

# WEST DUNBARTONSHIRE COUNCIL

## Report by the Executive Director of Educational Services

Council: 30 June 2010

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**Subject: Dates of meetings of the Education and Lifelong Learning Committee**

### **1. Purpose**

- 1.1** The report asks members to agree that the dates of the meetings of the Education and Lifelong Learning Committee in August and October 2010 be altered.

### **2. Background**

- 2.1** The Council's Committee Timetable for the period August – October 2010 includes meetings of the Education and Lifelong Learning Committee on Wednesday 18 August 2010 at 10.00 am in the Council Offices, Dumbarton and Wednesday 13 October at 10.00 am in Clydebank Town Hall.
- 2.2** Wednesday 18 August is the last day of the schools' summer holidays (an in-service day for teachers) and Wednesday 13 October is in the middle of the schools' October holiday.
- 2.3** The Committee includes two members who are teachers and from August will include two parent members. Two head teachers also attend the Committee in an advisory capacity.

### **3. Main Issues**

- 3.1** Committee Administration officers have advised that the two meetings could be re-scheduled to take place on Wednesday 25 August at 2.00 pm in the Council Offices, Dumbarton and Wednesday 20 October at 2.00 pm also in the Council Offices, Dumbarton.
- 3.2** This re-scheduling would allow all members of and advisers to the committee to attend both meetings.

### **4. People Implications**

- 4.1** The proposed new arrangements would be more suitable for the personnel involved.

## **5. Financial Implications**

**5.1** There are no financial implications.

## **6. Risk Analysis**

**6.1** There could be a reputational risk to the Council if the meetings are not re-scheduled in that timetabling meetings of the Committee during school holidays could be seen to disenfranchise some members of the committee.

## **7. Equalities Impact**

**7.1** No issues were identified in a screening for potential equality impact of this measure.

## **8. Conclusions and Recommendations**

**8.1** The current committee timetable schedules the August and October 2010 meetings of the Education and Lifelong Learning Committee to take place during school holidays, an unsuitable arrangement given the composition of the committee.

**8.2** It is recommended that Council agrees that the August and October meetings of the Education and Lifelong Learning Committee be re-scheduled as follows:  
Wednesday 25 August 2010 at 2.00 pm in the Council Offices, Dumbarton;  
and  
Wednesday 20 October 2010 at 2.00 pm in the Council Offices, Dumbarton.

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**Appendices:** None

**Background papers** Committee Timetable August – December 2010

**Wards Affected:** N/A