

Record of officer decision

Decision title:	Award of SEN Transport Contracts – September 2019 (Ref 0919)
Date of decision:	1st October 2019
Decision maker:	Director for Economy & Place
Authority for delegated decision:	<p>1. This is an operational decision with regard to Part 3 Section 7 para 3.7.5 of the constitution.</p> <p>2. The tendering process has been undertaken in accordance with the contract procedure rules at part 4 section 6 of the constitution.</p> <p>3. Scheme of delegation amendment 17 May 2017 All contracts must be approved by Assistant Director level or above.</p>
Ward:	Countywide
Consultation:	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.
Decision made:	<p>The decision has been taken to:</p> <p>Award SEN school transport contracts as detailed below.</p> <p>Contract BFD192S – Barrs Court School. Awarded to High Town Taxis for a maximum 5 year term commencing 4th September 2019 at a total annual value of £19,110. 3 compliant bids were received. This contract is required to provide transport for a LAC child who was subject to an emergency placement.</p> <p>Contract LSM191S – Llangattock School. Awarded to Simons Taxis for a 1 year term 12th September 2019 at a total annual value of £10,920, 4 compliant bids were received. This is an additional contract required to provide statutory school transport.</p> <p>The net effect of tendering these contracts will see an increase in transport contracting costs of £9,750, adding to the forecast overspend on SEN transport of £408k.</p>
Reasons for decision:	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.
Highlight any associated risks/finance/legal/equality considerations:	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.

Details of any alternative options considered and rejected:	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
--	--

Details of any declarations of interest made:	None
--	------

Signed Richard Ball
Director for Economy & Place

Date: 23 October 2019