

# Notice of Appeals Committee



Date: Tuesday, 30 May 2023 at 10.00 am

Venue: Committee Room, First Floor, BCP Civic Centre Annex, St Stephen's Rd, Bournemouth BH2 6LL

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## Membership:

**Chair:** To be appointed

**Vice Chair:** To be appointed

Membership as appointed at  
Council meeting on 23 May 2023

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All Members of the Appeals Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpccouncil.gov.uk/ieListDocuments.aspx?MIId=5400>

If you would like any further information on the items to be considered at the meeting please contact: Democratic Services on 01202 096660 or email [democratic.services@bcpccouncil.gov.uk](mailto:democratic.services@bcpccouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email [press.office@bcpccouncil.gov.uk](mailto:press.office@bcpccouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpccouncil.gov.uk](https://democracy.bcpccouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

19 May 2023

**DEBATE  
NOT HATE**



Available online and  
on the Mod.gov app

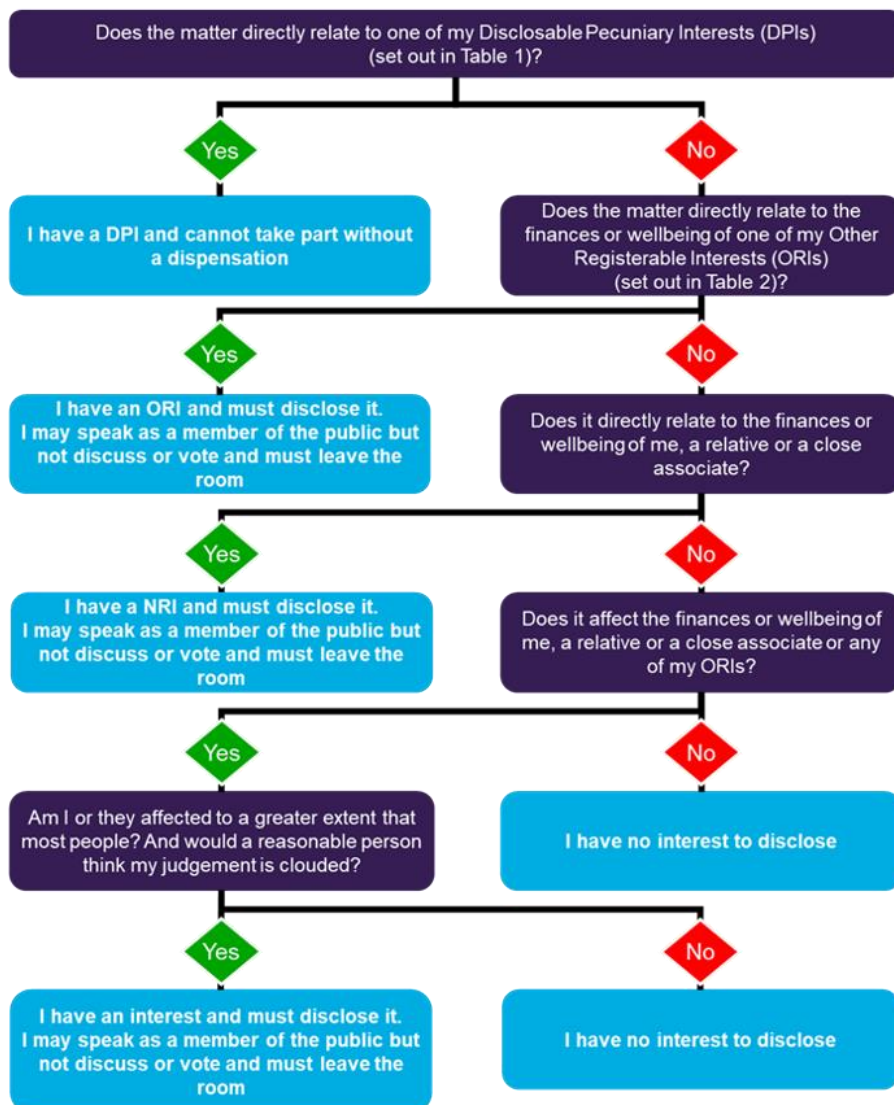


## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer  
([susan.zeiss@bcpcouncil.gov.uk](mailto:susan.zeiss@bcpcouncil.gov.uk))

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

## 1. **Apologies**

To receive any apologies for absence from Members.

## 2. **Substitute Members**

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

## 3. **Election of Chair**

To elect a Chair of the Appeals Committee for the 2023/24 Municipal Year.

## 4. **Election of Vice Chair**

To elect a Vice Chair of the Appeals Committee for the 2023/24 Municipal Year.

## 5. **Declarations of Interests**

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

## 6. **Confirmation of Minutes**

To confirm and sign as a correct record the minutes of the meeting held on 14 February and 25 April 2023.

5 - 12

## 7. **Forthcoming meeting dates**

The Committee is asked to note the current schedule of Appeals Committee meetings for the 2023/34 Municipal Year as follows:

2023:

6, 13 and 28 June

13 and 25 July

9 and 23 August

4 and 20 September

5 and 18 October

1, 15 and 30 November

11 December

2024:

4, 16 and 30 January

13 and 29 February

12 and 28 March

9 and 23 April

2 May

No other items of business can be considered unless the Chair decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**  
**APPEALS COMMITTEE**

Minutes of the Meeting held on 14 February 2023 at 10.00 am

Present:-

Cllr S C Anderson – Chairman

Present: Cllr N Hedges, Cllr M Haines and Cllr P Miles

60. Apologies

Apologies for absence had been received from Councillor Hilliard and Councillor Le Poidevin.

61. Substitute Members

Councillor Miles attended as a substitute member.

62. Declarations of Interests

There were no declarations of interest received on this occasion.

63. Confirmation of Minutes

The minutes of the meetings held on 12 December 2022 were agreed as true and corrects records.

Voting: unanimous

64. Exclusion of the Press and Public

**RESOLVED that: The Committee excluded the Press and Public for item 6 of the Agenda under Section 100(A)(4) of the Local Government Act 1972 on the grounds of the likely disclosure of exempt information, as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Act, as the public interest in withholding the information outweighs such interest in disclosing the information.**

65. 10:00 School Transport Appeal - Case 1

Exempt Report as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Local Government Act 1972.

The Committee considered an appeal against the refusal to provide home to school transport assistance in the form of a fuel, wear and tear from home to school as detailed in the report, a copy of which had been circulated to each Member and a copy of which appears as Appendix A to these minutes in the Minute Book.

DECISION MADE:

In considering the appeal, the Committee had regard to all the supporting information provided by the Local Authority and the appellant, including the verbal submissions made by the Local Authority and the appellant at the meeting.

**RESOLVED that having taken careful note of all the evidence presented by all parties, the appeal, in respect of the appellant named in the report, be refused.**

**The Committee found that the home to school transport policy had been applied correctly and agreed that there were no exceptional circumstances to depart from the home to school transport policy on this occasion.**

Voting: unanimous

66. 10:45 School Transport Appeal - Case 2

Exempt Report as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Local Government Act 1972.

Councillor Miles joined the meeting during this item.

The Committee considered an appeal against the refusal to provide home to school transport assistance in the form of a bus pass, as detailed in the report, a copy of which had been circulated to each Member and a copy of which appears as Appendix B to these minutes in the Minute Book.

DECISION MADE:

In considering the appeal, the Committee had regard to all the supporting information provided by the Local Authority and the appellant, including the verbal submissions made by the Local Authority and the appellant at the meeting.

**RESOLVED that having taken careful note of all the evidence presented by all parties, the appeal, in respect of the appellant named in the report, be refused.**

**The Committee found that the home to school transport policy had been applied correctly and agreed that there were no exceptional circumstances to depart from the home to school transport policy on this occasion.**

Voting: unanimous

Councillor Haines left the meeting after the conclusion of this item.

67. 12:00 School Transport Appeal - Case 3

Exempt Reports as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Local Government Act 1972.

The Committee considered cases three and four together, as the cases referred to siblings living together. The Committee considered the appeals

against the refusal to provide home to school transport assistance in the form of bus passes, from home to school, as detailed in the reports, a copy of each of which had been circulated to each Member and a copy of each of which appears as Appendix C and D to these minutes in the Minute Book.

**DECISION MADE:**

In considering the appeals, the Committee had regard to all the supporting information provided by the Local Authority and the appellant, including the verbal submissions made by the Local Authority and the appellant at the meeting.

**RESOLVED** that having taken careful note of all the evidence presented by all parties, the appeal, in respect of the appellants named in the reports, be granted.

**The Committee found that the home to school transport policy had been applied correctly and agreed that there were exceptional circumstances to depart from the home to school transport policy on these occasions.**

Voting: unanimous

The meeting ended at 12.30 pm

CHAIRMAN

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**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**  
**APPEALS COMMITTEE**

Minutes of the Meeting held on 25 April 2023 at 10.00 am

Present:-

Cllr S C Anderson – Chairman

Cllr A Filer – Vice-Chairman

Present: Cllr M Haines and Cllr N Hedges

74. Apologies

There were no apologies for this meeting.

75. Substitute Members

There were no substitute members

76. Declarations of Interests

None

77. Exclusion of the Press and Public

RESOLVED that: The Committee excluded the Press and Public for item 6 of the Agenda under Section 100(A)(4) of the Local Government Act 1972 on the grounds of the likely disclosure of exempt information, as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Act, as the public interest in withholding the information outweighs such interest in disclosing the information.

Voting: Unanimous

78. School Transport Appeal - Case 1

Exempt Report as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Local Government Act 1972.

The Committee considered an appeal against the refusal to provide home to school transport assistance in the form of a bus pass from home to school as detailed in the report, a copy of which had been circulated to each Member and a copy of which appears as Appendix A to these minutes in the Minute Book. All parties agreed that Case 1 and Case 2 be heard concurrently as the appellants were siblings. The Committee made a decision for each case.

The Chair made introductions and explained the procedure for the hearing which was agreed by all parties. Each party presented their case to the committee. The Committee asked various questions to the parties present and was grateful for the responses received. Each party had the opportunity to ask questions and were invited to sum up before the Committee retired to make its decision.

DECISION MADE: In considering the appeal, the Committee had regard to all the supporting information provided by the Local Authority and the appellant, including the verbal submissions made by the Local Authority and the appellant at the meeting.

**RESOLVED that having taken careful note of all the evidence presented by all parties, the appeal, in respect of the appellant named in the report, be refused. The Committee found that the home to school transport policy had been applied correctly and agreed that there were no exceptional circumstances to depart from the home to school transport policy on this occasion. Voting: unanimous**

79. School Transport Appeal - Case 2

Exempt Report as defined in Paragraphs 1 and 2 in Part I of Schedule 12A of the Local Government Act 1972.

The Committee considered an appeal against the refusal to provide home to school transport assistance in the form of a bus pass from home to school as detailed in the report, a copy of which had been circulated to each Member and a copy of which appears as Appendix A to these minutes in the Minute Book. All parties agreed that Case 1 and Case 2 be heard concurrently as the appellants were siblings. The Committee made a decision for each case.

The Chair made introductions and explained the procedure for the hearing which was agreed by all parties. Each party presented their case to the committee. The Committee asked various questions to the parties present and was grateful for the responses received. Each party had the opportunity to ask questions and were invited to sum up before the Committee retired to make its decision.

DECISION MADE: In considering the appeal, the Committee had regard to all the supporting information provided by the Local Authority and the appellant, including the verbal submissions made by the Local Authority and the appellant at the meeting.

**RESOLVED that having taken careful note of all the evidence presented by all parties, the appeal, in respect of the appellant named in the report, be refused. The Committee found that the home to school transport policy had been applied correctly and agreed that there were no exceptional circumstances to depart from the home to school transport policy on this occasion. Voting: unanimous**

The meeting ended at 11.00 am

CHAIRMAN

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