

## Decision by Portfolio Holder



**Report reference: ENV-005-2017/18**

**Date of report: 22-May-2018**

**Epping Forest  
District Council**

**Portfolio:** Environment

**Author:** Phil Hawkins (Ext 4267)

**Democratic Services:** J Leither

**Subject:** Waiver of Procurement Rules for purchase of new vehicle

**Decision:**

That Procurement Rule 2.9 (b) be waived to allow procurement of a new vehicle for the Grounds Maintenance Service by direct contract award to Advanced KFS Special Vehicles Ltd.

<b>ADVISORY NOTICE:</b> <i>A Portfolio Holder may not take a decision on a matter on which he/she has declared a Pecuniary interest. A Portfolio Holder with a non-pecuniary interest must declare that interest when exercising delegated powers.</i>	
I have read and approve/do not approve (delete as appropriate) the above decision:	
Comments/further action required:	
Signed:	Date:
<i>Non-pecuniary interest declared by Portfolio Holder/ conflict of non-pecuniary interest declared by any other consulted Cabinet Member:</i>	<i>Dispensation granted by Standards Committee: Yes/No or n/a</i>
<b>Office use only:</b> Call-in period begins:	Expiry of Call-in period:

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Democratic Services IMMEDIATELY**

**Reasons for Proposed Decision:**

The Grounds Maintenance Service is seeking to procure a new 3500kg 'beaver-tail' flatbed truck used in the delivery of its front-line operations. The specification requirements of the new vehicle are far from standard and as a result, suppliers are very limited. Waiver of Procurement Rules to purchase from a single supplier will enable the right vehicle to be purchased.

**Options Considered & Rejected:**

Officers researched the market in order to procure a 'standard' vehicle that would meet service requirements. However, the design and construction of the body options currently offered are not considered suitable.

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It is possible to purchase a chassis and cab separately and engage the services of a commercial vehicle body builder to fabricate and complete final assembly. However, this option requires specialist technical knowledge to specify and procure the various components to make certain of their compatibility and thereby, ensure the resulting vehicle is fit for purpose.

Using a single supplier to complete the bespoke vehicle design and build process from start to finish will guarantee the truck will fully meet requirements in terms of its functionality, purchase cost and delivery time. This method also provides the benefit of having all associated vehicle & body warranties and after-sales support provided by a single service supplier.

### **Background Report:**

The Grounds Maintenance Service although based in Loughton, operates across the district. This makes it necessary to use vehicles towing large trailers to transport various equipment to site and a particular example, is ride-on mowing machinery as it is not practical to drive these over the long distances involved.

The new vehicle is designed around a low based chassis cab so that ride-on mowers can be driven directly onto the back of the truck body ('piggyback' fashion) thereby, removing the need to trail grass cutting machinery to site. This type of vehicle will greatly improve manoeuvrability and parking in urban areas and has the added benefit of being able to be operated with a standard driving licence.

Due to the specialist vehicle body design, it was necessary to engage the services of a company able to both fabricate and install the bespoke body shape onto the relevant truck chassis. The company, Advanced KFS Special Vehicles Ltd were selected for this project due to their proven record of supplying such vehicles to the grounds maintenance industry, the warranties offered and after-market service. Company references provided for a neighbouring authority where followed up where fellow officers confirmed that a fleet of the same vehicles as supplied by KFS were now being successfully being operated by their Parks Dept.

Advanced KFS Special Vehicles Ltd been working with officers to tailor the truck design and have confirmed that they are able to produce a vehicle that will meet all of EFDC requirements. The purchase cost of £32,000 exceeds the financial threshold, requiring three tenders to be sought, therefore permission is sought to waive Procurement Rule 2.9 (b).

### **Resource Implications:**

The contract procurement process will be managed from within the existing resources of the Neighbourhoods Directorate.

Budget Provision: This procurement contract will be funded from Capital via the 2017/18 allocation and an additional 10k brought forward from 2018/19 budget (a recommendation made in the 2017/18 Capital Review Report Ref: C-035-2017/18)

### **Legal and Governance Implications:**

New Roads & Street Works Act 1991. The Road Vehicles (Construction and Use) Regulations 1986, Health & Safety at Work Act 1974, Managing Health & Safety at Work Regulations 1999.

### **Safer, Cleaner and Greener Implications:**

The District's green spaces are part of the special character of the District and have considerable amenity value and provide a positive environmental impact. This contract will help to ensure the appropriate grounds maintenance is delivered in the most cost effective and efficient way possible. The new vehicle will be built using the latest technology, with particular reference to the control of engine emissions. This decision helps to ensure Council services are

managed and delivered in an environmentally friendly way.

**Consultation Undertaken:**

EFDC Procurement Manager to seek advice on the procurement process for this contract.  
EFDC Fleet Manager to review the vehicle specification/costings and to ensure ongoing maintenance requirements can be provided by the in-house service.

**Background Papers:** None

**Impact Assessments:**

**Risk Management**

It is important to maintain an efficient and effective grounds care operational service in order to retain the required level of grounds maintenance on Council managed green space areas and roadside verges. Failure to do so can lead to a deterioration of the land and thereby, a potential increase in public risk.

**Equalities Issues**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided at Appendix 1 to the report.

**Key Decision Reference (Y/N):** N