

# Record of decision taken under delegated powers by a council officer



Title:	Approval to Award a Contract for Surrey County Council English National Concessionary Travel Scheme
Divisions Affected:	Highways
Key Decision:	No
Reason Key:	N/A
Decision taken under delegation by virtue of:	Approval of the Annual Procurement Forward Plan was given in December 2021. Cabinet 21 <sup>st</sup> December 2021 Min ref: 243/21

## Summary

Following a compliant Direct Award Procedure in line with the requirements of the Public Contracts Regulations 2015 one contractor shall be appointed to deliver the above-named contract.

## Decision made

### Decision made:

It was AGREED that:

Approval to procure a Contract for Surrey County Council English National Concessionary Travel Scheme was granted as part of the Annual Procurement Forward Plan by Cabinet on 21st December 2021 Min ref: 243/21 – Authority was delegated to the Executive Director of Environment, Transport & Infrastructure.

### Reasons for Decision:

The award of contract will allow the Council to continue to discharge its statutory responsibilities.

The procurement route followed is compliant with the Procurement and Contracts Regulations 2015.

Decision taken by:	Katie Stewart
Decision taken on:	18/05/2023
To be implemented on:	01/04/2023

## Alternative options considered

The provision of the English National Concessionary Travel Scheme is a statutory responsibility that the authority is obliged to deliver.

As part of the procurement process, a full options appraisal was conducted. The direct award of contract was selected as the most appropriate route to market.

**Summary of any financial implications**

The award of contract will be to the incumbent supplier. A cost of change paper was completed to ensure this option provided value for money.

**Declarations of conflicts of interest**

None.

**Consultation/Process Followed**

Consultation has taken place with Executive Director of Environment, Transport & Infrastructure, SCC Legal Services, SCC Finance Insight and SCC Procurement.

**Background Documents**

Exempt:

Procurement Report

Yes