

COLCHESTER BOROUGH COUNCIL

RECORD OF DECISIONS TAKEN UNDER DELEGATED POWERS

Explanatory Note

The Leader of the Council has established Delegation Schemes by which certain decisions may be made by the relevant cabinet member or specific officers.

Cabinet member decisions are subject to review under the Call-in Procedure.

From the date the notice of the decision made is published there are five working days during which any five Councillors may sign a request for the decision to be reviewed (called in) and deliver it to the Proper Officer.

If, at the end of the period, no request has been made, the decision may be implemented. If a valid call-in request has been made, the matter will be referred to the Scrutiny Panel

Part A – To be completed by the appropriate Cabinet Member/Officer

Title of Report

Contract for Fleet Maintenance

Delegated Power

Pursuant to minute 219 of the Cabinet meeting of 22 November 2017, Cabinet agreed delegated authority to the Chief Operating Officer in consultation with the Portfolio Holder for Waste and Sustainability to award the fleet contract.

Decision Taken

To accept the tender submitted by Riverside Truck Rental for Fleet Maintenance.

Key Decision

This is a key decision.

Forward Plan

Prior notice of this decision has been provided in the forward plan.

Reasons for the Decision

The tender scored highest against the evaluation criteria including cost and quality, which means it will best meet the requirements of the council to maintain fleet.

Alternative Options

No alternative tenders were received so there is not an option to award to an alternative bidder.

If we do not appoint Riverside Truck Rental we would have no maintenance contractor as the current fleet maintenance contract ends in October 2019. Having no supplier to maintain the fleet, would put at risk the Council's health and safety obligations, potentially increase costs and is not practicable from a service delivery perspective.

Conflict of Interest

N/A

Dispensation by Head of Paid Service

N/A

Dispensation by Monitoring Officer

N/A

Approved by Officer (Designation) –

Signature Dan Gascoyne, Chief Operating Officer

Date 1 October 2019

(**NB** For Key Decisions the report must be made available to the public for five clear days prior to the period for call-in commencing)

Part B – To be completed by the appropriate Portfolio Holder

I confirm that the above-named officer consulted me in relation to the above matter.

Councillor Martin Goss

Portfolio Holder for Waste, Environment and Transportation.

Signature Martin Goss

Date 1 October 2019

PART C - To be completed by the Proper Officer (Democratic Services)

Officer/Portfolio Holder Decision Reference Number

OFF-001-19

Implementation Date

This decision can be implemented on **1 October 2019**

Call-in Procedure

This decision is not subject to call as the decision has been certified as urgent by the Proper officer and the Chairman of the Scrutiny Panel in accordance with Overview and Scrutiny Procedure Rule 14

Signature of Proper Officer: Richard Clifford