

### Record of officer decision

<b>Decision title:</b>	<b>Award of Public Bus Contracts – September 2018</b>
<b>Date of decision:</b>	<b>17th July 2018</b>
<b>Decision maker:</b>	Assistant Director Environment & Place
<b>Authority for delegated decision:</b>	<p>1. Key decision of 9 August 2017 by the cabinet member for transport and roads authorised:</p> <p>a) the assistant director environment and place to take all operational decisions necessary to undertake future school transport route reviews and subsequent procurement in accordance with council policies, contract procedure rules and approved budgets and</p> <p>b) for the director of economy, communities and corporate to award contracts for future passenger transport services tendered in accordance with agreed policies and approved budgets. (copy of the written statement of the key decision is attached).</p> <p>2. This is an operational decision with regard to Part 3 Section 7 para 3.7.5 of the constitution.</p> <p>3. The tendering process has been undertaken in accordance with the contract procedure rules at part 4 section 6 of the constitution.</p> <p>4. Scheme of delegation amendment 17 May 2017 All contracts must be approved by Assistant Director level or above.</p>
<b>Ward:</b>	Countywide
<b>Consultation:</b>	All Members and a range of stakeholders were consulted on the review of the bus network carried out in 2014 which identified the core network which is the subject of the procurement exercise outlined in this report. Members were also consulted during the Passenger Transport Review reported to Cabinet in April 2017 which set out the approach to the provision of services for public, and education
<b>Decision made:</b>	<p>The 2014 review of the public transport network resulted in cabinet approval of the priorities for subsidy and defined a core bus network for the county. A number of public bus service contracts from this core network are approaching their termination date and are due to be retendered in accordance with the adopted passenger transport policy, and the passenger transport Dynamic Purchasing System agreement.</p> <p>In accordance with this requirement the decision has been taken to:</p> <p>1. Award public bus service contract numbers 301 and 304 as follows:</p> <p>Contract 301 – Leominster area incorporating Wigmore School. Awarded to Lugg Valley Travel for a 5 year term commencing 2<sup>nd</sup> September 2018 at a total contract value of £266,825. The award of this contract achieved an annual saving of £5,385 vs current contract values. One compliant bid was received. This contract incorporates</p>

	<p>service numbers 489, 507 and 498.</p> <p>Contract 304 – Hereford, Garway and Shenmore service. Awarded to Yeomans for a 2 year term commencing 2<sup>nd</sup> September 2018 at a total contract value of £115,080. The award of this contract resulted in an annual increase of £179 vs current contract values. One compliant bid was received. This contract incorporates service numbers 412, 413, 448 and 436.</p> <p>2. Extend public bus service contract 273 (service number 411) by a period of 4 months to allow for further evaluation of options for this service. The retendering of this contract failed to establish a new contract that met the Councils £4 per passenger subsidy limit. The only bid received for the new contract would have seen the subsidy level increase to £18.36 per passenger.</p>
<b>Reasons for decision:</b>	<p>To ensure that the council manages its passenger transport services effectively and within budgetary constraints whilst also meeting its statutory duties. To ensure the core bus network is maintained and children are transported to school in line with eligibility.</p> <p>Section 63 of the Transport Act 1985 sets out the council’s duties to secure provision of such public passenger transport services as considered appropriate to meet requirements within the county which would not otherwise be met. This duty must be carried out while having regard to the council’s duties to provide home to school transport.</p>
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>Should the decision not be agreed there will be an impact on eligible pupils not being provided transport to school and the council will be in breach of its statutory duty. Additionally some communities may be disadvantaged by bus services being withdrawn if contracts are not renewed.</p> <p>The process for retendering follows best practice by allowing only contractors who are part of the Passenger Transport Dynamic Purchasing System to tender. This minimises risk to the council of using unauthorised contractors who have not passed the relevant qualifying checks.</p>
<b>Details of any alternative options considered and rejected:</b>	<p>Contract numbers 302 and 303 were also tendered as alternative options for the services covered by contract 301. Following evaluation of the received tenders contract 301 clearly demonstrated the best value for money and so contracts 302 and 303 were discounted and withdrawn.</p>
<b>Details of any declarations of interest made:</b>	<p>None</p>

Signed..... Date: