

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 03 March 2022

TITLE	Home to School Travel DPS Framework Re-commission		
Ward(s)	City Wide – all wards		
Author: Gail Rogers	Job title: Head of Children’s Commissioning		
Cabinet lead: Councillor Asher Craig	Executive Director lead: Hugh Evans		
Proposal origin: BCC Staff			
Decision maker: Mayor Decision forum: Cabinet			
<p>Purpose of Report: Seeking approval to implement a sustainable and cost-effective Home to School Travel service that supports children to travel with maximum independence. Decommission the current Home to School Travel framework agreement and run a competitive tender to establish a new Dynamic Purchasing System framework to manage costs and respond to demand growth for the Service.</p>			
<p>Evidence Base: The current arrangement for Home to School Travel is a closed framework agreement with 32 suppliers (17 hold current routes), with an annual contract value of £4million. This closed framework began in 2019 and is due to expire 31st July 2023. Demand for travel by hired out vehicles has increased 37% in the last three years without the potential to increase contractors under the existing closed contract. The framework is no longer fit for purpose and poses the following risks:</p> <ul style="list-style-type: none"> • Demand is increasing but we cannot increase capacity through the closed framework and therefore risk failing in our statutory duty; • Existing providers have vulnerable business models evidenced through covid and Brexit; • The closed framework means we do not benefit from wider price competition, innovations, or improved quality in the market <p>Budget spend in 20/21 was £5.6m and overspent by £1m on the use of hired out vehicles (third party spend). There is an urgent need to achieve best value for each route and for the whole service while ensuring quality and capacity.</p> <p>The service needs to be in a position where it is supporting the Education, Health and Care Plan annual review process when travel independence training is recommended. The Home to School Travel team has revised its staffing structure to allow for more joined up review of travel arrangements and to develop independence training initiatives. To further assist with the development of proposals, we would like to engage with parents and carers over our general policy and over our plans to help children to travel as independently as their individual conditions allow.</p>			
<p>Cabinet Member: That Cabinet:</p> <ol style="list-style-type: none"> 1. Authorise the Executive Director People to take all steps required to implement a new Dynamic Purchasing System to enable a competitive framework for transport provision which is open to providers over its life-course, at a contract value of up to £50m from 1st August 2023 for 4 years plus two one-year extensions (4+1+1). 2. Note that one-off cost to deliver the framework in full is already secured via Third Party Spend Programme 3. Note that a process of engagement and the intention to undertake consultation on the Council’s Home to 			

School Travel policy will take place to develop proposals for the introduction of independent travel training and optimisation of travel routes.

Corporate Strategy alignment: The strategic intent and approach of the project, is contained within Theme 1: Children & Young People in the Bristol City Council Corporate Strategy (specifically under point No. 1. 'Child Friendly City' and point No. 2. 'Supported to Thrive' through a sustainable home to school travel service.

City Benefits:

Bristol City Council has a duty to provide home to school travel where children are eligible through distance to nearest suitable school, low income, temporary housing or for those in receipt of an Education, Health and Care Plan. The premise of the project is to ensure business continuity and to deliver best value, thereby assuring a quality service for children and young people into the future. The benefit is a model of transport that meets demand and is sustainable for the future. Our aspiration is to undertake this duty in the most enabling way possible for children and families to ensure they are safely supported to independence.

Consultation Details:

The intention is to undertake consultation on the Council's Home to School Travel policy to introduce independent travel training and optimisation of travel routes as stated in the outline engagement plan (Appendix B)

Background Documents:

1. [DfE Home to school travel and transport statutory guidance](#)
2. [Home to school travel policy](#)
3. [Post 16 school travel policy](#)

Revenue Cost	£46,660	Source of Revenue Funding	15584 - Change Reserve Fund - Third Party Spend Programme
Capital Cost	£ N/A	Source of Capital Funding	N/A
One off cost <input checked="" type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input checked="" type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:

1. Finance Advice: Finance support this project, which seeks to obtain better value for money through the implementation of a Dynamic Purchasing System and reviews of existing processes, transport provision and optimisation of routes. The proposed full contract value of £50m over the full term of 4 years plus two one-year extensions exceeds the current home to school travel budget (£5.6m p.a.). The intention is that other BCC services will be able to access the transport contracts awarded. Contract commitments must not be made without first identifying additional sources of funding to cover these costs. The anticipated 2022/23 saving of £224k will not however result in a balanced home to school travel budget which is currently overspending. The service will need to identify new funding or further improved use of resources if that position is to be realised. The project cost of £47k will be funded from the Change Reserve Fund - Third Party Spend Programme.

Finance Business Partner: Denise Hunt, Finance Business Partner, 17 February 2022

2. Legal Advice: The use of a Dynamic Purchasing System will comply with the Public Contracts Regulations 2015 and the Council's own procurement rules. Legal services will advise and assist officers with regard to the conduct of the procurement process and the resulting contractual arrangements. Officers may also need to seek advice regarding any TUPE implications arising from this proposal.

Legal Team Leader: Husinara Jones, Team Leader, 17 February 2022

3. Implications on IT: I can see no implications on IT in regard to this activity.

IT Team Leader: Gavin Arbuckle, Head of Service Improvement and Performance, 17 February 2022

4. HR Advice: The report seeks to run a tender process to establish a Home to School Travel framework through a new dynamic purchasing system. There are no significant HR arising from this proposal for Bristol City Council employees.

HR Partner: Lorna Laing, HR Business Partner People, 17 February 2022		
EDM Sign-off	Hugh Evans, Executive Director - People	05/01/22
Cabinet Member sign-off	Cllr Asher Craig	17/01/22
For Key Decisions - Mayor's Office sign-off	Mayor's Office	31/01/22

Appendix A – Further essential background / detail on the proposal Full Business Case – Re-Profiling Children’s Homes (and associated appendices)	YES
Appendix B – Details of consultation carried out - internal and external Approach is outlined in (Appendix B) and the accompanying Full Business Case (Appendix A)	YES
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	YES
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	YES
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Exempt Information	NO
Appendix J – HR advice	NO
Appendix K – ICT	NO