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<b>Report To:</b>	<b>Education and Communities Committee</b>	<b>Date:</b>	<b>30 October 2012</b>
<b>Report By:</b>	<b>Corporate Director Education, Communities and Organisational Development</b>	<b>Report No:</b>	<b>EDUCOM/41/12/AE</b>
<b>Contact Officer:</b>	<b>Angela Edwards</b>	<b>Contact No:</b>	<b>01475 712828</b>
<b>Subject:</b>	<b>Permission to seek tenders for the provision of mainstream school transport to commence in August 2013</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to seek approval from Committee to procure transport services with a value greater than £250,000.
- 1.2 In line with the 4 year rolling programme of mainstream transport contracts, there is a need to procure transport for pupils in good time for the start of the school session in August 2013.
- 1.3 Additionally, approval is sought from Committee to procure transport for Ardgowan Primary School pupils during the time they are located within the former Sacred Heart Primary School building.

## 2.0 SUMMARY

- 2.1 A phasing of transport contracts for mainstream pupils is in place. 22 of the 49 contracts will therefore be due for renewal for the start of the next school session with an estimated value of £410k.
- 2.2 The new St Columba's High School building is programmed for completion by summer 2013. The 6 contracts for the period in which the school has been relocated will expire with replacement contracts required for mainstream pupils entitled to free school transport.
- 2.3 It is planned to move Ardgowan Primary School into the former Sacred Heart Primary School building early next summer while refurbishment work takes place in the Ardgowan building. It is estimated that 8 buses will be required to transport the pupils during the year of the decant.

## 3.0 RECOMMENDATIONS

- 3.1 The Committee is asked to permit the Corporate Director of Education, Communities and Organisational Development to seek tenders for transport services for :
  - (i) Mainstream pupils for up to 4 years in line with the rolling programme of contracts
  - (ii) Ardgowan Primary School pupils for the period of the refurbishment

**Angela Edwards**  
**Head of Inclusive Education, Culture and Corporate Policy**

## 4.0 BACKGROUND

- 4.1 Transport is required for mainstream pupils entitled by Inverclyde Council's policy on the provision of school transport. Contracts are normally awarded for a four-year period, however, SPT are currently phasing contracts with the intention of tying dates in with existing contracts at each specific school/area for improved future planning. The result of this is that a mix of 2, 3 and 4 year contracts will be awarded this year.
- 4.2 Like most other authorities in the former Strathclyde area, Inverclyde Council has an agency agreement with SPT to conduct the procurement process, including evaluation of tenders received, on the Council's behalf. Recommendations for the award of contracts will be provided to us by SPT.
- 4.3 Officers within SPT responsible for this expenditure make certain of the best deal for Inverclyde Council by ensuring quality, efficiency and value for money in all transactions.
- 4.4 The provision of this function plays a vital part in supporting the Education Service in delivering its responsibility to provide transport in terms of our policy on school transport.
- 4.5 The School Estate Management Programme (SEMP) funds the cost of the buses for St Columba's High School during the period of the decant. These contracts will end in the summer of 2013. With the decant of pupils from Ardgowan Primary School to the former Sacred Heart Primary School building due to start in the summer of 2013, SEMP will fund the cost of buses for the duration of the relocation.

## 5.0 PROPOSALS

- 5.1 It is proposed that SPT complete the tendering process for Transport requirements in Education Services as part of its Agency Agreement with Inverclyde Council.
- 5.2 Proposed annual expenditure for mainstream contracts due for renewal from the school session 2013/14 will be approximately £410,000. This will be contained within budget.
- 5.3 The School Estate Management programme funds the buses for schools in decant situations. The estimated cost of transport from Ardgowan Primary to the Sacred Heart building for a year is £228,000.

## 6.0 IMPLICATIONS

- 6.1 Finance : All expenditure will be contained within budget. The cost of the contracts currently in place for St Columba's pupils and the new contracts which will be required for Ardgowan Primary pupils are fully reflected in the SEMP funding model.

6.2

Cost Centres	Budget Heading	Annual Cost	Virement From (if applicable)	Other Comments
Schools	SPT - mainstream	£1,262,620	N/A	Both commence during financial year 2013/14
SEMP	Transport	£228,000	N/A	

- 6.3 HR : None.

- 6.4 Legal : None.

- 6.5 Equalities : Equality is embedded in our transport process.

- 6.6 Repopulation : None

## **7.0 CONSULTATION**

- 7.1 Continued consultation will take place with the Council's procurement team.
- 7.2 Legal and Democratic Services will be included prior to the award of contracts.
- 7.3 Continued consultation will take place with officers from Internal Transport in the review of contracts to be tendered.

## **8.0 CONCLUSION**

- 8.1 The proposals outlined above will ensure the continued smooth operation of Inverclyde Council's transport arrangements.