

Admissions Committee

Meeting held 16 November 2016

PRESENT: Councillors Chris Rosling-Josephs (Chair), Chris Peace and Andrew Sangar

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Nasima Akther, Talib Hussain and Craig Gamble Pugh.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 RESOLVED: That the public and press be excluded from the meeting before discussion takes place on item 6 on the grounds that, if the public and press were present during the transaction of such business, there would be a disclosure to them of exempt information described in paragraphs 1, 2 and 3 of Schedule 12A to the Local Government Act 1972, as amended.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of the Committee held on 19th October, 2016 were approved as a correct record.

5. ACTION TAKEN UNDER DELEGATED POWERS

5.1 The Committee noted that, since its last meeting, no decisions had been made by the Executive Director, Children, Young People and Families, in consultation with the Chair of the Committee, under powers delegated to her with regard to home to school transport or school admissions.

6. HOME TO SCHOOL TRANSPORT APPEALS

6.1 Verbal Appeal

6.1.1 In attendance were the appellant and Tracey Reid, Linda Lawson and Julie Pryor (Customer Services).

6.1.2 The Chair welcomed everyone to the meeting and asked attendees to introduce themselves. He then outlined the procedure which would be followed during the meeting.

6.1.3 The Executive Director, Children, Young People and Families, submitted a report

and commented upon a case where parents had appealed against the administrative decision made by the Executive Director with regard to the refusal to grant a home to school travel bus pass (Case No. ND1).

- 6.1.4 Julie Pryor explained the Stage 1 and Stage 2 appeals criteria regarding the City Council's Home to School Transport Policy. She informed the Sub-Committee of the reasons why the application had been refused at Stage 1 and then the subsequent approval of the appeal at Stage 2 on 18th March, 2016.
- 6.1.5 The appellant explained to the Committee the reasons for the request for a home to school travel pass for her child.
- 6.1.6 In response to questions from Members, the appellant stated that she felt that the system is too rigid and that there ought to be more flexibility in the way decisions for home to school travel passes are arrived at. She had brought evidence with her regarding her forthcoming operation and stated that she would be out of work for a long time and due to the fact that she is a single parent this will have an impact on her financial situation. She referred to the decision last academic year when the pass had been granted and commented that her circumstances were almost the same for this year.
- 6.1.7 At this stage in the proceedings, the appellant left the meeting to enable the Committee to consider the evidence.
- 6.1.8 RESOLVED: That the appeal be deferred pending the receipt of further evidence of the appellant's financial circumstances, to be requested from the appellant by the Executive Director.

6.2 Written Appeal

- 6.2.1 The Executive Director, Children, Young People and Families, submitted a report and commented upon a case where parents had appealed against the administrative decision made by the Executive Director with regard to the refusal to grant home to school travel bus pass (Case No.LF1).
- 6.2.2 The Committee gave consideration to all the supporting information and evidence provided by the pupil's parents and, arising therefrom, it was:-
- 6.2.3 RESOLVED: That the appeal be not upheld on the grounds that there are no exceptional circumstances demonstrated, and having regard to the Council's Home to School Transport Policy, the school that the pupil is requesting a pass for is not their catchment school/nearest suitable school (Case No.LF1).

7. **DATE OF NEXT MEETING**

- 7.1 It was noted that the next meeting of the Committee would be held on Wednesday, 21st December, 2016, at 1.15 p.m. in the Town Hall.