



**Officer Decision Record – Key Decision**

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

<p><b>1. Cabinet date and copy resolution this key decision relates to</b></p> <p>ADWG and decision taken on 5<sup>th</sup> February 2025 (Original decision made by Cabinet on 17<sup>th</sup> July 2024)</p>
<p><b>2. Subject and details of the matter</b> (to include reasons for the decision)</p> <p><u><b>Award the Contract for the Purchase of 11 new vehicles</b></u></p> <p>The Council intends to purchase the following to replace existing Equans hire fleet vehicles,</p> <p>1 x new Transit-Tipper Vehicle.</p> <p>7 x New Medium Panel Vans</p> <p>2 x Small electric panel vans</p> <p>1 x New Road Repair Panel Van</p> <p>The following additional requirements are to be installed on the vehicle:</p> <p>- NELC Livery</p> <p>The whole life of the contract for all vehicles is: £375,000</p> <p><b>Approval to procure:</b></p>

Approval to procure ADWG Decision on 22<sup>nd</sup> January 2025 Cabinet considered an exception report for Environment and Net Zero seeking approval to commence the procurement exercises for fleet items.

**RESOLVED –**

1. That the commencement of procurement exercises for fleet items be approved.
2. That the Director of Economy, Environment and Infrastructure in consultation with the Portfolio Holder for Environment and Net Zero be delegated authority to award contracts following the required procurement exercises for the purchase of the replacement fleet items.
3. That the Assistant Director Law and Governance (Monitoring Officer) be authorised to complete and execute all legal documentation arising.

**REASON FOR DECISION –** The decision allows the Council to commence the procurement exercises for the replacement fleet items and allows the Council to award the necessary contracts.

This tender for these eleven vehicles is a required procurement exercises for purchase of replacement fleet items.

A quotation exercise was conducted receiving three written quotations.

Three quotes were received.

Following the conclusion of the evaluation process, the Most Economically Advantageous Tender has been identified as that submitted by Stoneacre Motor Group, and so approval is sought to award the contract for the purchase of one new 3.5tonne Transit-Tipper Vehicle, 7 x Medium Panel Vans and 2 x small electric vans to Stoneacre Motor Group.

Award contract to supply one new road repair panel vehicle to Jetpatcher Corporation Ltd.

### **3. Decision being taken**

That the Director of Economy, Environment and Infrastructure in consultation with the Portfolio Holder for Environment and Net Zero awards the contract for the purchase of eleven Vehicles, 10 vehicles to Stoneacre Motor Group and 1 vehicle to Jetpatcher Corporation Ltd.

The decision will authorise awarding the contract for the purchase of,

1 x new Transit-Tipper Vehicle.

7 x New Medium Panel Vans

2 x Small electric panel vans

to Stoneacre Motor Group

One new road repair panel vehicle to Jetpatcher Corporation Ltd.

**4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.**

No

**5. Anticipated outcome(s)/benefits**

The contract for the purchase of Eleven new vehicles to Stoneacre Motor Group and Jetpatcher Corporation Ltd will improve fleet efficiency and reduce the environmental impact of the fleet in line with the Council's Carbon Roadmap. This new contract will avoid the impact on revenue budgets of increased costs of hiring vehicles. Meets the council's statutory requirements under The Highways Act 1980, as the local Highway Authority, to maintain the public highway network.

**6. Details of any alternative options considered and rejected by the officer when making the decision** (this should be similar to original cabinet decision)

OTHER OPTIONS CONSIDERED – Do nothing. This is not a viable option as the Equans fleet is currently on hire and cannot be continued. Due to increased impacts on revenue budgets this would not be cost effective and is not a viable option.

**7. Background documents considered** (web links to be included and copies of documents provided for publishing)

ADWG and decision taken on 22<sup>nd</sup> January 2025.

**8. 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

**9. 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.

**10. Monitoring Officer Comments (Monitoring Officer or nominee)**

The decision is consistent with the will and expectation of Cabinet.

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

The capital spend in relation to these vehicles will be included within the Fleet Replacement Project, which forms part of the approved Capital Programme.

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

There are no direct HR implications arising from the contents of this report.

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

If approval to award the contract is not granted, then there is a significant risk of the service not being able to carry out its duties. Vehicles must be procured to replace current hire vehicles.

**14. Has the Cabinet Tracker been updated with details of this decision?**

Yes. The decision links to approval to procure ADWG Decision On 22<sup>nd</sup> January 2025.

**15. Decision Maker(s):**

Name: Sharon Wroot

Title: Executive Director, Place & Resources

Signed: REDACTED

Dated: 18/02/2025

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

Name: Cllr Henry Hudson

Title: Portfolio Holder

Signed: REDACTED

Dated: 18<sup>th</sup> February 2025**17. If the decision is urgent then consultation should be carried out with the relevant Scrutiny Chair/Mayor/Deputy Mayor**

Name:

Title:

Signed:

Dated:

Key Decisions are defined in the Constitution as:

A decision (whether taken collectively or individually by members) which is likely:

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.

A decision will be considered financially significant if:

- (i) in the case of revenue expenditure, it results in the incurring of expenditure or making savings of £350,000 or greater;
- (ii) in the case of capital expenditure, the capital expenditure/savings are in excess of £350,000 or 20% of the total project cost, whichever is the greater

In determining whether a decision is significant in terms of its effect on an area comprising two or more wards, consideration shall be given to:

- (i) the number of residents/service users that will be affected in the wards concerned;
- (ii) the likely views of those affected (i.e. is the decision likely to result in substantial public interest)
- (iii) whether the decision may incur a significant social, economic or environmental risk.

