

## **Terms of Reference**

### **Denbighshire County Council's Learner Transport Policy Working Group**

#### **1. Membership**

5 elected members from the Council's Communities Scrutiny Committee and 1 Education Co-opted member.

#### **2. Officer Input**

Officers from the Council's Education Service, Finance Service, Legal Services and Transport Department (see proposed list at the end of this document)

#### **3. Purpose of the Study**

To examine and review Denbighshire County Council's Learner Transport Policy with respect of providing transport to non-statutory education provision.

#### **4. Sphere of Study**

To examine and review the Council's Learner Transport Policy in order:

- (i) to provide clarity and aid understanding of the Council's annual learner transport budget and the cost of transporting pupils/students to:
  - statutory and non-statutory education
  - discretionary and non-discretionary education; and
  - enhance members' knowledge of education and learner transport legislation and their impact on the budget;
- (ii) to assess the potential impact of withdrawing the provision of free learner transport for pupils/students who access the various non-statutory or discretionary educational elements currently offered (this assessment to include the identification of any risks to the wider education provision in the area and to the skills base required in local economy); and
- (iii) to ensure that every pupil/student in the county has fair and equitable access to education provision and is not discriminated against in any way.

#### **5. Timescales**

The Working Group will determine its timescale for undertaking the work and inform Communities Scrutiny Committee of the anticipated timeframe. In doing so it will aim to be in a position to implement any proposed changes to the policy with effect from September 2021.

#### **6. Governance**

Upon the conclusion of its work the Working Group will report its findings, conclusions and any proposed recommendations to Communities Scrutiny Committee in due course.

## **7. Administration**

An officer from Education and Children's Services will provide administrative support to the Working Group. They will be responsible for keeping an appropriate record of the Group's proceedings which shall be made available upon request to elected members and/or Democratic Services staff.

### **Proposed Elected Member and Co-opted Members:**

Councillor Huw O Williams (Chair of Communities Scrutiny Committee)

Councillor Brian Blakeley

Graham Timms

Rachel Flynn

Kathleen Jones (Co-opted Education Member on Scrutiny – representing Faith Schools)

### **Officer Support to the Group:**

Principal Manager Modernising Education

Planning and Resource Manager Education Support

Education and Children Services Solicitor – Legal Services

Passenger Transport Section Manager

Lead Transport Officer

Principal Finance & Assurance Officer

Finance and Assurance Officer

Administrative Support (Education and Children's Services)