

## ***APPEALS COMMITTEE***

### ***Agenda***

Date Thursday 10 July 2025

Time 10.00 am

Venue Lees Suite, Civic Centre, Oldham, West Street, Oldham, OL1 1NL

Notes 1. DECLARATIONS OF INTEREST- If a Member requires any advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote he/she is advised to contact Alex Bougategf or Constitutional Services in advance of the meeting.

2. CONTACT OFFICER for this Agenda is Constitutional Services email [Constitutional.Services@oldham.gov.uk](mailto:Constitutional.Services@oldham.gov.uk)

MEMBERSHIP OF THE APPEALS COMMITTEE IS AS FOLLOWS:  
Councillors Byrne, Hamblett and J. Hussain

#### Item No

1 Election of Chair

The Panel is asked to elect a Chair for the duration of the meeting.

2 Urgent Business

Urgent business, if any, introduced by the Chair

3 Apologies For Absence

4 Declarations of Interest

To Receive Declarations of Interest in any Contract or matter to be discussed at the meeting.

5 Home to School Transport Appeal Procedure (Pages 1 - 2)

6 Exclusion of the Press and Public

To consider that the press and public be excluded from the meeting for the following one items of business, pursuant to Section 100A(4) of the Local Government Act 1972 on the grounds that discussions may involve the likely disclosure of exempt information, under paragraph(s) 1 and 2 as defined in the provisions of Part 1 of Schedule 12A of the Act, to the Local Government Act 1972 and public interest would not be served in publishing the information.

7 Home to School Transport Appeal (Pages 3 - 72)



**Oldham**  
Council

## ***Oldham Metropolitan Borough Council***

### **APPEALS PANEL**

#### **PROCEDURE FOR FREE SCHOOL TRAVEL PASS APPEAL AND HOME TO SCHOOL TRANSPORT**

- 1.1 Appeal for Free School Travel pass will be heard by a panel of at least three Members, one of whom will act as Chair and who will have a casting vote.
- 1.2 The Chair introduces the participants and outlines the procedure to be used.
- 1.3 The Chair will control the procedure with the advice and assistance of the Legal Representative from within Oldham Metropolitan Borough Council.
- 1.4 The Chair will ensure that the following procedure is followed
- 1.5 The case for the LEA
- 1.6 Questioning by the Parent / Guardian
- 1.7 Questioning by Panel Members;
- 1.8 The Case for the Parent / Guardian
- 1.9 Questioning by the LEA
- 1.10 Questioning by Panel Members;
- 1.11 Summing up by the LEA
- 1.12 Summing up by the Parent/Guardian
- 1.13 The Panel may adjourn at any point in the proceedings.
- 1.14 Any documentation to be presented at the hearing will be copied to each member and party at least five days before the hearing. Evidence which comes to light either within this time frame or at the hearing will be considered by the Panel.
- 1.15 The Chair recalls both parties and either conveys the decision orally or reserves the decision, in the presence of both parties.
- 1.16 The decision will be confirmed in writing to both parties with reasons as soon as reasonably practical, but in any event within five days of the close of the hearing.

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By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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