



ADUR & WORTHING
COUNCILS

**Record of Officer
Executive Decision**
Ref. No: DforC/020/17-18
Date of Decision: 24 April 2018

If you have any questions about this decision, please contact 01903 221006 or email heather.kingston@adur-worthing.gov.uk

Record of Decision: To re-issue a contract to [Dial a Ride Southern Services](#) from 1st April 2018 for six months, to continue to provide a Community Transport service in Adur and Worthing.

Decision taken by: Mary D'Arcy, Director for Communities.

Declaration: I do not have a disclosable pecuniary interest, or conflict of interest.

Delegated authority:
2.7.1, 2.7.8 and 8.22.2 in the Councils' Contract Standing Orders.

Decision:
Having all due regard to the Councils' contract standing orders and advice from Legal Services, to re-issue the public service contract with Dial a Ride Southern Services (DARSS) for six months from 1st April 2018 to 30th September 2018, whilst a wider review of Community Transport is undertaken by Adur and Worthing Councils Officers.

The total budget for Adur District Council is £20,000 and for Worthing Borough Council is £30,000 in 2018/19. These budgets would be allocated to DARSS pro-rata for this contract.

Considerations

The most recent contract originally expired 31st March 2017 and had already been extended in accordance with Contract Standing Orders for a further period, until 31st March 2018. There can be no further extension under Contract Standing Orders (CSO) and the existing contract will therefore come to an end.

The Council intends to provide funding for this service for a further 6 months and then reconsider delivery. The value for 6 months' service would be £25,000.

For any contract of £25,000 or over, three quotes from suppliers are required to show best value, unless the Director for Service or her delegated nominee, considers that due to the specialist nature of supply, obtaining three quotes is impractical, in which case the Director can dispense with the requirement to obtain three quotes. As there are no other known service providers for this specialist service, and because the Councils has carried out some benchmarking as to value provided, it has been agreed by the Director for Service, to use this CSO exemption.

AWC will provide written confirmation to DARSS that:

The new contractual arrangement between AWC and DARSS will be for a period of 6 months, from and including 1st April 2018 to and including 30th September 2018 on the same terms as the previous contract, with the following additional terms:-

- a) The Supplier will comply with all updates in Data Protection legislation, including GDPR when in force, and shall provide the Councils with all updated policies and procedures on request;
- b) The total budget available for this period will be £25,000 (£15,000 in Worthing and £10,000 in Adur) and will be paid in two instalments, subject to satisfactory performance.

The new contract will be subject to DARSSs acceptance of these terms.

Context:

In 2017/18 DARSS was funded by Adur District and Worthing Borough Councils to deliver Community Transport to disabled residents and their carers. DARSS received £24,000 from Adur District Council and £39,620 from Worthing Borough Council during this financial year.

In 2017, the Councils sought to procure a Community Transport Service. DARSS tendered for this contract but because their bid was variant and other parties had expressed an interest, it was not possible to award a new contract. Therefore, the DARSS contract was rolled in April 2017 for one financial year.

Due to the growing budget constraints of Local Authorities, in February 2018, both Councils took the decision to reduce the budget for Community Transport from April 2018 - in Worthing to £30,000 and in Adur to £20,000.

After re-issuing the Contract to DARSS, there will be a remaining budget of £10,000 in Adur and £15,000 in Worthing to support the Community Transport needs of local residents and to make best use of the assets (e.g. Mini-buses) that currently exist in the community.

The 'Dial a Ride' model is just one example of Community Transport locally. Offered by a range of not-for-profit organisations such as charities, churches and schools, Community Transport provision at one end of the scale throws a lifeline to some of our most vulnerable and/or isolated residents, and at the other, enables young people at school to thrive and learn.

It is clear that DARSS provide a much-valued service to over 300 people, their carers and young people attending school each month. However, we also know that this service is not reaching or financially accessible for other vulnerable and/or disadvantaged cohorts. For example, there are service-users of Going Local (a local social-prescribing pilot) who simply cannot afford the bus fare to meet with their Community Referrer and thereafter access the services and support they are referred to. It is also evident that DARSSs service is not at capacity, with some minibus journeys just conveying one passenger.

This has led to a wider project by Councils Officers to review Community Transport in its entirety. There are a variety of additional providers of Community Transport in Adur and Worthing - these include; Guild Care, WRVS, Action for Deafness, Age UK West Sussex, Adur Voluntary Action,

Sompting Big Local, Bognor Regis & Worthing Shopmobility, ESTEEM, Storm, Care for Veterans, Mencap, Superstar Arts and St Barnabas And Chestnut Tree Hospices - the full list is currently being mapped.

Most of these organisations rely on voluntary income to run their much-valued Community Transport services and from initial feedback, there are common challenges that the groups face.

Last but not least, Council Officers are duty bound to seek the best value and use of resources for local taxpayers and what is already clear, is that there is a strong will for better and wider use of Community Transport locally - from both providers and residents - and to be more creative in how this budget is assigned.

Key Decision: No, due to the value of the spend.

Reason for the Decision:

To ensure that there is significant lead time for DARSS to prepare for the upcoming changes to the budgets available to them and other groups. Council Officers will continue to maintain their good and open relationship with DARSS throughout this time.

Alternative Options Considered:

At this moment in time, no other options have been considered.

A fuller report will be taken to the Councils' Joint Strategic Committee meeting in June 2018.

Other Matters Considered:

Legal Advice and Issues	✓	Financial Advice and Issues	✓
Sustainability Issues	✓	Equality Issues	✓
Community Safety Issues	✓	Human Rights Issues	✓
Reputation	✓	Risk Assessment	✓
Health and Safety Issues	✓		

Consultation:

Consultation has taken place with the Executive Members for Health and Wellbeing, Cllrs Val Turner and Dave Simmons. There is much wider consultation taking place through the course of the wider Community Transport Project.

Background Papers:

[Community Transport Project Plan.](#)

Call-in: The call-in deadline for this decision will be 5:00pm on Tuesday 1 May 2018.

Signed: 
Name: Mary D'Arcy
Dated: 24 April 2018
Decision Ref No: