

**REPORT FOR: EMPLOYEES'  
CONSULTATIVE FORUM**

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**Date of Meeting:** 27 October 2010

**Subject:** **INFORMATION REPORT – Special  
Needs Transport Service**

**Responsible Officer:** Catherine Doran, Corporate Director  
Children's Services

**Exempt:** No

**Enclosures:** None

**Section 1 – Summary**

This report sets out responses to the issues raised by the employee's side at the previous forum on 30 June 2010.

**FOR INFORMATION**

## **Section 2 – Report**

At the forum on 30 June 2010, the employees' side indicated a number of concerns with regard to the Special Needs Transport Service. The first of these concerned the process of consultation in implementing a contractual clause to realign the pay of some escorts and drivers with the hours worked. The process of consultation involved offering staff the opportunity to switch to a different route requiring more time that was being covered by agency staff or to undertake additional duties, for example, a lunchtime route. There were opportunities offered to individual escorts and drivers to discuss their situation with the service manager and human resources adviser.

The employees' side raised concerns over single status agreements and further reductions in contractual hours. There have been no specific single status implications drawn to management's attention at present. Any further changes to contractual hours will be the subject of discussions with the unions.

The realignment of the pay of some escorts and drivers with the hours worked has been implemented and discussions with individuals took place as necessary. Management will consider any new individual concerns.

It is the case a PCV licence is no longer required to drive the new vehicle fleet but the skills of all our drivers remain highly valued.

The timing of routes by the Special Needs Transport operational management team was queried. If the trades unions have specific evidence that any route timing has been undertaken incorrectly the operational management team would be prepared to review the evidence. It was not considered the extra cost to the council of independent route timing assessments was necessary.

Finally a separate report giving details of the use of agency staff was circulated to the forum.

The current overall position of the Special Needs Transport project is the first project is now concluding and the points raised in connection with this have been addressed above. The second phase of the project is due to be considered by the Cabinet on 28 October. The Children's Services Stakeholder Reference Group that includes trades union representation is due to meet on 20 October and will be receiving an update report.

## **Section 3 – Further Information**

None

## **Section 4 – Financial Implications**

None

## **Section 5 – Corporate Priorities**

Improve support for vulnerable people.

Name: Emma Stabler	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 19 October 2010		

## **Section 6 - Contact Details and Background Papers**

**Contact:** Roger Rickman, Divisional Director, Special Needs Services  
Email: [roger.rickman@harrow.gov.uk](mailto:roger.rickman@harrow.gov.uk)  
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### **Background Papers:**

Employees' side report on special needs transport (SNT) full business case,  
Employees' Consultative Forum, 30 June 2010