



**NORTH YORKSHIRE COUNTY COUNCIL  
BUSINESS AND ENVIRONMENTAL SERVICES  
INTEGRATED PASSENGER TRANSPORT**

**CONTRACT PARTICULARS**

**Contract Number:**

885H

**Commencement Date:**

17 April 2023

**Expiry Date:**

11 April 2025

**Contract Charges:**

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**Conditions of Contract**

Mainstream - Review

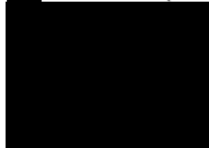
**Parties:**

**The Council**

North Yorkshire County Council  
County Hall,  
Northallerton  
North Yorkshire  
DL7 8AH

**The Supplier**

Carlton Cars (North Yorkshire) Ltd



**Agreement**

By signing these Contract Particulars the Supplier agrees to be bound by the overarching Agreement recording the agreement between the Council and the Supplier in relation to the Services comprising:

1. the **Contract Particulars**;
2. the **Conditions of Contract**;
3. the **Schedules**

as completed and agreed by the Parties.

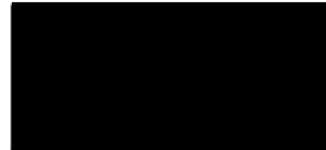
The Supplier also agrees and acknowledges that all Staff involved with the delivery of the Services have been recruited in accordance with the Contract Standards and Best Practice Guide.

**IN WITNESS OF WHICH the Parties have signed this Agreement on the date(s) shown below**

**SIGNED** by Authorised Representatives of North Yorkshire County Council and the Supplier

**To view the Contract Conditions which form part of this Agreement and the Best Practice Guide please copy the following link into your browser:**

**<http://www.northyorks.gov.uk/article/26724/Where-can-I-find-conditions-of-contract-information>**



Carlton Cars (North Yorkshire) Ltd



Director

Head of Transport Services

20/03/23

**SCHEDULE 1 – SERVICE SPECIFICATION**

**TIMETABLE EFFECTIVE FROM:** 17 April 2023

**CONTRACT NUMBER:** 885H

**VERSION:** One

**BASIS OF TENDER:** Daily Price

**CONTRACT TYPE:** Education Transport Service

**SERVICE NUMBER:** 885H

**AGE RESTRICTION:** None

**CONTRACT TO TERMINATE:** 11 April 2025  
with two one-year options to extend until April 2027

**DESTINATION DISPLAY:** 885H

**MINIMUM SEATING CAPACITY OF VEHICLES REQUIRED:** 4 Adult Passenger Seats

**Timetable – All School Days**



885H - (Permits only)

**Operator:** Carlton Cars

**Tel:** 01642 706313

		0830		1515
		0845		1530

## SCHEDULE 2 - DATA PROCESSING SCHEDULE

Pursuant to clause 14 of the Agreement, the Supplier shall process the Personal Data as follows and any further instructions from the Council shall be incorporated into this Schedule 2.

Description	Details
Subject matter of the processing	The Supplier processes the Personal Data under the Agreement for the purposes set out in the Agreement and otherwise in the furtherance of the arrangements between the Parties, in each case in connection with the provision of the Services.
Duration of the processing	For as long as is necessary for the Supplier to comply with its obligations under the Agreement and for the furtherance of the arrangements between the Parties, and as otherwise permitted by this Agreement.
Nature and purposes of the processing	Processing activities such as collection, recording, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure or destruction of data (whether or not by automated means) may all be undertaken by the Supplier for the purposes set out in this Agreement.
Type of Personal Data	<p>The types of data processed may include:</p> <p><b>Personal Data:</b></p> <p><i>Names and addresses of pupils and health and adult social care passengers. Names, addresses, telephone numbers and email addresses of parents/carers/guardians.</i></p>

	<p><b>Special Categories of Personal Data:</b></p> <p><i>Health, special needs, specific requirements to facilitate transport of the individual passengers and pupils</i></p>
<p>Categories of Data Subject</p>	<p>Depending on the circumstances, the Personal Data may concern one or more of the following categories of Data Subjects (as determined by the Council or agreed between the Parties) and such other categories as the Council may specify or the Parties may agree from time to time:</p> <p><i>Students/pupils, parents/carers, customers/clients, passengers and members of the public</i></p>
<p>Plan for return and destruction of the Personal Data once the processing is complete UNLESS requirement under union or member state law to preserve that type of Personal Data</p>	<p>All Personal Data held by the Supplier will be subject to appropriate security controls to prevent unauthorised disclosure</p> <p>The Personal Data (and any copies of it) will be retained by the Supplier for the duration of the Agreement and be securely destroyed and records erased at the end of the Agreement by permanent destruction (either by electronic or other means) unless required for other legal purposes. Any Personal Data retained for legal reasons beyond the end date of the Agreement must be disposed of permanently and securely and records erased when the applicable retention period for ends.</p>