

COMMUNITY TRANSPORT GRANT PROCUREMENT AWARD

To: **Economy and Environment Committee**

Meeting Date: **11 October 2018**

From: **Graham Hughes - Executive Director, Place and Economy**

Electoral division(s): **All**

Forward Plan ref: **208/037** *Key decision:* **Yes**

Purpose: **To consider the award of grant funding for the operation of Dial-a-Ride services.**

Recommendation: **Committee is recommended to agree to award the grant funding for dial-a-ride services in accordance with Appendix 1.**

<i>Officer contact:</i>		<i>Member contact:</i>	
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1. BACKGROUND

- 1.1 Cambridgeshire County Council has provided grant awards to community transport operators, to contribute to the cost of the provision of dial-a-ride services, for a number of years.
- 1.2 A recent internal audit report identified that these grants have never been formally procured and so it was therefore agreed that the market for the grants should be tested through a procurement exercise.
- 1.3 A more recent external audit report from PKF Littlejohn, considered by the Council's Audit & Accounts Committee on 31 July, also highlighted the need for more robust mechanisms to be put in place to govern the award of grants towards the provision of community transport. Paragraph 2.7.2 of the covering report to the Audit and Accounts Committee confirms: "The Council has adopted a new, robust grant funding criteria and monitoring arrangements, including more formal decision making processes involving Councillors and Council Committees where appropriate."
- 1.4 The requirement to invite bids for grant awards was also identified as part of a new policy governing the awarding of all grants by the Council, issued by the Chief Executive in July 2018.
- 1.5 This report therefore follows through on this new policy and the Council's action plan with respect to the award of grants for dial-a-ride services.

2. MAIN ISSUES

- 2.1 Tender documents inviting bids for the award of community transport grants were issued on 29th May, with a closing date of 8th June 2018. Following requests from potential suppliers the closing date was extended until 25th June 2018.
- 2.2 Bidders were invited to provide bids showing how they would provide dial-a-ride services within the funding levels available. The funding levels were set at the current grant levels, but bids for a lower level of funding were encouraged. The tenders included a revised grant agreement and awards will be monitored through a new grant monitoring performance checklist.
- 2.3 Bids were invited for four grant awards. These grants are for Fenland (£40,265), Huntingdonshire (£12,095), Cambridge City (£27,280) and villages in East Cambridgeshire (£18,071).
- 2.4 For the Cambridge City and East Cambridgeshire area grants, there was only one bid received for each area. As such the grants are recommended to be awarded to the sole bidders.
- 2.5 For the Huntingdonshire and Fenland areas there were two submissions received for each area. Following evaluation by county council officers, advice was also received from LGSS Law and Procurement colleagues.
- 2.6 Appendix A (confidential) sets out the results of the procurement process, including identification of the preferred bidders and the scores. The scoring is broken down into quality and price.

- 2.7 Of the two bidders for each of the Huntingdon and Fenland areas it is recommended that the highest scoring tender is awarded the grant funding.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

Dial a ride services are a vital way of allowing communities where there are limited alternative forms of transport, to access services they need and as such, is important for the overall health of the county.

3.2 Helping people live healthy and independent lives

Dial-a-ride services offer a convenient way of accessing businesses and public services; hence allowing people to live independently. That role is illustrated by the fact that a proportion of journeys made are undertaken by concessionary pass holders.

3.3 Supporting and protecting vulnerable people

Dial-a-ride services offer a convenient way of accessing businesses and public services; hence allowing people to live independently. That role is illustrated by the fact that a proportion of journeys made are undertaken by concessionary pass holders.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The resource implications are discussed in the main body of the report.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

In order to meet the Council's Contract Rules and the Public Procurement Regulations 2015, the current grant arrangement was tendered to engage an appropriately qualified and skilled provider

4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Sarah Heywood - yes
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Paul White - yes
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Debbie Carter-Hughes - yes
Have the equality and diversity implications been cleared by your Service Contact?	Tamar Oviatt-Ham - yes
Have any engagement and communication implications been cleared by Communications?	Sarah Silk - yes
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Tamar Oviatt-Ham - yes
Have any Public Health implications been cleared by Public Health	Tess Campbell - yes

Source Documents	Location
Audit and Accounts Committee, 31 July: Community Transport	https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/975/Committee/9/Default.aspx