy programme. There is an opportunity to join meetings of the Leadership Board by teleconference or video-conference.

Background

At the Special General Meeting held on 14 May 2019, when reviewing appointments and/or nominations to other bodies, together with a summary of the previous appointee's feedback (repeated below for information), the Council resolved to continue with appointment of a representative to the Leadership Board of the Highlands and Islands Science Skills Academy.

The Council further resolved that the representative should be a member of the Education, Leisure and Housing Committee.

Summary of previous appointee's feedback

This body is concerned with the provision of STEM (Science, Technology, Engineering, Mathematics) hubs for school pupils throughout the Highlands and Islands. The elected member role on this Board has become one of trying to make sure the Islands are not forgotten and that the Orkney situation is understood and catered for.

For example, it was proposed that a STEM-hub would be based on the Scottish mainland; however the elected member pointed out the logistics of travelling to and from there, and how it would be impossible for Orkney's isles pupils to make use of the facility. As the pupil age-range for the STEM-hubs matches exactly that of Orkney's junior high schools, provision of a mobile facility which could serve the Isles has remained a possibility. Without continued representation from Orkney Islands Council on the Leadership Board, the elected member believes this is unlikely to be progressed.

The Science Skills Academy has been encouraged to engage with education officers in Orkney, with thoughts of an Orkney-based STEM hub in Stromness related to the renewables industry.

Constitutional Arrangements

- One Member of the Education, Leisure and Housing Committee.

Previous Council Representative

- Councillor Stephen G Clackson.

Recommendations

- That the Committee determines whether to continue with an appointment to the Leadership Board of the Highlands and Islands Science Skills Academy.
- That, should the Council continue with an appointment, to seek nominations and make the appointment of one member.

12. University of the Highlands and Islands Foundation

Remit

The UHI Foundation provides a connection between the University and its communities. The Foundation advises the organisation in the pursuit of its mission, provides a two-way flow of information between the University and its community stakeholders and promotes the University's mission within and outwith their communities. The Foundation is consulted on any proposal to amend the mission statement of the University.

Background

At the Special General Meeting held on 14 May 2019, when reviewing appointments and/or nominations to other bodies, together with a summary of the previous appointee's feedback (repeated below for information), the Council resolved to continue with appointment of a representative to the UHI Foundation.

The Council further resolved that the representative should be a member of the Education, Leisure and Housing Committee.

Summary of previous appointee's feedback

By having a member on the Foundation, the Council has a conduit through which to make the UHI aware at an early stage of how decisions taken by the UHI could have an impact in Orkney. For example, when integration was being discussed between the larger UHI partners, the elected member questioned where this would leave the smaller partners (specifically Orkney College), and this made people think again.

The elected member has provided reports to councillors on meetings he has attended to keep them informed of UHI developments, how others in the UHI see Orkney, and what is going on elsewhere in the UHI which the Council should be aware of.

As the Council's UHI Foundation member, the elected member has played an additional role at the Orkney College graduations, meeting and speaking to graduands and distributing "goody bags" from the UHI to the new alumni on behalf of Foundation.

Not having a representative on Foundation would mean the Council losing political representation in an important part of the UHI's governance and decision-making structure.

Constitutional Arrangements

- One Member of the Education, Leisure and Housing Committee.

Previous Council Representative

- Councillor Stephen G Clackson.

Recommendations

- That the Committee determines whether to continue with a nomination to the UHI Foundation.
- That, should the Council continue with an appointment, to seek nominations and make the appointment of one member.