
UPDATE ON ELECTING PUPIL REPRESENTATIVES

Report by Service Director, Children & Young People's Services

Executive Committee

24 March 2015

1 PURPOSE AND SUMMARY

- 1.1 **This report provides the Executive Committee with an update on the discussions that have taken place with Pupil Councils in the 9 High Schools in Scottish Borders to develop a mechanism to elect representatives for the Education themed Executive Committee.**
- 1.2 A report was given at the Education themed Executive Committee in January 2015 on representation of views on the Education themed Executive Committee. It was recognised that there was a gap in terms of pupil representation and a decision was taken that 2 pupil representatives be elected to the Education themed Executive Committee.
- 1.3 As a result of this decision, consultation has taken place with the 9 Secondary School Pupil Councils in order to consider their views on:
- Pupils participating in the Education themed Executive Committee meetings
 - The election process
 - The year groups to be considered for nomination.
- 1.4 Pupil Councils are supportive of pupil involvement in the Education themed Executive Committee. They felt that nominees should be an existing member of a Pupil Council or wider pupil body and they should be elected for a 2 year period.
- 1.5 A process for selecting pupil representatives has been progressed based on the consultation with pupils and it is proposed that pupil representatives would be in place to attend the next Education themed Executive Committee Meeting in May 2015.

2 RECOMMENDATIONS

- 2.1 **I recommend that the Executive:**
- (a) Notes the discussions that have taken place with the Pupil Councils.
 - (b) Agrees to proceed to the election of 2 pupil representatives with the 9 Pupil Councils being asked to nominate a representative with the 9 Pupil Councils voting on statements prepared by the nominees.
 - (c) Recommends to Council that the Scheme of Administration is amended to include 2 pupil representatives as non-voting members of the Executive Committee for Education themed meetings.

3 BACKGROUND

- 3.1 At their meeting on the 20th of January 2015, Scottish Borders Council Education themed Executive Committee agreed to include 2 pupil representatives as members of future Education themed Executive Meetings. A process for electing 2 pupil representatives would be developed in consultation with the 9 Pupil Councils.
- 3.2 Consultation has taken place with the 9 Pupil Councils regarding pupil participation in the Education themed Executive Committee. All 9 Councils agreed that pupil participation would be positive and that selection should be for a 2 year period through an election process. The process is set out at 4 below. The views of pupils were also considered in relation to the year groups that should be considered for nomination.

4 PROPOSED PROCESS FOR ELECTING PUPIL REPRESENTATIVES

- 4.1 Following these discussions, the process outlined below has been developed:
 - (a) Each Pupil Council would nominate an individual pupil from the current S4 (moving into S5 in June, following the exam period) who would be interested in serving on the Education themed Executive Committee for a maximum of 2 years until May 2017. This pupil could be a member of the Pupil Council or from the wider pupil body.
 - (b) Nominated pupils would write a personal statement on the relevant strengths and characteristics which would enable to represent the views of pupils across the Scottish Borders and this would be submitted by the Pupil Council to the Senior Policy, Planning and Performance Officer.
 - (c) The Pupil Councils would review the personal statements and would rank the statements 1 – 8 in terms of who best demonstrates an ability to represent the voice of pupils across Scottish Borders. The Councils would discount the statement from their nominated pupil. An electronic system would be used for Pupils Councils to submit their scores and the 2 pupils with the top scores would be elected as Pupil Representatives.
 - (d) The election process would be completed by the end of April 2015. The 2 selected pupil representatives would receive support and mentoring to assist them in attending the Education themed Executive Committee meetings. Sessions would be held with the representatives to enable them to develop their knowledge of the business of the Education themed Executive Committee before they attend their first meeting in May 2015 to ensure they are able to contribute effectively to discussions. This would include an overview of the format of the Committee meetings along with membership. They would also be given ongoing assistance and support prior to each meeting.
- 4.2 The arrangements described above would be overseen by the Senior Policy, Planning & Performance Officer and would be completed with the elected pupils attending their first meeting in May 2015.

5 **IMPLICATIONS**

5.1 **Financial**

Any resources required to complete the process of appointing pupil representatives will be met within the People Department. There will be some costs provided to pupils travelling to the Education themed Executive meetings.

5.2 **Risk and Mitigations**

Through seeking to elect pupil representatives for the Education themed Executive Committee for the first time, any risks which may arise through lack of engagement with this group on the business discussed at the Education themed Executive Committee will be minimised.

5.3 **Equalities**

All schools will have the opportunity to vote in the elections which should ensure a representative view on the Education themed Executive Committee and the process will encourage nominations from all eligible pupils.

5.4 **Acting Sustainably**

There are no significant impacts on the environment arising from the proposals contained in this report.

5.5 **Carbon Management**

There are no significant impacts on the environment arising from the proposals contained in this report.

5.6 **Rural Proofing**

There is potential for a pupil from a more rural part of the Scottish Borders to be elected and this may enable issues which particularly affect young people living in more isolated areas to be highlighted.

5.7 **Changes to Scheme of Administration or Scheme of Delegation**

The Scheme of Administration will need to be updated to reflect the additional membership of the Executive. Should the Executive Committee agree to the inclusion of 2 pupil representatives, the matter will be considered at the next Council meeting as part of the Executive Committee Minute.

6 **CONSULTATION**

6.1 The Chief Financial Officer, the Monitoring Officer, the Chief Legal Officer, the Service Director Strategy and Policy, the Chief Officer Audit and Risk, the Chief Officer HR, and the Clerk to the Council have been consulted and their comments have been incorporated into the final report.

Approved by

Donna Manson

Service Director of Children and Young Peoples Services

Signature

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