

## For General Release

<b>REPORT TO:</b>	<b>CABINET</b>
<b>SUBJECT:</b>	<b>Cycle Training for Children, Young People and Adults</b>
<b>LEAD OFFICER:</b>	<b>Shifa Mustafa - Executive Director of Place</b>
<b>CABINET MEMBER:</b>	<b>Councillor Scott – Cabinet Member for Environment, Transport &amp; Regeneration (Job Share)</b>
<b>WARDS:</b>	<b>All</b>

### **CORPORATE PRIORITY/POLICY CONTEXT/ AMBITIOUS FOR CROYDON**

Include here a brief statement on how the recommendations address one or more of the Council's Corporate Plan priorities: [Corporate Plan 2018-22](#)

The provision of cycle training supports the council's Corporate Plan priorities by helping to ensure that:-

- People live long, healthy, happy and independent lives
- Our children and young people thrive and reach their full potential
- Everyone feels safer in their street, neighbourhood and home
- Provides a cleaner and more sustainable environment

### **FINANCIAL IMPACT**

Costs for all cycle training in Croydon is met by Local Implementation Plan Funding (LIP Funding) which Croydon Council receives from Transport for London. Funding is currently £135k per year whilst the funding for 2018/19 has been secured, the funding for future years is not guaranteed.

### **FORWARD PLAN KEY DECISION REFERENCE NO.: 0119ETR**

This is a Key Decision as defined in the Council's Constitution. The decision may be implemented from 1300 hours on the expiry of 5 working days after it is made, unless the decision is referred to the Scrutiny & Overview Committee by the requisite number of Councillors.

The Leader of the Council has delegated to the nominated Cabinet Member the power to make the decisions set out in the recommendations below:

#### **1. RECOMMENDATIONS**

The Nominated Cabinet Member for Environment, Transport & Regeneration in consultation with the Nominated Cabinet Member for Finance and Resources is recommended

- 1.1 to approve the award of a contract for the delivery of Cycle Training for Children, Young People and Adults for an initial term of five years, with the option to

extend for up to two further years, to the contractor named, and for the contract prices specified, in the associated Part B report.

- 1.2 to note that the name of the successful contractor and price will be released once the contract award is agreed and implemented.

## 2. EXECUTIVE SUMMARY

- 2.1 This report confirms the procurement process followed and recommends a contract award to the preferred supplier following an EU Open tender process.
- 2.2 The contract term will be for up to a total of seven years with an extension option after year five.
- 2.3 This contract will replace the Council's existing contract and will ensure continuation and growth of Bikeability cycle training level 1 - 3 plus balance bike and scooter training in Croydon for all ages and abilities.
- 2.4 The new contract supports Croydon's corporate plan, the Mayors Strategy and Vision Zero. It also includes support of school travel plans, sustainable travel and transport with links to the obesity agenda and cleaner air.
- 2.5 The Cycle training contract is funded by TfL and the amount of funding is currently £135k per annum. The contract manager will monitor this contract to ensure it is kept within the financial constraints.
- 2.6 The strategy for the approach to market was approved by the Contracts and Commissioning Board on 27 November 2017 reference number CCB1298/17-18.
- 2.7 The content of this award report has been endorsed by the Contracts and Commissioning Board.

<b>CCB Approval Date</b>	<b>CCB ref. number</b>
<b>04/02/2019</b>	<b>CCB1454/18-19</b>

## 3. DETAIL

- 3.1 It is a statutory duty of local authorities to carry out a programme of education and training measures to promote road safety, as required by section 39 of the Road Traffic Act 1988. It is known that the education and training provided to children in those informative younger years can help to influence behavior that will last a life time. The cycle training programme is a key part to the Council's duties to provide this important life skill.
- 3.2 Croydon, like all local authorities, is facing the challenge of how to accommodate the growing demand for travel on a limited highway provision. This problem can only be resolved through a modal shift from car usage to

more sustainable travel choices such as walking and cycling. The need to tackle obesity in our community and promote healthy lifestyles also leads to the need to promote these sustainable travel choices. The cycle training programme is a key product in the Council's aspirations of promoting a healthy and safe community.

3.3 The overarching aim of the Mayor for London's Transport Strategy is for 80% of all journeys in London to be made by sustainable means (namely on foot, by cycle or public transport) by 2041. Croydon is currently at 49%. TfL estimates that Croydon needs to reach a 63% sustainable mode share by 2041 if the London-wide target is to be achieved. Of all the London boroughs Croydon is believed to have the greatest potential to increase the levels of walking and cycling. This is because a great many short journeys in Croydon that are made by car could easily be walked or cycled. The cycle training programme will help to promote cycle usage which is key to the Council's aims of providing healthy streets and liveable neighbourhoods across the borough.

3.4 Bikeability cycle training in Croydon is designed to include anyone who lives works or studies in the borough and available to all regardless of age or ability, individual/group courses can be tailored to meet all needs. A brief example of extra cycling courses and training on offer are:

- Referral by GP and mental health practitioners
- Training at the Arena in Croydon for those trainees with special needs with many types of bicycles available to use which can be adapted to suit the trainee by instructors.
- Refugee cycle training courses with bi lingual instructors
- Family cycle training which can include family members with special needs
- Route training confidence builder to enable trainee to cycle to work, college, school and for leisure.

3.5 In accordance with the approved procurement strategy; the procurement was undertaken in compliance with the Public Contracts Regulations 2015 'Open' procurement procedure and in response to the published OJEU notice (2018/S 162-370613) two compliant responses were received.

#### **Approach**

3.6 Two compliant bids were received and evaluated by an evaluation panel in accordance with the published evaluation methodology and scoring tables.

Price 60%  
Quality 40%

3.7 Both bidders passed the compliance stage of the evaluation process by self-certifying they have insurance, are 'Bikeability' registered organisations, use only National Standard Certified Instructors, and meet the Council's H & S policy and Business continuity requirements. Both providers are SME's.

3.8 The table below shows the quality and price evaluation results.

	Bidder A	Bidder B
Price	42.61%	58.30%
Quality	30.00%	37.20%
Total	72.61%	95.50%
Rank	2	1

3.19 The result of the evaluation concluded that Bidder B submitted the most economically advantageous tender and is therefore the preferred bidder.

#### 4. CONSULTATION

4.1 There hasn't been any consultation as the importance of cycle training forms part of The Mayor's Transport strategy and Vision Zero.

#### 5 FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS

5.1 The Head of Finance and Deputy Section 151 Officer has issued guidance for drafting financial and risk assessment considerations. Please refer to these at <http://intranet.croydon.net/finance/fra/>

##### 1 Revenue and Capital consequences of report recommendations

	Current year	Medium Term Financial Strategy – 3 year forecast		
	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<b>Revenue Budget available</b>				
Expenditure	135			
Income	(135)			
<b>Effect of decision from report</b>				
Expenditure		125	135	135
Income		(135)	(135)	(135)
<b>Remaining budget</b>	0	0	0	
<b>Capital Budget available</b>				
Expenditure				
<b>Effect of decision from report</b>				

Expenditure

Remaining budget

_____	_____	_____	_____
_____	_____	_____	_____

## **2 The effect of the decision**

To continue using TfL LIP funding of £135k p.a. to fund Bikeability cycle training over the 3 year period of the MTF5. The contract price of £135k is determined by the annual LIP funding currently available as in paragraph 2.5 of the Executive Summary.

## **3 Risks**

The main risks are the ability to secure TfL funding for the length of the contract and to maintain contract spend within the funding received. The contract is to be awarded on the basis that for each year delivery of the contract is dependent on TfL funding having been secured and the Council will have the option to terminate with 6 months' notice.

## **4 Options**

No other options are being considered.

## **5 Future savings/efficiencies**

No future savings or efficiencies are resulting from the award of the contract as the training budget is expected to be fully spent.

Approved by: Flora Osiyemi, Head of Finance Place, Gateway, Engagement & Strategy.

## **6. LEGAL CONSIDERATIONS**

- 6.1 The Director of Legal and Governance comments that the procurement process as detailed in this report is in accordance with the Council's Tenders and Contracts Regulations and seeks to support the Council's duty to secure best value under the Local Government Act 1999.

Approved by: Sean Murphy, Director of Law and Governance and Deputy Monitoring Officer

## **7. HUMAN RESOURCES IMPACT**

- 7.1 There are no immediate Human Resources considerations arising in respect of this contract.

Approved by: Sue Moorman on behalf of the Director of Human Resources.

## **8. EQUALITIES IMPACT**

- 8.1 An initial Equality Analysis was undertaken and its findings were that no further analysis was required. It is anticipated that there will be no significant

change or negative impact on any protected groups arising from the award of this cycle training contract.

## **9. ENVIRONMENTAL IMPACT**

- 9.1 The provision of cycle training will encourage and increase the level of cycling within the borough and elsewhere, which will have a positive impact on the environment by helping to shift road users from motorised vehicles to non-polluting non-motorised bicycles. These benefits include a reduction in congestion, air and noise pollution, and improvements in health.

## **10. CRIME AND DISORDER REDUCTION IMPACT**

- 10.1 There are no crime and disorder impacts arising from this contract.

## **11. REASONS FOR RECOMMENDATIONS/PROPOSED DECISION**

- 11.1 The recommendation to award this contract is based on value for money for the Council based on the agreed evaluation criteria and meets service requirements and provides the opportunity for an enhanced service.

## **12. OPTIONS CONSIDERED AND REJECTED**

- 12.1 Alternative options were considered and rejected in the Procurement Strategy Report. The Council has received a bid capable of meeting the requirements therefore no other options are being considered.

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**BACKGROUND PAPERS:** None