

CABINET

11 JUNE 2013

GATEWAY 1 PROCUREMENT COMMENCEMENT: SPECIAL EDUCATION NEEDS TRANSPORT CONTRACTS 2013-14

Portfolio Holders: Councillor Mike O'Brien, Children's Services
Councillor Phil Filmer, Front Line Services

Report from: Barbara Peacock, Director of Children and Adult Services
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Summary:

This report seeks permission to commence a new commissioning strategy for the procurement of SEN Transport contracts, including permission to delegate authority for the extension of a number of existing contracts as part of this strategy.

This Gateway 1 report has been approved for submission after review at Corporate Management Team (CMT) meeting on 6 February 2013. CMT has recommended that this project be approved as a Category B High Risk procurement project at Procurement Gateway 1 by Cabinet, due to the political implications and service sensitivities involved in the procurement of specialist services for Children & Young people.

1. Budget and Policy Framework

1.1 Service Background Information

Medway Council has a legal obligation to provide transport assistance to those special educational needs (SEN) pupils who qualify under the Education Act 1996 for such support. For the majority of cases¹ this support is in the form of taxi or minibus transport to and from school, commissioned by the Council with external transport operators. The budget for these services remains with the client service (Children and Adults Services Directorate – C&A), with officers in the SEN Section of Children's Services managing the inclusion policy and authorising the provision of the transport to qualifying students.

¹ A limited number of parents receive a cash allowance to carry out their children's own home to school transport

The commissioning and management of the SEN transport contracts is carried out by the Integrated Transport Team within the Regeneration, Community and Culture Directorate (RCC). Currently, an annual tender of routes is undertaken, with transport officers planning the most efficient routes, incorporating eligible students and their destination schools, and tendering them to transport operators. These routes are awarded as contracts in June/July each year, to commence at the start the new school year in September. Any new students who require transport during the year are incorporated on to existing routes where possible. Failing this their requirements are tendered off of an existing Framework of quality assessed transport operators. Historically contracts have been awarded with a four-year term. However, in 2012 contracts were awarded with a one-year term in order to begin the process of contract end date consolidation.

There are currently 300 routes/contracts in place approximately, including routes to schools outside of Medway and ad-hoc routes to respite services. The annual spend for SEN transport is currently £3.9million approximately.

1.2 Council's Strategic Priorities And Core Values

The procurement of this requirement directly links into the following Council Strategic Priorities and Core Values:

| Core Values: | |
|--|---|
| Putting our customers at the centre of everything we do. | This procurement requirement will deliver against this Core Value by ensuring that a high quality, safe and efficient service is delivered to all SEN transport service users. |
| Giving value for money | This procurement requirement will deliver a more efficient approach to commissioning SEN transport, allowing operators to submit more cost efficient tender submissions and route proposals. |
| Strategic Priorities: | |
| Children and young people having the best start in life in Medway. | SEN transport is entirely centred around transporting vulnerable children to and from school safely and efficiently. By re-evaluating how the service is commissioned it provides an opportunity to factor into the service greater elements of transport enablement for the service user to ensure that over their school life the user is supported to transition from SEN transport to different modes of transport in adult life. |
| Everybody benefitting from the regeneration of Medway | As stated, this service supports vulnerable children to travel safely and easily within Medway. A renewed commissioning strategy will provide opportunities for the service to be planned and operated even more efficiently, which will reduce the pressures on transport systems during the peak operation times in the morning and afternoon. |
| Safe, clean and green Medway. | A renewed commissioning strategy will provide an opportunity for more effective route planning. This in turn may provide a reduction in pressure on traffic during peak operation times, and a reduced carbon footprint for the service. |

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|---|---|
| Adults maintaining their independence and live healthy lives. | By incorporating service user transport enablement requirements in a renewed service specification, this will provide SEN transport service users with better support to maintain their independence through safe public transport usage in adult life. |
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1.3 Strategic Council Obligations

The procurement of this requirement directly links into the following Strategic Council Obligations:

| | |
|-------------------------------------|---|
| Medway Council Plan | This procurement requirement links into the Medway Council Plan by supporting the improvement of quality of life for Medway residents. The service will assist individuals maintain their health and independence by helping them travel more easily and safely. The service will also support the individual to maintain their schooling in Medway by providing reliable transport to and from their chosen institution. |
| Other Strategic Council Obligations | This procurement requirement links into the Council's strategic obligation under the Section 508A of the Education and Inspections Act 2007 (see point 4.4 below) |

1.4 Departmental and Directorate Service Plans

This procurement requirement links into the Children and Adults Directorate Service Plan through contributing to Putting People First agenda; the service enables users to have their needs met in a personalised way, providing a transport service that meets the individual's specific needs. This procurement also links into the Regeneration, Community and Culture Directorate Integrated Transport Service Plan 2012 and emerging 2013 plan by working to incorporate lessons learnt from stakeholder consultation into the improvement of the service.

2. Background

2.1 Project Details

2.1.1 This procurement is a Services procurement requirement.

2.1.2 This report seeks permission to review and renew the commissioning strategy for SEN transport. A number of failings have been identified in the current commissioning policy:

- There are currently over 300 separate contracts/routes in place for the provision of this service. Monitoring this many individual contracts for quality, audit and budgetary purposes is problematic, and current systems do not take into account the constant changes in routes and service users.
- The Council prescribing and tendering the specific routes for this service does not allow operators to utilise their expertise of how best to operate this transport service. It also restricts the economies of scale a transport operator might be able to provide by planning and operating their own routes.

- The current procurement timetable of tendering pre-planned routes between April and July does not allow operators sufficient mobilisation time. It also provides inaccurate forecasts as to the savings achieved from the tendering process (savings forecast at contract award stage in July diminish over the next twelve months as the routes planned inevitable change over the course of the school year). The routes planned for the tender process in April/May are also unsuitable by September due to changes over the summer in school demographics.
- The current ad-hoc arrangements place no obligation on any operator to tender for services that, under statute, the Council are obliged to provide; if the operators do not wish to submit a quote for a new route they do not have to. Transport officers are thus experiencing difficulties in arranging sufficient cover for these services during the school year.
- There are currently a large number of different operators carrying out routes to single schools. As such there is little if any working relationship in place between the operators and the schools they are serving. All service issues raised by any party (operator, school, service user or parent) are currently put through the Transport Team rather than attended to by the operator directly.
- Short term contracts of two years or less restrict the operators in providing best value quotes for routes. It also makes it difficult for an operator to effectively plan the operation of the route, including the resourcing of vehicles, drivers and escorts.

The anticipated value of this procurement project is dependent upon the resulting new commissioning strategy. However, the current annual spend on SEN transport is £3.9million a year approximately. Officers anticipate a comparable annual spend (subject to any efficient savings the new proposed strategy may achieve) with a potential term of four years for any future commissioned contracts.

Regarding existing SEN transport contracts 179 of the 300 routes/contracts end in July 2013 (including all contracts to out of area schools); a full list of these routes is set out in Exempt Appendix 1.

2.1.3 Whilst this procurement project is not connected to any other individual procurement projects, there are a number of strands to the recommissioning of SEN transport that need to be considered as detailed at point 3.11.

2.2 Business Case

2.2.1 Procurement Project Outputs / Outcomes

As part of the successful delivery of this procurement requirement, the following procurement project outputs / outcomes have been identified as key and will be monitored as part of the procurement project delivery process.

| Outputs / Outcomes | How will success be measured? | Who will measure success of outputs / outcomes | When will success be measured? |
|--|---|--|---|
| Successful service delivery | Gateway reporting process, reviewing the contract award and implementation of the new SEN transport commissioning strategy. | Category Management Team Specialist Transport Unit Procurement Board SEN Team | During and following this procurement process |
| Increase in quality of service provision | The implementation of service KPIs, structured customer service questionnaires, continued stakeholder consultation. | SEN Team Specialist Transport Unit | In April/May2014 and then ongoing |
| Possible reduction of service cost | Direct cost comparison between current spend and future spend, following implementation of new commissioning strategy. Benchmarking other Councils to compare service cost. | SEN Team Specialist Transport Unit | January 2014 |

2.2.2. Procurement Project Management

This procurement project will be managed and monitored by Category Management and Regeneration, Community & Culture DMT using the Gateway method and through the procurement cycle.

2.2.3 Post Procurement Contract Management

The contract management of this procurement project post award will be carried out by the Integrated Transport Team.

2.2.4 TUPE Issues

Further to guidance from Legal Services, Human Resources and the Strategic Procurement Team, it has been identified that TUPE does not apply to this procurement process.

3. Options

In arriving at the preferred option as identified within Section 4.1 'Preferred Option', the following options have been considered with their respective advantages and disadvantages.

3.1 Do nothing

The option of doing nothing is not viable; the Council are statutorily obliged to provide statemented SEN pupils with transport assistance. By allowing current contractual arrangements to lapse with no provision for a renewal of service, the Council will have failed this obligation.

3.2. In-house service provision

The option of providing this service in-house has been considered but is not a viable option. There does not exist the capacity, funding or resource to provide this service in-house.

3.3. Using another local authority to deliver procurement requirements

The provision of cost efficient home to school transport is reliant upon the presence of local operators. Transport operators who have to come into Medway to carry out the service have to charge more extensively in order to cover the increased petrol costs of longer journeys. It would therefore not be economical to utilise another Authority to deliver the service. In addition, the nearest most viable Authority to consider is Kent County Council; KCC SEN transport routes/contracts are tendered on a price basis only following an initial quality assessment to gain a place on a preferred provider list. This would contradict Medway's policy of including a specific quality assessment at the contract award stage. As Medway has a smaller pool of transport operators to call upon, an in-depth and robust quality assessment is essential for the Council to ensure the appropriate operator is awarded contracts.

3.4. Procurement via an EU compliant framework

The service is currently delivered via an EU compliant Framework. The disadvantages of continuing with this approach are outlined in point 2.1.2 above.

3.5. Formal tender process in line with EU Procurement Regulations.

The option of formally tendering this procurement requirement in line with EU Procurement Regulations has been considered as the value of this procurement requirement is above the EU Procurement Threshold for Services of £173,934.00. Whilst there is increased administration resource required to carry out this type of procurement, this approach does offer increased competition in the market, potential cost savings, and an opportunity to update the service specification and terms and conditions. This option is further considered at point 3.10 below.

3.6. Internal Medway Council Collaboration between departments

The option of procuring requirements through internal collaboration between Medway Council departments in order to exploit economies of scale and synergies has been considered but no such opportunities exist.

3.7. External public sector collaboration (e.g. other Councils, Fire Service, PCT, Police)

The option of procuring requirements through external collaboration between Medway Council and other external public sector organisations in order to exploit economies of scale and synergies has been considered but no such opportunities exist.

3.8. Private sector collaboration e.g. Private Public Partnering/Private Finance Initiatives

The option of procuring requirements through private sector collaboration between Medway Council and other external private sector organisations has been considered but no such opportunities exist.

3.9. Procurement via a below EU Threshold Select List

No below EU Threshold compliant Select Lists have been identified from which Medway Council's procurement requirements can be satisfactorily delivered.

3.10. Other alternative options

3.10.1 Single Operator Procurement – Officers have considered the option of tendering the entire requirement for SEN transport to a sole external operator. Having approached a large national operator, due to the complexities of service users needs the operator stated that it would be a difficult to undertake the whole service and would require a high amount of subcontracting to other local operators. Having also consulted local operators, including the largest of our current SEN transport providers, it was stated unanimously that one operator could not undertake all of the current requirements for SEN transport and provide a service that was of appropriate quality. The risks of placing the entire service with one operator, who could potentially default, were also considered and as a result this option was judged inappropriate.

3.10.2 Area based contract procurement – Officers are considering the option of an area based procurement for the provision of SEN transport. A single school site² or geographical area of school sites will be tendered as one contract to one operator, with the operator contractually obliged to plan the routes, carrying all service users to said school as efficiently as possible. Officers propose a three stage approach in considering this new commissioning strategy:

- i. A paper exercise with current operators to examine their route planning capabilities and costings for an entire school or area of routes. This will be followed by the identification of one school or area that would be most appropriate to pilot this new commissioning approach. Existing contracts to this school will be extended to tie-in with the proposed timetable for the recommissioning.

² SEN transport is currently provided to 32 different schools sites in Medway (as well as 46 sites outside of Medway and 4 respite sites). The largest number of routes to a single site in Medway is 24, whilst a number of sites have just a single route serving them.

- ii. A pilot procurement of the identified school or area, with the school or area awarded to a single operator.
- iii. A full cost benefit analysis and soft user benefit analysis will be undertaken to determine the success or otherwise of the pilot. If this new area commissioning approach is successful the remaining SEN transport contracts will be extended or terminated as appropriate over time to allow for the full implementation of the area based approach in Medway.

As part of this approach it is proposed that those contracts concluding in July 2013 be extended to July 2015 to allow officers to dedicate their time to this project. In place of the retendering of these routes this summer, officers approached existing contractors to engage in a price renegotiation exercise on the basis of a contract extension/exemption. The result of this exercise is an overall daily saving of £684.04, which equates to an annual saving of £130,000.00 approximately. Exempt Appendix 1 sets out full details of those contracts Officers are proposing to extend (contracts that had 2, 3 or 4 year terms) or request an exemption for (contract that had a 1 year term).

4. Advice and analysis

4.1 Preferred option

4.1.1 Option 3.10.2 is recommended to Cabinet, with the following justification for this recommendation:

- Allowing a single operator to route plan all the required transport to one school site or area of school sites will allow for greater economies of scale and may achieve a cost saving. It will also allow the operator to utilise their knowledge in how best to plan, operate and manage their routes.
- Tendering for one single contract per school, or area of schools, will drastically reduce the number of contracts the Council has in place for this service, allowing for more efficient contract management and budget monitoring.
- Schools will have to contend with a smaller number of operators and in many cases a single operator, improving the relationship and communication between schools and their transport operator, resulting in a better quality service for the user and less intervention required from the Council.
- A single operator per school would be better briefed on the specific needs of the children attending said school.
- Larger contracts for specific school sites will provide operators with greater contract security allowing them to invest in more service improvements such as better vehicles, increased training for drivers and escorts etc. This in turn will provide a better level of service for the user and allow for improved service operation including a better understanding by the operator of service facets, such as safeguarding, KPI requirements, etc.
- Parents and service users will have better continuity of operator, with a single operator being the known transport provider for their school.
- Ad-hoc changes and requirements will no longer be subject to the quotes officers have to try and obtain from the existing operator Framework; officers will simply approach the operator for said school with the additional requirements which the operator will then be obliged to incorporate in their route planning.

- 4.1.2 It has been noted that this approach may be detrimental to smaller operators who may not be able to tender for larger contracts due to their limited resources. Officers intend to consider how the school sites will be tendered, with smaller school site or area contracts tendered to ensure that smaller operators are still able to be part of the SEN transport service provision.

4.2 Next Steps

- 4.2.1 Appendix 1 to this report sets out a timetable of milestones for this project. A route planning exercise open to all current operators will be carried out to gauge their ability to effectively plan and price all routes to a single school site. Officers will also complete their consultation with the three pilot schools. Officers have also reverted back to the SEN Team to confirm the request at Procurement Board on 13 March for an examination of out-of-area school placements.
- 4.2.2 The chosen three pilot school sites will be tendered in October 2013, with contracts awarded in January 2014 to commence in April 2014. The pilots will be monitored and reviewed across the summer term, including an examination of the operator's ability to manage pupil changes over the summer break. A decision will then be made following the review in September 2014 whether to implement the new commissioning strategy across further school sites.
- 4.2.3 The current SEN Transport Framework which is used to tender planned routes ends in August 2015. Officers intend to renew the Framework in 2015 as a back-up for emergency ad-hoc transport requirements outside of the school site contracts.
- 4.2.4 Officers are currently considering how best to commission SEN transport to those schools which are outside of Medway (there are currently 79 routes / contracts to out of area schools). The option of encompassing all of the out-of-area contracts under a single contract to one operator to potentially achieve economies of scale through combined transport has been considered. Due to the start times of the out-of-area schools being too comparable, combined transport with one operator is not viable. Officers are therefore considering other potential groupings of out-of-area contracts to reduce the number of contracts and achieve savings.
- 4.2.5 Officers are also consulting with other Authorities regarding SEN transport for pupils who receive home schooling (ie. tutoring at a specific teachers home), the Write Track service. This contract has expired and whilst the current operator has confirmed that they are happy to continue operating the service, the contract does require renewal to formalise arrangements.
- 4.2.6 The number of pupils accessing the Write Track service varies (there are currently 13 pupils – previous numbers have ranged from 3 to 19) and of the 15 tutors currently providing the service only one is located in Medway. Each pupil's timetable for tutoring changes each week depending upon their tutoring and exam requirements. As a result, the transport requirements change each week, with Write Track providing the operator with a timetable in advance so that they can plan each week's routes. The change in requirements also means a variance in monthly costs, ranging currently from £17,000 to £20,000 per month. As around a quarter of the children accessing Write Track are out-of-area pupils the relevant percentage of this expenditure is apportioned back from other Authorities.

4.2.7 Having examined previous invoices for this service, the current operator's costs for the routes on this service have remained consistent since they commenced the contract in November 2003 with only minimal uplift in this time. SEN Officers have also confirmed that the Write Track is a successful service in terms of the results and outcomes achieved by the pupils accessing it. Following further consultation with the Write Track service, Officers propose to tender this contract in November 2013 along with the three pilot school sites, to award in January 2014 with commencement in April 2014.

4.3 Equality Act 2010

A review of tenderer Equality and Diversity Policies will form part of the quality assessment of the tender documentation. The review will check for compliance with current equality legislation and Medway Council's equality policy.

4.4 Corporate Sustainability Plan

Section 508A of the Education and Inspections Act 2007, which came into force in April 2007, placed a general duty on Local Authorities to promote the use of sustainable travel and transport. The option to competitively tender this service, with the inclusion of a quality assessment for sustainability, will ensure that subsequent SEN transport services are maintainable and of appropriate standard. Opening this service to the local competitive market will also support the viability of local transport operators.

4.5 Carbon Reduction Commitment Energy Efficiency Scheme (CRC)

This requirement will deliver against the CRC by reducing the number of vehicles on the road during peak travel times. Where appropriate operators will be required to route plan utilising group transport, reducing the number of low occupancy journeys.

5. Risk Management

5.1 Risk Categorisation

The following risk categories have been identified as having a linkage to this procurement project: For each of the risks identified further information has been provided below:

| Risk Categories | Outline Description | Risk Likelihood A=Very High B=High C=Significant D=Low E=Very Low F=Almost Impossible | Risk Impact I=Catastrophic II=Critical III=Marginal IV=negligible Impact | Plans To Mitigate Risk |
|--|---|---|--|--|
| Procurement process / contractual delivery | Council's failure to deliver the service on time which may lead to inability to award contracts within sufficient time. | C | II | Should the process fail to provide suitable arrangements for the delivery the existing framework will be used. |
| Service delivery | Appointment of a provider that fails to deliver the required level of service | D | II | The specification will clearly prescribe the required level of service provision, and the evaluation procedure will be drafted to ensure that only the most capable and appropriate provider is appointed. |
| Service delivery | Consideration of personal budgets for future SEN transport provision | E | III | Officers in both SEN and Integrated Transport are commencing work on the possibility of providing home to school transport via personal budgets. Given the additional investigation required this needs to be considered separately from this renewal of current SEN transport provision. |
| Reputation / political | If the procurement fails there may be disruption to service users which could have an adverse affect on the Council's Reputation. | C | III | The project timetable will be drafted to include an appropriate buffer of time to account for any delays and thus minimise disruption to service users. |
| Financial | As this will be a new approach to commissioning SEN transport it is not known at this stage how the approach will affect tendered quotes. | C | II | Officers will carry out extensive preparatory work to ascertain how this new approach will affect pricing when the market is approached, including benchmarking with other Authorities and a paper exercise with existing operators to gauge their pricing structures when tendering for school sites as opposed to prescribed routes. |

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| Other | By tendering schools sites or areas of sites smaller operators and 'one man band' operators may be unable to submit a tender due to their limited resources | B | II | The smaller operators currently working on SEN transport contracts are consistently some of the best performing operators. Officers are mindful that this new commissioning strategy may marginalise smaller operators. Officers will consider tendering smaller schools sites with fewer routes to allow smaller operators to still tender. Advice and support will also be offered to smaller operators around consortium bidding and subcontracting arrangements with larger operators. |
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6. Consultation

6.1 Internal (Medway) Stakeholder Consultation

Before commencement of the procurement process and during the process, in order to direct the project specification officers will consult with colleagues in both Transport, SEN and Category Management teams, school representatives and where appropriate parents/guardians. Post procurement/tender award officers in Transport and SEN will consult in order to monitor the progress of the trial school site, before consulting with Category Management colleagues regarding the potential future tendering of further sites/areas.

6.2 External Stakeholder Consultation

Before commencement of the procurement process officers propose to continue consultation with existing transport operators in order to ensure that the new commissioning strategy does not disrupt the sustainability of the transport operator market in Medway and does not marginalise those smaller, quality providers that may not be able to tender for larger contracts. Officers will also consult with schools, including the proposed pilot school, regarding the proposed strategy, and to obtain their input on the new service specification. Officers also proposed to survey existing service users to obtain a level of service satisfaction that can be used to benchmark against future service levels once the new strategy is implemented.

During the procurement process officers will continue consultation with transport operators to ensure they are fully supported through the tender process (noting local operators' general unfamiliarity with EU tender procurement processes).

Post procurement/tender award officers will continue to consult with operators, the trial school and service users to gauge the success of the service provision at the trialled school site and the new commissioning strategy.

7. Procurement Board

- 7.1 The Procurement Board considered this report on 22 May 2013 and supported the recommendations set out in section 9 of this report.

8. Financial and legal implications

8.1 Financial Implications

- 8.1.1 This procurement requirement and its associated delivery as per the preferred option highlighted at Section 4.1 'Preferred Option' and the recommendations at Section 9, has the following financial implications which the Cabinet must consider

This procurement requirement and its associated delivery as per the preferred option highlighted at Section 4.1 'Preferred Option' and the recommendations at Section 9, can be met from within the annual SEN Home to School Transport budget. The proposed commissioning strategy will result in improved budget monitoring, which will allow officers to better forecast savings achieved through tendering processes.

- 8.1.2 Detailed finance and whole-life costing information is contained within Section 2.1 Finance and Whole-Life Costing of the Exempt Appendix.

8.2 Legal Implications

This procurement requirement and its associated delivery as per the preferred option highlighted at Section 4.1 and the recommendations at Section 9, has no legal implications that Cabinet must consider other than mentioned within the body of report, where reference is made to the Council's statutory duty to provide transport for special education needs pupils.

8.3 Procurement Implications

This procurement requirement and its associated delivery as per the preferred option highlighted at Section 4.1 'Preferred Option' and the recommendations at Section 9, has the following procurement implications which the Cabinet must consider:

The proposed procurement for SEN Transport is a Category B services contract under EU rules and as indicated in the options appraisal above. The value of services is above the EU Threshold, which currently stands at £173,974. The Public Contracts Regulations 2006 (as amended) apply, along with the EU treaty principles and Community Law.

It is the client department's responsibility at Gateway 2 to liaise with the Category Management team and provide the technical specification and quality data for inclusion in tender documents and proposed terms and conditions. The Category Management team will pull together tender documents and ensure compliance with the legislation applicable to the chosen procurement route, including tendering, call-offs, use of procurement tendering/contract documents and appropriate evaluation criteria.

8.4 ICT Implications

The current process for monitoring SEN transport routes is via an Access database that is not supported by the Council's ICT department. As part of the commissioning project officers will consider what future ICT requirements will be needed to best monitor and manage the service.

9. Recommendations

9.1 The Cabinet is requested to:

- i. Agree the proposed procurement strategy at option 3.10.2 and the commencement of the proposed process for recommissioning this service.
- ii. Delegate authority to the Assistant Director Legal and Corporate Services, in consultation with appropriate officers in SEN and Integrated Transport, for the extension of relevant existing SEN transport contracts concluding in July 2013.

10. Suggested reasons for decision(s)

10.1 The proposed commissioning strategy provides an opportunity to increase both the quality of service provision and the cost efficiency of service for SEN home to school transport. One specific transport operator for each school site, or geographic grouping of smaller school sites, will allow for a more consistent and informed service. The proposal will also improve the communication and relationship between school sites, their operators, and the Council's SEN and Transport teams. A renewed commissioning strategy provides an opportunity to review and rework the SEN transport service specification, incorporating current service requirements such as required length of journey for specific passengers (wheelchair and non-wheelchair), with improved specification conditions.

10.2 In addition, it is anticipated that an operator will be able to provide better overall service value when undertaking all transport to a specific school site as opposed to smaller individual route contracts as currently.

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Background Papers: None

APPENDIX 1 – SEN TRANSPORT PROJECT TIMETABLE

| Date | SEN Transport Project - Pilot | SEN Transport Project - Full Commencement | SEN Transport Framework Renewal |
|--------|---|---|--|
| Jun-13 | Confirmation given to operators of extension to existing contracts. Consultation with pilot schools and Write track service completed. Operator route planning exercise completed | | |
| Jul-13 | ditto | | |
| Aug-13 | Preparation of new service specification and Invitation to Tender documentation | | |
| Sep-13 | Prior Information Notice (PIN) published | | |
| Oct-13 | Publication of OJEU notice and issuing of Invitation to Tender for three pilot school sites and Write Track transport contract | | |
| Nov-13 | | | |
| Dec-13 | Gateway 3 Report for contract awards to Procurement Board | | |
| Jan-14 | Award of contract for three pilot school sites | | |
| Feb-14 | | | |
| Mar-14 | | | |
| Apr-14 | Commencement of new contracts for three school sites and Write Track contract | | |
| May-14 | | | |
| Jun-14 | | | |
| Jul-14 | | | |
| Aug-14 | | | |
| Sep-14 | Completion of evaluation of pilot following commencement of new academic year | Gateway 4 / 1 Report to Procurement Board reviewing pilot and requesting authority to continue new commissioning strategy | |
| Oct-14 | | Issuing of Invitation to Tender for additional school sites (pending evaluation of pilot) | |
| Nov-14 | | | |
| Dec-14 | | Gateway 3 Report for contract awards to Procurement Board | |
| Jan-15 | | Award of contract for additional school sites | |
| Feb-15 | | | Gateway 1 Report for renewal of SEN Transport Framework to Procurement Board |
| Mar-15 | | | |
| Apr-15 | | Commencement of new contracts for additional school sites | Issuing of Invitation to Tender for renewal of SEN Transport Framework |
| May-15 | | | |
| Jun-15 | | | |
| Jul-15 | | | |
| Aug-15 | | | Commencement of new SEN Transport Framework |