

### Record of officer decision

<b>Decision title:</b>	<b>Award of school transport contracts – August 2019 (Ref 0819)</b>																																																																		
<b>Date of decision:</b>	<b>6 September 2019</b>																																																																		
<b>Decision maker:</b>	Acting Assistant Director Highways and Transport																																																																		
<b>Authority for delegated decision:</b>	<p>Delegated authority was agreed by cabinet member 9 August 2017 that:</p> <p>D. the assistant director environment and place be authorised 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.</p> <p>In addition to the above delegation:</p> <ol style="list-style-type: none"> <li>1. The tendering process has been undertaken in accordance with the contract procedure rules at part 4 section 6 of the constitution.</li> <li>2. Scheme of delegation amendment 17 May 2017 All contracts must be approved by Assistant Director level or above.</li> </ol>																																																																		
<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 decision has been taken to:</p> <ol style="list-style-type: none"> <li>1. Award SEN &amp; PRU school transport contracts as detailed in the table below.</li> </ol> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Contract</th> <th style="text-align: center;">Supplier</th> <th style="text-align: center;">School</th> <th style="text-align: center;">Annual Value</th> <th style="text-align: center;">Bids</th> <th style="text-align: center;">Term</th> </tr> </thead> <tbody> <tr> <td>BF192P</td> <td>CM Davies</td> <td>Brookfield</td> <td style="text-align: right;">£266</td> <td style="text-align: center;">4</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>AR697P</td> <td>Blue Line Taxis</td> <td>Arrow Group</td> <td style="text-align: right;">£3,577</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>BF193P</td> <td>High Town Taxis</td> <td>Brookfield</td> <td style="text-align: right;">£4,829</td> <td style="text-align: center;">4</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>GC191S</td> <td>Simon's Taxis</td> <td>Gloucester College</td> <td style="text-align: right;">£5,280</td> <td style="text-align: center;">4</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>OV191S</td> <td>Blue Line Taxis</td> <td>Overton</td> <td style="text-align: right;">£9,375</td> <td style="text-align: center;">4</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>BF194P</td> <td>Blue Line Taxis</td> <td>Brookfield</td> <td style="text-align: right;">£3,630</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>CAM191P</td> <td>Blue Line Taxis</td> <td>Cambian</td> <td style="text-align: right;">£14,520</td> <td style="text-align: center;">2</td> <td style="text-align: center;">1 Year</td> </tr> <tr> <td>HLC191S</td> <td>Blue Line Taxis</td> <td>Hereford &amp; Ludlow College</td> <td style="text-align: right;">£4,125</td> <td style="text-align: center;">4</td> <td style="text-align: center;">1 Year</td> </tr> </tbody> </table> <ol style="list-style-type: none"> <li>2. Award mainstream school transport contracts as detailed in the table below:</li> </ol> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Contract</th> <th style="text-align: center;">Supplier</th> <th style="text-align: center;">School</th> <th style="text-align: center;">Annual Value</th> <th style="text-align: center;">Bids</th> <th style="text-align: center;">Term</th> </tr> </thead> <tbody> <tr> <td>1KHS1</td> <td>CM Davies</td> <td>John Kyrle</td> <td style="text-align: right;">£15,741</td> <td style="text-align: center;">5</td> <td style="text-align: center;">1</td> </tr> </tbody> </table>	Contract	Supplier	School	Annual Value	Bids	Term	BF192P	CM Davies	Brookfield	£266	4	1 Year	AR697P	Blue Line Taxis	Arrow Group	£3,577	2	1 Year	BF193P	High Town Taxis	Brookfield	£4,829	4	1 Year	GC191S	Simon's Taxis	Gloucester College	£5,280	4	1 Year	OV191S	Blue Line Taxis	Overton	£9,375	4	1 Year	BF194P	Blue Line Taxis	Brookfield	£3,630	2	1 Year	CAM191P	Blue Line Taxis	Cambian	£14,520	2	1 Year	HLC191S	Blue Line Taxis	Hereford & Ludlow College	£4,125	4	1 Year	Contract	Supplier	School	Annual Value	Bids	Term	1KHS1	CM Davies	John Kyrle	£15,741	5	1
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	DM19M	Simon's Taxis	Dene Magna	£9,240	4	2	
	DYS19	Blue Line Taxis	Dyson Perrins	£10,560	3	5	
	WCS03	Blue Line Taxis	Whitecross	£9,108	2	1	
	<p>Tendering of these contracts has been carried out as part of a school transport network review to accommodate new intake for the 2019/20 academic year. In addition to these new contracts being awarded a number of existing contracts have expired or been terminated, the net financial effect being:</p> <ul style="list-style-type: none"> <li>• An increase in SEN transport costs of £16,893 in the current financial year.</li> <li>• A reduction in mainstream transport costs of £3,127 in the current financial year</li> </ul>						
<b>Reasons for decision:</b>	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.						
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<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 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.</p> <p>The net annual financial cost of this decision is to increase school transport spending by £13,766 in the current financial year. Whilst this will add to the forecast overspend relating to passenger transport budgets these are statutory services which the council has a duty to provide.</p>						
<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						

I am an officer delegated to make the decision

Signed:

Print Name:



Clive Hall