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**REPORT OF SCHOOL ORGANISATION COMMITTEE**


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**MEETING HELD ON 18 SEPTEMBER 2003**


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Chair:	* Councillor Gate	
Councillors:	* Miss Bednell * Jean Lammiman † Anjana Patel	* Ray * Stephenson † Thammaiah
Church of England:	* Reverend P Reece	
Roman Catholic Church:	* Mr J Coyle * Mr M Murphy	* Ms Maureen Roe
Learning and Skills Council:	* Mr T Masters	
Schools (Parent/Secondary):	* Mrs C Millard	
Schools (Parent/Primary):	(Vacancy)	
Schools (Headteachers):	† Mrs M Arnold Mr D A Jones	† Mr B A Robertson
Schools (Co-optee and Special)	* Mrs P Langdon	
HCRE:	* Mr P Pawar	
Adviser:	Mr B Leaver	

\* Denotes Member present  
Denote category of Reserve Member  
† Denotes apologies received

**PART I - RECOMMENDATIONS - NIL**
**PART II - MINUTES**
**23. Appointment of Chair:**

**RESOLVED:** That Councillor Gate be appointed as Chair of the Committee for the Municipal Year 2003/2004.

**24. Attendance by Reserve Members:**

**RESOLVED:** To note that there were no Reserve Members in attendance at this meeting.

**25. Declarations of Interest:**

**RESOLVED:** That there were no declarations of interest made by Members of the Committee in respect of the items on the agenda.

**26. Arrangement of Agenda:**

**RESOLVED:** That all business be considered with press and public present.

**27. Appointment of Vice Chair:**

**RESOLVED:** That Mr D A Jones be appointed as Vice Chair of the Committee for Municipal Year 2003/2004

**28. Minutes:**

**RESOLVED:** That the minutes of the meeting held on 31 March 2003, having been circulated, be taken as read and signed as a correct record, subject to the following amendment:

- In the declaration of interests contained in the appendix, Councillor Miss Bednell be recorded as a Co-Opted Governor, not appointed by the Council.

29. **Matters Arising from the Minutes:**

Minute 20 – School Organisation Plan

In response to a question from a Member, officers informed the meeting that following discussions with officers responsible for pupil projection, they were unable to use the new ward boundaries in the current projections. The change would require the complex split between Wards and schools to be recalculated which would be undertaken for the review of the plan for 2004. Members agreed that they should have a presentation by officers on pupil projections and the new Ward divisions at the next meeting. Members suggested that this explanation should be included at the beginning of the plan.

30. **Public Questions:**

**RESOLVED:** To note that no public questions were received.

31. **Petitions:**

**RESOLVED:** To note that there were no petitions received.

32. **Deputations:**

**RESOLVED:** To note that no deputations were received.

33. **School Organisation Plan 2003-08:**

The Committee received a report of the Executive Director – People First which outlined the draft School Organisation Plan for 2003-2008.

Officers reminded the Committee that they had received a draft of this plan at the last meeting and informed Members that the plan had been out for consultation from June to August. In discussions at Cabinet, Members had raised some slight concerns that the conclusion of the consultation period was at the beginning of the summer holidays and suggested an executive summary could be produced.

Officers informed the meeting that, following a change of procedure, the School Organisation Plan will now only have to be published every three years and this Plan covered three years for 2003-06. It was proposed that an annual review would be prepared for the Committee that included updated roll numbers and an updated section 5 produced and that this would be presented to the Committee in March each year. Officers commented that an explanation of the use of old Ward names for the purposes of calculating pupil projections would be included in the introduction and an executive summary would be produced.

**RESOLVED:** That the School Organisation Plan be agreed for publication

*(Note: The Groups that participated in the vote and approved the decision were as follows: Representatives of the Local Education Authority, the Church of England, the Roman Catholic Church, the Learning and Skills Council and the Schools Group.)*

34. **Update on Guidance for School Organisation Committees:**

Officers informed the meeting that the Property Services Solicitor was unable to attend the meeting, so the oral report on updated guidance for School Organisation Committees would be postponed to the next meeting.

35. **Dates of Future Meetings:**

Officers informed the meeting that they wanted the next meeting of the Committee to look at demographic figures and pupil projections. As the count day was not until the third week of January and time was required to work on the figures, the information would not be available until the March meeting.

In response to a comment from a Member, Officers confirmed it was highly unlikely that Members would be required to use their new powers as Members of the Committee until after April.

**RESOLVED:** That the meetings of the School Organisation Committee scheduled for 21 October 2003 and 24 February 2004 be cancelled and the next meeting will take place on Monday 22 March 2004, at 7.30 pm.

(Note: The meeting, having commenced at 7.30 pm, closed at 8.01 pm).

(Signed) COUNCILLOR B E GATE  
Chair