

**MINUTES OF THE APPEALS AND PLANNING REVIEW COMMITTEE MEETING  
HELD AT 7:00PM, ON  
MONDAY, 8 APRIL 2019  
FORLI ROOM, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** (Chairman) Holdich, (Vice-Chair) Rush, Councillors Jones, Fuller, Simons and Ayres

**Officers Present:** Dan Kalley, Senior Democratic Services Officer  
Sara Thompson, Team Manager - Passenger Transport Operations

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Over, Ali, Lane and Barkham. Councillor Ayres attended as substitute.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3. MINUTES OF THE MEETING HELD ON 9 APRIL 2018**

The minutes of the meeting held on 9 April 2018 were agreed as a true and accurate record.

**4. MINUTES OF THE SUB-COMMITTEE HEARINGS HELD BETWEEN APRIL 2018 TO MARCH 2019**

The minutes of the meetings held between April 2018 and March 2019 were agreed as a true and accurate record.

**5. REVIEW OF TRANSPORT APPEALS HELD UNDER THE TERMS AND CONDITIONS OF THE CHILDREN'S SERVICES TRANSPORT POLICIES**

The Committee received a yearly update report detailing the outcomes of the home to school transport appeals held during 2018/2019.

The Team Manager, Passenger Transport Operations introduced the report and explained that needed to have a policy on school transport appeals. The policy was reviewed in August 2016 and was required to be reviewed annually and was last updated in September 2018.

The Appeals and Planning Review Committee debated the report and in summary, key points raised and responses to questions included:

- With regards to the stage 1 appeals the number being received each year was fairly consistent.
- In terms of the stage 2 appeals a high number are upheld and transport granted. Members of the sub-committee had received training but more intensive training was a possibility.

- Transport was sometimes only granted for certain periods, allowing families to make adjustments before re-applying for transport.

**RESOLVED:**

That the Appeals and Planning Review Committee noted the transport appeals held during 2018/2019

**Reason for Decision:**

To ensure that the Committee was informed and kept up to date with the outcomes of transport appeals made under the policies in place at the time.

Chairman  
7.00pm - 7.15pm