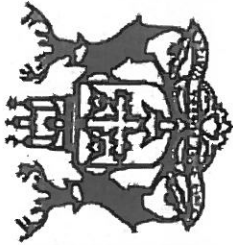


Nottingham City Council Delegated Decision



**Nottingham
City Council**

Reference Number:

Author:

Department:

Contact:

19149

Lee Kimberley

Communities

Lee Kimberley

(Job Title: Head of Trading Operations, Email: lee.kimberley@nottinghamcity.gov.uk, Phone: 01158764958)

Subject:

Approval for Fleet Software Purchase

Total Value:

£17,000 (Type: Revenue)

Decision Being Taken:

To approve the purchase of the Tachodisc System for Nottingham City Council Fleet Services for a contract duration of 2 years, based on three quotes from suppliers.

Reasons for the Decision(s)

It is a legal requirement for the council to comply with the Driver and Vehicle Standards Agency's Operators License for fleet and vehicle services. It must manage and monitor driver hours and vehicle records of use. In 2007 Nottingham City Council purchased Optac Analysis - a tachograph records analysis system for this purpose. Since then there have been a number of structural changes within NCC which affected the way Optac was used; however the system itself has remained unchanged, but better and more robust systems are now available to safeguard the councils operations.

It is essential that the council remains compliant with its duties under the Operators License and the purchase of a new system will enable all services to have effective monitoring and control measures in place. Purchase costs will be apportioned to individual service areas according to their utilisation of the system. This expenditure can be met from existing Fleet Operations budgets in Trading Operations.

Other Options Considered:

Option 2 - Continue with the current system. This option is not recommended as the current system is cumbersome and no longer fit for purpose. Continuing to operate with it places the council at an increasing risk of non compliance in the future.

Option 3 - Do nothing. This option is not recommended as it would immediately place the council at risk in regard to the Operators Licence.

Background Papers:

None

Published Works: None

Affected Wards: Citywide

Colleague / Councillor Interests: None

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

Crime and Disorder Implications: The purchase of a new system will enable the council to remain compliant within the relevant legislation and conditions of the Operators License.

Equality: EIA not required. Reasons: The purchase of software does not create any equality impact.

Decision Type: Officer


Executive Decision? No YES

Scheme of Delegation Reference Number or Other Source of Delegation: 1. All Functions Within Remit

Advice Sought: Procurement

Procurement Advice: The proposal is to procure a new system for fleet and vehicle services which manages and monitors driver hours and vehicle records of use. The value of the contract requires a request for quote process to be conducted. This will ensure best value by testing the market and a copy of the quotes received (plus any outcome) should be sent to procurement to ensure compliance. Therefore, there are no significant procurement concerns with this proposal. Advice provided by Rosalie Parkin (Category Manager) on 11/11/2014.

Signatures: Andy Vaughan (Strategic Director)

Signature: 

Date: 19/11/14