

SUBMISSION OF LATE REPORT

NAME OF COMMITTEE : Education and Children's Services

DATE OF COMMITTEE : 25/01/2018

TITLE OF REPORT : Lochside Academy transport arrangements: hours of operation of free school transport

Please explain why this report is late.

Officers planned to submit a Service Update to inform members of the outcomes of the discussion with the head teacher of Lochside Academy regarding the hours of operation the agreed free transport to the school, however upon reviewing the Committee's decision it was noted that a report to the Committee has been instructed by the Committee rather than a Service Update.

Please explain:

- why this report must be submitted to the next meeting of the Council/Committee; and
- why it cannot be submitted to a meeting of the Council/Committee at a later date.

Given that arrangements for the school transport need to be confirmed soon so that they are in place for the school opening in August 2018, it was considered that the report could not be submitted to Committee at a later date.

Acting Director – Helen Shanks

Date 17/01/2018

The following section must be completed by the Convener where a report must be submitted less than three clear days¹ before a meeting of the Council/Committee.

By law, an item of business must be open to inspection by members of the public for at least three clear days before a meeting.

An item of business not open to inspection for three clear days may be considered at a meeting only by reason of special circumstances, which shall be specified in the minutes, and where the Convener is of the opinion that the item should be considered as a matter of urgency.

Please explain why you are of the opinion that the item should be considered as a matter of urgency.

It was an instruction to report to the Committee on this matter. The arrangements for the school transport for the new Academy require to be confirmed soon so that they are in place for the school opening in August 2018 and therefore require to be considered at this meeting of the Committee.

Convener – Councillor Wheeler

Date 17/01/18

Please note that under Standing Order 12.9, the Head of Legal and Democratic Services may refuse to allow any item of business on to the agenda or may withdraw any item of business from an agenda, following consultation with the Convener and Vice Convener.

¹ For example if a letter is posted on Monday advising of a meeting on Friday, it gives 3 clear days notice (i.e. Tuesday, Wednesday, Thursday). Saturday, Sunday and public holidays are included within the definition of Clear Days.