

Bath & North East Somerset Council

MEETING:	Early Years, Children and Youth Policy Development and Scrutiny Panel
MEETING DATE:	21 st May 2012
TITLE:	Bath & North East Somerset Council Home to School Transport 2012/13 Review: Draft terms of reference
WARD:	ALL
AN OPEN PUBLIC ITEM	
List of attachments to this report:	
1. Draft terms of reference for Panel approval	

1. THE ISSUE

1.1 At their meeting on 23rd January 2012, the Early Years, Children and Youth (EYCY) Panel received a letter from Councillor Nathan Hartley (Cabinet Member for Early Years, Children and Youth) in which he asked the Panel to consider undertaking a review of Home to School Transport in order to attempt to make some financial reductions as part of the 2013/14 budget setting process. It was agreed at this meeting that further analysis of past decisions were initially required before a decision could be made on what needed to be reviewed.

1.2 After reviewing previous research and having informal discussions with the Chair of the Panel, Cabinet member and the Strategic Director it was agreed that there were many wider issues that now needed to be reviewed compared to the past reviews carried out on home to school transport, which included; *The Passenger Transport Review (March 2005)* & *The Transport to Secondary School Review (2008)* and that it is now more important than ever, particularly in today's economic climate to understand the Council's commitment to maintain transport services for young people whilst ensuring the most efficient deployment of public funds and the full range of statutory Home to School Transport (HTST) policy duties in this field are being met.

2 RECOMMENDATION

The Early Years, Children and Youth Policy Development & Scrutiny Panel is asked to:

- 2.1 Consider the draft terms of reference for the review and make any further comments on the terms of reference
- 2.2 Agree to undertake the review within the timescales set out in the terms of reference.

3 FINANCIAL IMPLICATIONS

- 3.1 The review must be completed within the resources available to the Early Years, Children and Youth Policy Development and Scrutiny Panel.

4 THE REPORT

- 4.1 The draft terms of reference details the scope of the review, anticipated timescales, known constraints and potential consultation options to take place between July-November (avoiding the school holidays). Specifically the Panel will:
- Investigate past and current work in this area within the council (2007-to date)
 - Investigate what other Local Authorities are doing in order to undertake some comparative analysis against our own HTST policies (operations/ methodologies) and identify any best practice methods to inform future recommendations for the review
 - Undertake a number of different consultation activities with key stakeholders to identify the impact of HTST policies (sub sets) on parental choice and cost
 - Undertake financial/cost analysis of the possible options identified through the reviews findings, ensuring that all affordable solutions are identified and reviewed.
- 4.2 The steering Group acknowledge that previous Scrutiny work has been undertaken on this subject, but recognise that there is a current need for further investigation to ensure that our transport services are making the efficient deployment of public funds and meeting the full range of statutory duties in this field for young people in our area

5 RISK MANAGEMENT

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

6 EQUALITIES

- 6.1 Equalities issues were considered by the Panel as part of their work in formulating the scope of this proposed investigation and further equalities work would be undertaken during the course of consultation and formulation of the final recommendations.

7 CONSULTATION

- 7.1 *Cabinet Member; Overview & Scrutiny Panel; Stakeholders/Partners; Section 151 Finance Officer; Chief Executive; Monitoring Officer*
- 7.2 A scoping meeting was held between the proposed steering group that includes Councillors from the Panel, the Panel's Roman Catholic Diocese representative and a parent representative from a local SEN school. The draft terms of reference was also circulated to further governor representatives, the Strategic Director for People and Communities, Section 151 Officer and Council's Monitoring Officer. Further consultation with parents/carers, young people, schools and other relevant

stakeholders would also take place during the consultation phase of the review once agreed by the Panel.

8 ISSUES TO CONSIDER IN REACHING THE DECISION

8.1 *Young People; Health & Safety; Other Legal Considerations*

9 ADVICE SOUGHT

9.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

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Background papers	<i>None</i>
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