

### Record of officer decision

<b>Decision title:</b>	<b>Award of transport contracts (Ref 1021)</b>																																																																												
<b>Date of decision:</b>	<b>4 November 2021</b>																																																																												
<b>Decision maker:</b>	Director Economy & Place																																																																												
<b>Authority for delegated decision:</b>	Economy & Place Scheme of Delegation updated 22 October 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>	<p>The decision has been taken to:</p> <p>1. Award school transport contracts as detailed in the table below:</p> <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>WCF211S</td> <td>Peter Morgan</td> <td>Wessington Court Farm</td> <td style="text-align: right;">£15,010</td> <td style="text-align: center;">1</td> <td>9 months with monthly extensions to 5 years</td> </tr> <tr> <td>WG211</td> <td>Browns Coaches</td> <td>Wigmore High</td> <td style="text-align: right;">£30,780</td> <td style="text-align: center;">4</td> <td>27 months</td> </tr> <tr> <td>TB213</td> <td>H &amp; H Coaches Ltd</td> <td>Tenbury Wels High</td> <td style="text-align: right;">£28,405</td> <td style="text-align: center;">5</td> <td>27 months</td> </tr> <tr> <td>TB214</td> <td>H &amp; H Coaches Ltd</td> <td>Tenbury Wells High</td> <td style="text-align: right;">£34,105</td> <td style="text-align: center;">4</td> <td>27 months</td> </tr> <tr> <td>QE211</td> <td>Jones Coaches Ltd</td> <td>Queen Elizabeth High</td> <td style="text-align: right;">£37,002</td> <td style="text-align: center;">4</td> <td>27 months</td> </tr> <tr> <td>QE212</td> <td>CM Davies</td> <td>Queen Elizabeth High</td> <td style="text-align: right;">£57,000</td> <td style="text-align: center;">2</td> <td>27 months</td> </tr> <tr> <td>CAM213P</td> <td>High Town Taxis</td> <td>Cambian</td> <td style="text-align: right;">£18,050</td> <td style="text-align: center;">1</td> <td>9 months with monthly extensions to 5 years</td> </tr> <tr> <td>QE211S</td> <td>High Town Taxis</td> <td>Queen Elizabeth High</td> <td style="text-align: right;">£1,404</td> <td style="text-align: center;">1</td> <td>6 weeks with monthly extensions to 5 years</td> </tr> <tr> <td>STM211</td> <td>High Town Taxis</td> <td>St Mary's High</td> <td style="text-align: right;">£9,842</td> <td style="text-align: center;">2</td> <td>9 months with monthly extensions to 5 years</td> </tr> </tbody> </table> <p>2. Approve contract price variations as detailed in the table below.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Contract</th> <th style="text-align: center;">Annual Increase</th> <th style="text-align: center;">% Increase</th> <th style="text-align: center;">Reason</th> </tr> </thead> <tbody> <tr> <td>SUM211S</td> <td style="text-align: right;">£4,275</td> <td style="text-align: center;">9.7%</td> <td>Additional students</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>					Contract	Supplier	School	Annual Value	Bids	Term	WCF211S	Peter Morgan	Wessington Court Farm	£15,010	1	9 months with monthly extensions to 5 years	WG211	Browns Coaches	Wigmore High	£30,780	4	27 months	TB213	H & H Coaches Ltd	Tenbury Wels High	£28,405	5	27 months	TB214	H & H Coaches Ltd	Tenbury Wells High	£34,105	4	27 months	QE211	Jones Coaches Ltd	Queen Elizabeth High	£37,002	4	27 months	QE212	CM Davies	Queen Elizabeth High	£57,000	2	27 months	CAM213P	High Town Taxis	Cambian	£18,050	1	9 months with monthly extensions to 5 years	QE211S	High Town Taxis	Queen Elizabeth High	£1,404	1	6 weeks with monthly extensions to 5 years	STM211	High Town Taxis	St Mary's High	£9,842	2	9 months with monthly extensions to 5 years	Contract	Annual Increase	% Increase	Reason	SUM211S	£4,275	9.7%	Additional students				
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<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 WG211, TB213, TB214, QE211, QE212 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 £17,226 in the 2021/22 financial year causing a budget pressure on cost centre C03510</li> <li>• An increase in mainstream school transport costs of £7,710 in the 2021/22 financial year causing a budget pressure on cost centre C03073</li> <li>• Contract QE211S is funded by the LAC team</li> </ul> <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.</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: Neil Taylor

Job Title: Interim Director for Economy and Place