

# SHEFFIELD CITY COUNCIL

## Admissions Committee

### Meeting held 21 December 2016

**PRESENT:** Councillors Chris Rosling-Josephs (Chair), Nasima Akther, Joe Otten, Chris Peace and Andrew Sangar

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#### **1. APOLOGIES FOR ABSENCE**

- 1.1 Apologies for absence were received from Councillors 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 16<sup>th</sup> November, 2016 were approved as a correct record.

#### **5. ACTION TAKEN UNDER DELEGATED POWERS**

- 5.1 The Committee noted that, since its last meeting, 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 Appeals, following receipt of further evidence that had been requested from the appellant, the decision had refused to grant a home to school travel pass (Case No.ND1).

#### **6. HOME TO SCHOOL TRANSPORT APPEALS**

##### **6.1 Verbal Appeals**

- 6.1.1 In attendance were the appellant and Tracy Reid and Amanda Dale (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.SD1).

- 6.1.4 Amanda Dale 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 refusal of the appeal at Stage 2.
- 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 her child had medical conditions and was often ill. The appellant also stated that her older child, who attended the same school, does have a travel pass. Members were informed that there were spaces in a school nearer to the family home.
- 6.1.7 At this stage in the proceedings, the appellant left the meeting to enable the Sub-Committee to consider the evidence.
- 6.1.8 RESOLVED: That the appeal be deferred until the applicant has provided further medical information to the Executive Director (Case No.ND1).

## 6.2 Written Appeals

- 6.2.1 The Executive Director, Children, Young People and Families, submitted reports and commented upon six cases where parents had appealed against the administrative decisions made by the Executive Director with regard to the refusal to grant home to school travel bus passes.
- 6.2.2 The Committee gave consideration to all the supporting information and evidence provided by the pupils' parents and, arising therefrom, it was:-
- 6.2.3 RESOLVED: That (a) two cases 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 pupils are requesting passes for are not their catchment school/nearest suitable schools (Case Nos. AS/AC1, and KI/ED1);  
  
(b) three cases 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 pupils are requesting passes for are under statutory walking distance of 2 miles (Case Nos. PW/AC1, PW/AC2 and PW/AC3); and  
  
(c) one case be deferred until the Customer Services Team has provided further information to the Executive Director (Case No.FO/VA1).

## 7. **DATE OF NEXT MEETING**

- 7.1 It was noted that the next meeting of the Committee would be held on Wednesday, 18<sup>th</sup> January, 2017, at 1.15 pm, in the Town Hall.

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