

# Public Document Pack

## Executive Member Decisions

Friday, 27th October, 2023  
10.00 am

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### AGENDA

1. **Revised strategy for procurement of maintenance for real time bus information displays**  
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2. **Contract awards for home to school transport**  
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Date Published: 27 October 2023  
Denise Park, Chief Executive

## EXECUTIVE MEMBER DECISION



**REPORT OF:** Executive Member for Growth and Development

**LEAD OFFICERS:** Strategic Director of Growth and Development

**DATE:** 27 October 2023

**PORTFOLIO/S AFFECTED:** Growth and Development

**WARD/S AFFECTED:** (All Wards);

**SUBJECT: Revised strategy for procurement of maintenance for real time bus information displays**

### 1. EXECUTIVE SUMMARY

To seek approval to amend the previously approved strategy for the procurement for a replacement provider to supply maintenance and software for real time bus information displays

### 2. RECOMMENDATIONS

That the Executive Member:

Approves the revised procurement strategy for a new provider for real time bus information displays through an open tender process for 1 year with the option to extend for a further 3 number 1 year periods.

### 3. BACKGROUND

The Executive Member for Growth and Development previously approved the procurement for the maintenance of the existing real time displays including the provision of an additional 70 screens for Lancashire County Council for a 3 year period with the option to extend for a further 2 years.

Following this decision LCC have identified further potential funding to expand the current system and are therefore considering to tender for a complete new system in the new year if the funding is secured. With this new information it has been decided to withdraw the requirement for the 70 new screens from the proposed tender, the tender duration will also be shortened to a 1 year contract with the option to extend for a further 3 years to enable LCC to still access the maintenance if required but have the option to migrate their displays to their new contract.

The original decision approved the procurement strategy as detailed below, although some of the requirements have changed the strategy approved will not change;

An evaluation of existing frameworks was carried out with only one potential framework being identified which was the Crown Commercial Services transport technology & associated services framework. Whilst this framework would be able to meet the tender requirements for both local authorities, the current provider to the Council (Journeo) was not a supplier under this lot. As Journeo already have the infrastructure and systems in place under the current contract, there is the potential that they could be able to offer better pricing for the requirements and therefore it is in both local authorities best interests that Journeo are able to bid

The department are therefore recommending that the requirement is advertised as an open tender process to all suppliers through the Governments find a tender service. The tender will be evaluated in accordance with the following weightings;

Social Value – 15%  
Price – 50%  
Quality – 35%

The use of real time information is very popular with bus users as they can see instantly when arriving at a bus stop if a bus is due, on time or even cancelled. In particular, the elderly who struggle to read paper timetables. Real time data is also transferable to mobile application which are very popular with the younger element of bus users.

#### **4. KEY ISSUES & RISKS**

If no contract is in place, the existing equipment wouldn't be maintained and would ultimately lead to blank displays and the discontinuation of the system. The removal of failed equipment would require extra revenue.

The existing system has become a well-established and relied upon source of information for bus passengers, bus operators and other parties who disseminate the information. It would be difficult and expensive to recreate the current system in future years.

#### **5. POLICY IMPLICATIONS**

The provision of real time bus information is a necessary part of providing good transport links to the town centre. The displays provide a vital role in encouraging people to use buses and will provide an on-going role in supporting bus operators and passengers over the coming years.

#### **6. FINANCIAL IMPLICATIONS**

The current cost of support and maintenance for the solution is split fairly evenly between the two authorities with a small contribution from Transdev Rawtenstall who use the system to make changes to their screens.

The current annual costs are £76k per annum

#### **7. LEGAL IMPLICATIONS**

The procurement process complies with the regulations of the Council's Contract and Procurement rules and the Public Contract Regulations 2015. All contracts and contract variations will be in a form approved by legal officers in the Contracts and Procurement team.

#### **8. RESOURCE IMPLICATIONS**

There are no internal resource implications with this decision.

#### **9. EQUALITY AND HEALTH IMPLICATIONS**

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

Consultations have taken place with LCC with regards to the procurement.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the 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 considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Peter Hughes</b>
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<b>DATE:</b>	15/09/2023
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<b>BACKGROUND PAPER:</b>	Executive Member Decision 02/06/2023 – Procurement and maintenance of real time bus information.
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# Agenda Item 2

## EXECUTIVE MEMBER DECISION



<b>REPORT OF:</b>	Executive Member for Children, Young People and Education (In consultation with the leader of the Council)
<b>LEAD OFFICERS:</b>	Strategic Director of Children & Education (DCS)
<b>DATE:</b>	27 October 2023

**PORTFOLIO/S AFFECTED:** Departments

**WARD/S AFFECTED:** (All Wards);

**SUBJECT: Contract awards for home to school transport**

### 1. EXECUTIVE SUMMARY

To seek approval from the Executive Member for Children, Young People and Education to award to successful providers who have submitted tenders for Home to School transport.

### 2. RECOMMENDATIONS

That the Executive Member, in consultation with the Leader of the Council:

- Approves the award of eight contracts for Home to School transport for the period 8<sup>th</sup> January 2024 to Summer term 2025 and one contract for the period 8<sup>th</sup> January 2024 to Summer term 2024.
- Approves that in the event the existing supplier loses their licences at an earlier date than the commencement dates for the contracts will be moved forward.
- Approves that in the event one of the winning providers chooses not to take on a contract this will be awarded to the next highest bidder.
- Approves that the appropriate budget adjustments are made to reflect the increased costs in both 2023/24 and 2024/25 for those costs to be borne by the Council;
- Notes the intention to review the funding of Home to School Transport in advance of the 2024/25 Academic year.

### 3. BACKGROUND

The Executive Member for Children, Young People and Education previously approved the creation of a new DPS (Dynamic Purchasing System) framework for any future procurement of Home to School transport. A DPS framework unlike a traditional one allows suppliers to join the framework at any stage whilst the framework is live, this ensures that as many suppliers as possible could qualify to participate in the framework in order to create more competition.

The Council previously awarded 9 contracts under a 3 year contract which were due to run until Easter term 2025 to a supplier under the previous framework. The department were notified that the supplier's licences were being revoked from the 21<sup>st</sup> October giving the Council no option but to retender these services to originally commence after the half term break. Following this a stay was granted until the 9<sup>th</sup> November in order to allow the supplier further time to appeal against this

decision. Due to these circumstances the Council has issued a 12 week notice on the Supplier to terminate all existing contracts with new providers now taking on the provision from the 8<sup>th</sup> January 2024, with them being prepared to step in from an earlier date should the appeal not be successful. A total of 11 suppliers are currently on the Council's new framework for the provision of home to school transport and were invited to bid for the requirement with 4 suppliers providing bids against the routes. Supplier bids were evaluated against price only, it is therefore recommended that these contracts are awarded to the lowest scoring bidders as follows:

Route	Company being awarded
10/81	Vision Bus Ltd
10/83	Vision Bus Ltd
10/89	Vision Bus Ltd
10/93	Moving People Ltd
10/97	Moving People Ltd
10/822	Vision Bus Ltd
10/823	Red Rose Travel (Lancashire) Ltd
10/925	Vision Bus Ltd
10/977	Moving People Ltd

As part of the tender exercise suppliers were asked to price against 2 options, providing pricing both to Summer term 2024 and 2025. For 8 of the routes the cost was either the same or cheaper for the longer term contract and so it is proposed that they will be awarded until Summer term 2025, for one route the cost of the longer term contract was more expensive and therefore this one shall be let for a shorter period to see if better value for money can be achieved at a later date.

#### **4. KEY ISSUES & RISKS**

If contracts are not awarded then the Authority would be at increased risk of being in breach of its statutory responsibility to provide transport for children and young people.

#### **5. POLICY IMPLICATIONS**

A continuation of service is required in order to meet the required statutory obligation of providing Home to School Transport.  
508B and 508C Education Act 1996 as amended.

#### **6. FINANCIAL IMPLICATIONS**

The supplier who previously provided these contracts did this at considerably less than the normal costs for the industry, this combined with the impact of inflation has seen a large increase in costs for the authority.

For the remainder of this financial year a budget increase of between £52,608.79 and £91,578 will be required, increasing to £185,105 for the 2024/25 financial year.

In relation to the funding of the additional costs, in relation to the relevant academic years:-

- for 2023/24, subject to discussions with the relevant Schools, consideration will be given to the distribution of the additional costs as appropriate;
- for 2024/25 it is proposed that a review of the funding of Home to School Transport is undertaken.

## 7. LEGAL IMPLICATIONS

The procurement process used to tender these contracts complies with the requirements of the Council's Contract and Procurement rules and the Public Contracts Regulations 2015.

The current supplier has indicated the Transfer of Undertakings (Protection of Employment) Regulations 2006 will apply to some of these contracts. Details of the transfer are being negotiated with the new suppliers. There is a risk that if this is not successful then these contract awards will not proceed and an alternative supplier will be sought.

## 8. RESOURCE IMPLICATIONS

There are no resource implications associated with this decision.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

None with this report.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the 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 considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable. This report would normally have been in consultation with the Executive Member of Finance & Governance, as the Executive Member is a governor of one of the schools included in this report this could have been seen as a conflict of interest and therefore the report is in consultation with the leader of the Council.

<b>VERSION:</b>	<b>2</b>
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<b>CONTACT OFFICER:</b>	<b>Peter Hughes</b>
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<b>DATE:</b>	04/10/2023
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**BACKGROUND  
PAPER:**

Executive Member Decision 24/02/2023 - Contracts for SEN and home to school transport