

### Record of officer decision

<b>Decision title:</b>	<b>Award of transport contracts (Ref 0921)</b>					
<b>Date of decision:</b>	<b>14 October 2021</b>					
<b>Decision maker:</b>	Director Economy & Place					
<b>Authority for delegated decision:</b>	Economy & Place Scheme of Delegation updated 28 April 2021 Transport and Access Line 78 – Award of contracts for future passenger transport services tendered					
<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>	The decision has been taken to:					
	1. Award school transport contracts as detailed in the table below:					
	<b>Contract</b>	<b>Supplier</b>	<b>School</b>	<b>Annual Value</b>	<b>Bids</b>	<b>Term</b>
	SDC213P	High Town Taxis	St David's Centre	£13,300	2	1 Year with monthly extensions to 5 years
	WF213S	High Town Taxis	Westfield	£29,458	1	5 years
	AL212T	High Town Taxis	Almeley	£5,460	1	1 Term
	BE211S	High Town Taxis	Beacon College	£35,496	1	5 Years
	HSF211S	Blue Line Taxis	Sixth Form College	£3,135	2	1 Year with monthly extensions to 5 years
	WF214S	High Town Taxis	Westfield	£34,584	2	5 Years
	TSA212	High Town Taxis	The Steiner Academy	£28,213	1	1 Year with monthly extensions to 5 years
	2. Approve contract price variations as detailed in the table below.					
	<b>Contract</b>	<b>Annual Increase</b>	<b>% Increase</b>	<b>Reason</b>		
	AL211	£9,120	78%	Additional passenger & destination		
	DM212	£9,500	75%	Additional passenger & destination		
	BC210S	£1,292	5%	Additional passenger		
	GWY211	£3,800	20%	Vehicle upsize		
	BM201S	£3,800	5%	Additional passenger		
	NS211S	£3,420	9.9%	Additional passenger		

<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 listed contracts are required to provide transport to students who hold statutory entitlement. Contracts WF213S and WF214S being replacements of existing contracts handed back by the supplier. The remaining contracts being additional capacity to accommodate new applications.</p> <p>The financial implications of these changes are:</p> <ul style="list-style-type: none"> <li>• An increase in SEN school transport costs of £29,733 in the 2021/22</li> <li>• An increase in mainstream school transport costs of £42,382 in the 2021/22</li> </ul> <p>These additional costs can be afforded within service budgets, taking in to account service saving target S18 of £150k. However a further contribution to wider directorate savings, specifically saving E17 will not be possible.</p> <p>Some of these cost increases have resulted from retendering contracts handed back by suppliers due to the ongoing effects of Covid-19 and staff shortages. The replacement contracts being at a higher cost. It is likely that these types of funding pressures will continue to be seen over the remaining months of the 2021/22 financial year e.g. 5 contracts are currently being retendered after being handed back due to driver shortage. The resulting additional costs from this will be recorded in a further contract award RoOD in November 2021 once procurement is complete.</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