



## 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 one new Gully Vehicle to replace the current aging Gully Vehicle.

The total budget for the vehicle is £170,000.

**2. Decision being taken**

Approval for Executive Director Environment, Economy and Resources to commence the procurement process for one new Gully Vehicle 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 one new Gully Vehicle.

**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 gully vehicle would be approximately £280,000 – 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)**

Procurement should be compliant with the Public Contracts Regulations 2015 and internal Contract Procedure Rules and policy. Officers from Procurement and/or Legal Services are able to support as appropriate. The use of a framework will give added assurance as to compliance.

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

The cost of the vehicle will be met from the approved capital budget for fleet replacement.

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

There are no direct HR implications in relation to the procurement process.

**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 Gully Vehicle. 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: 3<sup>rd</sup> February 2022

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

Name: Cllr Stewart Swinburn

Title: Portfolio Holder for Environment  
and Transport

Signed: REDACTED

Dated: 4<sup>th</sup> February 2022