

### Record of officer decision

<b>Decision title:</b>	<b>AWARD OF CONTRACT TO DELIVER THE HEREFORDSHIRE YOUNG DRIVERS SAFETY PROJECT</b>
<b>Date of decision:</b>	<b>26 June 2019</b>
<b>Decision maker:</b>	Acting assistant director highways and transportation
<b>Authority for delegated decision:</b>	<ol style="list-style-type: none"> <li>1. This is an operational decision with regard to Part 3 Section 7 para 3.7.5 of the constitution.</li> <li>2. The tendering process has been undertaken in accordance with the contract procedure rules at part 4 section 6 of the constitution.</li> <li>3. 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>	Partners were consulted during preparation in development of the project proposal and in support of the successful funding bid to the West Mercia police and crime commissioner's safer roads fund. Cabinet member for transport and regulatory services was briefed on the development of the bid.
<b>Decision made:</b>	To award the contract to deliver the Herefordshire Young Drivers Safety Project to Agilysis Limited for the cost of £39,928.73 noting that funding for this project has been secured through a successful bid to the West Mercia Police and Crime Commissioner's safer roads fund 2019/20.
<b>Reasons for decision:</b>	To progress delivery of the Herefordshire Young Drivers Safety Project and seek to improve the participation of young drivers in campaigns designed to reduce their risk of collisions.
<b>Highlight any associated risks/finance/legal/equality considerations:</b>	<p>The contract has been tendered using the south west portal and in accordance with the council's contract procedures rules. Whilst only one tender submission was made the submission was evaluated by a number of officers including officers independent from the preparation of the brief and overseen by an officer from the council's procurement team. The evaluation confirmed that the submission met all of the requirements of the brief.</p> <p>The project is externally funded and has been designed such that it will not require ongoing funding for delivery beyond 2019/20 as the funder has indicated no future funding is guaranteed.</p> <p>The project will provide resource and tools which will be functional and part of the council's overall road safety offer beyond the period of the contract and hence will ensure ongoing support for young drivers.</p>
<b>Details of any alternative options considered and rejected:</b>	Deliver the project with in house resources. This was rejected as the in house resource for road safety education is limited and at full capacity with planned work programmes.
<b>Details of any declarations of interest made:</b>	None.

Signed..... Date: