

Admissions Sub-Committee

Meeting held 21 October 2015

PRESENT: Councillors Anne Murphy, Chris Peace and Ian Saunders

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1. APPOINTMENT OF CHAIR

1.1 RESOLVED: That Councillor Ian Saunders be appointed Chair of the meeting.

2. APOLOGIES FOR ABSENCE

2.1 An apology for absence was received from Councillor Nasima Akther.

3. EXCLUSION OF PUBLIC AND PRESS

3.1 RESOLVED: That the public and press be excluded from the meeting before discussion takes place on item 5 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.

4. DECLARATIONS OF INTEREST

4.1 There were no declarations of interest.

5. HOME TO SCHOOL TRANSPORT APPEALS

5.1 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, and confirmed the legislative framework and the City Council's policy under which the Sub-Committee would make its decision, which included (a) the DfE's 'Home to School Travel and Transport Guidance' - July 2014 and (b) the 'Sheffield City Council Home to School Transport Policy' - September 2013 (HTS Policy).

5.2 In attendance were the appellant, a friend of the appellant, Julie Pryor and Tracey Reid (Customer Services) and John Turner (Democratic Services).

5.3 The Executive Director, Children, Young People and Families, submitted reports and commented upon two cases where a parent had appealed against the administrative decisions made by the Executive Director with regard to the refusal to grant home to school travel bus passes (Case Nos. STCA2 and STCA3).

5.4 Tracey Reid, Customer Services Manager, 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 applications had been refused at Stage 1 and then the subsequent refusal of the appeals at Stage 2.

- 5.5 The appellant then addressed the Sub-Committee, stating that Council policy had not been implemented in relation to the consideration previously given to her appeals as she had not been invited to attend the Stage 2 appeal hearing to make verbal representations. She went on to outline the reasons for the applications and subsequent appeals.
- 5.6 In response to questions raised by Members of the Sub-Committee, the appellant provided information on the present status of the two children in question, specifically in terms of whether they were on waiting lists at any other schools, as well as which schools her other children attended.
- 5.7 At this stage in the proceedings, the appellant, the appellant's friend and the Customer Services officers left the meeting to enable the Sub-Committee to consider the evidence.
- 5.8 RESOLVED: That the appeals be upheld on the grounds that there are exceptional family and financial circumstances in the cases, and home to school travel bus passes be awarded for the period up to such time the pupils are admitted to one of the two schools they are requesting places for (Case Nos. STCA2 and STCA3).
- 6. DATE OF NEXT MEETING**
- 6.1 It was noted that the next meeting of the Sub-Committee would be held as and when required.