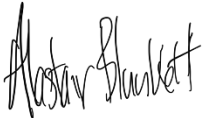


**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO  
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)  
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &  
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
CCS framework - Top ranked call off / procurement for Fuel card Provision	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u>
DO/107/2024 (AB)	Constitution 3D.1 b) and c)
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
18/03/2024	Alastair Blunkett – Assistant Director Environment and Enforcement
	
<u>RECORD OF THE DECISION</u>	
<p>a) <b>The Issue:</b> Fuel Card use provision for the purchase of Diesel, unleaded fuels and AdBlue fluids, contract expires on 31<sup>st</sup> March 2024.</p> <p>b) <b>The Decision:</b> The first ranked call off option be pursued, via CCS framework, in order to appoint a suitable fuel card supplier to support NBBC fleet and plant fuel and fluids purchase requirements.</p> <p>Subject to compliance with the Councils Contracts Procedures Rules, the first ranked named and most economically advantageous supplier be appointed.</p>	
<u>REASON FOR THE DECISION</u>	
To ensure a suitable supplier is appointed to support NBBC HGV and van fleet vehicle fuel and fluids requirements, whilst maintaining cost efficiency in ensuring current proximity of service stations availability be maintained or increased.	

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

**Internal fuel store provision at Gresham Road depot.**

- 1) No suitable space available.
- 2) Project costs to install.
- 3) Environmental Permit condition amendments.
- 4) Risk of leaks into ground water and river watercourse systems.
- 5) Increased insurance liabilities

WARD RELEVANCE

All

FINANCIAL AND BUDGET IMPLICATIONS

Projected 5 year (3+1+1) estimated contract costs based on average year on year price per litre (PPL) market price fluctuations for 22/23 and 23/24\* at £397,204 equalling a lifetime contract cost of **£1,986,020** contained within GF and HRA fleet revenue budgets.

\*Estimated to end of 2024 based on previous spend

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Discussions with relevant operations waste and transport supervisors, assistant director, portfolio holder and procurement management

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

None

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

None

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

None

HUMAN RESOURCES IMPLICATIONS

None

FINANCIAL IMPLICATIONS

As per Financial and Budget Implications above

<u>HEALTH EQUALITIES IMPLICATIONS</u> None
<u>SECTION 17 CRIME &amp; DISORDER IMPLICATIONS</u> None
<u>RISK MANAGEMENT IMPLICATIONS</u> Failure to award suitable supplier could severely disrupt the operational services within NBBC.
<u>SME (SMALL/MEDIUM ENTERPRISES) &amp; LOCAL ECONOMY IMPLICATIONS</u> None
<u>ENVIRONMENTAL IMPLICATIONS</u> Increased carbon emissions, increased fuel consumption.
<u>LEGAL IMPLICATIONS</u> <u>Potential legal challenges</u>
<u>ANY OTHER COMMENTS</u> <u>None</u>

**PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER**