



## **DECISION OF COUNCILLOR ELFAN AP REES**

THE EXECUTIVE MEMBER FOR STRATEGIC PLANNING, HIGHWAYS, ECONOMIC  
DEVELOPMENT AND HOUSING.

WITH ADVICE FROM  
THE DIRECTOR OF DEVELOPMENT AND ENVIRONMENT

**DECISION NO 17/18 DE 83 – AMENDMENT TO 16/17 DE 295**

**SUBJECT: Award of Bikeability Contract (children’s cycle training)**

### **Background:**

North Somerset Council has provided Bikeability services since 2008 and this has been contracted on an annual basis subject to Department for Transport (DfT) funding. Nearly 5,500 children have been trained since 1 April 2013 across Bikeability Level 1 (off-road cycle skills), Level 2 (on-road cycle training for primary schools), Level 3 (on-road cycle training for secondary schools), and since September 2016 we have offered Bikeability Fix (cycle maintenance) and Bikeability Balance (learning to ride with use of balance bikes). The current contracts expire on 31 March 2017.

In May 2016, Executive Member approval was granted (Decision No 16/17 01) to bid to the DfT for North Somerset Council Sustainable and Road Safety Team for Bikeability Training places; this was a competitive process.

The bid for 1 April 2017 – 31 March 2020 was for:	£208,360
NSC match-funding was agreed:	£27,500

In the competitive process, NSC was awarded:	£201,471
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On confirmation of places awarded for the financial years 2017-2020, a procurement exercise was held. Approval from the Director of Development and Environment for the Price / Quality model was obtained (16/17 DE 227).

## **DECISION:**

To appoint:

**Sole Cycling Ltd** to deliver:

Lot 1 – Bikeability Levels 1, 2 and 1/2 combined

Lot 3 – Bikeability Balance

**Life Cycle UK** to deliver:

Lot 2 – Bikeability Level 3 and Bikeability Fix

Contracts will be awarded for one financial year, with the option to extend twice, each for one additional financial year

	2017/18		2018/19		2019/20		Total
	DfT Grant	NSC Match	Dft Grant	NSC Match	Dft Grant	NSC Match	
<b>Lot 1</b>	£46,550	£5,950	£47,679	£5,035	£49,327	£4,283	£158,824
<b>Lot 2</b>	£11,830	-	£13,324	-	£14,164	-	£39,318
<b>Lot 3</b>	£5,000	-	£5,740	-	£6,600	-	£17,340
<b>TOTAL</b>	£63,380	£5,950	£66,743	£5,035	£70,091	£4,283	£215,482

The competitive tendering process has led to £1,257 unallocated DfT funding for Year 3, however, we will work within the DfT funding guidelines and with our contractors to ensure complete budget spend as we move through the contract.

## **Reasons:**

Seven expressions of interest were received on the ‘Supplying the South West’ Portal and three of these converted to bids which were appraised.

### **LOT 1**

Tenderer	Weighted Quality Score (%)	Weighted Price Score (%)	Total Weighted Score %	<b>RANKING LOT 1</b>
<b>Deris Pharmahealth</b>	<b>16%</b>	<b>33%</b>	<b>48%</b>	<b>3</b>
<b>Life Cycle UK</b>	<b>48%</b>	<b>13%</b>	<b>61%</b>	<b>2</b>
<b>Sole Cycling Ltd</b>	<b>39%</b>	<b>26%</b>	<b>65%</b>	<b>1</b>

**LOT 2**

Tenderer	Weighted Quality Score (%)	Weighted Price Score (%)	Total Weighted Score %	RANKING LOT 2
<b>Deris Pharmahealth</b>	<b>17%</b>	<b>19%</b>	<b>36%</b>	<b>3</b>
<b>Life Cycle UK</b>	<b>48%</b>	<b>50%</b>	<b>98%</b>	<b>1</b>
<b>Sole Cycling Ltd</b>	<b>38%</b>	<b>50%</b>	<b>88%</b>	<b>2</b>

**LOT 3**

Tenderer	Weighted Quality Score (%)	Weighted Price Score (%)	Total Weighted Score %	RANKING LOT 3
<b>Deris Pharmahealth</b>	<b>13%</b>	<b>50%</b>	<b>63%</b>	<b>2</b>
<b>Life Cycle UK</b>	<b>0%</b>			
<b>Sole Cycling Ltd</b>	<b>22%</b>	<b>50%</b>	<b>72%</b>	<b>1</b>

The costs of delivering the training from 2017-2020 are:

**LOT 1**

Bikeability Training Element	Places	DfT Funding	NSC Match-Funding	Total
Level 1	1,972	£9,860	£1,972	£11,832
Level 1/2	3,324	£106,368	£13,296	£119,664
Level 2	854	£27,328	£0	£27,328
<b>TOTAL AWARD</b>				<b>£158,824</b>

**LOT 2**

Bikeability Training Element	Places	DfT Funding	NSC Match-Funding	Total
Level 3	1,164	£37,248	£0	£37,248
Fix	115	£2,070	£0	£2,070

<b>TOTAL AWARD</b>	<b>£39,318</b>
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### LOT 3

<b>Bikeability Training Element</b>	<b>Places</b>	<b>DfT Funding</b>	<b>NSC Match-Funding</b>	<b>Total</b>	<b>Parent / School Match-Funding*</b>
Balance	1734	£17,340	£0	£17,340	£17,340
<b>TOTAL AWARD</b>				<b>£17,340</b>	

\* Responsibility of the contractor to collect

### Overall Total Costs

DfT Grant Awarded: £200,214  
Indicative NSC Match-Funding: £15,268  
Parent / School Match-Funding: £17,340  
Currently unallocated DfT Funding for Year 3: £1,257  
(tenders received were under the DfT allocation)

### Other Alternatives Considered:

None other than we have retained the option to cancel the contract at the end of Year 1 or Year 2.

### Risk Assessment:

<b>Risk Threat / Opportunity</b>	<b>Likelihood (1-4)</b>	<b>Impact (1-4)</b>	<b>Inherent Risk Score</b>	<b>Risk Control Measures</b>	<b>Likelihood Reduction</b>	<b>Impact Reduction</b>	<b>Residual Risk Score</b>	<b>Risk Owner</b>
Schools do not take up the offer of training	1	4	4	Publicise to other than School Management Team eg parents; run holiday courses	1	2	2	STARS / H&T
Contractor fails to deliver the number of places in their bid or pulls out of the agreement	2	4	8	Monthly monitoring; forward progress plans; liaison meetings; discussion with other contractors to deliver extra places. Contract awarded annually (with max two 1-year	1	2	2	STARS / H&T

				extensions				
Insufficient places available for demand	3	1	3	Bid for any additional funds when funding streams are announced; prioritise schools actively involved in sustainable travel; use additional Speedchoice Funding.	1	1	1	STARS / H&T
Lack of NSC staff to manage the programme	2	4	8	Prioritise area of work and ensure contractors provide information in a timely & professional manner	1	3	3	STARS / H&T

Levels 1-4 – low risk; Levels 5-8 medium risk; 9-12 high risk

**Financial Implications:**

The decision is to be funded from an additional grant (Department for Transport (administered through the transport consultancy Steer Davies Gleave)) of £201,471, plus a virement of £15,268 from Speedchoice Funding (claimed quarterly in arrears from Avon and Somerset Constabulary and held in reserve for road safety activity), and the Directorate is not projected to be overspent and the work is in line with the corporate priorities including the draft Road Safety Strategy.

**Implications for Future Years:**

The DfT has only announced funding until March 2020. Another funding stream may then be announced for training to continue, otherwise NSC will have to look at other models for providing the training which may include charging for the service.

Signed..... The Executive Member for Strategic Planning, Highways, Economic Development and Housing

Dated.....

**Confirmation of Advice Given**

Signed.....Director of Development & Environment

Dated.....

