



ORKNEY
ISLANDS COUNCIL

Item: 4

Education, Leisure and Housing Committee: 5 June 2024.

Appointments and/or Nominations to Sub-committees, Groups and Other Bodies.

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

1. Overview

- 1.1. There are a number of sub-committees, groups and other bodies which fall within the remit of the Education, Leisure and Housing Committee. These are set out in detail in the Appendix to this report, including existing appointments for information purposes.
- 1.2. Although appointments would normally last for two years, given that Local Government Elections are held at five yearly intervals, it is proposed that all appointments made at this meeting should last until the next Local Government Election, currently scheduled for May 2027.

2. Recommendations

- 2.1. It is recommended that members of the Committee:
 - i. Consider the recommendations associated with the appointments and/or nominations to the various bodies listed in Appendix 1 to this report, and makes appointments/nominations where required.
 - ii. Agree 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 2027.

3. Sub-committees

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

- 3.2. 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.
- 3.3. 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.

4. Working Groups and Consultative Groups

- 4.1. 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.
- 4.2. The working groups listed in Appendix 1 have a variety of membership numbers, from 2 to 5, not including ex officio appointments, as agreed in May 2022.
- 4.3. When establishing a working group, the recommended membership would be five, not including the Chair and Vice Chair of the Committee, making a total of seven members. This equates to approximately 50% of the membership of a service committee (which comprise 12 members).
- 4.4. 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.

5. External Bodies

- 5.1. 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.

5.2. 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.

For Further Information please contact:

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Implications of Report

1. **Financial:** none arising directly from this report.
2. **Legal:** none arising directly from this report
3. **Corporate Governance:** Procedures and processes are regulated by the Council's Standing Orders.
4. **Human Resources:** none.
5. **Equalities:** not applicable.
6. **Island Communities Impact:** not applicable.
7. **Links to Council Plan:** not applicable.
8. **Links to Local Outcomes Improvement Plan:** not applicable.
9. **Environmental and Climate Risk:** not applicable.
10. **Risk –** not applicable.
11. **Procurement –** not applicable.
12. **Health and Safety:** not applicable.
13. **Property and Assets:** not applicable.
14. **Information Technology:** not applicable.
15. **Cost of Living:** not applicable.

List of Background Papers

Standing Orders for the Regulation of Proceedings and Business of Orkney Islands Council.

Minute of the Meeting of the Education, Leisure and Housing Committee held on 8 June 2022.

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. 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).

Existing Membership

- Convener – Councillor Graham A Bevan.
- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Jean E Stevenson.
- Four other Members of the Education, Leisure and Housing Committee:
 - Councillor Alexander G Cowie.
 - Councillor Steven B Heddle.
 - Councillor John A R Scott.
 - Councillor Ivan A Taylor.

Recommendation

- To make the four other appointments.

2. Cultural Services Review Short-Life Working Group

Remit

To consider the findings of the consultant-led review into the provision of Council-funded cultural services in Orkney.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- 3 Additional Elected Members of Education, Leisure and Housing Committee:
- Corporate Director for Education, Leisure and Housing.
- Head of Community Learning, Leisure and Housing.
- Service Manager (Leisure and Culture).
- Team Leader (Culture).
- Arts Officer.
- 1 representative from the Collections Teams, Orkney Islands Council.
- 1 representative from the Visitor Services Team, Orkney Islands Council.
- 1 representative from the Pier Arts Centre (Culture Fund Key Client).
- 1 representative from the St Magnus International Festival (Culture Fund Key Client).
- 1 representative from the Orkney Folk Festival (Culture Fund Key Client).
- 1 representative from the Orkney Natural History Society Museum (“Stromness Museum”, Culture Fund Key Client).
- 1 representative from Birsay Heritage Trust (Culture Fund Key Client).
- 1 representative from Museums Galleries Scotland.
- 1 representative from Creative Scotland.
- 1 representative from the Friends of St Magnus.

Existing Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Jean E Stevenson.
- 3 Additional Elected Members of Education, Leisure and Housing Committee:
 - Councillor Graham A Bevan.
 - Councillor Rachael A King.
 - Councillor John A R Scott.

Background Information

This short-life working group was established by the Education, Leisure and Housing Committee on 7 February 2024 and is shortly to commence meeting.

Should the Committee wish to retain the existing membership, this will require to be confirmed by Council, as Councillor Rachael A King is no longer a member of the Education, Leisure and Housing Committee.

Recommendation

- To consider the three other appointments, bearing in mind the advice provided in Background Information above.

3. Sport and Leisure Services Review Short-Life Working Group

Remit

To consider the findings of the consultant-led review into the provision of sport and leisure services across Orkney.

Existing Constitutional Arrangements

- Chair, Education, Leisure and Housing Committee.
- Vice Chair, Education, Leisure and Housing Committee.
- 2 Additional Elected Members of Education, Leisure and Housing Committee:
- Corporate Director for Education, Leisure and Housing.
- Head of Community Learning, Leisure and Housing Service.
- Service Manager (Leisure and Culture).
- Team Leader (Sport and Leisure).
- Senior Duty Officer (Swimming Pools).
- Senior Duty Officer (Facilities).
- Outdoor Education Advisor.
- Pickaquoy Centre Trust Managing Director.
- Sportscotland Partnership Manager and lead Partnership Manager.
- 1 representative from the Active Schools Team.
- 1 representative from NHS Orkney.
- 1 representative from Education Service – Orkney Islands Council.
- 1 representative from Orkney 2025.
- 1 representative from each of the Isles swimming pools.

Existing Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Jean E Stevenson.
- 2 Additional Elected Members of Education, Leisure and Housing Committee:
 - Councillor Stephen G Clackson.
 - Councillor John A R Scott.

Background Information

This short-life working group was established by the Education, Leisure and Housing Committee on 27 March 2024 and is shortly to commence meeting.

Should the Committee wish to retain the existing membership, this may require a change to the constitutional arrangements, should Councillor Jean E Stevenson not be reappointed Vice Chair of the Education, Leisure and Housing Committee.

Recommendation

- To consider the other appointments, bearing in mind the advice provided in Background Information above.

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.

Existing Membership

- Leader – Councillor Heather N Woodbridge.
- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Jean E Stevenson.
- Two other Members of the Education, Leisure and Housing Committee:
 - Councillor Stephen G Clackson.
 - Councillor Alexander G Cowie.

Background Information

When this consultative group was initially established, performance wise, Orkney Islands Council was sitting between 29 and 31 out of 32 local authority areas for attainment. This has now improved to a position where Orkney Islands Council is sitting in the top quartile (positions 3 to 5), with a Community Learning and Development service and College that are sector leading. HM inspection reports are now routinely reported to Committee. There are also regular seminars and reports on attainment, therefore it is proposed that this group is now disestablished.

Recommendation

- That the Education Quality and Standards Consultative Group 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.
- Five other Members of the Education, Leisure and Housing Committee.

Existing Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Jean E Stevenson.
- Five other Members of the Education, Leisure and Housing Committee:
 - Councillor Alexander G Cowie.
 - Councillor James R Moar.
 - Councillor John A R Scott.
 - Councillor Ivan A Taylor.
 - Councillor Heather N Woodbridge.

Recommendation

- To make the five other appointments.

6. 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 of the six Council representatives on the Orkney Integration Joint Board.
- One Member of the Education, Leisure and Housing Committee.

Existing Membership

- One of the six Council representatives on the Orkney Integration Joint Board – Councillor Heather N Woodbridge (reappointed by Policy and Resources Committee on 14 May 2024).
- One Member of the Education, Leisure and Housing Committee – Councillor Graham A Bevan.

Recommendation

- To make the one appointment, bearing in mind that Councillor Woodbridge was appointed to represent the Integration Joint Board.

7. UHI Orkney Stakeholder Group

Remit

To act as a strong link into the communities that UHI Orkney serves, providing local oversight and ensuring information passed between the College and local stakeholders, with the following terms of reference:

- Understanding the impact of the college on the communities it serves.
- Advising on initiatives that might help meet the business and social needs.
- Feeding into curriculum delivery that helps meet industry needs.
- Overseeing performance of the college in support of quality improvement plans.
- Developing valuable contacts in the community, including employers.

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.
- Four Business Community representatives.
- Four Community/Third Sector representatives.
- Two Student representatives.
- Two Staff representatives.
- Two representatives from UHI.

Existing Membership

- Chair, Education, Leisure and Housing Committee – Councillor Gwenda M Shearer.
- Vice Chair, Education, Leisure and Housing Committee – Councillor Jean E Stevenson.
- Three other Members of the Education, Leisure and Housing Committee:
 - Councillor Graham A Bevan.
 - Councillor Stephen G Clackson.
 - Councillor Heather N Woodbridge.

- Four Business Community representatives:
 - Rebecca May.
 - Tracey Phillips.
 - Steven Sinclair.
 - Liz Stevenson.
- Four Community/Third Sector representatives:
 - Gail Anderson.
 - Lorraine Bichan.
 - Harvey Johnston.
 - One vacancy.
- Two Student representatives:
 - Francesca Meneghetti.
 - Gillian Morrison.
- Two Staff representatives:
 - Colin Risbridger.
 - Iain Wilkie.
- Two representatives from UHI:
 - Neil Simco.
 - Alison Wilson

Background Information

On 7 June 2023, the Education, Leisure and Housing Committee considered a suite of reports relating to UHI Orkney (then known as Orkney College, UHI), including a review of governance arrangements. The Committee recommended establishment of the Stakeholder Group, with existing members of the College Management Council Sub-committee, where currently in post, being appointed for the period up to July 2024.

The Committee further recommended that the Corporate Director for Strategy, Performance and Business Solutions and the Corporate Director for Education, Leisure and Housing should submit a joint report, to the meeting of the Education, Leisure and Housing Committee to be held in June 2024, reviewing the Terms of Reference and operation of the UHI Orkney Stakeholder Group, together with proposals for the appointment of members and term of office.

Review of the operation of the Stakeholder Group is not yet complete and it is proposed to submit a report to the meeting of the Education, Leisure and Housing Committee scheduled for 11 September 2024.

Recommendations

- To make the three other appointments from the Education, Leisure and Housing Committee.
- To confirm the remaining appointments of Business Community, Community/Third Sector, Student, Staff and UHI representatives.
- To note that these appointments will be subject to review by the Education, Leisure and Housing Committee on 11 September 2024.

8. 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.

Existing Representative

- Councillor Gwenda M Shearer.

Recommendation

- To make the one appointment.

9. Physical Activity and Wellbeing 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.

Existing Representative

- Councillor John A R Scott.

Recommendation

- To make the one appointment.

10. 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 UHI, 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.

Constitutional Arrangements

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

Existing Council Representative

- Councillor Stephen G Clackson.

Background Information

A contact at HIE, the lead partner in the Science Skills Academy, has confirmed that, as they try to secure a longer-term funding model for the project, governance with the Science Skills Academy is currently in a transition phase, with the Leadership Board not having met in over two years.

Accordingly, it has been confirmed that an appointment is no longer required.

Recommendations

- To note that an appointment to the Leadership Board of the Highlands and Islands Science Skills Academy is no longer required.

11. UHI Foundation

Remit

Foundation is the name of UHI's external network, who come together in an up to 120-person strong membership, providing the vital link between UHI and its communities. The collective role of the Foundation is to act as a custodian of UHI's articles of association, shape the university's future, championing UHI, and jointly driving positive change for the region.

In addition to the main Foundation group, Foundation also has four forums each with approximately 20-30 members, working on different topics, that mirror the UHI strategic plan pillars of Tertiary Education, Research and Impact, Enterprise, and Engagement. The forums gather information, intel and ideas from stakeholders on relevant key issues.

Constitutional Arrangements

Foundation is representative of all UHI's stakeholders, including representatives from external organisations, businesses and individuals from communities, UHI's academic partners, staff, students, alumni, that represent all corners of the region it serves in the Highlands and Islands, Moray and Perthshire.

Background Information

Following the review of governance arrangements in respect of Orkney College (now UHI Orkney), advice was sought on nomination of an elected member to the UHI Foundation.

UHI has clarified that membership of the Foundation is entirely voluntary and there is no requirement for the Council to nominate an elected member.

Existing Council Representative

- Councillor Stephen G Clackson.

Recommendations

- That, in light of the clarification provided in Background Information above, 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.

12. College's Scotland National Employers Association

Remit

To govern all pay and conditions of service and national negotiations for the Scottish College Sector.

Background Information

When considering the review of governance arrangements in respect of Orkney College (now UHI Orkney) in 2023, the Council was advised that, were it to become a signatory to the National Recognition and Procedures Agreement (NRPA) for UHI Orkney Academic Staff, the Council, as the legal employer of the staff, will have a representative on the National Employers Association.

The Council subsequently resolved that its representative on the National Employers Association should be the Chair of the governing body of the local academic partner, namely the Chair of the Education, Leisure and Housing Committee.

Constitutional Arrangements

- Chair of the governing body of the local academic partner, namely the Chair, Education, Leisure and Housing Committee.

Existing Council Representative

- Councillor Gwenda M Shearer.

Recommendations

- To confirm the appointment.