

12. APPEALS COMMITTEE

Purpose

- 12.1 The Appeals Committee of the Council is established by the under the Local Government Act 1972 to discharge those functions as set out below under the terms of reference.
- 12.2 The membership, chair and quorum requirements for the Appeals Committee are as set out below in the table below.

Membership, Chair and Quorum

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|---|--|
| Number of Members | 5 |
| Substitute Members Permitted | Yes, subject to completing any required training |
| Political Proportionality Rules Apply | Yes |
| Restrictions on Membership | The Mayor and Cabinet Members may not be members of the Appeals Committee Members and substitutes must complete such training as required: <ul style="list-style-type: none"> • Prior to appointment; • After any period of absence; and, • At least once in each municipal year |
| Restrictions on Chair and Vice Chair | Must be a member of the Committee (not a substitute) |
| Quorum for Meetings | ¼ of total membership subject to a minimum of 3 Members |
| Number of ordinary Meetings Per Council Year | As required |

Terms of Reference

- 12.3 To consider written appeals from parents / carers / students against the refusal of the Council to provide free pupil / student transport.
- 12.4 To determine appeals from students against decisions by the Executive Director (Children and Public Health) to refuse applications for Discretionary Awards and Standards Fund Awards.
- 12.5 Other Appeals

The determination of an appeal against any decision made by or on behalf of the Council where the determination of the appeal is not a matter for any other Committee or officer under the Scheme of Delegation to Officers.