

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4697
Author:	Shane Staley
Department:	Resident Services
Contact:	Shane Staley (Job Title: Fleet Manager, Email: shane.staley@nottinghamcity.gov.uk, Phone: 65527)
Subject:	Amendment to Provision Of Parts At Garage Stores Workshops
Total Value:	£55,288 (Type: Revenue)
Decision Being Taken:	<p>1. To approve having the parts stores at the garage workshops managed in-house which will result in either the TUPE transfer of 2 x employees from the current external parts supply provider or the recruitment into any vacancies if TUPE is not applied</p>
Reasons for the Decision(s)	<p>This is an amendment to a previous key decision from Executive Board meeting of 16th June 2020 item 6. All other decisions to be taken/recommendations still applyThe arrangements with the current incumbent is to provide a single provider parts supply with managed stores. Working with the procurement team the tender scope was adjusted to be the supply of parts and stock management into Lots, this was to allow for specialist parts providers to bid for vehicle type specific parts provision relevant to the market that they specialise in, resulting in improved prices and after care, delivering best value to the Council and its services.</p> <p>The requirement in the tender stipulates that the scope is for the supply of parts and stock management only, with the stores being managed by Fleet Services staff. This will allow for improved processes and direct control of management of parts which could potentially achieve long term savings.</p>

Other Options Considered: The previous decision to continue with the same scope for the procurement of parts supply was reviewed by Fleet Services and the procurement team and due to the diverse profile of the Council fleet the requirement was separated into Lots to allow for a more competitive tender based on best value.
Separating into Lots could result in multiple parts suppliers being awarded contracts meaning that not one single parts supplier could fulfil the function to manage the stores on behalf of another external parts supplier.
The use of existing resource within the team was explored but due to current workload commitments and the skills and experience that is apportioned to a vehicle parts specialist role this was discounted.

Background Papers: None.

Published Works: Executive Board meeting of 16th June 2020 item 6

Affected Wards: Citywide

Colleague / Councillor Interests: None.

Consultations: Those not consulted are not directly affected by the decision.

Crime and Disorder Implications: Not Applicable

Equality: EIA not required. Reasons: An EIA is not required because the provision and issuing of parts at the garage workshops is an internal process and will not affect any group of people, either positively or negatively.
All requirements in relation to equality and diversity have been met.

Social Value Considerations: Nottingham City Council must have a robust vehicle workshop at each of its depots to ensure that NCC fleet, which includes refuse collection vehicles, sweepers, road gritters, minibuses, meals at home vehicles as well as various types of plant, are all kept working and are able to undertake their respective tasks. It is vitally important that these services are not interrupted as this would be detrimental to the community these vehicles serve.

Relates to staffing: Yes

Decision Type: Portfolio Holder

Subject to Call In:	Yes
Call In Expiry date:	24/08/2022
Advice Sought:	Legal, Finance, Procurement, Human Resources
Legal Advice:	<p>Contractual legal advice has already been provided in the Executive Board report of 16.06.20. The Executive Board approval of that date erroneously stated that the contract would be for an initial 3 year period with optional extensions of 3 plus 1 plus 1 years. The procurement documents clearly stated an initial contract period of 3 years with the option to extend at the council's sole discretion for up to 3 successive optional 1 year periods. (The total value of the decision is therefore less than stated in the Executive Board approval).</p> <p>Employment law advice has been provided as set out in the Executive Board report of 16.0.6.20. Sarah O'Bradaigh 05/05/22</p>
Finance Advice:	This decision seeks approval for the fleet parts stores to be managed in-house. The permanent cost of this decision is £55,288 (based on 2 x grade E FTE including on costs). The cost of this decision is to be funded from existing MTFP budget contained within the Fleet Service. These post will hopefully contribute to future year savings although these are unknown and unquantifiable at present. Advice provided by Philip Gretton (Finance Analyst) on 26/05/2022.
HR Advice:	TUPE process will be applied as part of the tender resignation - If the two employees do not come over then we will have to go out to recruitment to fill the posts.
Procurement Advice:	This report concerns the in-sourcing of the garage stores staff and does not have any procurement implications or concerns. Advice provided by Paul Ritchie. (Procurement Manager) on 06/05/2022.
Signatures	<p>Audra Wynter (Portfolio Holder for Highways, Transport and Parks)</p> <p>SIGNED and Dated: 17/08/2022</p> <p>Frank Jordan (Corporate Director, Resident Services)</p> <p>SIGNED and Dated: 04/08/2022</p>