

Report to CABINET

Award of contract for the provision of School Swimming Transport services

Portfolio Holder:

Cllr Elaine Taylor, Deputy Leader and Cabinet Member for Culture & Leisure

Officer Contact: Neil Consterdine, Assistant Director Youth, Leisure & Communities

Report Author: Pritesh Patel, Sport Leisure & Wellbeing Service Manager

12th December 2022

Reason for Decision

To award the contract for the provision of the School Swimming Transport services, after going through a full tender process. This will ensure that a safe and high-quality transport provision is provided to children in our borough so that they can travel from their school to the swimming pool, and visa versa to access the school swimming provision. The contract is for 3 years from September 2022 up to July 2025, with an option to extend for a further two years. The level of transport provision needed is dependent on the level of school buy backs in to the service each year.

Executive Summary

The School Swimming Service delivers high quality, safe and structured swimming lessons for Oldham schools. The school's benefit from the qualified teaching staff delivering the service at the Leisure Centre's across the Borough including events and competitions. The service also offers a range of personal survival and water safety support. The service works in line with the National Curriculum guidelines and in partnership with Swim England to deliver physical activity, increase participation in school sport and develops key essential life & water safety skills.

This service can be utilised by pupils in Primary, Senior and Special Schools. Pupils are transported over 190 school days per year. There is a huge benefit for the service to provide and coordinate the transport and work in close partnership with transport providers to establish a transport schedule weekly. The contract was extended for one year and the

new contract will need to be in place for September 2022. All transport cost incurred are recharged to Schools via Service Level Agreements

An open tender exercise for the school swimming transport provision was started via The Chest portal on 14 June 2022. The tender submissions were evaluated by a panel consisting of the School Swimming Manager, School Swimming Business Support Officer, and the Sport Leisure & Wellbeing Service Manager with the support of the procurement team.

Alternatives would have been to extend the current transport contract for a further 12 months, but the previous Delegated Cabinet Member Decision form (December 2021) recommended for decision the contract to go out to tender for procurement so that we can get better value for money

Recommendations

To award and enter into the contract following the completion of the tender evaluation process on behalf of the council due to the need to award the contract to allow sufficient time for implementation of the provision and contract start date in September 2022.

Following on from an open and competitive tendering process, the recommendation is to award and enter into the contract with the Matthews Travel (K Matt Coaches) based in Oldham for the School Swimming Transport Provision in accordance with the results of the tendering exercise which has been carried out through a robust evaluation process (based on technical ability & quality, social value, and price). The value of the contract is £421,800 over three years (£140,600 per yr), and the cost of the transport is covered by the payments made by the schools”

1 **Background**

- 1.1 The School Swimming Service delivers high quality, safe and structured swimming lessons for Oldham schools
- 1.2 The schools benefit from the qualified teaching staff delivering the service at the Leisure Centre's across the Borough including events and competitions.
- 1.3 The service also offers a range of personal survival and water safety support. The service works in line with the National Curriculum guidelines and in partnership with Swim England to deliver physical activity, increase participation in school sport and develops key essential life & water safety skills. This service can be utilised by pupils in Primary, Senior and Special Schools
- 1.4 Pupils are transported over the academic year.
- 1.5 There is a huge benefit for the service to provide and coordinate the transport and work in close partnership with transport providers to establish a transport schedule weekly.
- 1.6 The contract was extended for one year and the new contract will need to be in place for September 2022.
- 1.7 All transport cost incurred are recharged to Schools via Service Level Agreements
- 1.8 An open tender exercise for the school swimming transport provision was started via The Chest portal on 14 June 2022. The tender submissions were evaluated by a panel consisting of the School Swimming Manager, School Swimming Business Support Officer, and the Sport Leisure & Wellbeing Service Manager with the support of the procurement team.

2 **Current Position**

- 2.1 The position is that the current contract is being extended on a week by week basis with the current providers until we have the permission and sign off to proceed with the new contract.

3 **Options/Alternatives**

- 3.1 Alternatives would have been to extend the current transport contract for a further 12 months, but the previous Delegated Cabinet Member Decision form (December 2021) recommended for decision the contract to go out to tender for procurement so that we can get better value for money.

4 **Preferred Option**

- 4.1 To award and enter into the contract following the completion of the tender evaluation process on behalf of the council due to the need to award the contract

to allow sufficient time for implementation of the provision and contract start date in September 2022

- 4.2 Following on from an open and competitive tendering process, the recommendation is to award and enter into the contract with the Matthews Travel (K Matt Coaches) <Confidential> based in Oldham for the School Swimming Transport Provision in accordance with the results of the tendering exercise which has been carried out through a robust evaluation process (based on technical ability & quality, social value, and price). The value of the contract is £421,800 over three years (£140,600 per yr), and the cost of the transport is covered by the payments made by the schools

5 **Consultation**

- 5.1 Reviews of current provision as well as school buy backs and SLA's for the upcoming academic year

6 **Financial Implications**

- 6.1 The preferred option was to go out to tender for the school swimming transport service to commence from September 2022.

Current budgetary provision of £142k is available this year within the base budget for the School Swimming Service to cover the cost of this proposal.

All transport cost incurred are recharged to Schools via Service Level Agreements. If costs incurred are higher than the budgeted amount, this would need reflecting in the SLAs sent to schools.

The contract will be awarded to the preferred provider that is identified, following the completion of the tender evaluation process.

There are no adverse financial implications as a result of this report. (Joe Connaughton Accountant)

7 **Legal Services Comments**

- 7.1 A competitive tender process has been undertaken by the Commercial Procurement Unit in accordance with the Council's Contract Procedure Rules and a preferred bidder has been identified following the application of the advertised scoring and the award criteria. Therefore, provided a contract is entered into, largely on the advertised terms and conditions, there are no known legal implications. (Sarah Orrell – Commercial & Procurement Solicitor)

8. **Co-operative Agenda**

- 8.1 In terms of the tender process the application has been through the social value portal to measure the social value of this contract and this provider. The company is an Oldham based company that employs local people and is a Living Wage employer.

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- 8.2 In terms of our Council Co-operative Charter, we will ensure that the company will deliver in line with our FORWARD values.
- 9 **Human Resources Comments**
- 9.1 There are no employment implications for the Council as the contract is provided by an external contractor. TUPE regulations will need to be considered by the current and new providers. (Kate Jolley HR Strategic Lead)
- 10 **Risk Assessments**
- 10.1 The way forward as set out in this report seems sensible from a risk perspective (Mark Stenson)
- 11 **IT Implications**
- 11.1 None
- 12 **Property Implications**
- 12.1 None
- 13 **Procurement Implications**
- 13.1 An open tender exercise was undertaken to comply with the requirements stated in the OMBC Contract Procedure Rules. This opportunity was advertised on the Chest portal. The Commercial Procurement Unit supports the recommendation to award the contract to the preferred bidder. This was done through a robust evaluation process, which was clearly set out in the ITT Tender documents. (Mohammad Sharif) 06/09/2022
- 14 **Environmental and Health & Safety Implications**
- 14.1 None
- 15 **Equality, community cohesion and crime implications**
- 15.1 None
- 16 **Equality Impact Assessment Completed?**
- 16.1 The transport that will be provided as a result of this tender will ensure that all children including vulnerable children in the Borough are able to attend swimming lessons safely and comfortably.
- 17 **Key Decision**
- 17.1 Yes
- 18 **Key Decision Reference**
- 18.1 Reference Number for this report is HSC-09-22 and is due to go to the cabinet meeting on 12th December 2022.
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19 **Background Papers**

19.1 none

20 **Appendices**

20.1 none