

# AGENDA ITEM 6

## POLICY, FINANCE & ADMINISTRATION COMMITTEE

12 JULY 2016

### REPORT OF THE CORPORATE PROPERTY OFFICER

#### REPLACEMENT CARETAKER VAN

##### 1.0 THE PURPOSE OF THE REPORT

- 1.1 To gain Members approval for the business case for a replacement new caretaker van and disposal of the existing van.
- 1.2 To gain Members approval for the associated finances.

##### 2.0 RECOMMENDATIONS

- 2.1 **Members approve the Business case of and associated capital budget of £13k for a replacement caretaker van attached at Appendix A.**

##### 3.0 KEY ISSUES

- 3.1 The caretaker van is used for transporting goods and staff between various Council owned sites, carrying tools, post and furniture. The existing van has over 90,000 miles on the clock and at a recent MOT and service potential future problems were flagged up with the CAM belt and oil leaking.
- 3.2 The van has been well looked after and has had low running costs to date, it is considered that now is the optimal time to trade in as there will still be some value for re-sale and annual repair and maintenance costs are likely to increase going forwards. The business case at Appendix A sets out the reasoning in more detail.

##### 4.0 POLICY AND CORPORATE IMPLICATIONS

- 4.1 The Council Policy for vehicles is to purchase rather than leasing and this is the established strategy used by the Council a brief review of the options available endorsed this approach partly due to the competitive terms achieved by the public sector fleet portal website CCS.

##### 5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

- 5.1 The purchase price is expected to be in the region of £13k and the receipt from the existing van is anticipated to be in the region of £1.5k. The annual running costs are estimated to reduce by at least £500 per annum, through better fuel economy and lower repairs and maintenance costs.

##### 6.0 LEGAL IMPLICATIONS/POWERS

- 6.1 There are no further legal implications arising from this report.

7.0 **COMMUNITY SAFETY**

7.1 A new van may help to improve safety. There are no further community safety issues arising from this report.

8.0 **EQUALITIES**

8.1 There are no further equalities issues arising from this report.

9.0 **RISKS**

9.1 If the existing 8 year old van is kept and replacement is delayed further annual maintenance costs will increase significantly and capital depreciation of the asset will also increase.

<b>L I K E L I H O O D</b>	<b>A</b>	<b>Very High</b>				
	<b>B</b>	<b>High</b>	1			
	<b>C</b>	<b>Significant</b>				
	<b>D</b>	<b>Low</b>				
	<b>E</b>	<b>Very Low</b>				
	<b>F</b>	<b>Almost Impossible</b>				
			<b>Negligible 1</b>	<b>Marginal 2</b>	<b>Critical 3</b>	<b>Catastrophic 4</b>

**IMPACT**

<b>Risk No</b>	<b>Risk Description</b>
1	<b>Risk of break down and increasing annual costs for an 8 year old vehicle in excess of 90,000 miles.</b>

10.0 **CLIMATE CHANGE**

10.1 Climate change will be positively impacted by improved fuel efficiency ..

11.0 **CONSULTATION**

11.1 Programme Board were consulted on the business case.

12.0 **WARDS AFFECTED**

12.1 All wards are affected.

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Contact Officer: David Blanchard, Corporate Property Officer  
Date: 13 June 2016  
Appendices: Appendix A – Business Case for Replacement Caretaker Van  
Background Papers: None  
Reference: X: C'tees/ Council & Sub-C'tees/PFA/2016-17/12-07-16/DB- Caretaker Van replacement