

**REPORT TO: CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE ON
9 JUNE 2010**

SUBJECT: MEMBERSHIP OF SEEMIS LIMITED LIABILITY PARTNERSHIP

BY: DIRECTOR OF EDUCATIONAL SERVICES

1. REASON FOR REPORT

- 1.1 The purpose of this report is to seek approval from Committee that The Moray Council becomes a member of the Limited Liability Partnership (LLP) which would provide the most effective legal framework for SEEMIS to minimise risk to all member authorities.
- 1.2 This report is submitted to Committee in terms of Section D (1) and D (24) of the Council's Administrative Scheme relating to exercising the functions of the Council as Education Authority and relating to contributing to public performance reporting.

2. RECOMMENDATION

- 2.1 It is recommended that Committee agree to Moray becoming a member of the SEEMIS Limited Liability Partnership (LLP).**

3. BACKGROUND

- 3.1 In 1997, twelve Local Authorities entered into a Joint Agency Agreement to form SEEMIS, a management information system which provides information technology solutions to support electronic education administration within headquarters and establishments. In recent years SEEMIS has expanded to include 28 of the 32 local authorities in Scotland, accounting for over 85% of the national pupil population. Moray joined the Joint Agency Agreement with SEEMIS in April 2009, replacing the existing provision of Management Information Systems to schools from Pearson's Phoenix Gold.
- 3.2 Due to the increased membership and service developments within SEEMIS and the education environment, the SEEMIS Direct Management Group engaged legal advisors, Dundas and Wilson, to undertake an options appraisal of the future structure of the SEEMIS group. The legal advisors recommended that a Limited Liability Partnership (LLP) would provide the most effective legal framework for SEEMIS as an organisation to minimise risk to all member authorities.
- 3.3 SEEMIS as a Limited Liability Partnership will be fully owned and governed by member councils. Each member council will have equal rights in the management and governance of SEEMIS.

- 3.4 Councils who become members will incur less cost in annual subscription than those councils who choose to become customers buying the services provided by SEEMIS. Members will incur no extra costs for development projects deemed appropriate by the member councils because they are funded from within existing annual subscriptions.
- 3.5 SEEMIS, on behalf of its current members, works closely with Scottish Government, the Improvement Service, Learning and Teaching Scotland and the Scottish Qualifications Authority. With the large proportion of Education Authorities using SEEMIS pupils transferring between Scottish schools are more easily tracked to reduce the risk of pupils becoming 'missing from education'.
- 3.6 SEEMIS is used in all Moray schools and by Central staff. SEEMIS enables Central staff to have better access to information and reporting facilities. The current list of applications used in schools includes:
- Attendance and absence
 - Attainment – 5-14 Performance and SQA examinations
 - Tracking pupil progress
 - Reporting to parents
 - Behaviour monitoring and exclusions
 - Pupil transfers School to School (S2S)
 - Timetabling
 - SQA examination data transfers
 - Staff records
 - Transfers to and from Glow
 - Text messaging
 - Period by period registration in secondary schools
 - Pre-school registrations
 - Education Maintenance Allowances (EMA)
 - Annual census – ScotXed
- 3.7 SEEMIS will continue to operate on the same basis as currently. Moving to a Limited Liability Partnership (LLP) will have no adverse financial impact on member contributions. SEEMIS has built up reserves to avoid any additional call on funds from member councils.

4. SUMMARY OF IMPLICATIONS

(a) Single Outcome Agreement/Service Improvement Plan

The services provided by SEEMIS are closely aligned to the education functions within the Single Outcome Agreement and links directly to Action Plan 15 in the Educational Services' Improvement Plan.

(b) Policy and Legal

Education authorities have a statutory duty to provide statistics to the Scottish Government and ensure the safety of pupils in its care.

(c) Resources (Financial, Risks, Staffing and Property)

There are no anticipated Financial, Risks, Staffing, or Property implications arising from this report.

(d) Consultations

Senior Officers within Educational Services, Deborah Brands, Principal Accountant and Alasdair McEachan (Senior Solicitor) have been consulted and are in agreement with the relevant sections of the report.

5. CONCLUSION

5.1 That the Committee agree to Moray becoming a member of the Limited Liability Partnership (LLP).

Author of Report: Donnie Macdonald, Quality Improvement Officer

Background Papers:

Ref: DMD/JR/Reports/Children and Young People's Services Committee/9 June 2010/Membership of SEEMIS Limited Liability Partnership