

## AGENDA ITEM NO. 5

### SELECT COMMITTEE ON LIFELONG LEARNING – 16TH JUNE, 2005

#### TERMS OF REFERENCE AND RULES OF PROCEDURE APPLICABLE TO THE COMMITTEE AND ASSOCIATED MATTERS

#### REPORT OF THE LEAD OFFICER

##### 1.0 PURPOSE

- 1.1 To receive the terms of reference and procedure rules applicable to this Committee and details of associated matters.

##### 2.0 BACKGROUND

- 2.1 Article 6 of the Council's Constitution provides for the appointment of six Select Committees, including the Select Committee on Lifelong Learning.
- 2.2 The terms of reference of the six Select Committees are referred to in that Article and more fully in Table 1 of the Select Committee Procedure Rules. In respect of this Committee they provide for the Committee to fulfil all the functions of a Select Committee as they relate to Lifelong Learning and in particular (but not limited to): 1. all of the functions of the Council as an education authority under the Education Acts, School Standards and Framework Act, 1998 and all other relevant legislation in force from time to time; and 2. all functions of the council in so far as they relate to the provision of opportunities for education, training and learning outside the school environment, including pre-school, adult, community learning and libraries. Article 6 also prescribes the general role of Select Committees and their specific functions, including those relating to scrutiny, and these are set out in full in Appendix 1 to this report, together with the terms of reference of this Committee.
- 2.3 The Select Committee Procedure Rules are set out in Part 4 of the Constitution and these are set out in Appendix 2 to this report. Procedure Rule 3 sets out details of Education representatives, both voting and non-voting. Their composition was determined in April 2000, on the basis of the previous representation on the former Education Committee, when Select Committees were initially appointed. Legislation, and regulations, entitle the Church and parent governor representatives to vote at meetings of the Committee on matters relating to education. As indicated these arrangements have been incorporated into the Council's Constitution.
- 2.4 Also attached, as Appendix 3, is the Scrutiny Protocol for Select Committees, which must be read in conjunction with the Select Committee Procedure Rules.

2.5 Members are also asked to note that other bodies involved with educational issues are:-

- (a) School Organisation Committee – deals with the approval of Children and Young People’s Plan, significant changes to schools and changes in the standard numbers of schools.

In addition to various interested groups represented on the Committee, for example governors and Church representatives, five elected members have also been appointed to serve on the Committee and they are Councillors Mrs Dunn, Finch, Mrs Ridley, Vickers and Wright.

- (b) Schools Forum – acts as a consultative body on the Local Management of Schools, schools budgets and other issues relating to schools.

Heads, governors and related outside bodies and officers sit on this body. Councillors Vickers and Ms Ridley are entitled to attend and speak at meetings.

### 3.0 PROPOSALS

- 3.1 The Committee is asked to receive and note the terms of reference and rules of procedure of the Committee and the Scrutiny Protocol, and the associated matters set out in Section 2 of the report above.

### 4.0 FINANCE

- 4.1 This report has no direct financial implications.

### 5.0 LAW

- 5.1 The relevant statutory provisions regarding the Constitution are contained in Part II of the Local Government Act, 2000, together with Regulations, Orders and Statutory Guidance issued by the Secretary of State.

### 6.0 EQUAL OPPORTUNITIES

- 6.1 This report complies with the Council's Equal Opportunities Policies.

7.0 RECOMMENDATIONS

7.1 That the proposals set out in paragraph 3.1 above be approved.

8.0 BACKGROUND PAPERS

81 The Council's Constitution.

A handwritten signature in black ink, appearing to read 'M. Williams', with a long horizontal stroke extending from the end.

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LEAD OFFICER TO THE COMMITTEE

Contact Officer: Mike Williams, Ext. 4800