

## Elected Member Policy Lead -Role Profile

<b>Title</b>	Policy Lead: Education, Lifelong Learning & Strategic IT Services
<b>Accountable to:</b>	Full Council
<b>Reports to:</b>	Leader /Deputy Leader of Council
<b>Portfolio Responsibilities</b>	<ul style="list-style-type: none"> <li>• Oversight of strategic direction of Education, Lifelong Learning and Strategic Information Technology policy and services.</li> <li>• To articulate and support achievement of corporate priorities and the Single Outcome Agreement within portfolio.</li> <li>• Ensure decisions made by Council are fully informed in relation to key elements of portfolio.</li> </ul>
<b>Portfolio focus:</b>	<ul style="list-style-type: none"> <li>• Oversee development of integrated technology infrastructure plan with clear outcomes and timetable for H&amp;I Broadband, Rest of Scotland Broadband, BT infrastructure investment programme, 2g/3G/4G mobile phone coverage and elimination of mobile phone coverage “not spots”.</li> <li>• Provide strategic overview to facilitate enhancement and development of all areas of education within Curriculum for Excellence, pupil support services and psychological services.</li> <li>• Maintain a strategic overview of class sizes and support high quality teaching and learning from the early years</li> <li>• Investigate alternative models of provision including the devolvement of decision making to regional hubs based on clusters of schools</li> <li>• Promote skills for work, making sure that all our young people have the opportunity to undertake further education or training when they leave school</li> <li>• Promote and support innovation and development in training for the rural industries, giving young people and families opportunities to live and work in Argyll and Bute.</li> </ul>
<b>Key activities</b>	<ul style="list-style-type: none"> <li>• Undertake a strong and confident figurehead role to represent the portfolio of services at Council, regional and national levels.</li> <li>• Provide strategic vision and leadership in development of portfolio.</li> <li>• Ensure regular communication and reporting on activities to members of Council, Strategic Management Team and Council Officers to provide clarity on political direction and assist in working through strategies and plans within the portfolio.</li> <li>• Promote the policies of the Council to the media and wider community.</li> <li>• Work collaboratively with Elected Member Policy Leads and Chief Officers across areas of responsibility.</li> <li>• Develop and support effective partnering with organisations which support and assist in the delivery of strategies, plans and services</li> </ul>

	<p>within portfolio.</p> <ul style="list-style-type: none"> <li>• Chair meetings, sub groups and committees as required ensuring the agenda of the business is properly dealt with; that the opinions of other participants and the advice of officers, are allowed to be expressed: ensure the proper and timely conduct of the meeting in compliance with the Council Constitution and that clear decisions are reached.</li> <li>• Bring forward effectively issues and business for consideration to ensure Council is focused on the right issues at the right time and that decisions are made in light of overall Council policy.</li> <li>• Identify any crosscutting issues which may require corporate or joint working across portfolios, services and/or partnerships.</li> <li>• Participate in wider corporate agenda to support effective functioning of Council i.e. contribute to budget working group, participate in appointment panels.</li> </ul>
<p><b>Committee and Partnership Working Responsibilities:</b></p>	<p><b>Chair:</b> Local Negotiating Committee for Teachers</p> <p><b>Membership of Other Bodies:</b> University of the Highlands and Islands Foundation Committee COSLA –Education, Children &amp; Young People Executive Group Argyll College Board</p>
<p><i>This role profile does not supersede the Role of Lead Councillors and associated responsibilities as set out in Appendix 1 of the Argyll and Bute Council Constitution. It has been drawn up to complement this documentation and provide further support and direction in fulfilling the role of Policy Lead.</i></p>	