

## **SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet

**DATE:** 19<sup>th</sup> March 2018

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**WARD(S):** All

**PORTFOLIO:** Councillor Sadiq – Children & Education

### **PART I** **NON-KEY DECISION**

#### **CONTRACT IN EXCESS OF £250,000 – SCHOOL TRANSPORT**

##### **1 Purpose of Report**

To advise the Cabinet of an additional contract of an estimated value of over £250,000, that is proposed to commence tendering prior to the next meeting of the Cabinet. This is in addition to those that were notified to Cabinet in April 2017.

##### **2 Recommendation(s)/Proposed Action**

The Cabinet is requested to resolve that the commencement of tendering for the home to school transport contracts be approved.

##### **3 Slough Joint Wellbeing Strategy Priorities**

This report being entirely administrative in nature does not directly contribute to the SJWS priorities. However the contracts listed in the appendix will contribute to all of the priorities.

##### **4 Joint Strategic Needs Assessment (JSNA)**

The JSNA will be considered at the time of letting each contract.

##### **5 Other Implications**

###### **(a) Financial**

The contracts set out are included in approved budgets. Officer delegations authorise Directors to approve expenditure within approved capital budgets and decisions on work programmes within those budgets. Authority to approve additional expenditure up to either 10% or £25,000, whichever is the lower of the total cost of the capital scheme subject to the annual capital payments of the additional expenditure not exceeding the annual amounts included within the capital programme by more than wither 10% or £25,000 whichever is the lowest.

###### **(b) Risk Management**

There are no specific issues arising directly from this report.

(c) Human Rights Act and Other Legal Implications

All contracts are let in accordance with the Council's agreed Contract Procedure Rules.

(d) Equalities Impact Assessment

This report being entirely administrative in nature and is not therefore applicable to the Equalities Impact Assessment (EIA). EIA's will be fully considered at the time that each contract is let.

(e) Workforce

Workforce implications will be considered upon the letting of each contract.

**6 Supporting Information**

Council's Constitution

Subject to consultations with the Director of Finance & Resources in respect of the acceptance of any tender exceeding £100,000, Directors are authorised to make all decisions on the approval of the select lists of tendered, the invitation, evaluation and acceptance of quotations and tenders and the entering into contracts or agreements for the supply of goods, equipments, materials or services subject to:-

- (a) The intention to tender or enter into a contract of a value exceeding £250,000 having been previously reported and approved by the Cabinet or the appropriate Committee of the Council.
- (b) Exemptions to competitive tendering being reported for information to the Cabinet or the appropriate Committee of the Council.
- (c) Any special requirements or directions given by the Council, its Committees or the Cabinet.

School Transport Tender

The current home to school transport contracts started on 1st September 2013. There are over 100 individual contracts providing transport for pupils with SEN. The contracts awarded in 2013 were initially for 3 years ending on the 31st August 2016. An extension of up to 2 years was allowed and one year extensions were agreed in 2016 and 2017. Existing contracts will end in July 2018 and no further extensions are permitted.

Community Transport Services manage the procurement process and the contracts themselves on behalf of Children, Learning and Skills under an SLA. The CLS department has a school transport budget of £1,872,000 which is mainly for pupils with SEN. Cabinet approval is sought to retender the contracts as the annual value is more than £250,000. The tendering process will start in April 2018 and contracts will be awarded in July 2018 for three years starting in September 2018. There will be an option to extend the contracts for 2 years from September 2021.

7 **Comments of Other Committees**

None.

8 **Conclusion**

The Cabinet is requested to approve the commencement of tendering for home to school transport contracts with an estimated value of over £250,000, that is proposed to begin prior to the next meeting of the Cabinet at which the full list of contracts to be let in the 2018/19 financial year will be considered.

9 **Appendices**

None