

OFFICER DECISION RECORD 2 FORM

This form should be used to record Officer Decisions which have a financial impact (income/expenditure) between £25k - £100k.

Decision Reference No: e.g. Directorate/Ref No/Year - 2122053

BOX 1.

DIRECTORATE: CYPs **DATE:** 23 Aug 21

Contact Name: Kim Holdridge **Tel. No:** 01302 737219

Subject Matter: Independent Travel Training. To make two existing temporary posts permanent and to create a further 3 posts

BOX 2**DECISION TAKEN:**

To make the 2 current temporary posts permanent - the current post holders will need to be placed on redeployment and the posts advertised so that any redeployees can apply in the first instance.

All 5 posts are 20 hours per week, term time only and operate on a split shift basis am and pm.

Also to create a further 3 permanent posts – the original project to create an Independent Travel Training service specified one overall co-ordinator together with a total of 5 travel trainers carrying out the day to day operation of the service. These posts were originally created in 2017 however due to them being vacant for a long period and changes to their line managers the original posts no longer exist.

This service has not been fully staffed since it's inception in 2017. There have been difficulties in recruiting suitable candidates – due partly to the previous temporary nature of the posts.

Since march 2020 the service has been stood down with the 2 current employees being redeployed to work on home to school transport covering bus escorts. The service is now restarting with effect from September 2021 and there is a need to recruit to the previous vacancies and place the service onto a longer term and more sustainable footing.

Although not yet published, the latest draft for updated Government advice on home to school transport states:

Independent travel training can provide long term benefits to individuals in terms of a skill for life that may lead to greater social inclusion and improved employment

prospects. Local authorities should offer independent travel training for all pupils with SEND that they believe will be able to complete the programme. They should discuss the benefits of travel training with parents and provide assurances that their child will not lose any transport entitlements until they are confidently able to travel independently

BOX 3

REASON FOR DECISION AND ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:

None - If the service is to continue this needs to be placed on a permanent footing and grown

The 2 current travel trainers have been in post for approximately 2 years and 18 months respectively. Ultimately we would either need to cease the service and release these staff members or they will become permanent due to length of service.

As the service has been stood down for the past 18 months there is now a considerable backlog of students who require travel training. Training is completed on a 1:1 basis over a period of 6-8 weeks with each student. Therefore there is a need for more trainers to increase the number of students trained. Without these additional trainers less students will be able to access training.

BOX 4

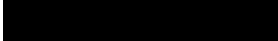
BACKGROUND PAPERS

NO

BOX 5

INFORMATION NOT FOR PUBLICATION: Only signatures

Name: Kim Holdridge


Signature:  **Date** 23 August 2021

Signature of FOI Lead Officer for service area where ODR originates

BOX 6

AUTHORISATION:

Name: Riana Nelson

Signature: 

Date: 26th August 2021

Director of Learning, Opportunities, Skills and Culture

Does this decision require authorisation by the Chief Financial Officer or other Officer?

NO

If yes please authorise below:

Name: _____ **Signature:** _____ **Date:** _____

Chief Executive/Director/Assistant Director of _____

Consultation with Relevant Member(s)

Name: _____ **Signature:** _____ **Date:** _____

Designation _____

(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)

Declaration of Interest YES/NO

If YES please give details below:

PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION

Once completed a PDF copy of this form along with any relevant background papers should be forwarded to Governance Services at Democratic.Services@doncaster.gov.uk who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.