

TERMS OF REFERENCE

Review Title: Transport to Secondary School

A Review by the Children & Young People Overview and Scrutiny Panel

Background

The basis of this review has developed from the 2005 Passenger Transport review which was a joint Panel project which included, Education, Youth, Culture & Leisure (EYCL), Planning, Transportation, Economy & Sustainability (PTES), and Health & Social Services (H&SS) Overview & Scrutiny Panels at that time.

The review raised the questions of how much transport does B&NES provide, including statutory and non statutory transport, and the cost effectiveness of this transport, such as 'Safe Routes to Schools', Special Needs' and denominational transport. It set out to investigate opportunities around improving this service delivery and costs across the whole range of Council managed passenger transport provision.

One of the recommendations of this review (4.9.1-4) specifically suggested the reform of transport policy for school pupils, from which the non statutory home to school transport review, has developed.

There has also been pressure from local parents; and during the 22nd Nov 2007 Council Meeting there was a full submission from parents who were in support of the Bath Home to School Transport Campaign. A small group presented a petition which urged the Council to take action quickly to improve the bus services to schools and make bus services more affordable for all. Local Parents and Yellow Bus representatives had also attended the January 2008 Children and Young Peoples Panel meeting to follow the progress of this issue.

The combination of the above two developments has supported the move towards this review

At the CYP Panel meeting on the 28th January 2008 it was agreed to:

- Carry out a single issue meeting to discuss the current non statutory Home to School transport system in B&NES.¹
- It was also agreed at this meeting that the current transport system is outdated and is therefore unable to meet the needs of the young people living within our community.
- This will be a cross authority review specifically looking at secondary schools and those young people aged between 11-16 years.

Purpose

The purpose of this review is to maintain and improve transport services for young people in B&NES

¹ Although the phrase "Home to School transport" was used at the meeting, it was not intended to imply the Councils own provision of transport to schools. This term will not now be used within this review. This will now be a full review rather than a single issue meeting.

Objectives of O&S Review

The objectives of this Overview & Scrutiny Review are to:

- To incorporate the involvement of stakeholders (Parents, School, First Bus and all other local bus companies) in order to find the best possible solution to make non statutory home to school transport meet the needs of young people in B&NES today
- Ensure that the Council are meeting the five aims for every child as set out in the Children's & Young People plan 2006 – 09 (Local Area Agreement).
- Identify the secondary school transport routes currently being taken by young people, specifically focusing on their timings, frequency and usage.
- Identify the most affordable solution and maximise the use of existing resources.
- To understand the Education and Inspection Act 2006 and the new extension of rights to free transport anticipated from September 2008, specifically looking at any financial implications and in preparation for effective service delivery.

Scope of O&S Review

To achieve its objectives, the Panel will:

1. Undertake a one day special public meeting during December 2008 inviting Contributors to contribute expertise and provide evidence for the Panel's recommendations.
2. Trends in routes are identified since 2006 to date.
3. To investigate Best Practice examples in tackling the issue.
4. How CYPP will fit in with the strategic plans of Bath & North East Somerset & First Bus and other bus companies.
5. Affordable solutions are identified and reviewed.

Out of Scope

Whilst the Panel recognise that there is some non-statutory transport provided for pupils with Special Educational Needs, this review will not consider transport for this group.

Approach

The Panel will undertake the following activities to gather information:

1. Research
 - Receive a briefing from Matthew Smith Divisional Director - Environmental Services and Adrian Clarke Transportation Planning Manager regarding the bus routes that are causing the most problems.
 - Schools are contacted directly regarding their respective Travel Plans.
 - Ask for written submission from School Councils.
2. Best Practice examples to be examined
 - Yellow School bus service First Bus.
 - Plymouth free transport Scheme.

- Bradford free transport Scheme.
 - Kent free transport Scheme.
 - York Free transport Scheme
 - Also to look at the possibility of developing part subsidised schemes such as Rover Tickets.
 - Utilisation of services that we already have, such as the Park & Ride schemes.
3. Consultation
- Contributor session to establish the views of key stakeholders
 - Seeking the views of parents, schools, and First Bus and other bus companies through an on line e- Consultation Survey advertised out to all School Councils to try to gain a picture of some of the experiences and concerns of those young people using non statutory transport in B&NES.
4. Formulation of recommendations
- All information gathered will be considered by the Overview & Scrutiny Panel, at an informal session, and conclusions and recommendations drawn up.

Outputs of this Review

- 16+ lessons learned through research undertaken within this review
- Consideration will next be given to primary schools
- Notes and papers from public Children and Young People O&S Panel meetings
- Notes and papers from contributor sessions
- Report incorporating key findings, conclusions and recommendations of Home to School Transport options
- Recommendations to be presented to the Cabinet Member for Children's Services

Constraints

- The review must be managed within the budget and resources available to the Panel.
- As this review impacts on Secondary schools, all public meetings will need to be held during term times.
- The Panel will report back to the Children & Young People Panel at the March 2009 meeting

Draft Outline Project Plan (single issue review)

<i>Date</i>	<i>Stage / Activity</i>	<i>Meeting Type</i>
Terms of reference		
12/05/08	O&S Private briefing to discuss Terms of reference	Private
21/07/08	Public agreement of TOR	Public
10/09/08	Receive a briefing from Matthew Smith Divisional Director (Environmental Services)	Private
10/09/08	Receive a Briefing Adrian Clarke (Transportation & Planning Manager)	Private
Consultation		
27/10/08	Steering group meeting	Private
26/11/08	Cover report & Briefing papers	Public

08/12/08	Public Meeting/ Contributor Session	Public
Report Writing		
12/01/09	Steering group meeting to discuss Recommendations	Private
15/01/09	Cover Report and Briefing Papers	Public
26/01/09	Panel Meeting	Public
02/02/09	Final report and recommendations to Cabinet	Public
14/03/09	Cabinet Response	Public
11/03/09	Cover Report and Briefing Papers	Public
23/03/09	Panel Meeting	Public
27/03/09	Final Press Release	Public

Project Team

Children & Young People O&S Panel	Cllr Sally Davis Cllr Shirley Steel Cllr Marie Brewer Cllr David Speirs Cllr Nathan Hartley Cllr Andrew Furse Cllr Marian McNeir Plus existing co-optees may wish to be involved
Directors:	Ashley Ayre, Children's Services Director Matthew Smith, Divisional Director - Environmental Services Adrian Clarke Transportation Planning
Service Officers:	Helen Hoynes, Children's Services and School Organisation Manager Tony Parker, Assistant Director- Strategic Planning Service, Children's Services Kevin Amos, Admissions & Transport Education Officer
O&S Project Officer:	Donna Vercoe
Panel Administrator, Democratic Services	Mark Durnford