

## Scrutiny Review – Scoping Document

<b>Review Title:</b>	SEND Transport Models
<b>Scrutiny Board:</b>	Children’s Services and Education Scrutiny Board
<b>Date of Review:</b>	Summer 2021

**Reasons for undertaking the review:**

A proposal was approved by Cabinet on 12 August 2020 to establish a new Dynamic Purchasing System (DPS) for the Provision of Passenger Transport for 2021-25 (minute No 65/20 refers). Pursuant to the creation of the DPS, a closed bid tender process was held for the award of four passenger transport related contracts, such contracts to be effective from 1 September 2021.

At its meeting on 16 June 2021, the Cabinet deferred any decision until a suitable review had been undertaken due to questions relating to the process that had been followed. Cabinet has therefore not yet considered the outcomes of the closed bid tender process. The requested reviews have been taken place into the process.

The Audit and Risk Assurance Committee (ARAC) will be carrying out a piece of work in accordance with its terms of reference and members of Budget and Corporate Scrutiny Management Board agreed that to add value by considering SEND Transport from another lens would be beneficial, proposing a scrutiny review by the Children’s Services and Education Scrutiny Board of SEND Transport Models.

It is acknowledged that the role of ARAC will be focused on the tendering arrangements and the internal/external review so the scrutiny review will focus on the duty on the Council, ways in which it does and could dispense that duty and to formulate a view on the best model for the provision of SEND Transport.

**Intended Outcomes:**

To understand service models for SEND Transport locally, regionally and nationally and to evaluate them against a Sandwell context.

To identify recommendations relating to SEND Transport and preferred delivery model(s) that effectively manages all risks.

To identify how the proposals were consulted upon and communicated to those children and families that use the SEND Transport service and how communication with those families could be improved.

<b>Officer Group (including partners):</b>	<p>Lesley Hagger, Surjit Tour, Rebecca Maher, Sue Moore, Angelina Dawson, Alex Goddard, Connor Robinson. There is potential to approach external specialists for input also.</p>
<b>Links to Corporate Plan:</b>	 <p>The best start in life for children and young people</p>
<b>Links to Terms of Reference</b>	<ul style="list-style-type: none"> <li>• all of the functions of the Council as an authority under the Education Acts, School Standards and Framework Act 1998 and all other relevant legislation in force from time to time (i.e. pre-school, statutory and post 16 education);</li> <li>• any other education related services for children and young people;</li> <li>• services for children, young people and families.</li> </ul>
<b>Scoping undertaken by:</b>	<p>Alex Goddard and Connor Robinson</p>
<b>Council Chief Officer (or partner equivalent):</b>	<p>Lesley Hagger</p>
<b>Existing data available for consideration:</b>	
<p>Council's Duty in relation to Special Educational Need and Disability Transport, how it dispenses that duty and rationale for the proposed approach.</p> <p>Report to Cabinet that was deferred – including the contract as proposed.</p> <p>Key data around service user numbers, destinations (in and out of borough) and costs.</p>	

<b>Potential witnesses</b>	<p>Lesley Hagger Sue Moore Angelina Dawson Cabinet Member for Best Start in Life</p> <p>Chair of ARAC (to be kept informed) Members of Budget and Corporate Scrutiny Management Board (to be invited to participate throughout)</p>
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<b>Review Work Programme:</b>			
<b>Task</b>	<b>Method</b>	<b>Lead person(s)</b>	<b>Completion by:</b>
Briefing paper setting out legal duty relating to SEND and associated information/data (including current and projected future demand, breakdown by school stage, and in/out of borough, personal budgets, parental choice)	Report(s) to meeting	Lesley Hagger	2 August 2021
Background to the commissioning of passenger transport 2018 to 2021	Report to meeting	Lesley Hagger	2 August 2021
Models for SEND Transport provision used: Black Country West Midlands Nationally [including numbers of suppliers contracted/used, use of Dynamic Purchasing Systems]	Working Group	Children's Services	
Understand the evaluation criteria used by the Council, particularly for the 'quality' element of scoring.	Working Group	Procurement	

Evaluate the additional measures designed to ensure good practice, including addressing how specific needs of children and young people are reflected (eg. first aid, specialist knowledge)	Working Group	Travel Assistance Service	
Evaluate models against Vision 2030 and the Corporate Plan to maximise how they can support the Council's ambitions, including those relating to business and the economy	Working Group	Children's Services/ Democratic Services	
Gather lived experience evidence from parents/families	Working Group/Survey	Democratic Services	
Gather experience from existing suppliers	Working Group/Survey	Democratic Services	
Overview of the finances relating to SEND Transport	Working Group	Children's Services/ Finance	
Understanding Equality and Risk impacts	Working Group	Children's Services/ Risk	