

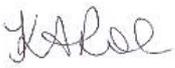
DELEGATED OFFICER EXECUTIVE DECISION NOTICE

SERVICE AREA:	Operations And Neighbourhoods PLACE
SUBJECT MATTER:	SHORT TERM VEHICLE AND PLANT HIRE NEW FRAMEWORK CONTRACT
DECISION:	To approve a new framework contract for the provision of short term vehicle and plant hire from 01 July 2022 to 31 June 2026 (including extension provision).
DECISION TAKER(S):	Ian Saxon Kathy Roe Sandra Stewart
DESIGNATION OF DECISION TAKER (S):	Director of Place Director of Finance Director of Governance and Pensions
DATE OF DECISION:	17 June 2022
REASON FOR DECISION:	To enable Fleet Services to provide short term hire vehicles and plant to Services on request, on a daily, weekly or monthly basis.
ALTERNATIVE OPTIONS REJECTED (if any):	Consideration of using existing frameworks was considered and STaR consulted but it was determined that the unique nature and the need for local suppliers that creating and bespoke framework was the best option.
CONSULTEES:	STaR Procurement
FINANCIAL IMPLICATIONS: (Authorised by Borough Treasurer)	The Council went out to tender on in November 2021 to replace the current expired framework in collaboration with STaR Procurement colleagues. Tenders have been evaluated and the framework is now awaiting award. The estimated spend within the proposed framework is approximately £191,000 per annum. Requirements for short term hire vehicles are funded by individual service area revenue budgets as such arrangements are deemed essential to service delivery when core fleet is undergoing repairs or maintenance. Utilising the proposed framework will ensure that all expenditure is compliant with the Council's Procurement Standing Orders and Financial Regulations.
LEGAL IMPLICATIONS: (Authorised by Borough Solicitor)	It is understood that the purpose of this report is to replace the current spot purchasing approach. The project officers have confirmed that advice has been sought from STaR procurement that a framework is the best solution for the delivery of this short term need but that the

	<p>market does not have currently have a suitable framework to meet the council's needs.</p> <p>Therefore, a new framework has been procured to expressly meet those needs.</p> <p>A framework is potentially a very efficient way to procure as the companies on the framework are selected at the time when the framework is set up (or has applied to be added as a supplier at a later date) and during the lifetime of the contract the council can appoint 'call off' one of those contractors under the standard terms and conditions of the framework.</p> <p>As the conditions are standard they should not be amended therefore the project officers should ensure that they are content with the terms before the framework is formally entered into.</p> <p>Other council's will also be able to use the framework depending upon how the procurement has been undertaken.</p> <p>Any call off from the framework will still require appropriate governance according to the Council's Constitution and Contract Procedure Rules.</p>
CONFLICT OF INTEREST:	None
DISPENSATION GRANTED BY STANDARDS COMMITTEE ATTACHED:	N/A
ACCESS TO INFORMATION:	<p>The background papers relating to this report can be inspected by contacting either:</p> <p>Garry Parker, Head of Waste Management and Fleet Services — Waste Management and Fleet Services, Operations and Neighbourhoods, Place</p> <p> Telephone: 0161 342 3684</p> <p> e-mail: garry.parker@tameside.gov.uk</p> <p>Mark Ellison, Group Engineering Manager — Waste Management and Fleet Services, Operations and Neighbourhoods, Place</p> <p> Telephone: 0161 342 2758</p> <p> e-mail: mark.ellison@tameside.gov.uk</p>

Signed: 
Ian Saxon, Director of Place

Dated: 15 June 2022

Signed: 
Kathy Roe, Director of Finance

Dated: 16 June 2022

A handwritten signature in black ink, appearing to read 'S Stewart', is positioned at the top center of the page.

Signed:
Sandra Stewart, Director of Governance and Pensions

Dated: 17 June 2022

DELEGATED OFFICER EXECUTIVE DECISION REPORT

SERVICE AREA:	Operations And Neighbourhoods PLACE
SUBJECT MATTER:	SHORT TERM VEHICLE AND PLANT HIRE NEW FRAMEWORK CONTRACT
DATE OF DECISION:	17 June 2022
DECISION TAKER(S):	Ian Saxon Kathy Roe Sandra Stewart
DESIGNATION OF DECISION TAKER (S):	Director of Place Director of Finance Director of Governance and Pensions
REPORTING OFFICER:	Emma Varnam – Assistant Director of Operations and Neighbourhoods
REPORT SUMMARY:	<p>The Council's current framework contract for the supply of short term hire vehicles (including plant and equipment) expired 25 June 2019 and is urgently in need of replacement.</p> <p>Lack of resources and the COVID 19 pandemic prevented the framework from being replaced sooner.</p> <p>In partnership with the Council's procurement partners STaR, Fleet Services tendered for a new framework on 16 November 2021.</p> <p>The framework contains some 17 suppliers of short term hire services for vehicles and plant equipment.</p> <p>It is anticipated that the Council will spend approximately £191,000 per annum on short term hire vehicles (including plant and equipment). Given the proposed life of the new framework (3 years with an option to extend for a further year) an estimated total spend of £765,000 is anticipated.</p>
RECOMMENDATION:	To establish a new framework contract for the provision of short term vehicle and plant hire from 01 July 2022 to 31 June 2026 (including extension provision)
JUSTIFICATION FOR THE DECISION:	The current framework contract has expired and needs replacing to ensure all spend is on contract, and Council PSO's are complied with.
ALTERNATIVE OPTIONS REJECTED (if any):	There are no alternative options, Council services will always have a need to access ad hoc hire vehicles and plant
CONSULTEES:	STaR Procurement

<p>FINANCIAL IMPLICATIONS: (Authorised by Section 151 Officer)</p>	<p>The Council went out to tender on in November 2021 to replace the current expired framework in collaboration with STaR Procurement colleagues.</p> <p>Tenders have been evaluated and the framework is now awaiting award. The estimated spend within the proposed framework is approximately £191,000 per annum. Requirements for short term hire vehicles are funded by individual service area revenue budgets as such arrangements are deemed essential to service delivery when core fleet is undergoing repairs or maintenance.</p> <p>Utilising the proposed framework will ensure that all expenditure is compliant with the Council's Procurement Standing Orders and Financial Regulations.</p>
<p>LEGAL IMPLICATIONS: (Authorised by Borough Solicitor)</p>	<p>It is understood that the purpose of this report is to replace the current spot purchasing approach.</p> <p>The project officers have confirmed that advice has been sought from STaR procurement that a framework is the best solution for the delivery of this short term need but that the market does not have currently have a suitable framework to meet the council's needs.</p> <p>Therefore, a new framework has been procured to expressly meet those needs.</p> <p>A framework is potentially a very efficient way to procure as the companies on the framework are selected at the time when the framework is set up (or has applied to be added as a supplier at a later date) and during the lifetime of the contract the council can appoint 'call off' one of those contractors under the standard terms and conditions of the framework.</p> <p>As the conditions are standard they should not be amended therefore the project officers should ensure that they are content with the terms before the framework is formally entered into.</p> <p>Other council's will also be able to use the framework depending upon how the procurement has been undertaken.</p> <p>Any call off from the framework will still require appropriate governance according to the Council's Constitution and Contract Procedure Rules.</p>
<p>RISK MANAGEMENT:</p>	<p>Failure to replace existing arrangements will see the Council operating out contract in breach of its PSOs, also it will result in significant spend being "Off Contract".</p>
<p>ACCESS TO INFORMATION</p>	<p>The background papers relating to this report can be inspected by contacting either:</p> <p>Garry Parker, Head of Waste Management and Fleet Services — Waste Management and Fleet Services, Operations and Neighbourhoods, Place</p> <p> Telephone: 0161 342 3684</p> <p> e-mail: garry.parker@tameside.gov.uk</p>

Mark Ellison, Group Engineering Manager — Waste Management and Fleet Services, Operations and Neighbourhoods, Place



Telephone: 0161 342 2758



e-mail: mark.ellison@tameside.gov.uk

1. INTRODUCTION

- 1.1 The Council currently owns and operates a mix fleet of 238 vehicle and plant to provide its services to the citizens of Tameside.
- 1.2 Waste and Fleet services procures and manages the fleet on behalf of services, to ensure legal compliance and best value.
- 1.3 As part of Fleet Services fleet management function it provides Council services with access to short term hire vehicles and plant for delivering their services.
- 1.4 The term short term hire refers to the external hire of vehicles and plant for periods ranging from one day, one week, and/or one month up to one year.
- 1.5 Short term hires are primarily used for the following reasons
 - To support maintenance activities on core fleet, to ensure continuity and delivery of services.
 - To provide short term provision for operational projects/initiatives or to alleviate seasonal pressures on service delivery.
 - To provide ad hoc day hire for services requiring the use of hire cars/vans. E.g. Social workers requiring transport for vulnerable people to temporary places of safety, for officers to attend out of borough meetings and/or events.
- 1.6 Fleet services current framework for the provision of short term hire of vehicles and plant expired 2019 and is in urgent need of replacement. Due to the COVID pandemic delays were encountered in getting this framework replaced.
- 1.7 Fleet services in consultation with STaR procurement went out to tender on 16 November 2021 to replace the current expired framework.
- 1.8 Tenders have been evaluated and the framework is now awaiting award.

2. FINANCIAL

- 2.1 The estimated spend within the proposed framework is circa £191,000 per annum
- 2.2 The framework contract will be let for a period of 3 years with an option to extend for a further year. It is estimated that spend over the 4 year life of the framework will be £765,000
- 2.3 All spend is ad hoc and is authorised at the time of spend by operational service managers at the point of order. Funded by individual services revenue budgets.
- 2.4 The Council's procurement portal Agresso will be used for the procurement process once the framework is in place.

3. PROCUREMENT METHOD/APPROACH

- 3.1 The Council's procurement partners (STaR) provided the governance and assurance that the Council's Procurement Standing Orders are complied with.
- 3.2 A tender to create a new framework was issued 16 November 2021, covering the requirements of Fleet services need to supply short term hire vehicles and plant to services as and when they are requested, on a daily, weekly or monthly hire basis

- 3.3 The new framework will enable call off arrangements for contract rates for hire vehicles and plant to be in place for the next four years up to 2026.
- 3.4 The tender was let using a LOT system for the supply of varying types of vehicles, those LOTs being

Lot 1	Cars/MPVs/4x4
Lot 2	Vans up to 7,500kg
Lot 3	Tippers up to 3,500kg (including Hook-Lifts)
Lot 4	Tippers up to 26,000kg (Hook-Lifts)
Lot 5	Minibuses/Welfare buses up to 22 Seats
Lot 6	Road Sweepers (Compact Pavement Sweepers and Road Sweepers)
Lot 7	Refuse Collection Vehicles 7.5 ton -26TON
Lot 8	General Municipal vehicles
Lot 9	Plant Machinery
Lot 10	Electric or ULEV vehicle options for Lots 1, 2, 3 and 5

- 3.5 Call off orders are made on the basis of vehicle/equipment type, price, quality and availability using a schedule of rates fixed for 3 years.
- 3.6 By utilising the framework all spend will be on contract and compliant with Council PSOs

4. **RECOMMENDATIONS**

- 4.1 As recommended on the cover of the report.