

**Report of the Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Children and Families)**

**Date: 19<sup>th</sup> September 2013**

**Subject: Terms of Reference – Inquiry into School Transport**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

**1. Summary of Main Issues**

- 1.1 At its meeting on 25 July 2013, Scrutiny Board (Children and Families) received a public request for Scrutiny<sup>1</sup>. Following the provision of information from the public, Children’s Services Officers and the Executive Board Member for Children’s Services, the Board resolved to undertake an Inquiry.
- 1.2 The draft terms of reference at attached which details the proposed scope of the inquiry and the timetable for the gathering of evidence.
- 1.3 In line with Scrutiny Board Procedure Rule 12.1 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference. Both the Director and Executive Board Member have been consulted on the content of the terms of reference and have been invited to attend the Scrutiny Board meeting for this item.

**2. Recommendation**

The Scrutiny Board (Children and Families) is recommended to:

<sup>1</sup> Agenda item 7, 'Request for Scrutiny – Transport consultation and the proposed changes to the Children’s Services Transport Policy'

2.1 Note the information contained within this report, make further recommendation to update the terms of reference where necessary and agree the terms of reference for the inquiry.

2.2 Note that the terms of reference may incorporate additional information during the inquiry should the Children and Families Scrutiny Board identify any further scope for inquiry or request further witness or evidence.

### **3.0 Background documents<sup>2</sup>**

None

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<sup>2</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.