

### Record of officer decision

<b>Decision title:</b>	<b>Award of Educational Transport Contracts – September 2018</b>
<b>Date of decision:</b>	<b>3<sup>rd</sup> September 2018</b>
<b>Decision maker:</b>	Acting Director Economy and 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.</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>	Members were consulted during the Passenger Transport Review reported to Cabinet in April 2017 which set out the approach to the provision of services for public, education and special needs transport.
<b>Decision made:</b>	<p>The following contracts have been tendered as part of a capacity review carried out for the new academic school year commencing 4<sup>th</sup> September 2018.</p> <p>The decision has been taken to award Mainstream Educational Transport contracts as follows:</p> <ol style="list-style-type: none"> <li>1. Contract COLW8 – Colwall Primary School. Awarded to Blue Line Taxis for a 3 year term commencing 4<sup>th</sup> 2018 September at an annual value of £19,000.</li> <li>2. Contract MUCH8 – Much Marcle Primary School. Awarded to Blue Line Taxis for a 7 year term commencing 4<sup>th</sup> September 2018 at an annual value of £19,000.</li> <li>3. Contract QE218 – Queen Humanities (College) School and Bosbury Primary. Awarded to Blue Line Taxis for a 4 year term commencing 4<sup>th</sup> September 2018 at an annual value of £15,200.</li> <li>4. Contract SCK18 – Suckley Primary School. Awarded to Blue Line Taxis for a 3 year term commencing 4<sup>th</sup> September 2018 at an annual value of £15,960.</li> <li>5. Contract WIG48 – Wigmore High School. Awarded to Blue Line</li> </ol>

	<p>Taxis for a 1 year term commencing 4<sup>th</sup> September 2018 at an annual value of £19,000.</p> <ol style="list-style-type: none"> <li>6. Contract JKH18 – John Kyrle High &amp; Gorsley Goffs Primary School. Awarded to George Youngs Coaches for a 5 year term commencing 4<sup>th</sup> September 2018 at an annual value of £23,750.</li> <li>7. Contract NEW18 – Newent Comprehensive &amp; Gorsley Goffs School. Awarded to Blue Line Taxis for a 3 year term commencing 4<sup>th</sup> September 2018 at an annual value of £24,700.</li> <li>8. Contract MON18 – Monmouth Comprehensive &amp; John Kyrle High School. Awarded to Blue Line Taxis for a 5 year term commencing 4<sup>th</sup> September 2018 at an annual value of £20,900.</li> <li>9. Contract THA18 – The Hereford Academy School. Awarded to Blue Line Taxis for a 2 year term commencing 4<sup>th</sup> September 2018 at an annual value of £4,750.</li> <li>10. Contract WBN18 – Weobley High School. Awarded to Leominster Travel for a 5 year term commencing 4<sup>th</sup> September 2018 at an annual value of £16007.</li> <li>11. Contract AYLA8 – Aylestone High School. Awarded to Blue Line Taxis for a 2 year term commencing 4<sup>th</sup> September 2018 at an annual value of £13,300.</li> <li>12. Contract WIG49 – Wigmore High School. Awarded to PC &amp; PD Harley for a 1 term commencing 4<sup>th</sup> September 2018 at an annual value of £9,230.</li> <li>13. Contract MH018 – John Masefield High School. Awarded to Buchanans Coaches for a 5 year term commencing 4<sup>th</sup> September 2018 at an annual value of £39,520.</li> <li>14. Contract CHAN8- The Chantry High School. Awarded to CM Davies for a 2 year term commencing 4<sup>th</sup> September 2018 at an annual value of £21,850.</li> <li>15. Contract DYSP8- Dyson Perrins High School. Awarded to C M Davies for a 3 year term commencing 4<sup>th</sup> September 2018 at an annual value of £6,650.</li> </ol> <p>Summary of changes:</p>										
	<table border="1"> <thead> <tr> <th>Previous Contracts</th> <th>Annual Value</th> <th>New Contracts</th> <th>Annual Value</th> <th>Increase</th> </tr> </thead> <tbody> <tr> <td>17</td> <td>£236,000</td> <td>15</td> <td>£268,000</td> <td>£32,000</td> </tr> </tbody> </table>	Previous Contracts	Annual Value	New Contracts	Annual Value	Increase	17	£236,000	15	£268,000	£32,000
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17	£236,000	15	£268,000	£32,000							
	<p>The net financial effect of this tendering exercise is an increase in contracting costs for mainstream school and college transport from £3,429,000 to £3,461,000. An increase of 0.93%.</p>										
<p><b>Reasons for decision:</b></p>	<p>To ensure that the council manages its transport services effectively whilst also meeting its statutory duties and ensures children are transported to school in line with eligibility.</p>										
<p><b>Highlight any associated risks/finance/legal/equality considerations:</b></p>	<p>The Passenger Transport Dynamic Purchasing System (DPS) complies fully with current procurement legislation, the Councils contract procedure rules, and established best practice. Applicants to join the DPS have to complete a thorough evaluation questionnaire which is then checked for compliance by Passenger Transport and Commercial Services. Applicants are only allowed to join the DPS if</p>										

	they meet all of the specified criteria. The e-portal used to carry out tendering exercises under the DPS ensures that contracts are securely advertised to all qualifying parties. The Passenger Transport DPS ensures that contracts are awarded fairly and transparently based on specified evaluation criteria. Selection questionnaires, contract specifications and conditions of contract have been written in consultation with legal and commercial services.
<b>Details of any alternative options considered and rejected:</b>	Not to proceed with re-tendering or the award of contracts. This is not recommended as this is likely to result in services being withdrawn and could mean that the council breaches its statutory responsibilities relating to school transport
<b>Details of any declarations of interest made:</b>	None

Signed Director for Economy & Place  
2018

Date: 10 September