

EXECUTIVE MEMBER DECISION FORM

DECISION TO BE TAKEN BY: CLLR PHIL DAVIES

KEY DECISION: YES

PORTFOLIO AREA: HIGHWAYS & TRANSPORT

PORTFOLIOS AFFECTED: HIGHWAYS & TRANSPORT

WARDS AFFECTED: ALL WARDS

**SUBJECT: RE-COMMISSIONING ASSISTED TRAVEL SERVICES FROM
SEPTEMBER 2018 – FULL BUSINESS CASE AND AWARD OF
CONTRACT ROUTES**

1. RECOMMENDATIONS:

The Leader of the Council is requested to:

- (1) Note the business case benefits and rationale for re-commissioning these services from September 2018 via a Dynamic Purchasing System (DPS) approach as outlined in section 4.0 of this report;
- (2) Note the list of 'eligible suppliers' that have successfully passed through the Supplier Qualification process as set out in the Appendix 1;
- (3) Delegate authority to officers to award contracts for 209 routes to the 'eligible suppliers' listed in Appendix 1 via two Bid Invitations up to a maximum financial value of £4.2M p.a. as outlined in this report and in accordance with CPR 9.7; and
- (4) Instruct officers to prepare a further report when the outcomes of the two Bid Invitations are known, setting out further details of awards via the Dynamic Purchasing System during the contract period.

2. REASON/S FOR RECOMMENDATIONS:

The existing contract for these services will expire on the 31st August 2018 and there is no provision for further extension within the contract terms.

The procurement process will include the application of a Dynamic Purchasing System (DPS) methodology which will streamline and simplify the process for service providers.

The DPS process is compliant with UK Procurement Regulations and the Council's Contracts Procedure Rules and allows greater flexibility in procurement enabling the service to bring on board new suppliers on a rolling programme rather than having to wait until the end of an existing contract.

3. STATEMENT OF COMPLIANCE

The recommendations are made further to legal advice from the Deputy Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been completed. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

4. DECLARATION OF INTEREST

There are no conflicts of interest.

Signed:  Executive Member: Cllr Phil Davies Date: 18 April 2018 Also present:	Signed:  Chief Officer: Mark Smith Date: 18 April 2018
Date of Senior Policy Team Meeting(s):	

A list of background papers on this issue is held with:

Contact Officer: Mark Smith
Date: 17/4/18

Date of Publication:

Date of Expiry of Call-In Period:

Form Reference: Executive Member Decision Form May 2012 v 1.0