

EDUCATION EXECUTIVE

A REMIT AND POWERS

- 1 All of the Council's policy-making, decision-making and statutory functions, powers and duties which are functions of the Council as education authority in terms of section 124 of the Local Government (Scotland) Act 1973, other than:-

(a) those matters reserved to full Council by law or by council policy in terms of this Scheme of Administration,

(b) those matters delegated to other Committees or Sub-Committees of the Council in terms of this Scheme of Administration, and

(c) those matters delegated by the Council to a Joint Committee or statutory board.

B MEMBERSHIP

- 1 18 elected members (9 Labour, 5 SNP, 2 Conservative, 1 Liberal Democrat, 1 Independent), together with the six appointed members in terms of section 124 of the Local Government (Scotland) Act 1973 (see G.5-G.10, below).
- 2 Where required or allowed by relevant legislation and guidance, all members, including substitutes and including the appointed members, require to have undergone a disclosure check to the satisfaction of the Chief Executive

C QUORUM AND VOTING

- 1 5 members.
- 2 Voting shall be conducted in accordance with Standing Order 16 and Standing Order 3, as appropriate.

D SUBSTITUTES

- 1 Substitutes for Elected Members allowed, drawn from all Elected Members of the Council (subject to B.3, above).
- 2 No substitutes are allowed for any of the six appointed members.

E MEETINGS (SUBJECT TO STANDING ORDER 41)

- 1 Scheduled meetings to take place once in each eight-week cycle of meetings.
- 2 Meetings shall be held as physical, hybrid or remote-access meetings, in accordance with SO41.
- 3 Where 2 metre physical distancing precautions apply in the Civic Centre, the maximum number of members entitled to be physically present for a physical or hybrid meeting shall be the Chair plus 8 more, comprising 2 SNP members, 2 Labour members, 2 Conservative members, the Independent member and the Liberal Democrat member, as appropriate, to be seated in the outer circle.
- 4 Where 1 metre physical distancing precautions apply in the Civic Centre, the maximum number of members entitled to be physically present for a physical or hybrid meeting shall be the Chair plus 8 more, comprising 2 SNP members, 2 Labour members, 2 Conservative members, the Independent member and the Liberal Democrat member, as appropriate, to be seated in the outer circle.

- 5 Where no physical distancing precautions apply in the Civic Centre, there are no restrictions on the number of members who may be physically present for a physical or hybrid meeting.

F REPORTING ARRANGEMENTS

- 1 Minutes to be reported to the next meeting of the Committee.

G MISCELLANEOUS

- 1 The Committee is a “relevant Committee” in terms of section 124 of the Local Government (Scotland) Act 1973 for advising the Council on the discharge of its functions as education authority.
- 2 Where a Policy Development and Scrutiny Panel of the Council Executive established in terms of this Scheme of Administration has within its remit business which falls within the functions of the Council as education authority in terms of section 124 of the Local Government (Scotland) Act 1973, the members appointed to that Panel shall include at least one of the six appointed members of this Committee.
- 3 Where an item of business or a motion or a question deals with a matter which falls within the functions of the Council as education authority, in terms of section 124 of the Local Government (Scotland) Act 1973, it shall be dealt with by, and if necessary remitted to, this Committee.
- 4 The decision as to whether or not an item of business or a motion or a question or a Policy Development and Scrutiny Panel deals with a matter which falls within the functions of the Council as education authority shall be determined by the Clerk in consultation with the Chair.
- 5 The Clerk shall, prior to each local government election, secure the nomination of the religious representatives from the Church of Scotland and the Roman Catholic Church in Scotland, and shall report their nomination and secure their appointment to this Committee at the first meeting of the Council following the election.
- 6 The Clerk shall, prior to each local government election, secure the election of a third religious representative by way of an electoral college of all religions registered with the Council and having places of worship in West Lothian, and shall report his or her election and secure his or her appointment to this Committee at the first meeting of the full council following the election.
- 7 The Clerk shall, prior to each local government election, secure the election of two representatives of teachers employed by the Council by way of a ballot of all teachers employed or expected to be employed in West Lothian Educational establishments. One representative shall be from the Primary/Early Years sector and one from Secondary/Special Education. All such teachers shall be entitled to vote for both positions. The election shall be conducted with a first-past-the-post voting system. The Clerk shall report the results and secure their appointment to this Committee at the first meeting of the Council following the election.
- 8 The Clerk shall, prior to each local government election, secure the nomination of a representative of the West Lothian Parent Councils’ Representative Forum and shall report the nomination and secure the appointment to this Committee at the first meeting of the Council following the election.

- 9 The Depute Chief Executive may appoint mid-term replacements for the appointed members after following the relevant means of identification, nomination, election and appointment for each. Appointments should be reported to full council for information.
- 10 The six appointed members shall be appointed subject to them confirming that they agree to abide by the terms of the Councillors' Code of Conduct.