

Adult Social Care Transport Policy

1. Purpose and Scope

- 1.1. Our vision for Adult Social Care in Oxfordshire is to ensure *people live well and independently within their communities, remaining fit and healthy for as long as possible*. We do this by focusing on what people can do by using their own assets, personal strengths, and support from their family, friends and their local community instead of focusing on what they cannot do.
- 1.2. We expect people who need adult social care support from the Council to make travel arrangements for using services by utilising options available to them, including community and public transport. The Council will consider travel arrangements as part of the support planning process.
- 1.3. This policy applies to everyone over the age of 18 years who are ordinarily resident in Oxfordshire and not in full time education.
- 1.4. Applications for travel assistance for young people with learning difficulties and/or disabilities aged between 19 and 24 years of age (inclusive) will be considered on an individual basis for continuing learners who started their course before their 19th birthday. An assessment will be made taking account of the specific circumstances of the applicant and the case for assistance with travel. Please see [Post 16 Transport Policy Statement Academic Year 2025-26](#) for details.
- 1.5. This policy is based on the Care Act 2014, associated regulations and statutory guidance as well as other relevant legislation and guidance on adult social care.
- 1.6. This policy should be read in conjunction with the Council's other Adult Social Care policies available at [Adult social care policies | Oxfordshire County Council](#) and partners' policies where applicable.

2. Transport to access services and activities

- 2.1. People needing adult social care are expected to arrange their own transport to access services or activities (for example day opportunities, respite care, and training opportunities) included in their support plan. There are a variety of options available to them, including individual or family vehicles, public transport and community transport services.
- 2.2. When considering options to travel to activities or services in the individual's support plan, the Council will take into account
 - which destinations, activities and services the individual can access without transport arrangements,
 - whether physical access prevents the use of public transport or other transport arrangements,
 - whether people are unable to access public/alternative transport because it would mean an unacceptable risk to themselves or others.

- 2.3. Annex 1 provides a summary of options that the Council expects to be taken into account. Walking, public transport, Motability vehicles and community transport schemes must be considered and exhausted before the Council can consider the provision of transport to access services and activities.
- 2.4. Support with transport to access a service or activity will be considered only where the individual
- needs to travel to access a service or activity in their support plan that meets their eligible care and support needs; **and**
 - is unable to travel safely on other options outlined in Annex 1; **and**
 - has no other suitable travel resources available, financial or otherwise.

3. Transport Costs

- 3.1. Adult social care is not a free service, and local authorities carry out a financial assessment to determine the level of contribution people need to make towards the cost of their care. In Oxfordshire, this is done as outlined in the [Contribution Policy](#) for Adult Social Care.
- 3.2. The financial assessment takes into account all the care and support plan costs including any transport arrangements needed to access services and activities identified in the support plan to meet eligible needs.
- 3.3. Travel costs are often covered by the Mobility Component of PIP or DLA. If the costs of travelling to services or activities are higher than this, they can be considered as a Disability Related Expenditure (DRE) as part of the financial assessment process.
- 3.4. Where an escort or paid carer is needed to travel with the individual to the activities and services, the Council will pay for the public transport fares incurred by the escort or paid carer.
- 3.5. If a personal assistant uses their car to drive an individual to activities and services in their care plan, the Council may consider paying mileage at HMRC rates (55p per mile for the first 10,000 miles and 12p per mile after). The PA must record journey details and mileage on an expenses sheet.

4. Charging for transport

- 4.1. Whilst transport can be part of meeting someone's care needs, councils are not required to provide transport to meet those needs. Where they do, most councils charge for transport in some way.
- 4.2. For those in receipt of Local Authority funded transport, a flat rate charge of £10 per day will be implemented.
- 4.3. People who receive DLA or PIP Mobility can use these benefits to help cover the cost of transport. Where this is not enough, the cost can be considered as part of a financial assessment under Disability Related Expenditure (DRE). If

the initial DRE allowance is not enough, we can look at a person's individual situation and where appropriate, the charge may be reduced or waived.

- 4.4. The only exception to the above would be for young people who have transport provided by Adult Social Care to attend their school or college placement. Young people who have transport provided by Adult Social Care to attend an educational institution will not be charged. However, if a younger person uses Local Authority transport to attend other activities such as a day service separate from their education provision, then the £10 charge per day would apply.

5. Other considerations

- 5.1. The Council may request specialist input from an Occupational Therapist (OT) to confirm what support, if any, is needed to be able to travel safely. People are encouraged to discuss their travel requirements before purchasing or leasing a wheelchair or any other equipment.
- 5.2. When an individual has a Motability vehicle, the Council expects it to be used for travel. If an individual or their carer chooses not to use the Motability vehicle for its intended purpose, they will need to arrange alternative travel.
- 5.3. There may be instances where people do not agree with the Council's decision or have a feedback about the service they receive. [Adult social care | Oxfordshire County Council](#) provides information on how to share comments, compliments or make a complaint about services.

Approved:
Next Review:

Appendix 1: Checklist

The Adult Social Care will consider what support, if any, is needed in order to meet an assessed eligible social care need using the checklist below:

How far is the support or service from where you live?	You are expected to access support and community services nearest to where you live, as long as these can meet your assessed, eligible needs.
Can you walk or cycle to the service?	Being able to walk might mean walking alone, with the assistance of another person or with equipment.
Can you use public transport?	If you can use public transport, it is expected that you use it. All buses are now wheelchair accessible. Most buses can accommodate two wheelchairs. Most routes have visual and audible announcements for passengers. You can apply for a free disabled person's bus pass here If you can travel on public transport with support from your family or close friends, we expect them to support you providing they are willing and able. If you want to apply for a bus pass which includes a companion to support you, please check information on companion bus pass
Can you use your own vehicle?	If you have your own vehicle, a vehicle obtained through the Motability scheme, a specially adapted vehicle or other vehicle that you have access to (such as a family car), we expect you to use it. We expect you to cover the petrol costs for the Motability Vehicle. Blue Badge holders can park free of charge in disabled bays for an unlimited period of time. Please see Blue Badge guidance for details on where to park and information about how the scheme works.
Can you access transport with a carer, family member or friend?	Sharing transport with another person may be an option. For people living in settings funded by the council there is an expectation that the cost of the

	placement will meet the full range of support needs, including transport to and from community activities, unless assessed as otherwise.
If you don't have access to a vehicle, can you arrange your own transport from an independent source and meet the cost of transport from any mobility allowance awarded to you?	If you have travel costs to get to services or activities in your care and support plan, we expect you to prioritise your Mobility Component (of PIP or DLA) to pay for your travel. If it costs more than your allowance to pay to travel to services and activities we include these additional costs in your care and support plan. If you are not in receipt of mobility allowance, then support can be provided to make an application.
Have you checked Community Transport options available?	There are various options for this, please see Community transport Oxfordshire County Council
Should another agency be providing the transport?	You may be eligible for funding your transport from another agency or organisation, for example to attend a service to meet an assessed health need.