

THE POLICY AND RESOURCES SCHOOL ESTATES

SUB COMMITTEE

TUESDAY 31 OCTOBER 2006

BUSINESS

1. [Sederunt](#)
2. Declaration of Group Decisions and Members Interests*
3. Written Questions***
4. [School Capacities : Review of Process](#) – Report by Director of Educational Services – see [Appendix 1](#), [Appendix 2](#), [Appendix 3](#), [Appendix 4](#) and [Appendix 5](#)
5. [Home to School Transport Policy](#) – Report by Director of Educational Services
6. [Accuracy of School Roll Forecasts](#) – Report by Director of Educational Services – see [Appendix 1](#) and [Appendix 2](#)
7. [Primary School General Purpose Areas](#) – Report by Director of Educational Services – see [Appendix 1](#) and [Appendix 2](#)
8. [Primary School Functional Capacities and Occupancy](#) – Report by Director of Educational Services – see [Appendix 1](#)
- 8(a) [Strategy for the Review of the School Estate – Procedure for a First Stage Review](#) – Report by Chief Executive
9. Question Time****

* At the beginning of the meeting, immediately following the sederunt the Chairman will in terms of Standing Order 20 seek declarations from individuals or political groups whether a prior decision** has been reached on how the individual or group will vote on any items of business on the Agenda and if so on which items so that it can be recorded in the Minute of the Meeting.

** A prior decision is one that the individual or the group deems to be mandatory on the individual or the group members such that the individual or the group members will be subject to sanctions should they not vote in accordance with the prior decision.

*** **Written Questions** - Any Member can put one written question about any relevant and competent business not already on the agenda, to the Chair provided it is received by the Proper Officer or Committee Services by 12 noon two working days prior to the day of the meeting. A copy of any written answer provided by the Chair will be tabled at the start of the relevant

meeting. The Member who has put the question may, after the answer has been given, ask one supplementary question directly related to the subject matter, but no discussion will be allowed.

No supplementary question can be put or answered more than 10 minutes after the Council has started on the relevant item of business, except with the consent of the Chair. If a Member does not have the opportunity to put a supplementary question because no time remains, then he or she can submit it in writing to the Proper Officer who will arrange for a written answer to be provided within 7 working days.

**** **Question Time** - 10 minutes is allowed for Members questions. Any Member of the Sub-Committee can put a question to the Chair on any business within the Sub-Committee's remit

Summary of Sub-Committee Function

To develop a strategy consisting of a two stage review process which would both meet the Council's legal obligations to obtain best value and provide a transparent process for the review of the future of individual schools in consultation with a wide range of stakeholders in the community;

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