

**North  
Northamptonshire  
Council**

**Market Engagement Event  
Passenger Transport Services**

## Agenda

- Who we are
- What we do
- How (and why) we do it
- Introducing adam
- What is different
- What you need to do next.



# Who are we and what do we do?

Home to School Transport team

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## More than just “What it says on the Tin”

Home to School Mainstream, 5 to 16 – Statutory and discretionary



Home to School Post 16 – discretionary



Home to School SEND, 0 to 25 – mostly statutory



Social Care and Health; Children’s



Social Care and Health; Adult’s

# So what do we actually do?



Assess applications against legislation and policy



Plan and procure suitable transport provisions



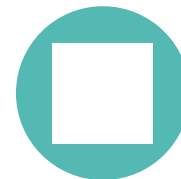
Inspect and monitor commissioned services



Work with schools and other stakeholders to maintain welfare of young people and other service users



Ensure our service users are safe at all times



Develop relationships and strategy – policy, service development, stakeholder engagement etc.

## **Who are our service users?**

**Children and young people aged 5 to 16 who are eligible for free transport to school (Statutory transport)**

**Children and young people over compulsory school age (16 to 18) and those not qualifying above (Discretionary transport)**

**Children in Care/Looked after Children/Children at risk of harm or under protection orders**

**Refugees**

**Young Adults with Learning Disabilities or Physical Disabilities**

**Older People with Disabilities and additional needs**

**OK, that's  
great, but  
how much of  
it do we do?**



Over 6000 passengers each  
day (12,000+ trips every day)

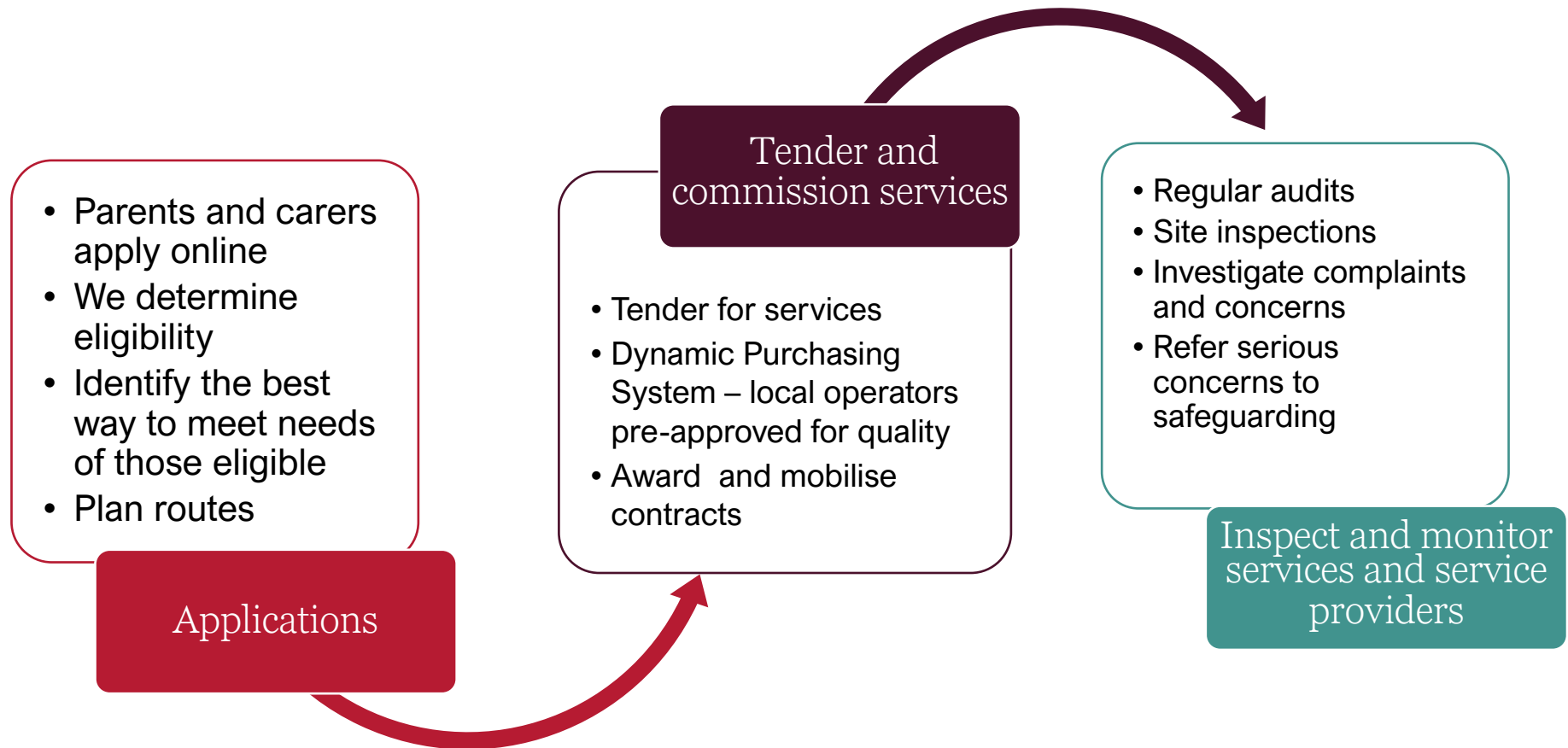


That equates to more than  
2.3M trips per academic year.



Budget: £17M

## How do we do it?





**Why do we do it?**

**Because Every Child  
Matters**

**The 5 key outcomes are:**

- Make a positive contribution.
- Economic well being.
- Enjoy and achieve.
- Being healthy.
- Staying safe.

# Introducing Access Adam

**Access Adam delivers a digital commissioning solution to manage the end-to-end process from accrediting providers, to buying personalised services, to single weekly billing**

## Terminology & useful links

- [www.sproc.net](http://www.sproc.net) - the platform being used
- **The Access Group** – the company that owns the Access Adam products
- [adamproviders.co.uk](http://adamproviders.co.uk) - the 'shop window' to view opportunities and how to register
- **Accreditation and Enrolment (A&E)** – selection criteria required to be approved on SProc.Net
- **Service Agreement (SA)** – a contract to deliver the route
- **Service Receipt (SR)** – the receipt/invoice for the delivery of the route
- **Self Bill** – system generated Invoice
- **Dynamic Purchasing System (DPS)** - electronic procurement model

## View public sector opportunities



1

Join approved  
supply base

View criteria

Register services

Application review



2

Commissioning

Receive personalised requirements

Offer ranking

Contract award



3

Service delivery

Updating contracts

Invoicing

Contract management

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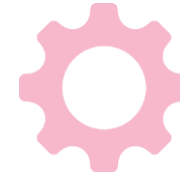
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## Becoming an approved provider



### Registration

#### SProc.Net

Company Name

Address

Details for 1<sup>st</sup> User



### Accreditation

Sub-contractor Information  
(optional)

Supplier agreement

Self-Bill agreement

Declaration statement



### Enrolment

Single Procurement  
Document  
(optional)

Contract examples

Insurance documents

# System walkthrough

# What is different this time?

## Current DPS

- Current DPS set up by County Council (adopted by West on behalf of both West and North)
- Focused primarily on cost
- Yes/no responses to quality questions
- Mainly self-certifying
- Questions mainly written for larger/national corporations

## New DPS

- Designed specifically for North needs
- Greater emphasis on quality outcomes
- More “interview” type questions.
- More Evidence required to support answers.
- Aimed at encouraging local operators to engage.



## Example

Do you have a vehicle breakdown procedure that is communicated to and understood by your personnel operating vehicles?

What process/procedures does your organisation have in place if a vehicle were to break down on a stretch of motorway whilst transporting a number of SEN/vulnerable passengers? (Max 300 words.)

## Quality v Cost





## **But I don't have some of these documents!**

**Don't panic.**

**Many questions have a free text alternative.**

**Just tell us what you would do in the situation in question.**

E.g. No formal complaints policy?

Tell us how you deal with complaints –

- who reviews them,
- how and when do you respond to the complainant,
- what remedies do you offer,
- How do complaints help change what you do?

# Looking ahead

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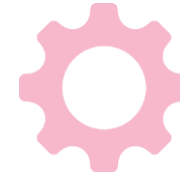
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**Any Questions?**

## Help & assistance

For queries regarding your Accreditation & Enrolment applications please contact Access Adam:



**Email:** [adam.projects@theaccessgroup.co.uk](mailto:adam.projects@theaccessgroup.co.uk)



**Phone:** request a phone call by emailing the team