

## LONDON BOROUGH OF CROYDON

To: Croydon Council website  
Access Croydon & Town Hall Reception

### **STATEMENT OF EXECUTIVE DECISIONS MADE BY THE CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE & LEARNING ON 30 MARCH 2020**

This statement is produced in accordance with Regulation 13 of the Local Authorities (Executive Arrangements) Meetings and Access to Information) (England) Regulations 2012. Further to the associated public notice of key decisions no scrutiny call-in has been received, and therefore the following decisions can be implemented.

The following apply to the decisions listed below:

**Reasons for these decisions:** are contained in the Part A report attached

**Other options considered and rejected:** are contained in the Part A report attached

**Details of conflicts of Interest declared by the Cabinet Member:** none

**Note of dispensation granted by the head of paid service in relation to a declared conflict of interest by that Member:** none

The Leader of the Council has delegated to the Cabinet Member the power to make the executive decisions set out below:

**CABINET MEMBER'S KEY EXECUTIVE DECISION REFERENCE NO.:**  
0720CYPL

#### **Decision: Award of Passenger Transport Minibus Contract**

Having carefully read and considered the Part A and confidential Part B reports and the requirements of the Council's public sector equality duty in relation to the issues detailed in the body of the reports, the Cabinet Member for Children, Young People & Learning in consultation with the Cabinet Member for Finance & Resources

#### **RESOLVED: To**

Approve the award in accordance with Regulation 28.4(c) of the Council's Contracts and Tenders Regulations to the Supplier named in Part B of this report for the purchase of 15 vehicles for a maximum contract value detailed in Part B. There is a capital budget of £1,460,000 in the 2020/2021 capital budget to cover this.

Notice date: 7 April 2020

<b>REPORT TO:</b>	<b>Cabinet Member for Children, Young People and Learning</b>
<b>SUBJECT:</b>	Passenger Transport In House Service – Vehicle Award
<b>LEAD OFFICER:</b>	Shifa Mustafa, Place, <b>Executive Director</b> Steve Iles, Public Realm, <b>Director</b>
<b>CABINET MEMBER:</b>	<i>Cllr Flemming, Cabinet Member for Children, Young People and Learning</i> <i>Cllr Hall, Cabinet Member for Finance and Resources</i>
<b>WARDS:</b>	<b>All</b>
<p><b>CORPORATE PRIORITY/POLICY CONTEXT/ AMBITIOUS FOR CROYDON</b></p> <p>The delivery of a high quality Passenger Transport service has a positive impact on the outcomes of children, young people and vulnerable adults. It contributes to the following corporate objective:</p> <ul style="list-style-type: none"> <li>• Growth: To enable people of all ages to reach their potential through access to quality schools and learning</li> </ul> <p>It also reflects the following priorities within the Community Strategy 2016-2021:</p> <ul style="list-style-type: none"> <li>• To support individuals and families with complex needs</li> <li>• To deliver better education and the opportunity for everyone to reach their full potential</li> </ul>	
<p><b>FORWARD PLAN KEY DECISION REFERENCE NO.: 0720CYPL</b></p> <p>This is a Key Decision as defined in the Council’s Constitution. The decision may be implemented from 1300 hours on the expiry of 5 working days after it is made, unless the decision is referred to the Scrutiny &amp; Overview Committee by the requisite number of Councillors</p>	
<p><b>FINANCIAL IMPACT</b></p> <p>The financial impact of this award is detailed in Part B for the purchase of 15 vehicles. There is a capital budget of £1,460,000 in the 2020/2021 capital budget to cover this.</p>	

The Leader of the Council has delegated to the Cabinet Member for Children, Young People and Learning the power to make the decisions set out in the recommendations below

**1. DRAFT RECOMMENDATIONS**

- 1.1 The Cabinet Member for Children, Young People and Learning in consultation with the Cabinet Member for Cabinet Member for Finance and Resources is recommended by the Contracts and Commissioning Board to approve the *award* in accordance with Regulation 28.4(c) of the Council’s Contracts and Tenders

Regulations to the Supplier named in Part B of this report for the purchase of 15 vehicles for a maximum contract value detailed in Part B. There is a capital budget of £1,460,000 in the 2020/2021 capital budget to cover this.

## 2. EXECUTIVE SUMMARY

2.1 The Council provides home-to-school travel support for children and young people with Special Education Needs and/or Disabilities (SEND), and home-to care provision travel support for vulnerable adults, in accordance with its statutory obligations and published eligibility policies. Travel support takes many forms, including the provision of independent travel training to enable clients to travel independently on public transport, and personal travel budgets and direct payments to enable clients to make their own travel arrangements. Nevertheless, the direct provision of passenger transport is still the most common provision for eligible clients. The outcomes the service are trying to achieve are as follows:

- A quality transport service for all clients
- Transport which meet the clients' needs, no matter how complex
- A service which works within the Council's budgetary restraints
- An increase in clients becoming independent

2.2 The Council want to fulfil their statutory responsibility to provide free transport for all eligible pupils of compulsory school age and make transport arrangements for children with special educational needs.

2.3 The procurement strategy for the purchase of the in house vehicles was approved by CCB on 10<sup>th</sup> February 2020 re CCB1553/19-20. There has been no deviation from the CCB approved strategy, no new significant risks have been identified since the procurement strategy was approved, and there is an available budget.

2.4 The content of this report has been endorsed by the Contracts and Commissioning Board.

CCB ref. number	CCB Approval Date
<b>CCB1562/19-20</b>	<b>20/03/2020</b>

## 3. DETAIL

3.1 The procurement process was run as a mini competition on The Procurement Partnership Ltd (TPPL) Framework BNES Lot 6. The mini-competition opportunity was advertised on the London Tenders Portal. The evaluation split was 30% quality and 70% cost as stated in the TPPL T&Cs. The evaluation was split into:

- Vehicle Delivery timetable – how will a company mitigate against late delivery
- Quality Standards
- Warranty
- Social Value

3.2 The suppliers on the framework are:

- Treka Bus
- Mellor Coachcraft
- Cannon Bus
- Nu-Track
- Optare Group

3.3 The tender closed on 21<sup>st</sup> February 2020. 2 suppliers on the framework responded to the tender. The tenders were evaluated by the Head of Independent Travel Service, Operational Supervisor and Fleet Supervisor. Moderation took place on 26<sup>th</sup> February 2020, chaired by the Category Manager – Environment.

3.4 The breakdown of quality and price; is 30% and 70%. The combined scores of price and quality give the total score for each tenderer (in the table below). The winning provider, Supplier A received an overall total score of 92%.

	Supplier A	Supplier B
<b>QUALITY (30%)</b>	22%	19%
<b>PRICE (70%)</b>	70%	69.3%
<b>TOTAL</b>	<b>92%</b>	<b>88.3%</b>

#### 4. CONSULTATION

4.1 There was no consultation for this decision as it is a fleet replacement and there is no change to the service.

#### 5 FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS

5.1

##### 1 Revenue and Capital consequences of report recommendations

Budget detail and table are show in Part B of this report.

##### 2 The effect of the decision

The effect of the decision amount to a total spend detailed in Part B from the capital budget in 2020/21. There is a capital budget of £1,460,000 in the 2020/2021 capital budget to cover this.

### **3 Risks**

The main risk around this project is that the vehicles are not delivered on time, for the service to start in September as it is a statutory service.

### **4 Options**

The options are detailed below (Section 12).

### **5 Future savings/efficiencies**

There will be ongoing revenue implications relating to the maintenance of these vehicles and the cost will need to be met from existing budgets.

There is financial pressure on the SEN Transport budget, although growth has been provided which should mitigate this.

6 Approved by Felicia Wright, Head of Finance Place

## **6. COMMENTS OF THE COUNCIL SOLICITOR AND MONITORING OFFICER**

6.1 There are no additional legal considerations directly arising from this report

6.2 Approved by Sonia Likhari, Lawyer, on behalf of the Director of Law and Governance, and Monitoring Officer.

## **7. HUMAN RESOURCES IMPACT**

7.1 This contract award does not have any HR implications in relation to staffing levels, restructuring/regrading, recruitment, employee relations, or any other human resources matters.

7.2 Approved by: Debbie Calliste, Head of HR – Health, Wellbeing and Adults, on behalf of the Director

## **8. EQUALITIES IMPACT**

8.1 An initial Equalities Analysis has been completed. This found that there will be no negative impact for groups that share protected characteristics. There are no changes to current service, for the service user, as such a full EA will not be required.

## **9. ENVIRONMENTAL IMPACT**

9.1 Vehicles must be brand new and would have to Euro 6 at least. The Council considered a hybrid version of this vehicle, but it is not offered by the manufacturers in this market currently. The Council would consider moving towards a hybrid/electric version of this vehicle type as the technology becomes more widely available and established. This may lead to replacement of these vehicle types during their serviceable life (if such cleaner engine technologies came to market during this period).

9.2 It is considered that the technology to offer hybrid/electric vehicles on these

vehicle platforms is still some time off (perhaps 2-3 years) and that it may take further time for these technologies to be fully embedded resulting in robust on-road availability figures (perhaps a further 2 years).

- 9.3 The move away from Internal Combustion Engine (ICE) vehicles is detailed within the Council's Air Quality Action Plan and targets for Hybrid/Electric vehicles are set out within it.

## **10. CRIME AND DISORDER REDUCTION IMPACT**

- 10.1 There are no crime and disorder impacts related to this procurement.

## **11. REASONS FOR RECOMMENDATIONS/PROPOSED DECISION**

- 11.1 The Council has a statutory requirement to provide home-to-school travel support for children and young people with Special Education Needs and/or Disabilities (SEND). The Council, in accordance with its policy, needs to provide home-to care provision travel support for vulnerable adults. Without the in-house service vehicles, these services would be unable to be provided to the clients.

## **12. OPTIONS CONSIDERED AND REJECTED**

- 12.1 The following options have been considered:

- Do Nothing – this is a statutory service so there is no option to do nothing.
- Open Procurement – there are already national frameworks in existence which save the Council time and money to procure through.
- Use a framework – this is the preferred option as it give the Council the best value for money.

## **13. DATA PROTECTION IMPLICATIONS**

- 13.1 **WILL THE SUBJECT OF THE REPORT INVOLVE THE PROCESSING OF 'PERSONAL DATA'?**

**NO**

**HAS A DATA PROTECTION IMPACT ASSESSMENT (DPIA) BEEN COMPLETED?**

**NO**

Approved by: Steve Iles, Director of Public Realm

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**CONTACT OFFICER:** Daniel Shepherd, Head of the Independent Travel Service