

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO SUBJECT OVERVIEW AND SCRUTINY COMMITTEE 2

5 FEBRUARY 2020

REPORT OF THE CORPORATE DIRECTOR EDUCATION AND FAMILY SUPPORT

HOME-TO-SCHOOL TRANSPORT

1. Purpose of report

- 1.1 The purpose of this report is to update the Committee on the current status of Bridgend County Borough Council's home-to-school transport policy and arrangements, including the outcome of Bridgend County Borough Council's recent independent review of transport.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 The report links to the following corporate priority:

Smarter use of resources - ensuring that all its resources (financial, physical, human and technological) are used as effectively and efficiently as possible and support the development of resources throughout the community that can help deliver the Council's priorities.

3. Background

- 3.1 The learner transport budget has been under significant financial pressure. Ongoing annual budget reductions under the Medium-Term Financial Strategy (MTFS) have been significant with efficiency savings of £1.794m between 2014-2015 and 2019-2020. There has, however, also been some budget growth of £550k to support increased pressure on the home-to-school transport budget in the period 2018-2020. Table 1 below provides further detail of these savings.

Table 1 - MTFS savings 2014-2015 to 2019-2020

MTFS savings	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	TOTAL
Retender learner transport contracts	250	400	100				750
Rationalise special education needs transport	200	100	150				450
School transport route efficiencies		200	200	40			440
Phased implementation of Learner Transport Policy regarding statutory distances for free travel				20	67	67	154
TOTAL	450	700	450	60	67	67	1,794

MTFS growth	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	TOTAL
Increasing costs associated with home-to-school transport, including demand for pupils with additional learning needs (ALN) and demographic growth						427	427
Transport costs for Welsh Government's Junior Apprenticeship Programme						42	42
Increase in costs of learner travel due to re-tender exercise that took place in 2017-2018					81		81
TOTAL					81	469	550

- 3.2 In September 2015, in order to support a reduction of £1.8m against the Learner Travel budget, Cabinet determined changes to the Council's Learner Travel Policy in order to meet the MTFS savings identified from 2014-2015 to 2019-2020.
- 3.3 Ongoing pressure on the home-to-school transport budget, as a result of the significant savings set against the budget identified in Table 1, has meant that year-on-year spend has exceeded the available annual budget, leading to a £1.1m deficit budget position in 2019-2020. While there has been additional

budget growth of £550k over the 2014-2015 to 2019-2020 period, this has only addressed the additional costs brought about primarily through increased contractor prices, changes to eligibility for pupils and additional costs associated with transporting pupils with ALN.

- 3.4 In addition to these savings and growth outlined in Table 1, the draft MTFS 2020-21 to 2020-23 presented to Cabinet on the 14 January 2020 includes additional proposals in 2020-2021 for the 'Phased implementation of Learner Transport Policy regarding statutory distances for free travel' of £75,000 will bring the MTFS savings total to £1,869,000 since 2014-2015 if proposals are approved at Council on 26 February 2020. There is also proposed funding for growth of £356,000 relating to retendering of contracts for buses and taxis. If approved by Council on the 26 February this would bring the total growth to £906,000 since 2014-2015.

To address the ongoing pressure on the home-to-school transport budget, the following measures have been implemented:

Independent Strategic Review of Transport

- 3.5 To support recovery from the current deficit budget position an independent strategic review of transport was commissioned in July 2019 and reported in November 2019.
- 3.6 The scope of the external review has examined potential savings set against the local authority's home-to-school transport budget as well as other Bridgend County Borough Council (BCBC) transport services.
- 3.7 A cross-directorate group, which included officers from the Education and Family Support Directorate, the Chief Executive's Directorate, the Social Services and Wellbeing Directorate and the Communities Directorate, met to determine the key transport-related issues which might benefit from external review.
- 3.8 Following a procurement exercise in July 2019, PeopleToo was awarded the contract based on both a technical and commercial assessment of the tender submissions. Three work packages were required to be delivered as part of the review, as follows:

Work Package 1 (WP1) – Consideration of the opportunities available to make strategic amendments to the delivery of transport services within Bridgend

- 3.9 The purpose of WP1 was to establish and outline the following:
- Whether changes to school catchment area boundaries, taking into consideration the impact on admission arrangements, could support a reduction in the number of pupils eligible for home-to-school transport.
 - Whether amendments to the timing of the school days across all Bridgend schools, would ensure that capital assets are maximised (eg through potential sharing of capital assets by schools) and that the timing of the school days of schools supports the most efficient provision of home-to-school transport.

- Whether opportunities exist to make efficiency savings through the enhanced use of existing school minibuses or through the additional provisioning of schools with their own transport facilities.
- Whether the current model of transport services provided by the local authority, in particular the provision by private suppliers to deliver the majority of the local authority's transport provision, is the most cost effective model of service provision.
- Whether there are benefits in bringing the majority of transport provision (in particular education and social care) in-house. This would mean that the majority of education and social care transport provision would be provided by the local authority, served by an in-house fleet, rather than outsourced to the private sector.
- Whether Adult Social Care Day Services who operate a fleet of 19 vehicles can operate more efficiently. Vehicles are positioned strategically and to meet assessed need (eg people with profound learning disabilities/older persons) within the borough. The service relies on a combination of contract transport, in-house transport and community transport to meet the needs of individuals accessing the service. Vehicles are utilised for both in-house transport at the start/end of each day and support pre-planned activity in the wider community as part of an individual's Day Time Opportunity Plan.
- There are currently 21 transport contracts that support delivery of adult services. The current value of contracts is in the region of £210k. The previous spend on transport by the service prior to developing the in-house service was in region of £680k. The service is developing a collaboration agreement with Community Transport to serve the Llynfi/Garw/Ogmore Valleys.
- Consideration of the transport arrangements for looked-after children provided by the local authority. This should include the breadth of ancillary transport services for looked-after children (of both non-statutory and statutory school age) who rely on local authority-provided transport services (eg for respite care).

Work Package 2 (WP2) – Undertake a full assessment of the current home-to-school transport arrangements in Bridgend.

- 3.10 WP2 should focus on undertaking an assessment of BCBC's current home-to-school transport provision.
- 3.11 Provide recommendations of how any efficiencies can be achieved and report on implications of implementing recommendations including associated costs.
- 3.12 Areas of efficiencies to consider must relate to the assessment undertaken under WP1, but in particular focus on:
 - Do nothing (maintain the status quo).
 - A full in-house home-to-school transport service.
 - Varying of current transport routes to maximise their efficiency.

- Identification of catchment boundary changes (if proposed under WP1) to reduce the number of pupils eligible for free home-to-school transport.
 - Explore other ways to deliver transport services (eg best use of vehicles within the Council's ownership (including those in schools) or the collaboration with other councils).
- 3.13 The provider is expected to assess all BCBC school catchment areas/associated transport routes and is expected, for each recommendation, to outline the most suitable transport required and include evaluations of how specific eligible pupils would be allocated to specific contracts.
- 3.14 The provider is expected to provide detailed solutions to mitigate negative impacts of implementing each recommendation in line with any statutory legislation, regulations, standards or guidance identified in WP1.

Work Package 3 (WP3) – Undertake a full assessment of the current employee travel expenses arrangement.

- 3.15 WP2 focuses on undertaking an assessment of BCBC's current employee travel expenses arrangements, with a particular focus on, but not limited to:
- Whether the current mileage rate paid by the local authority to staff should be reconsidered (ie the current rate is 47p per mile for all users, which is above the HMRC rate of 45p per mile for the first 10,000 business miles, then 25p per mile). The total spent on travelling allowances in 2018-2019 was around £1.2m. If the HMRC rate had been applied, this would have generated a saving of around £45k.
 - Exploration of the adoption of lease vehicles for staff rather than paying an individual mileage for their own vehicles (ie 'the grey fleet'). This approach is currently adopted by a number of other local authorities across Wales. Such leases may reduce the costs of mileage claimed in certain circumstances although this would depend on the mileage claimed, and as identified by a number of local authorities, this may not produce a saving if the staff member's time is considered. Therefore, the review should explore in particular the most desirable mileage threshold to trigger the use of a leased fleet vehicle.

No-pass, no-travel

- 3.16 The School Transport Team currently issues approximately 3,500 photographic bus passes to entitled secondary-school-aged pupils using the local authority's free home-to-school transport buses.
- 3.17 In October 2017 Corporate Management Board (CMB) approved the piloting of a 'no-pass, no-travel' scheme to primarily reduce overcrowding on home-to-school bus services. The pilot was launched in April 2018 at Brynteg School. Following the assessment of the pilot at the end of the 2018-2019 academic year, the no-pass, no-travel scheme was launched for all secondary-aged-pupils on large school buses from September 2019.

Learner Travel Policy

- 3.18 In September 2015 Cabinet determined changes to the local authority's Home to School/College Transport Policy in order to meet MTFs savings identified from 2016-2017 to 2019-2020. The policy change was implemented in September 2016. However, initial savings were predicated on the full implementation of a change to statutory distances of 2 miles for primary school-age children from the current 1.5 miles and 3 miles for secondary school-age children (including post-16 learners) from the current 2 miles. No change was proposed to nursery-age children eligibility of 1.5 miles. On implementing the policy change, Cabinet determined to protect the entitlement of all pupils currently benefitting from home-to-school transport at the former distances until they moved schools or moved from one phase of education to another. Furthermore, protection was provided for siblings of children already in receipt at the former distances.
- 3.19 Cabinet was not minded to remove the discretionary arrangements for post-16 learners, who would therefore continue to benefit from home-to-school/college transport at the 3-mile distance.
- 3.20 The 'in-receipt' and the 'sibling rule' entitlement has meant that, year-on-year, the number of pupils the policy change applies to, is relatively small. However, parents have challenged this inequity and have been critical of its intention, especially as children without siblings are disadvantaged.
- 3.21 In July 2019, Cabinet agreed to undertake a full 12-week public consultation on the following new proposals:
- removal of escorts from all taxis and minibuses (excluding those transporting pupils with special education need) of less than 8 passengers;
 - withdrawal of transport for all learners benefitting from an identified and available (safe) routes to school in line with statutory distances of 2 miles for primary school-age pupils and 3 miles for secondary school-age pupils;
 - removal of 'sibling' and 'in receipt' protection for pupils;
 - removal from the local authority's Home to School/College Transport Policy of specific examples of the special circumstances where the local authority will provide discretionary transport;
 - removal of all transport for nursery pupils; and
 - removal of all post-16 transport.

Available walked route assessments

- 3.22 At the same time as the Cabinet decision in September 2015 to amend the Learner Travel Policy, the local authority was assessing the impact of the newly released Learner Travel Statutory Provision and Operational Guidance June 2014. The guidance identifies that local authorities must:

- assess the travel needs of learners in their authority area;
- provide free home-to-school transport for learners of compulsory school age attending primary school who live two miles or further from their nearest suitable school;
- provide free home-to-school transport for learners of compulsory school age attending secondary school who live three miles or further from their nearest suitable school;
- assess and meet the needs of 'looked after' children in their authority area;
- promote access to Welsh-medium education; and
- promote sustainable modes of travel.

3.23 The new Statutory Provision and Operational Guidance included two additional areas for consideration:

- the need to fully engage/consult with learners when considering the safety of routes; and
- the need to consider the opinion of learners in relation to social danger.

3.24 Following the publication of this guidance, it became clear that the changes to the local authority's new Home to School/College Transport Policy approved by Cabinet in September 2015 were being challenged. On the loss of entitlement, many parents challenged the availability of walked routes to school on the basis of their safety.

3.25 Many parents contested the inequity in the new policy's sibling rule, primarily the impact on pupils beginning Reception and Year 7, who did not have a sibling in the school and who would be impacted more than any other child. The default position from these parents was to challenge the safety of the walked route their child would have to take to school.

3.26 Without adequate assurances that routes considered as available by the local authority had followed the procedure outlined in the aforementioned statutory guidance, the local authority would not be able to implement its policy decision made in September 2015.

3.27 Therefore, in August 2017, the local authority agreed to progress assessments of walking routes in accordance with the Learner Travel Operational Guidance to identify all available walking routes to schools.

School transport operator checks

3.28 The local authority's statutory duty is to provide suitable home-to-school transport for learners to attend school. All school transport suppliers are required to pass mandatory requirement checks as part of the procurement of the contract covering:

- insurance;
- licenses (eg Hackney and private hire);
- communication;
- health and safety;
- Disclosure and Barring Service (DBS) checks for all drivers and escorts; and
- specified training (including wheelchair tie-down anchor, tail-lift operator, manual handling and safeguarding) where appropriate.

3.29 This is followed by quality questions, testing responses to, for example:

- vehicle breakdown back-up plan for emergency situations (with specific regards to the health and safety of pupils with special educational needs);
- training - on appointment, current and future plans; and
- continuity of driver/escorts - the managed plan for driver and/or escort absences to reduce the impact on pupil transport.

3.30 Transport providers are required to have passed all of these requirements to progress to the commercial stage, which then considers cost only.

4. Current situation

Independent Strategic Review of Transport

4.1. Peopletoo presented its findings in November 2019 and identified potential savings that are both predicated on a policy change (currently the basis of the ongoing learner travel public consultation) and those savings which are predicated on operational changes alone.

4.2. The main findings of the review can be summarised as follows:

- There is currently significant over-provision of home-to-school transport compared with the statutory minimum required by the Learner Travel (Wales) Measure 2008 and the local authority's own Home-to-School/College Transport Policy. If the statutory minimum is introduced, as per the currently consulted policy proposals, the following savings could potentially be made:
 - 2657 (58%) of all pupils currently taken to schools via bus would be ineligible for free home-to-school transport potentially saving £1.48m per annum.
 - 28 (39%) of all pupils currently taken to school via taxi would be ineligible for free home-to-school transport potentially saving £124k per annum.
 - 71 (51%) of all pupils currently taken to school via minibus would be ineligible for free home-to-school transport potentially saving £139k per annum.
- Therefore, £1.743m could potentially be saved (subject to checks of pupil eligibility as per the availability of a walked route to school) if a policy change

was introduced from September 2021, the earliest possible implementation as per the requirements of the Learner Travel (Wales) Measure 2008.

- The independent review has identified a disaggregated approach to the organisation of transport provision within BCBC, with no central co-ordination. Therefore, the review recommends the creation of an Integrated Transport Unit (ITU) for the local authority. The review proposes that existing staff in relevant directorates transfer to a central ITU to maximise the knowledge and skills available to the benefit of all services requiring transport provision for clients. The review recommends that technology (potentially existing and new) should be utilised to improve GIS/route planning and fleet tracking in support of the ITU.
- The local authority does not optimise alternative forms of transport provision for its services as a lower cost alternative to contracting private operators. The review recommends a proactive approach in as much as they become the default position.

Personal transport budgets

- 4.3. Personal transport budgets should be considered as an alternative to provided home-to-school transport. This would provide parents with the opportunity to receive a cash lump sum to meet the costs of taking their own children to school. It is proposed that the current mileage rate of 15p/mile (from a pupils home to their school) be increased to 40p/mile (or possibly 45p/mile as per the Her Majesty's Revenue and Customs (HMRC) rate).

Independent travel

- 4.4. 'Travel training' is seen as an opportunity to provide support to some learners who are currently dependent on the local authority's support for transport, but who would benefit from greater independence in the long term. The review identifies that the broadening of independent travel training could facilitate self-sufficiency and independence of some learners, allowing for both greater independence and financial savings over time.

Travel passes

- 4.5. The use of travel passes on large school buses and 'section 22' community transport can invoke some savings. Organisations that provide transport on a 'not-for-profit' basis can apply for permits under section 19 or section 22 of the Transport Act 1985. These permits allow the holder to operate transport services for hire or reward without the need for a full public service vehicle (PSV) operator's licence. Savings can be accrued by the use of travel cards/passes on public transport vehicles for pupils of statutory school age, with the opportunity to transfer approximately 765 secondary school pupils currently on large buses over a three year period onto contracted bus routes at a substantial saving.
- 4.6. The review has also identified that such an approach could increase the viability of some passenger transport services to the benefit of the wider public. Although the local authority has considered this approach in the past as unattainable given its interpretation of seatbelt legislation and how it

applies to learners on public service vehicles, the review has identified this as a misinterpretation and that the ruling on the availability of seatbelts applies only to dedicated school transport, not pupils using public service vehicles.

Social Services transport

- 4.7. The use of social services transport vehicles, to decrease the reliance on externally provided transport for some pupils, is seen as an opportunity to maximise the use of the capital resources available to BCBC.

Route optimisation

- 4.8. There is an opportunity for BCBC to improve route optimisation through better route planning and by reviewing catchment areas.

Procurement

- 4.9. The procurement of externally contracted transport is considered by the review to be 'traditional'. The review proposes a more commercial approach whereby Bravo 'e-auctions' are reintroduced, and taxi frameworks are implemented on a charge per mile basis with better engagement of providers.

Mixed transport provision

- 4.10 The review identifies that the council should introduce a mixed transport provision across in-house externally contracted and community transport.
- 4.11 At this stage, the local authority is unable to verify whether any of the above mentioned findings can be implemented or lead to annualised savings against the learner travel budget. The local authority will therefore need to consider the findings of the review and determine whether any of the findings should be taken forward for consideration.

'No-Pass, No-Travel'

- 4.12 The local authority will assess the impact of the 'No-Pass, No-Travel' scheme on the 3,500 secondary age pupils using the big buses at the end of the current 2019-2020 academic year. There were a number of complaints during the first few weeks of the autumn term 2019-2020 as a result of the implementation of the policy. These were predominantly from parents whose children did not have a valid pass and therefore the local authority had to issue a number of temporary passes until new ones were produced. Nevertheless, the implementation has been a success, with ineligible pupils being refused transport, thereby reducing the reporting by operators of overcrowding on some routes. The roll-out of non-photographic passes for primary-aged-pupils is currently at the preparation stage and this scheme is currently scheduled to commence at the start of the summer term 2020-2021.
- 4.13 Furthermore, the local authority has recently engaged with a provider to demonstrate the benefits of a tracking system for pupils on school transport. There are significant benefits to the adoption of such a system, in particular those related to pupil safety, including:

- real-time bus tracking;
- provision to local authority officers, schools and parents with live visibility of bus journeys to and from school;
- recording of pick-ups and drop-offs of each pupil;
- identification of where buses (and therefore pupils) are at all times with live fleet maps and geo-location;
- provision of two-way local authority/school to bus communication and the monitoring of on-board behaviour;
- provision of relevant pupil information to driver/escort (eg information on additional learning needs or medical information);
- a real-time manifest of passengers on board the bus;
- fast boarding with near-field communication (NFC) technology built into pupil passes;
- route optimisation and reporting; and
- school/driver emergency messaging.

4.14 The local authority will consider any proposal to procure such a system in line with the determination by Cabinet of the proposal to amend the Learner Travel Policy in April 2020 and subject to the identification of cost and available budget.

Learner Travel Policy

4.15 The public consultation on the Learner Travel Policy concluded on 5 January 2020. Additional consultation with learners will continue throughout January 2020 and will coincide with the ongoing consultation on the options for future post-16 education. The options being consulted for post-16 education are:

Option 1

A mix of school sixth forms with some mergers to create new local authority maintained sixth-form centre/s.

Option 2

A mix of school sixth forms with some mergers to create new further-education-college governed sixth-form centre/s.

Option 3

Retaining sixth forms in all schools, but with further development to improve this option's delivery.

- 4.16 As transport is a material consideration in each of the three options available, engagement with pupils (especially those at secondary school age) will focus on both the impact of the learner travel proposals and the post-16 proposals.
- 4.17 The outcome of both consultations will be reported to Scrutiny in March 2020.

Available walked routes to schools

4.18 In August 2017, CMB agreed to progress the following, to meet statutory requirements:

Full risk assessments in relation to physical/traffic risks

4.19 This is the relationship between learners and traffic. As pedestrians, learners face a number of hazards. A physical assessment of the walked route was deemed appropriate to identify hazards.

Full risk assessments in relation to social danger

4.20 'Social danger' is open to different interpretations and is subjective. In this context, the commonest interpretations provided by children and young people (as taken from the guidance) are as follows: stranger danger; danger(s) posed by paedophiles; danger(s) posed by criminals (muggers, thieves, murderers and kidnappers); anti-social behaviour (the presence of bullies or of alcoholics or drug users).

Consultation to seek the views of learners

- 4.21 Section 1 of The Rights of Children and Young Persons (Wales) Measure 2011 places a duty on Welsh Ministers to have due regard to Part 1 of, and the Protocols to, the United Nations Convention on the Rights of the Child when exercising any of their functions. In particular, Article 12 specifies that children have the right to say what they think should happen when adults are making decisions that affect them, and to have their opinions taken into account. Welsh Government, therefore, attaches paramount importance to enabling the voice of children and young people to inform its policy development, particularly in relation to the matters which affect children and young people. The primary aim of the consultation process was to identify learners perceptions of social dangers or other hazards.
- 4.22 The physical assessments were progressed by Capita Consulting (now Redstart) and a local authority officer was appointed to progress the statutory consultations with schools, learners and parents. This significant piece of work concluded in early 2019.
- 4.23 The physical assessment of the walking routes took place along agreed routes extending to a three mile limit from the secondary schools and a two mile limit for primary schools, or to the extent of the associated catchment areas, whichever was the closest.
- 4.24 The routes were focused along the main arterial routes with limited emphasis placed on the adjoining/connecting side streets with a lesser focus on minor crossings within residential estates.

4.25 Individual reports identifying the available routes together with the outcome of the consultation were produced as follows:

- Brynteg School cluster
- Bryntirion Comprehensive School cluster
- Cynffig Comprehensive School cluster
- Porthcawl Comprehensive School cluster
- Pencoed Comprehensive School cluster
- Coleg Cymunedol Y Dderwen cluster
- Maesteg School cluster
- Ysgol Gyfun Gymraeg Llangynwyd cluster
- Archbishop McGrath Catholic High School cluster

School transport operator checks

4.26 Since May 2019, even if a driver has already been licensed as a hackney carriage and private hire driver by the local authority's Licensing Committee, the School Transport Team has required drivers to be DBS checked again and vetted as part of the process for their approval to work on school transport contracts. This additional verification provides further assurance of the suitability of drivers that have already been DBS checked and licensed by the local authority through the Licensing Committee. Therefore, there is no automatic licensing of drivers to work on school transport contracts following approval at Licensing Committee. All drivers, regardless of their approval by Licensing Committee are only licensed to work on school transport contracts following a separate DBS check and approval by the School Transport Team.

4.27 Nevertheless, the local authority's Licensing Team provides the School Transport Team with information on DBS disclosures, allegations against individual drivers or any concerns raised by the public. The local authority's safeguarding services communicates similar concerns and allegations to the School Transport Team and to the Licensing Team to be considered and acted on as appropriate when relevant intelligence is received by South Wales Police in respect of any persons working on or potentially working on school transport contracts. The School Transport Team similarly seek advice and support from the local authority's Group Manager Information, Advice and Assessment (IAA) and Safeguarding, on any information disclosed to them on any individual working on school transport contracts.

4.28 The monitoring of the transport operators against the terms and conditions of individual contracts is undertaken by the School Transport Team in collaboration with the local authority's Procurement Service.

4.29 Although the inspection of operators, vehicles, drivers and escorts is undertaken by the School Transport Team, this activity is ad hoc, due to the limitations on resources. Nevertheless, these formal inspections are undertaken in collaboration with a number of statutory partners ie The Licensing Team, South Wales Police and the Driver and Vehicle Standards Agency (DVSA). When undertaken, they are effective and any issues

identified following inspections are recorded and acted upon as appropriate against the terms and conditions of the contract held. Each statutory partner is able to act independently as per their responsibilities but also act collaboratively. For example, the prohibition of a vehicle identified as un-roadworthy by the DVSA would be acted upon by the School Transport Team in line with the terms and conditions of the contract held. Depending on the severity of the offence, points would be issued or the contract could be terminated.

- 4.30 The Licensing Committee regularly consider the fitness and propriety of new applicants or current licence holders in the hackney carriage and private hire trade. It is sometimes the applicant's criminal convictions being considered; however, it may also include other matters such as allegations, charges, complaints or conduct which may be considered in order to determine whether they are a 'fit and proper', bearing in mind the overall aim of the licensing authority is to protect the public.
- 4.31 In April 2018, the Institute of Licensing (IoL) published a document titled 'Guidance on determining the suitability of applicants and licensees in the hackney and private hire trades' ('the Guidance'). The Guidance has been produced in conjunction with the Local Government Association (LGA), Lawyers in Local Government (LLG) and the National Association of Licensing and Enforcement Officers (NALEO).
- 4.32 In preparing the Guidance, the content was subject to widespread national consultation with stakeholders including Councillors, Licensing Officers, Lawyers, the Hackney Carriage and Private Hire Trades, Academics, the Probation Service and the Police.
- 4.33 At a recent meeting of the Wales Licensing Expert Panel this document was considered and endorsed with the recommendation that all Welsh local authorities approve and implement the Institute of Licensing Guidance, replacing their current guidelines/policy.
- 4.34 In May 2019, the local authority adopted this guidance as its new policy on the treatment of convictions, cautions and criminal charges in respect of new applicants and existing hackney carriage/private hire vehicle drivers, proprietors and operators.

5. Effect upon policy framework and procedure rules

- 5.1 None as a direct consequence of this report.

6. Equality Impact Assessment

- 6.1 There are no equality implications arising from this report.

7. Wellbeing of Future Generations (Wales) Act 2015 Implications

7.1 The well-being goals identified in the Act were considered in the preparation of this report. It is considered that there will be no significant or unacceptable impacts.

8. Financial implications

8.1. The Independent Review of Transport has identified that financial savings and investment required by the local authority are difficult to quantify, given the complexity of transport provision for all service users. Nevertheless, the review has identified two financial positions (ie one that is predicated on the full policy proposals currently out to consultation being accepted by Cabinet for implementation in September 2021 and the other, being that none of the proposals are accepted by Cabinet).

Table 2 – Peopletoo Identified potential financial savings and investment requirements

Savings Initiative	Financial Savings - Ineligibility taken in full	Financial Savings - Assuming no reductions to Ineligibility	If Ineligibility Applied				If Ineligibility Not Applied			
			2020/21	2021/22	2022/23	Total	2020/21	2021/22	2022/23	Total
Transport - Ineligible Pupils Removed Net Savings	£1,497,066	£0	£0	£952,678	£544,388	£1,497,066	£0	£0	£0	£0
Managing Demand:										
Transferring contracted transport in-house 4 vehicles	£171,925	£343,851	£14,945	£121,451	£35,530	£171,925	£29,890	£242,902	£71,059	£343,851
Increase use of Travel Passes	£28,050	£56,100	£8,925	£14,025	£5,100	£28,050	£17,850	£28,050	£10,200	£56,100
Increase use of Personal Travel Budgets	£154,106	£154,106	£23,488	£58,778	£71,840	£154,106	£23,488	£58,778	£71,840	£154,106
Increase Independent Travel Training and In-house training	£198,555	£198,555	£53,255	£73,400	£71,900	£198,555	£53,255	£73,400	£71,900	£198,555
Sub-total Demand Management	£552,636	£752,612	£100,613	£267,654	£184,370	£552,636	£124,483	£403,130	£224,999	£752,612
Improved Procurement of Contracted Transport	£156,277	£725,000	£99,449	£56,828	£0	£156,277	£461,364	£263,636	£0	£725,000
Replace externally hired vehicles with in-house	£83,500	£83,500	£83,500			£83,500	£83,500			£83,500
Route Optimisation	£80,500	£181,500	£0	£0	£80,500	£80,500	£0	£0	£181,500	£181,500
Total Gross Savings	£2,369,979	£1,742,612	£283,562	£1,277,160	£809,257	£2,369,979	£669,346	£666,766	£406,499	£1,742,612
Investment required										
Route planning and optimisation software (capital)	£-25,000	£-25,000	£-25,000			£-25,000	£-25,000			£-25,000
Fleet Tracking	£-22,000	£-22,000	£-18,000	£-2,000	£-2,000	£-22,000	£-18,000	£-2,000	£-2,000	£-22,000
GIS Mapping Training and development	£-10,000	£-10,000	£-10,000			£-10,000	£-10,000			£-10,000
Total Net Savings	£2,312,979	£1,685,612	£230,562	£1,275,160	£807,257	£2,312,979	£616,346	£664,766	£404,499	£1,685,612

8.2. The Peopletoo review has therefore identified (see Table 2 above) potential annualised savings of £2.37m if the local authority reduces its provision to the statutory minimum for home-to-school transport or £1.74m if the existing policy arrangements are unchanged.

8.3. Some investment is required (c. £57k) for technology and training.

8.4. It is important to note that these figures are as presented by PeopleToo. Local authority officers have not been able to fully validate the figures prior to submission to Scrutiny.

9. Recommendations

9.1. It is recommended that the Committee is recommended to:

- note the contents of this report; and
- provide comments and any recommendations regarding the content of this report.

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