



TAXI LICENSING AND APPEALS COMMITTEE
18 April 2012

ITEM 4

Report of the Strategic Director of Neighbourhoods

APPROVAL OF TESTING STATIONS FOR HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE INSPECTIONS.

SUMMARY

- 1.1 The contracts for the existing approved testing stations that undertake the testing of hackney carriage and private hire vehicles are due to expire on 24 April 2012.
- 1.2 The testing of vehicles will be for the annual inspection at the renewal of the vehicle licence, and subsequent re-tests if required, and the testing of vehicles following relevant enforcement action by licensing officers (spot checks), accident damage checks and meter checks.
- 1.3 The new contracts will expire on 31 March 2015.
- 1.4 The approval of testing stations involves inviting interested parties to tender. This is in line with the Council's current Procurement Policy.
- 1.5 Each application is measured against specific award criteria.

RECOMMENDATION

- 2.1 To determine the number of testing stations meeting the selection criteria that should be approved as Specified Testing Stations for the period 25 April 2012 to 31 March 2015
- 2.2 To approve testing stations which meet the required criteria for inclusion on the Council's list of Specified Testing Stations.

REASONS FOR RECOMMENDATION

- 3.1 As the licensing authority for licensed vehicles operating within its area, the Council is obliged to identify specified testing stations within its area to undertake the testing of vehicles licensed by it. Awarding contracts to those testing stations meeting the Council's required standards to undertake the testing of Hackney carriage and Private Hire Vehicles until 31 March 2015 achieves that obligation.

SUPPORTING INFORMATION

- 4.1 In March 2012, invitations to tender were sent out to all existing testing garages. Adverts were also placed in the Derby Telegraph and on the Source Derbyshire website in order to attract new potential testing stations. The tender document was designed and approved by the Council's Procurement Team.
- 4.2 Following the tender process, 8 applications were received, 4 from existing testing stations and 4 from new applicants.
- 4.3 Each application was scored in accordance with the award criteria outlined in the tender document namely the Quality Evaluation Criteria. Those applications having passed stage 1 and stage 2 were subjected to an on-site inspection by 2 members of the Licensing Team.
- 4.4 The assessment matrices are reproduced in Appendix 2. After stages 1 and 2 applicants 1,3,4,6,7 and 8 all met the award criteria and progressed to Stage 3. Applicants 2 and 5 were asked to clarify some points and provide more information. Applicant 2 completed this task and progressed to the next stage. Applicant 5 failed to provide the requested information and was therefore disqualified from the tender process.
- 4.5 In addition to the contents of the assessment matrices, Committee may wish to consider the fee quotations submitted as part of the each tender. These are set out in Appendix 3.

OTHER OPTIONS CONSIDERED

- 5.1 Not applicable

This report has been approved by the following officers:

Legal officer	Olu Idowu
Financial officer	-
Human Resources officer	-
Service Director(s)	-
Other(s)	-

For more information contact:	Michael Kay 01332 641940 e-mail michael.kay@derby.gov.uk
Background papers:	None
List of appendices:	Appendix 1 – Implications

	Appendix 2 – Assessment Matrices Appendix 3 – Submitted Costs for each Applicant
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IMPLICATIONS

Financial

- 1.1 None directly arising from this report.

Legal

- 2.1 As set out in the report.

Personnel

- 3.1 None.

Equalities Impact

- 4.1 The proposed changes will apply equally to all groups within the community and no particular group(s) will be disadvantaged.

Health and Safety

- 5.1 None.

Carbon commitment

- 6.1 None.

Value for money

- 7.1 None.

Corporate objectives and priorities for change

- 8.1 The proposal supports the corporate priorities to ensure the people in Derby will enjoy **good quality services that meet local needs** and **being safe and feeling safe**.