

**Decision Maker:** Care Services Portfolio Holder

**For Pre-Decision Scrutiny by the Care Services PDS Committee on:**

**Date:** 26th June 2014

**Decision Type:** Non-Urgent Executive Non-Key

**Title:** **ADULTS TRANSPORT POLICY**

**Contact Officer:** Colin Lusted, Business & Planning Manager, ECHS  
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**Chief Officer:** Executive Director of Education, Care & Health Services

**Ward:** (All Wards);

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1. Reason for report

1.1 This report relates to the introduction of an Adult Transport Policy.

1.2 Council funded transport is currently provided to any adult who has been assessed as requiring day activities. There is no policy detailing the circumstances under which Council funded transport will be provided.

1.3 The Council proposes to introduce an Adult Transport Policy that ensures:

- People are supported to develop and maintain their independence
- A fair and equitable way of assessing needs and ensuring appropriate transport provision
- Compliance with statutory duties
- Effective use of resources

1.4 This report seeks Portfolio Holder approval to commence a consultation process with a view to implementing an adults transport policy, subject to consideration of feedback during the consultation and Equalities Impact Assessment processes and ultimate ratification at a future Committee meeting.

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2. **RECOMMENDATION(S)**

2.1 **Care Services PDS are asked to note and comment on the draft Adult Transport Policy.**

**2.2 The Portfolio Holder is requested to:**

- i). consider the report and the associated draft Adult Transport Policy; and**
- ii). approve the commencement of a consultation process in relation to the introduction of an Adult Transport Policy.**

### Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Supporting Independence
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### Financial

1. Cost of proposal: No Cost
  2. Ongoing costs: Non-Recurring Cost
  3. Budget head/performance centre: 845000 (Passenger transport Service), 824\*\*\* (Service Level Agreement with day care providers for transport)
  4. Total current budget for this head: £1,731,660, £199,889 = £2,005,139
  5. Source of funding: N/A
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### Staff

1. Number of staff (current and additional): N/A
  2. If from existing staff resources, number of staff hours: N/A
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### Legal

1. Legal Requirement: Statutory Requirement National Health Service and Community Care Act 1990, and the National Assistance Act 1948; and Chronically Sick and Disabled Person Act 1970
  2. Call-in: Applicable:
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 525
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### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

### **3. COMMENTARY**

- 3.1 Bromley provides Council funded transport to people who have been assessed as requiring day activities; this mainly concerns adults with learning disabilities and older people. The Council provides approximately 430 journeys each day via its Passenger Transport Service fleet.
- 3.2 Unlike many Councils, Bromley has not had a policy relating to the transportation of adults to day activities and this has meant that transport is provided without considering the circumstances of the individual. With the national and local emphasis upon maintaining and improving people's independence, and the continued pressure upon the efficient use of resources, it is proposed that an Adult Transport Policy is introduced.
- 3.3 The attached draft policy has been written in consideration of the aims identified above and incorporates best practice from the policies of other councils. The policy recognises that Bromley has a statutory responsibility for ensuring that people are able to attend the day activities they require and that each individual should be assessed on a consistent basis to ensure that the most appropriate transportation is facilitated or provided .
- 3.4 The policy incorporates a process of assessment that first establishes whether a person has an existing means of travel that they can use to access the activity without Council assistance. This initial stage of assessment considers their use of a personal or Motability vehicle as well as their local support network which includes: carers, families, friends and other members of the local community. The ability of an individual to use travel and taxi cards is also considered and whether this would present risks that require further assessment.
- 3.5 The second stage of assessment is undertaken when it has been established that no existing means of travel is available or its use presents a level of risk and considers how cognitive, psychological and mobility issues impact upon a person's independence and whether they could be assisted to travel independently. If Council funded transport is required, the assessment determines what form it should take.
- 3.6 The assessment will be undertaken by care managers using a standard, two stage, stepped process that is signed off by their manager. It will work on the basis that a person is capable of traveling independently unless the assessment determines that Council funded transport is necessary.
- 3.7 It is proposed that, subject to Committee approval, the draft Adult Transport Policy is progressed to consultation. The consultation will take place over a three month period and will include people who currently use services and their families. It is also proposed that the Mobility Forum will be commissioned to consult with key stakeholders.
- 3.8 The feedback from the consultation will form part of an Equalities Impact Assessment (EIA) that will be subject to formal sign off processes within Education, Care & Health Services.
- 3.9 The feedback from the consultation and EIA process will be summarised and considered against the draft Adult Transport Policy. The policy, summarised feedback and the outcomes from the EIA will be presented to the Policy, Development and Scrutiny Committee for consideration on whether to implement.
- 3.10 The draft policy is not currently intended to apply retrospectively but would relate to new applications from the date of implementation.
- 3.11 The Portfolio Holder is asked to consider the report and the associated draft Adult Transport Policy.

3.12 The Portfolio Holder is asked to approve the commencement of a consultation process in relation to the introduction of an Adult Transport Policy.

#### 4. POLICY IMPLICATIONS

In accordance with the Council's commitment to Building a Better Bromley to supporting people to live as independently as possible within the community, the proposals reflect the Council's strategic objectives for people with disabilities.

#### 5. FINANCIAL IMPLICATIONS

- 5.1 The Council's Passenger Transport Service (PTS) is responsible for providing the majority of adult passenger transport. The budgeted cost of this service is £1,731,660 pa.
- 5.2 Some of the existing older people's day services are also funded to provide transport for the people who attend them. This cost, included within those budgets, amounts to £200,000 pa.
- 5.3 The introduction of the Adult Transport Policy is expected to reduce the amount of expenditure on Council funded transport as a result of people being able to travel independently or signposted to access transport that is of lower cost to the Council. The savings that may result are not possible to quantify at this time as they would be dependent upon the circumstances of each service user.

#### 6. LEGAL IMPLICATIONS

- 6.1 The implementation of the proposed Adult Transport Policy will be undertaken following an appropriate period of consultation. The feedback from the consultation will become part of the Equalities Impact Assessment that will be considered and signed off in accordance with agreed process.
- 6.2 The Council has a duty to carry out assessments under Section 47(1) of the National Health Service and Community Care Act 1990 where an individual has come to the knowledge of the Council and they may be in need of community care services.
- 6.3 Furthermore the Council has a duty to provide transport to users of services in certain circumstances as set out in:  
Section 29 of the National Assistance Act 1948;  
Section 2 of the Chronically Sick and Disabled Person Act 1970
- 6.4 The draft Adult Transport Policy references the legislation with which the Council is required to comply in meeting its statutory duties.

| <b>Non-Applicable Sections:</b>                       | <b>PERSONNEL IMPLICATIONS</b>   |
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| Background Documents:<br>(Access via Contact Officer) | Adult Transport Policy – Draft for Consultation – I need to see how to link this – will forward latest version via E-Mail so you can reference. |