



## Report to Policy Committee

**Author/Lead Officer of Report:** Meredith Dixon-Teasdale

**Report of:** Meredith Teasdale-Dixon

**Report to:** Education, Children and Families Committee

**Date of Decision:** 19<sup>th</sup> March 2024

**Subject:** The creation of a Task and Finish Group to oversee work to develop practice and policy in relation to Home to School Transport

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(Insert reference number)</i>				
Has appropriate consultation taken place?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>				

### Purpose of Report:

This report seeks approval to appoint a Task and Finish Group to oversee work to develop practice and policy in relation to Home to School Transport. Membership will be drawn from the Education Children and Families Committee. The Terms of Reference of the Group is appended to this report.

**Recommendations:**

That the Education Children and Families Policy Committee appoint a Task and Finish Group to oversee work to develop practice and policy in relation to Home to School Transport.

**Background Papers:**

*(Insert details of any background papers used in the compilation of the report.)*

- a) Terms of reference for the Task and Finish Group

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Kayleigh Inman</i>
		Legal: <i>Nadine Wynter</i>
		Equalities & Consultation: <i>(Insert name of officer consulted)</i>
		Climate: <i>N/A</i>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>SLB member who approved submission:</b>	<i>Meredith Teasdale, Strategic Director, Children's Services</i>
3	<b>Committee Chair consulted:</b>	<i>Councillor Dawn Dale</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the SLB member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> <i>Meredith Teasdale</i>	<b>Job Title:</b> <i>Strategic Director, Children's Services</i>
	<b>Date:</b> <i>6<sup>th</sup> March 2024</i>	

## **1. PROPOSAL**

- 1.1 The purpose of this report is to seek approval and appoint a Task and Finish Group to oversee work and review the Home to School Transport Policy.
- 1.2 The Task and Finish Group will examine in detail the Home to School Transport Policy and consider the following:
- To review Looked After Children in receipt of a bursary or scholarship to receive a bus pass if attending a private school within the City boundary.
  - Review of the Home to School Transport Policy, with particular regard to how other local authorities process applications for Zero Fare Bus Passes for travel to faith schools.
  - Review of the information provided to parents on Home to School Transport applications when applying for secondary schools for their children.

## **2. HOW DOES THIS DECISION CONTRIBUTE?**

- 2.1 To provide appropriate home to school travel support for our Children and Young People, whilst promoting the use of 'sustainable travel and transport'.

Travelling independently develops key life-skills and leads to increased educational, social and employment opportunities in adulthood, as well as improving health outcomes and contributing to sustainable travel in the city.

The policy supports the Council's priorities for improving health and wellbeing; more children ready for learning and life; improving support to children with special educational needs or disabilities; and supporting children and young people to be safe, independent, and well.

## **3. HAS THERE BEEN ANY CONSULTATION?**

- 3.1 No prior consultation is required for this proposal.

## **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

- 4.1 Equality Implications

- 4.1.1 The Task and Finish Group will have Member representation from the 3 largest political parties, ensuring that advice is reflective of the political makeup of the Council.

Members will have the opportunity to discuss equality and inclusivity relevant to each of the session topics.

#### 4.2 Financial and Commercial Implications

- 4.2.1 There are no direct financial and commercial implications because of creating a Task and Finish Group. However, the group will consider the financial implications of policy advice provided.

#### 4.3 Legal Implications

- 4.3.1 There are no direct legal implications. Policy committees may form Task Groups to assist in the completion of their duties. The membership of Task and Finish Groups is not limited to members of the appointing Policy Committee and may include in an advisory capacity people who are not elected members, as well as members of the wider Council. Policy committees may have no more than one appointed Task and Finish Group at any time.

#### 4.4 Climate Implications

- 4.4.1 There are no direct climate implications as a result of creating a Task and Finish Group. However, climate implications and the links between the two will be one of the areas the Group will consider. CIAs will be completed as required throughout the process and for any resulting actions

#### 4.4 Other Implications

- 4.4.1 The Education, Children and Families Committee can establish limited Task and Finish Groups each year. Setting up a Task and Finish Group for the Home to School Transport Policy will leave lower opportunity for the Committee's remaining annual work plan.

### **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 An alternative would be to deliver a series of Knowledge Briefings for the Policy Committee. This was rejected as it would not enable constructive debate and advice to be provided to officers.

### **6. REASONS FOR RECOMMENDATIONS**

- 6.1 The Task and Finish Group will bring together a small, focused group of members to review the home to school transport policy and provide clear advice to officers developing the policy. Cross party

representation will mean that political agreement is reached at an early stage of the process allowing the Policy to progress. The Group will feedback advice given, and progress on the work programme to the Education, Children and Families committee so the Committee can make informed decisions on the Home to School Transport Policy.

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