



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

The Council requires two new 18 Tonne Fixed Body Road Salting Vehicles to replace two current aging road salting vehicles.

The total budget for both vehicles is £240,000 (£120,000 per vehicle).

2. Decision being taken

Approval for Executive Director Environment, Economy and Resources to commence the procurement process for two new 18 Tonne Fixed Body Road Salting Vehicles and in consultation with the Portfolio Holder for Environment and Transport to make an award and deal with ancillary matters arising.

3. Anticipated outcome(s)/benefits

The acquisition of two new 18 Tonne Fixed Body Road Salting Vehicles.

4. Details of any alternative options considered and rejected by the officer when making the decision

The “do nothing” option is an option, but was not felt to be feasible, as there is a continuous need to improve fleet efficiency across all areas and fleet is evaluated each year and only replaced on a need basis when the item has come to the end of its life and is no longer cost effective to keep and maintain. To do nothing would not

improve the cleanliness of the Council's fleet and would impact on our commitment to reduce our environmental impact.

Long Term Leasing

- Indicative 7 year life span costs for rental of a basic RCV would be approximately £327,000 – not including R&M.
- This is approximately £110 -130,000 more than the cost of outright purchase and does not provide value for money.
- Leasing companies also impose onerous return conditions on vehicles.
- There would also be additional costs for purchase of equipment such as four way cameras to bring leased vehicles up to spec.

Therefore, the option to lease vehicles is not considered to represent value for money.

5. Background documents considered (web link to be included or copies of documents for publishing)

None.

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

N/A

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No conflicts of interest have been identified.

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The procurement exercise should be conducted so as to comply with the Council's policy and legal obligations, specifically in compliance with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015 and supported by

relevant officers. Legal Services will support the completion of the contractual documentation on award.

If this is part of an overall Cabinet delegation (in connection with fleet) then a “key” decision template should be completed and be subject to call in. However, if a standalone operational decision, then post decision, a further ODR will be required detailing award.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The costs of the new vehicles will be met from within an approved capital budget for fleet replacement.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

11. Risk Assessment (in accordance with the Report Writing Guide)

If approval to undertake the procurement is not granted, then there is a significant risk of the current revenue budgets being affected due to increased costs of repairing and maintaining the aging road salting vehicles. There is also a significant risk to the Council Operators Licence which has strict guidelines on the upkeep and maintenance of our heavy goods vehicles.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

N/A

13. Decision Maker(s):

Name: Sharon Wroot

Title: Executive Director Environment,
Economy and Resources

Signed: REDACTED

Dated: 12th October 2021

**14. Consultation carried out with
Portfolio Holder(s):**

Name: Councillor Stewart Swinburn

Title: Portfolio Holder for Environment
and Transport

Signed: REDACTED

Dated: 18th October 2021