

FACT
Contract Conditions Audit Program

Appendix Z 1

Contract No: MG10
Start date 20/02/2012
End date End of School term February 2017
Contract Type: Special Educational Needs
Wisbech to Meadowgate School 8.50/15.10; Schooldays only; Daily miles 8.6
Minimum seating capacity:12
Passenger assistant required:Yes
Seatbelts must be fitted on all passenger seats

Condition Ref

2.2 The Service shall be to the reasonable satisfaction of the Authorised Officer and shall without limitation confirm with and fulfill in all respects:

the requirements of any relevant UK or EC statute,order,regulation,directives, standard,code of practice or bye-law from time to time in force which is relevant to the Supply

12 The Contractor shall effect, with a reputable company, motor vehicle, public liability inside and outside of the vehicle and (where appropriate) employer's liability and other insurance necessary to cover the risks..(Public Liability cover not less than £5mn)

13 Complaints register and send all complaints to the Authorised Officer within 7 days

14 Health and Safety at Work

14.1 Compliance with Health and Safety at Work Act 1974

14.3 Prior to the commencement of the contract the contractor shall carry out a risk assessment

14.4 The Contractor has to have a Business Continuity Planning Policy

15 Compliance with Equality Act 2010 and Human Rights Act 1998

21.1 The Contractor shall have a PSV Operator's Licence or a Permit issued under Section 19 or Section 22 of the Transport Act 1985

21.3 The contract shall be invalid and have no effect if 21.1 does not apply

23 Vehicles (where the contract requires a PSV)

Contract No: CRO7
01/09/2014
End of School Term July 17
Mainstream Education Transport
Sixteen Foot Bank to Charteris;8.49/15.30;Schooldays only;Daily miles 25.8
8
No

CR07 Condition Ref

11 £5mn public liability/employers liability
Moter £10mn
Keep the insurance for 6 years after termination of the agreement

11

6

4.5 (a) (b)

2 and 4 Permits 19 and 22 not mentioned

23.1 Fit and proper condition with relevant seating capacity (Schedule A)	4	
23.2 Power operated doors under control of the driver or if 15 or fewer manual operated door is acceptable (23.3)	4	
23.4 Wheel chairs	4	
25 All Vehicles		
25.1 (If less than 17 passengers) seats have head rests and 3 point seat belts	6.1.3	
25.2 No sideways seats	6.1.4	
25.3 Booster seats if required by Schedule A	6.2	
25.6 Vehicles have defect books which are completed by the driver daily	6.5	
25.10 2 way radios or mobile phones	6.1.8	
25.11 Signs issued by the council to be displayed	6.19	
26 Drivers	7	
26.1 Each driver to have a valid driving licence for the type of vehicle	7.1	
26.3 Special Needs and Adult Social Care Transport - before starting the contract supply name of the driver and the relief to the Council. No other driver to be substituted		
26.5 Only drivers issued with a CCC Identity Badge are to be used on the Contract Identity badges will only be issued when the Authorised Officer is satisfied that the Driver: has received enhanced CRB clearance possesses the relevant training Certificates - for Special Needs and Adult Social Care contracts only Has undertaken to observe the Code of Conduct	11	
26.6 Identity badges to be displayed at all times		
26.14 The contractor must undertake full identification checks, and supply to the Council a fully completed ..application form for enhanced CRB clearance	10.2	
26.18 From September 2012 onwards all drivers (vehicles 5 to 16 passengers) must have a MIDAS certificate (<5 passengers PATS certificate)	7.1.2	If a PSV - a valid CPC

26.18 All drivers to read and sign code of conduct	7.6
27 Passenger Assistants (PA)	8
27.1 Special Needs and Adult Social Care Transport - before starting the contract supply name of the PA and the relief to the Council. No other driver to be substituted	
27.7 Only PAs issued with a CCC Identity Badge are to be used on the Contract Identity badges will only be issued when the Authorised Officer is satisfied that the Driver:	11
has received enhanced CRB clearance	10.2
possesses the relevant training Certificates - for Special Needs and Adult Social Care contracts only (PATS)	8.5
Has undertaken to observe the Code of Conduct	8.6
27.8 Identity badges to be displayed at all times	
27.3 The contractor must undertake full identification checks, and supply to the Council a fully completed ..application form for enhanced CRB clearance	
27.12 All PA's to read and sign code of conduct	
28 School Contracts Only	9
28.1 Display School Bus sign	9.1
28.4 Drivers to check all passes	9.2.2
28.5 No unauthorised passengers to be carried	9.2.3
28.6 If registered as a local bus service under Sec 6 Transport Act 1985 - the contractor claims the BSOG which is offset against the contract price	9.4
28.7 If the specification (Sched A) does not require registration as a Local Bus Service the Contractor may not register it as such without the authorisation of the Authorised Officer.	9.5
28.8 Where authorisation is given then 28.6 applies.	9.5
29 Special Needs and Adult Social Care Contracts Only	
29.2 Drivers and PA's to visit the homes of passengers for introductions before commencement	

App B	Have penalty points been awarded on the contract?	Schedule 2
	Form of Agreement	
3.1.1	all information and representations communicated to the Council by the Contractor in connection with the Tender are true, complete and accurate in all respects	3.5 (a)
3.1.4	from the Commencement Date it shall have sufficient working capital ,skilled staff equipment consumables and other resources available to provide the Services	
3.1.5	it has obtained...any necessary consents, licences and permissions to provide the Services	3.1
		14.6 The Service provider has a continuous obligation to provide new or potential improvements to the service
		21 21.2 have sufficient procedures to comply with the DPA
		30 30.3 have an anti-bribery policy
		30.2 (b) certify compliance with the Bribery Act
Sched 8	Specification for private hire vehicles with wheelchairs	