

Knowsley Adult Transport Policy

Knowsley Metropolitan Council is committed to promoting independence and seeks to ensure people live as independently as possible within their communities.

Many people are able to access education and community facilities through a variety of available travel options and do not require any assistance to make the necessary arrangements. However, the council is able to help with subsidised travel arrangements where this is required to facilitate attendance.

This eligibility criterion has been developed to provide a strategic consistent approach to delivering transport. In order for subsidised transport to be either provided or arranged by Adult Services each person will be assessed for eligibility by completing the transport check list in Section 2, and a transport plan in section 3 personalised to their needs.

Section 1

Person's Details

Name	SWIFT Number	
Address	Post code	

Carers Details

Name	SWIFT Number	
Address	Post code	

Financial Representation

Invoices raised for transport costs will go directly to the person or their financial representative, if they have one. To ensure we send any invoices to the correct person please complete the following information.

Does the person have a formal appointee, Power of Attorney, Lasting Power Attorney or subject to the Court of Protection?	Yes		No	
If yes, is the carer listed above also the financial representative?	Yes		No	

If the financial representative is not the carer listed above please provide their details in the space below.

Name	SWIFT Number	
Address	Post code	

If the person does not have an appointee please complete the following questions.

Does the person have capacity to manage their finances (with support if required)?	Yes		No	
Does the person have an informal arrangement with friends or family to manage their financial matters?	Yes		No	
If yes, is the carer listed above also the financial representative?	Yes		No	

If the informal financial representative is not the carer listed above please provide their details in the space below.

Name	SWIFT Number	
Address	Post code	

Section 2 Transport checklist for eligibility for subsidised transport

Transport Checklist			
Question	Supporting Information	Yes Unlikely to qualify for transport assistance	No May qualify for transport assistance
<p>1. Can the person walk to the education or community facility?</p> <p>Mobility needs will be assessed as part of the assessment.</p> <ul style="list-style-type: none"> • Being able to walk might mean by walking alone using assisted mobility aids or with the assistance from someone else where a person needs some support e.g. using a Buddying Scheme or independent travel training. 			
<p>2. Can the person use their own transport?</p> <ul style="list-style-type: none"> • If they have their own vehicle, make a contribution to a shared vehicle or a vehicle obtained through the mobility scheme, then tick yes. <p>It will not be acceptable for family members to claim priority over the use of such vehicles.</p>			
<p>3. Can the person use public transport?</p> <ul style="list-style-type: none"> • This might be independent travelling or with assistance from someone else e.g. Buddying Scheme and independent travel training. 			
<p>4. Can the person be transported by a carer, family member or friend?</p> <ul style="list-style-type: none"> • Where possible and if someone is willing then consideration should be given to whether or not someone could transport the person. • A formal carer may be someone who lives with a person as their main carer. It may also be a carer who does not live with the person. This can be either carers who have been arranged privately or ones commissioned through the local authority. • An informal carer such as a family member may be able to transport the person • A friend may be able to transport the person. • Sharing transport with another friend may be an option. 			

Where the issue of how a person will physically access an education or community facility is resolved by one of the above methods this should be recorded in the person's support plan. Where transport cannot be provided by one of the above methods then the service user may be entitled to subsidised transport being provided or arranged for them by the local authority.

Where subsidised transport is to be provided by the local authority a panel application form must be completed and approved by panel giving due consideration to the following;

- Has education and community facilities been identified that is nearest to the person's home that can appropriately meet their assessed need?
- If the person is not in receipt of mobility allowance, consideration should be given to if they may be eligible, then support should be provided to make an application.
- If the person cannot currently use public transport services, could they do so following a period of reassurance, support, enablement and transport training? Therefore transport may be provided on a temporary basis and reviewed when the person is able to use public transport.
- If the person is not in receipt of a travel pass, consideration should be given to if they may be eligible, then support should be provided to make an application.

Section 3 Transport Plan

Current Transport Provision

Please use the space below to explain what days the person currently receives council funded transport, detailing where the person travels to and from, method of transport, if this transport is shared and if a direct payment is used to purchase the transport.

Total number of individual trips per week	
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The Council will only subsidise transport to the nearest education and/or community facility to the person's home that can appropriately meet their assessed need?

Are the education and/or community facilities currently accessed the nearest to the person's home that can appropriately meet their assessed need?	Yes		No	
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If no, transfer to the nearest education and/or community facility should be arranged as soon as practical. Alternatively, the person may if they choose,

