

HAMPSHIRE COUNTY COUNCIL**Executive Decision Record**

Decision Maker:	Executive Member for Environment and Transport
Date:	2 April 2013
Title:	Procurement of Contract for Community Transport Training Services
Reference:	4790
Report From:	Director of Economy, Transport and Environment

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1. The decision:

- 1.1 That approval to procure and spend be given in respect of the contract for Community Transport Training Services, with a contract initially being awarded for two years with an option to extend up to seven years duration, with a total estimated value of £280,000, which will be funded by Hampshire County Council.
- 1.2 That a ratio of 60% for price and 40% for quality is applied in tender evaluation of the items approved.
- 1.3 That the Director of Economy, Transport and Environment be given delegated authority to agree any variations to the items approved referred to at paragraphs 1.1 – 1.2 of the report, in consultation with the Executive Member for Environment and Transport.
- 1.4 That the overall approach to tendering as set out in paragraphs 3.1-3.7 of the report, be agreed in principle and that the Director of Economy, Transport and Environment be given delegated authority to develop the detail in consultation with the Executive Member for Environment and Transport.
- 1.5 That approval be given to award single tender contracts with existing providers which may be required to bridge any gap between the existing arrangements finishing and new contracts commencing in order to ensure an uninterrupted service to end users.

2. Reasons for the decision:

- 2.1 Hampshire has an active and vibrant community transport sector and the minibuss driver assessment and training which many of these operators benefit from through MiDAS helps to ensure that this transport is provided in a safe and professional manner.
- 2.2 A programme of training courses is also organised for people involved in setting up and operating community transport services. The training

programme is designed to provide specific training for community transport operators on the legal and best practice elements of operating a high quality community transport service.

2.3 These initiatives help to make Hampshire a safer and more secure place for all, whilst the actual services which benefit from this training within the community transport sector help to improve well-being within their local community.

3. Other options considered and rejected:

3.1. The County Council could decide not to offer training in future to schools, colleges, voluntary groups and council departments. This would have a detrimental effect on road safety.

3.2. A further option would be to in-source and employ trainers. However, given the range of training services required, buying in these services is considered to be a more cost effective option for the council.

4. Conflicts of interest:

4.1. Conflicts of interest declared by the decision-maker: None.

4.2. Conflicts of interest declared by other Executive Members consulted: None.

5. Dispensation granted by the Conduct Advisory Panel: none.

6. Reason(s) for the matter being dealt with if urgent: not applicable.

7. Statement from the Decision Maker:

Approved by:

Date:

2 April 2013

**Executive Member for Environment and Transport
Councillor M J Kendal**