

## **Item: 5**

### **Education, Leisure and Housing Committee: 5 June 2019.**

#### **Appointments to Sub-committees, Working Groups and Other Bodies.**

#### **Report by Chief Executive.**

### **1. Purpose of Report**

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

### **2. Recommendations**

The Committee is invited to note:

#### **2.1.**

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

#### **2.2.**

That, at the Special General Meeting held on 14 May 2019, when reviewing appointments and/or nominations to other bodies, the Council referred the following appointments to the Education, Leisure and Housing Committee for determination:

- Highlands and Islands Science Skills Academy – Leadership Board.
- University of the Highlands and Islands Foundation.

#### **2.3.**

That, as the term of this Council is five years, it is proposed that, where appointments and/or nominations are made to the bodies listed in Appendix 1 to this report, these should last for the remainder of the term of this Council, namely for three years until May 2022.

#### **It is recommended:**

#### **2.4.**

That the Committee reviews the appointments/nominations listed in Appendix 1 to this report.

## **2.5.**

That, where appointments and/or nominations are made, these should be for the remainder of the term of this Council, namely for three years to May 2022.

## **3. Background**

### **3.1.**

There are a number of sub-committees, working 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. Existing 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 Order 47 refers 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 48 and 49 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**

### **5.1.**

The following principles were agreed by Council as part of the governance review undertaken in 2016:

- A working group should be subject specific.
- A working group should have a short life, ideally no longer than six months.
- The relevant Executive Director should report the findings of the working group to the service committee, including a recommendation to disestablish.

## **5.2.**

It was further agreed that member/officer consultative groups be established where the work of the group was to continue beyond six months and that all existing groups would be reviewed at the May 2017 cycle of meetings.

## **5.3.**

In June 2017, when making appointments to working groups falling within the remit of the Education, Leisure and Housing Committee, the review referred to above was completed.

# **6. External Bodies**

## **6.1.**

When making appointments/nominations to external bodies listed in Appendix 1 to this report, regard should be made 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.**

It should be noted, however, that 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.

## **6.3.**

Further, at the Special General Meeting held on 14 May 2019, when reviewing appointments and/or nominations to other bodies, the Council referred the following appointments to the Education, Leisure and Housing Committee for determination:

- Highlands and Islands Science Skills Academy – Leadership Board.
- University of the Highlands and Islands Foundation.

## **6.4.**

Although the Council determined that appointments to the two bodies above should be a member of the Education, Leisure and Housing Committee, no restriction was placed on that appointment. Accordingly, the Committee is requested to consider whether the appointments should be ex officio or open to any member of the Education, Leisure and Housing Committee.

## **7. Appointments**

### **7.1.**

The Committee is invited to review the appointments/nominations listed in Appendix 1 to this report.

### **7.2.**

As this Council is for a five year term, it is proposed that, where appointments and/or nominations are made to the bodies listed in Appendix 1 to this report, these should last for the remainder of the term of this Council, namely for three years until May 2022.

## **8. Corporate Governance**

This report relates to 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**

Alistair Buchan, Chief Executive, extension 2101, Email  
[chief.executive@orkney.gov.uk](mailto:chief.executive@orkney.gov.uk).

Karen Greaves, Head of Executive Support, extension 2202, Email  
[karen.greaves@orkney.gov.uk](mailto:karen.greaves@orkney.gov.uk).

Hazel Flett, Senior Committees Officer, extension 2208, Email  
[hazel.flett@orkney.gov.uk](mailto:hazel.flett@orkney.gov.uk).

## **12. Appendix**

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

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

### **1. Orkney College Management Council**

#### **Remit**

All matters in relation to 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 Robin W Crichton.
- Vice Chair, Education, Leisure and Housing Committee – Councillor John A R Scott.
- Three other Members of the Education, Leisure and Housing Committee:
  - Councillor Stephen G Clackson.
  - Councillor Alexander G Cowie.
  - Councillor J Harvey Johnston.

#### **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 Robin W Crichton.
- Vice Chair, Education, Leisure and Housing Committee – Councillor John A R Scott.
- Four other Members of the Education, Leisure and Housing Committee:
  - Councillor Alexander G Cowie.
  - Councillor Barbara Foulkes.
  - Councillor W Leslie Manson.
  - Councillor John T Richards.

### **Recommendation**

To make the four other appointments.

## **3. 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 Robin W Crichton.
- Vice Chair, Education, Leisure and Housing Committee – Councillor John A R Scott.
- Two other Members of the Education, Leisure and Housing Committee:
  - Councillor Stephen G Clackson.
  - Councillor Stephen Sankey.

### **Recommendation**

To make the two other appointments.

## **4. Member/Officer Working Group established to consider Programme of Events and Activities to Commemorate 900<sup>th</sup> Anniversary of Death of St Magnus**

### **Remit**

To plan, devise and deliver a programme of events and activities in commemoration of the 900<sup>th</sup> anniversary of the death of St Magnus.

### **Existing Constitutional Arrangements**

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.

### **Previous Membership**

- Chair, Education, Leisure and Housing Committee – Councillor Robin W Crichton.
- Vice Chair, Education, Leisure and Housing Committee – Councillor John A R Scott.

### **Recommendation**

That, as the remit has been fulfilled, the Member/Officer Working Group established to consider a programme of events and activities to commemorate the 900<sup>th</sup> anniversary of the death of St Magnus should be disestablished.

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

## **Recommendation**

To make the four other appointments.

## **6. 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 Robin W Crichton.
- Vice Chair, Education, Leisure and Housing Committee – Councillor John A R Scott.
- 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.

### **Recommendation**

To make the one other appointment.

## **7. 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 David Dawson.
- One Member of the Education, Leisure and Housing Committee – Councillor John T Richards.

### **Recommendation**

To make the one appointment.

## **8. 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 Robin W Crichton.

## **Recommendation**

To make the one appointment.

# **9. 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 (as agreed by Council on 14 May 2019).

## **Previous Council Representative**

- Councillor Stephen G Clackson.

## **Recommendations**

- That the Committee determines whether the appointment should be ex officio (for example the Chair or Vice Chair of the Education, Leisure and Housing Committee).
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the Leadership Board of the Highlands and Islands Science Skills Academy and confirm the term of the appointment to May 2022.

# **10. 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 (as agreed by Council on 14 May 2019).

## **Previous Council Representative**

- Councillor Stephen G Clackson.

## **Recommendations**

- That the Committee determines whether the appointment should be ex officio (for example Chair or Vice Chair of the College Management Council Sub-committee, whichever is the Council appointment, or Chair or Vice Chair of the Education, Leisure and Housing Committee, as the parent committee).
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the UHI Foundation and confirm the term of the appointment to May 2022.