

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Adult Social Care
Date:	20 July 2016
Title:	Authority to Spend on Procurement of Adult Services Transport
Reference:	7676
Report From:	Director of Adults Health and Care

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1. Executive Summary

- 1.1. The purpose of this paper is to seek authority to spend up to a maximum of £18 million over a period up to 10 years 7 months, to be used for the procurement of contracts to deliver Adult Social Care Transport requirements using vehicles with 16 seats and fewer, via the new Dynamic Purchasing System (DPS).
- 1.2. This paper seeks to place the spend within the context of the new DPS. The new system will replace the existing DPS used for procuring transport using vehicles with 16 seats or fewer.
- 1.3. This paper also looks to demonstrate the measures that will be undertaken to mitigate future Adult Social Care Transport spend.

2. Contextual information

- 2.1. Adult Services has a responsibility to ensure that adults aged 18 years and over can access services that meet, or help meet their assessed eligible social care needs. Based upon the principles of independence, choice and control where adults are able to access transport themselves or make their own transport arrangements to access social care services and/or support they will be expected to do so. The arrangement and provision of transport will be provided by the Adult Services by the most cost effective means where it has been assessed and agreed as an eligible need and that there is no suitable or practical alternatives available.
- 2.2. The transport provided by Adult Services uses a variety of methods including taxis, volunteer drivers and minibuses. Transport is predominantly managed on behalf of Adult Services by the Passenger Transport Group within the Economy, Transport and Environment Department. The Passenger Transport

Group also manage Home to School Transport, Community Transport, and Children's Services Social Care Transport.

- 2.3. The Passenger Transport Group use the DPS to procure contracts for the passenger transport services outlined in 2.2. Transport is provided using cars, Multi Purpose Vehicles (MPVs), and minibuses with up to 16 passenger seats. Some of these vehicles will be accessible so that they are able to transport passengers in wheelchairs. The DPS has been used to procure over 2,000 contracts annually across a number of departments within the County Council, enabling the above services to be provided.
- 2.4. The existing DPS has been effective in achieving best value and managing contract prices and is now due for replacement as it is reaching the end of its current four year term. The new DPS allows new suppliers to join during its lifespan. It has been proposed that the new DPS should be set up for an initial term of 5 years 7 months, but with the option for this to be extended annually up until 10 years 7 months.
- 2.5. This paper seeks permission to spend on contracts placed through the DPS for Adult Services clients who are eligible for the service.

3. Finance

- 3.1. The current annual spend for the procurement of contracts for the use of vehicles with 16 seats or fewer to meet the transport requirements of Adult Services can be up to £1.7 million. Based on current spend, and accounting for future variations, the maximum total anticipated spend by Adult Services over the term through using the DPS to award individual contracts is estimated to be no more that £18 million. This maximum total spend is based upon the DPS being extended annually to 10 years 7 months from the initial 5 years and 7 months.
- 3.2. Adult Services are taking steps to mitigate the total spend by introducing a new transport policy. Under this new policy, when a client and/or client representative seeks assistance with travel from the Department, a strength based assessment of the needs of a client will be undertaken. The strength based approach taken will ensure that if there is any viable option other than a fully paid for service, it will be identified and utilised. By investigating and identifying alternatives to paid for support it is envisaged that the number of fully paid for arrangements will reduce over time.
- 3.3. Adult Services is also exploring alternative cost effective transport options, including increasing the number of volunteer drivers that could be used instead of contracted vehicles.
- 3.4. As a result, the £18m represents a maximum exposure position over the maximum life of the new DPS. As this is a continuation of pre-existing spend it does not represent a new budget pressure for Adult Services.

4. Equalities

- 4.1. The Equality Impact Assessment undertaken indicates that putting in place the new DPS will have no negative impact upon groups with protected

characteristics, as transport will continue to be provided in accordance with the Adult Services Transport Policy, and the approach to providing Community Transport services followed by the Economy, Transport and Environment Department of the County Council.

- 4.2. All operators have to complete satisfactorily a comprehensive Pre Qualification Questionnaire before they can join the Dynamic Purchasing System. The Questionnaire ensures that County Council policy requirements are met for safe, professional transport services which are appropriate for service user needs.

5. Recommendation(s)

- 5.1. That the Executive Member for Adult Social Care gives authority to spend through a new DPS up to a maximum value of £18 million over a 10 years 7 months period starting from 1 August 2016, to procure transport services using vehicles with 16 seats and fewer as set out in this report.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	yes
Maximising well-being:	yes
Enhancing our quality of place:	yes

Other Significant Links

Links to previous Member decisions:		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Direct links to specific legislation or Government Directives		
<u>Title</u>	<u>Date</u>	

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

This decision will have no impact upon groups with protected characteristics, as transport will continue to be provided in accordance with the Home to School Transport Policy established by the County Council's Children's Services Department, the Adult Services Transport Policy established by the County Council's Adult Services Department, and the approach to providing Community Transport services followed by the Economy, Transport and Environment Department of the County Council.

All operators have to complete satisfactorily a comprehensive Pre Qualification Questionnaire before they can join the Dynamic Purchasing System. The Questionnaire ensures that County Council policy requirements are met for safe, professional transport services which are appropriate for client needs.

2. Impact on Crime and Disorder:

2.1. None identified.

3. Climate Change:

- a) How does what is being proposed impact on our carbon footprint / energy consumption?

The DPS ensures that appropriate requirements are set regarding vehicle quality and operation.

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

Efficient transport which matches provision to need can minimise carbon emissions produced through individual car journeys.