**Annex II**

**The Functions of the Committees of Council**

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| **EXECUTIVE** | **23 MEMBERS** |
| * the execution of policy on behalf of Council, subject to report to the Council; * the financial and administrative affairs of the Institute, including possible financial and administrative implications of the decisions of other committees; * the management of planned expenditure and the overview of all spending decisions of the Institute, its committees and its local and self-governing associations; * the responsibility for staffing, including the leeting and appointment of all officers and officials up to and including Assistant Secretary; * the Constitution of the Institute and the formulation of proposals for change to the national Constitution and to local and self-governing association constitutions; * the management of all properties held by the Institute; * the co-ordination of Institute activities at national and local level and the maintenance of the strategic direction of the Institute as established by the Council; * the training of Institute members and the recruitment and retention of members; * the conduct of industrial action on behalf of and in accordance with the framework established by the Council; * the implementation of the political, trade union and international work of the Institute as established by the Council. | |

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| **EDUCATION** | **16 MEMBERS** |
| * the development of the educational policies of the Institute and the pursuit of these policies in all types of educational establishment and in all parts of Scotland; * the determination of professionalism and professional standards; * the definition of quality in education – including the prerequisites to quality, such as educational structure, management, resources and training; * the response to educational initiatives from government, local authorities and individual educational establishments. | |

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| **EMPLOYMENT RELATIONS** | **8 MEMBERS** |
| * employment matters affecting members; * health & safety matters affecting members; * legal affairs affecting members; * the benevolent work of the Institute; * the support of members on legal, grievance or disciplinary matters, whether through the courts or local or national procedures; * appropriate casework-related policy related to the above. | |

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| **EQUALITY** | **16 MEMBERS** |
| * promote equality of opportunity of all teachers and lecturers in Scotland regardless of race, gender, sexuality and disability and to make appropriate recommendations on equality issues to the Council. | |

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| **SALARIES** | **16 MEMBERS** |
| * to seek to maintain and enhance the salaries and conditions of service of teachers in Scotland represented through the Scottish Negotiating Committee for Teachers (SNCT); * to act as the negotiating committee of the Institute for those matters under the aegis of the SNCT; * to provide the Institute representation on the Teachers’ Panel of the SNCT and on the SNCT; * the direction of local Institute negotiating bodies outwith further and higher education; * to deal with superannuation matters across all members of the Institute. | |