SCHOOL ORGANISATION COMMITTEE OF CABINET

STANDING ORDERS

1. **QUORUM**

1.1 The Committee is comprised of five Members. The quorum for meetings of the Committee shall be three Members.

2. **CHAIR AND VICE-CHAIR OF THE COMMITTEE**

2.1 The Chair of the Committee shall be the Portfolio Holder for Children's Services. The Vice-Chair shall be the Leader of the Council.

3. **MEETINGS**

3.1 Meetings of the Committee shall be held in public other than when paragraph ten of the Access to Information Procedure Rules applies (i.e. if confidential or exempt information is likely to be disclosed).

3.2 The Committee shall invite the proposer of any statutory proposal under consideration to make oral representations to the Committee. Where there are objectors or supporters to a proposal, the Committee shall invite representatives of both the objectors and the supporters to address the Committee. In any case, the Committee may invite any other interested party to make oral representations.

3.3 All oral representations shall be of a reasonable time duration, which in any event shall be at the discretion of the Committee.

3.4 The proposer, the objectors, the supporters and any other interested party invited to address the Committee will be entitled to be present while oral representations are made by other parties and, at the discretion of the Chair, may ask questions of each other and comment on the representations made.

3.5 The Committee may invite persons with particular expertise to attend any meeting of the Committee to speak, but not vote, where it considers it would assist the Committee in its consideration of the matter before it.

4.   VOTING

4.1   Any matter will be decided by a simple majority of those Members present and voting at a meeting, and in the event that there are an equal number of votes for and against, the Chair of the Committee will have a second or casting vote.

5.   MEMBERS' INTERESTS

5.1   The Code of Conduct as adopted by the Council from time to time shall apply to meetings of the Committee.