

Agenda Item	3.
Report No	EDU/01/20

HIGHLAND COUNCIL

Committee: Education Committee

Date: 27 February 2020

Report Title: Role and Remit of the Education Committee

Report By: Executive Chief Officer Performance and Governance

1. Purpose/Executive Summary

- 1.1 In December 2019 the Council approved the establishment of a new strategic committee structure and associated changes to the Scheme of Delegation. This is the first meeting of the newly established Education Committee and the following report details the role and remit of the committee for Members' consideration.
- 1.2 Whilst this report sets out what every strategic committee will consider as standard, the first meetings of the new committees will be slightly different and are primarily establishing meetings: considering and agreeing the membership, roles and remit of each Committee and the sub-committee structure. In addition, each committee will consider items that require Member decisions that cannot wait until the next cycle of meetings. The full remit of the committees, including scrutiny of budgets, service plans and performance will come forward once the new organisational structure has come fully into effect from April 2020.

2. Recommendation

- 2.1 Members are asked to consider the following report.

3. Implications

- 3.1 There is no resource, legal, community, climate, risk or Gaelic implications arising from this report.

4. Summary

4.1 The following list summarises the areas that every Strategic Committee will consider as a matter of course at each committee cycle:

- Budget monitoring and scrutiny
- Service performance/quarterly reporting and statutory reporting requirements
- Review of external audits and inspections
- Policy Development and Service Planning
- Specific committee functions as set out in the Scheme of Delegation
- Responses to external consultations
- Responses to Legislative/Regulatory changes

5. Budget Monitoring and Scrutiny

5.1 As was the case previously, one of the key roles of the Strategic Committees will be to monitor the budgets for the Council services that fall under their remit. In the case of this committee, this will comprise the Education Service. The revenue budgets for the new Services are in the process of being established under the 8 Executive Chief Officers and will come into effect at the beginning of the 2020/21 financial year. Quarter 1 reporting will come to the Education Committee for consideration after April 2020. Quarter 3 & 4 monitoring of the 2019/20 Service revenue budgets will be reported to the Corporate Resources Committee.

6. Scrutiny of Performance

6.1 Another critical role of Strategic Committees is to scrutinise performance. Every Committee will have a number of common measures of performance that will come to each committee cycle. These are: staff absence; payment of invoices; complaints handling and Freedom of Information Requests (FOI). In addition, each Service will report their Service Plan performance which will include Statutory Performance Indicators (SPIs); national benchmarking data; Corporate Plan measures and service-specific performance measures relevant to their functional remits. The Education Service Plan will come to Committee for approval in May 2020.

6.2 The Committee will also have the opportunity to consider on an ad hoc basis all external audits and inspections relevant to its remit and to monitor progress against the implementation of any recommendations arising.

6.3 There are no proposals in this report to change the status of non-Councillor representatives on the Committee. However, discussions are currently underway with 3rd sector representatives to develop enhanced partnership working to provide greater opportunity for 3rd sector involvement in pre-committee policy development activity. Any proposals to change the current position with regard to non-elected representatives would be taken to full Council for decision.

7. Specific committee functions as set out in the Scheme of Delegation

7.1 The Scheme of Delegation, approved by the Council in December 2019, set out the remits for all of the new strategic committees and the powers delegated to officers. The following section details the specific remit for the Education Committee.

7.2 Functions of the Council as the statutory authority:

- Additional Support for Learning;
- Children's Services Planning;
- Community Learning and Development;
- Early Learning and Childcare;
- Gaelic Education;
- Educational Psychology;
- Primary and Secondary Education;
- Getting it right for every child;
- Quality Improvement in Schools;
- Statutory School Consultations;
- Additional school services such as Gypsy Traveller Education;
- Home Education;
- Health and Nutrition.

7.3 Functions of the Council in delivering services:

- Learning and Teaching Strategy;
- Play strategy;
- Early intervention and preventative services for children;
- Developing the young workforce; skills for learning, life and work;
- School counselling and family wellbeing services, supporting and working with parent/carers;
- Safe routes to school and road safety;
- Dental Hygiene Strategy;
- Healthy Living and Lives Strategies relating to children e.g. healthy weight and diet;

7.4 Education – Specific Duties:

- Overview of curriculum rationale and design (2-18);
- Monitoring attainment and achievement for all young people, including Looked After Children and individuals from deprived backgrounds;
- Ensuring inclusion through monitoring of key outcomes especially the most vulnerable children;
- Scrutinise, supporting and monitoring educational KPIs;
- Make recommendations to the Council on the outcomes of statutory consultation on school provision;
- Undertake consultation with relevant agencies and organisations, including the voluntary sector, to achieve a co-ordinated approach to the provision of services within the Committee's remit;
- Scrutinise and agree a 3-year plan for delivering Community Learning and Development provision;
- Scrutinise and provide oversight of local area Children's Plans developed by Community Partnerships.

7.5 Function of the Committee: Set service standards and approve policy and overall priorities for the delivery of Education service functions to comply with the Council's legal, regulatory and financial responsibilities as set out above.

8. **Sub Committees and Working Groups**

8.1 As agreed at Council in December 2019, any formal working groups or boards that report to Strategic Committees or to the Council must have an agreed purpose, remit, and terms of reference as well as a proposed duration. In addition to submitting

minutes to the parent committee, all formal sub groups must submit an annual report to Council.

- 8.2 The new governance arrangements approved in December 2019 included the creation of a Wellbeing Joint Sub-Committee comprising members of this Committee as well as members of the Health, Social Care and Wellbeing Committee, the Housing and Property Committee and the People and Place Committee. Membership of the Wellbeing Joint-Committee will be agreed at the meeting of the Council on 12 March 2020.

9. Amendments to the role and remit of Strategic Committees

As the Strategic Committees are newly established, there will be an opportunity to submit changes to Council's Scheme of Delegation to Council in March 2020 and also in June 2020, to provide Members and officers time to reflect on the operation of the new Committees and make any adjustments deemed appropriate.

Designation: Executive Chief Officer Performance and Governance

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