

From: Simon Jones, Corporate Director, Growth, Environment & Transport

To: Peter Osborne, Cabinet Member for Highways and Transport

Subject: National Driver Offender Retraining Scheme Courses Continuation

Key decision: 25/00063

Summary: This paper seeks approval to continue to operate the National Driver Offender Retraining Scheme Courses (NDORS) in partnership with Kent Police to 31 March 2030.

Recommendation(s):

The Cabinet Member for Highways & Transport is asked to give approval to continue to operate NDORS in partnership with Kent Police to 31 March 2030 in line with the terms of the Memorandum of Understanding (MOU) as shown at Appendix A.

1.0 Background

- 1.1 The previous Key Decision (Decision - 17/00139 - Memorandum of Understanding for The Kent Police Driver Diversionary Partnership) has expired and therefore it is necessary to update the governance in place.
- 1.2 This proposal is for the continuation of the service, as it is currently operational and serving an increasing number of clients. The service was praised by UK Road Offender Education (UKROEd), the governing body of course providers, in the Annual Provider Review 2025.
- 1.3 The Executive is asked to make this Key Decision to approve the continuation of our service and to delegate all the detailed arrangements to the Director of Highways & Transportation for the period of the MOU providing the circumstances remain unchanged.
- 1.4 This service is self-funding, and the income also fully covers the costs of all related corporate overheads ensuring it does not cause a revenue burden on the Division. It operates fully in line with the Crime Commissioners Bill [Police, Crime, Sentencing and Courts Act 2022].
- 1.5 The primary focus of the service is to re-educate low-end driving offenders, to reduce road casualties, through delivery of National Driver Offender Retraining Scheme Courses.
- 1.6 Kent Police wish to retain KCC's services for the continued delivery of this training. It is proposed that these services are continued to be provided by KCC until 31 March 2030.

2.0 Financial Implications

- 2.1 Course fees are regulated by UKROEd/ NDORS the governing body. Part of the services provided includes the booking and scheduling of Clients,

administering payments and delivering the training. All these costs are covered by the ticket cost contribution we receive from Kent Police. Payments received are allocated in accordance with regulation set by UKROEd/NDORS.

- 2.2 The provision of this service by KCC is self-funded with no detrimental effect on base budgets or medium-term financial plans. The scheme fully funds the cost of all staff associated with its delivery and an allowance for corporate overheads. Trainers are all contracted on a self-employed basis reducing the element of risk the Council is exposed to. This follows a similar model to other parts of the Country.

3.0 Legal Implications

- 3.1 Kent County Council have an MOU with Kent Police in relation to this service which runs until 31st March 2030. This was reviewed and thoroughly checked by Invicta Law and signed by the Director of Highways and Transportation in October 2024. This MOU can be seen at Appendix B.

4.0 Options Considered but discarded

- 4.1 Some Police Authorities commission courses from the private sector, however Kent Police works in the strategic partnership with KCC to reduce road casualties and there is a desire to retain services within this partnership directly supporting Vision Zero, Kent County Council's Road Safety Strategy. Working within the partnership also provides opportunities to extend the benefits of road safety education and training to the wider community across Kent.

5.0 Equalities and Data Protection implications

- 5.1 An EqIA has been undertaken. There were no negative impacts on protected groups identified.
- 5.2 UKROEd Ltd and the relevant police force which invites an individual to an NDORS course are joint data controllers. KCC is then appointed by UKROEd as a processor on its behalf and therefore a UK GDPR compliant data processing agreement sits between UKROEd and KCC. UKROEd was set up for this purpose – to engage all registered course providers on behalf of UK police forces.

6.0 Other Corporate Implications

- 6.1 There are no other corporate implications identified in taking this decision.

7.0 Governance

- 7.1 Delegated authority will be provided to the Director of Highways and Transportation.

8.0 Conclusions

- 8.1 The previous Key Decision for the Kent Police Driver Diversionary Partnership has expired, necessitating an update in governance.

8.2 The service is self-funding and highly regarded as highlighted by UK Road Offender Education in their 2025 review.

8.3 Kent Police wishes to retain these services with KCC until 31 March 2030.

9.0 Recommendation(s)

9.1 The Cabinet Member for Highways & Transport is asked to give approval to continue to operate NDORS in partnership with Kent Police to 31 March 2030 in line with the terms of the Memorandum of Understanding (MOU) as shown at Appendix A.

10.0 Appendices

Appendix A – Proposed Record of Decision

Appendix B - [MOU Kent police and Kent County Council](#)
Equalities Impact Assessment

11.0 Contact Details

Report Authors: Jacqui Lalley/Nikola Floodgate

Job title: Senior Programme Manager (Active Travel) and Road Safety & Active Travel Group Manager

- Phone number: 03000 416239.
- E-mail: nikola.floodgate@kent.gov.uk

Relevant Director:

- Lead Director: Haroona Chughtai
- Job title: Director of Highways, Transportation & Waste, GET
- Phone number: 03000 412479.
- E-mail: haroona.chughtai@kent.gov.uk

Corporate Director: Simon Jones

- Job title: Corporate Director of Highways, Transportation & Waste, GET
- Phone number: 03000 411683.
- E-mail: Simon.Jones@kent.gov.uk