

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Educational Services

Education and Lifelong Learning Committee: 9 February 2011

Subject: Education and Lifelong Learning Committee: Forward Plan

1. Purpose

- 1.1** The purpose of this report is to highlight for Members those issues which will come to the Committee for decision over the course of the next 6-12 months.

2. Background

- 2.1** Over recent years, increasing efforts have been made to engage elected members in the consideration of the Council's strategic priorities at an early stage in the decision making process.
- 2.2** To assist officers in improving their planning and support Members in highlighting issues for early engagement and likely decision making over the next six to twelve months, a forward plan for each service Committee is being developed. This plan is not intended to be exhaustive but will provide clarity for Members on key issues likely to be explored and presented for decision over the next six to twelve months.

3. Main Issues

- 3.1** Agenda items of the Education and Lifelong Learning Committee arise from several sources and for various reasons, including:
- Statutory Requirements (eg Service Plans, Standards and Quality Reports);
 - Performance Reporting (eg SQA results, pupil attendance and exclusion statistics, school leaver destination figures, Annual Performance Report);
 - Financial Monitoring (eg Budgetary Control Reports);
 - HMIE reports on school and pre-school inspections and on follow-through inspections;
 - Significant adjustments to services or to how they are delivered (eg restructuring of Library Service; acquisition of new Outdoor Education facility);
 - Responses to national consultations;
 - Minutes of meetings of the Local Negotiating Committee for Teachers (LNCT) for noting;
 - Reports to accompany presentations on key aspects of the service;
 - Reports in response to requests from Committee members for information.

The above list is not exhaustive.

- 3.2** The timing of some reports is dictated by when data is released by other organisations such as the Scottish Government, HMIE or the Scottish Qualifications Authority. The timing of other reports is dictated by West Dunbartonshire Council procedures and timelines (eg Budgetary Control Reports and Service Plans). Finally, some reports are written in responses to specific requests or events and their timing cannot therefore be predicted.
- 3.3** Over the next 6-12 months, it is anticipated that the following reports will be tabled at the Education and lifelong Learning Committee.

April 2011: Standards and Quality Report 2009/10
Capital Update Report

June 2011: Service Plan 2011-15
Annual Performance Report 2010/11

December 2011: Service Plan Update
Statistical Report on School Leaver Destinations, Pupil Attendance and Temporary Exclusions
SQA Results 2011

While every effort will be made to adhere to this timetable, It is possible that external factors may delay the tabling of these reports.

- 3.4** Revenue Budgetary Control Reports will continue to be tabled at each Committee meeting.
- 3.5** Since the Schools Estate Team is moving to Housing, Environment and Economic Development in February 2011, with Educational Services' property portfolio and all associated budgets transferring in April 2011, the Capital Update Report in April 2011 may be the last such report to be presented to the Education and Lifelong Learning Committee. Consideration is currently been given as to how capital spending within Educational Services will be reported from April onwards.
- 3.6** Other Reports will be presented to Committee as dictated by need and circumstances.

4. People Implications

- 4.1** People implications arising from the reports referred to above will be considered and incorporated within the content of the relevant documents and where appropriate will be the subject of consultation with the Trade Unions.

5. Financial Implications

- 5.1** Financial Implications of specific issues will be outlined in the relevant reports.

6. Risk Analysis

- 6.1** Improved planning and performance management alongside early engagement of Members is considered a key activity in improving the Council's performance overall. It is anticipated that highlighting these key issues for Members will assist in providing clarity over the issues that will come to Members for decision and give Members an early opportunity to seek information in relation to these matters should this be necessary.
- 6.2** In advance of reports coming to Members for decision it will be incumbent on officers to provide opportunities for Members to engage early with these issues consistent with previous commitments.

7. Equalities Impact

- 7.1** None.

8. Conclusions and Recommendations

- 8.1** This report outlines for members the Reports which officers plan to present to the Education and Lifelong Learning Committee over the next 6-12 months.
- 8.2** Members are asked to note the contents of this report and to seek clarification of any aspect of it.

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Date: 20 January 2011

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Appendix: None

Background Papers: None

Wards Affected: All