

Name of meeting: **CABINET**

Date: **November 2017**

Title of report: **Contract Bid for the Provision of National Driver Offender Retraining Scheme – Lot for West Yorkshire**

Is it likely to result in spending or saving £250k or more, or to have a significant effect on two or more electoral wards?	No
Is it in the Council's Forward Plan ?	No
Is it eligible for "call in" by Scrutiny ?	No - The Chair of Scrutiny has withdrawn the right for call-in on this report.
Date signed off by <u>Director</u> & name	Debbie Hogg 31.10.2017
Is it signed off by the Director of Resources?	
Is it signed off by the Assistant Director - Legal & Governance?	
Cabinet member portfolio	Highways and Neighbourhoods

Electoral [wards](#) affected: ALL

Ward councillors consulted: n/a

Public or private: Public

1. Summary

Commercial Regulatory and Operational Service (Highways) request permission to complete, and submit, an Invitation To Tender to deliver National Driver Offender Retraining (NDOR's) courses to the Office of the Police and Crime Commissioner West Yorkshire.

2. Information required to make a decision

- 2.1 Financial Procedure Rule 20.5 requires Cabinet to give consent for the Council to do external work over £100k.
- 2.2 On that basis, in 2014, Cabinet approved a bid for the Provision of National Driver Offender Retraining Schemes for West Yorkshire Police. The Council was successful in that tender bid and has then been delivering, NDORS driver improvement courses under contract to

West Yorkshire Police since June 2014. This contract was a 2 years contract with an option for two further one year extensions (total 4 years duration),. That full 4 year term comes to an end 31 May 2018.

- 2.3 On 11th October, the Office of the Police and Crime Commissioner West Yorkshire (OPCC WY) released an Invitation to Tender (ITT) for the Provision of NDORS courses, in a 3 lot contract - North, South and West Yorkshire, for the delivery of the suite of NDORS courses from June 2018 onwards. This is again a 2 year contract, with an option for 2 x 1 year extensions. The ITT requires a 30 day response time.
- 2.4 The tender has to be submitted by noon on 10 Nov 2017 and Highways Driver Training Team, on behalf of Kirklees Council would like to submit a bid to deliver NDORS driver improvement courses. The ITT response would be for Lot 3 - West Yorkshire only. Cabinet are asked to approve the submission of this tender bid.

3. Implications for the Council

3.1 Early Intervention and Prevention (EIP)

The contract provides income which supports Highways schemes and initiatives aimed at reducing the risk of road casualties occurring in Kirklees.

3.2 Economic Resilience (ER)

This contract will provide income for the Council which will support a number of Services either directly or indirectly - for example, Taxi Licencing, Transport Services, Kirklees Direct, Document Solutions and Community Languages.

This contract provides employment for 35 local driving instructors and supports local businesses by utilising venues across our, and our neighbouring districts. It is being prepared to include due regard for The Equality Act 2010 and The Public Sector Equality Duty 2011.

3.3 Improving Outcomes for Children

The contract provides income which supports Highways schemes and initiatives and targeted training aimed at reducing the risk of children being involved in road collisions in Kirklees.

3.4 Reducing Demand for Services

Driver Training is a key strand of the Council's Killed and Seriously Injured (KSI) Casualty Reduction Strategy and has been since the late 1990's. This contract has and if we are successful will continue to enhance partnership working with West Yorkshire police, building on existing relationships such as the West Yorkshire Safety Camera Partnership, West Yorkshire Safer Roads Group and our working relationships with our Local Neighbourhood Policing Team's and reduce casualties on our roads.

4. Consultees and their opinions

The Chief Executive has been consulted on the submission of the tender.

The Leader, the Deputy Leader, and Cabinet members have been consulted on the submission of this tender bid

The Council will be required to enter into a minimum 2 year contract with The Office of the Police and Crime Commissioner. Council's Legal representatives have been consulted and are comfortable with the contract specification. Should there be any legal and or financial contract implications that cannot be mitigated; the Council can withdraw its tender submission at a later date.

5. Next steps

If approved Highways will submit the ITT on 10 November and await the outcome of the tender bid. Notification of the successful bidder is expected in January 2018.

6. Officer recommendations and reasons

That the submission of the Invitation to Tender documentation, for the delivery of NDORS Driver Improvement Courses, be approved.

7. Cabinet portfolio holder recommendation

The Cabinet portfolio holders, Cllr Musarrat Khan and Cllr Graham Turner support the submission of this tender bid.

8. Contact officer and relevant papers

Elizabeth Twitchett, Operational Manager, Highways
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9. Background Papers and History of Decisions

None

10. Service Director responsible

Joanne Bartholomew – Service Director, Commercial, Regulatory and Operational Services

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