

RECORD OF DELEGATED DECISION (OFFICER)

CONTRACT AWARD

1. Decision Reference No.	CEX284
2. Name/Title of Officer	Director for Housing & Communities (Deputy Chief Executive) in consultation with Portfolio Holder for Climate, Access & Engagement
3. Email address of Officer	mhoward@melton.gov.uk
4. Title / Subject Matter:	Award of Contract – Purchase of Ride on Mowers
5. Type of Decision:	Public
6. Key Decision?	Yes
7. Decision Taken:	
<ol style="list-style-type: none"> 1. To award the contract for 2 x Kubota G21 E (High Tip) and 3 x Shibaura CM374 Power Unit (High Tip) ride-on mowers to Russells (Kirbymoorside) Ltd - Russell Groundcare 2. To enter into any necessary legal documentation to effect the award 	
8. Reasons for Decision:	
<p>The Environmental Maintenance Team require a number of new ride-on mowers as the current stock is nearing the end of their useful life.</p> <p>The supplier has been procured in compliance with the contract procedure rules, and all necessary due diligence has been carried out by the Council Officer and also Welland Procurement.</p>	
9. Authority / Legal Power:	
<p>Legal – Authority is provided by Chapter 2 Part 4 of the MBC Constitution to delegate the responsibility for Waste and Environmental Management to the Director for Housing and Communities (Deputy Chief Executive)</p> <p>Minute CO62 approved the General Fund Capital Programme to fund the environmental maintenance</p>	

vehicle replacement programme.

10. Background Papers attached?

No

11. Alternative options available / rejected:

1. Do not replace the current stock of ride-on mowers. This will lead to more breakdowns, increased costs due to additional repairs, falling standards in work quality and low morale of the workforce. This option was rejected.

12. Implications:

Legal	<p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).</p> <p>The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council's Contract Procedure Rules and the Council's Financial Regulations</p> <p>[Legal Approval – 03 April 2023]</p>
Finance	<p>The tender for the five ride-on mowers was received at £110,910. The estimated budget was £95,100. The shortfall of £15,810 (£110,910-£95,100) can be re-allocated from the exiting R&R fund for vehicle replacements. The current balance on the R&R fund at the end of 2023/24 based on the latest approved programme is forecast to be circa £53k which will be sufficient to cover the additional request sought.</p> <p>However, in future years depending on vehicle purchase costs and disposal proceeds there may be a need to increase the revenue contributions to support future vehicles / equipment.</p> <p>[Finance Approval – 31 March 2023]</p>
HR	<p>There are no HR implications as a result of this decision.</p> <p>[HR Approval – 3 April 2023]</p>
Procurement	<p>Meets procurement rules and has involved member of Welland throughout. [Procurement approval – 30 March 2023]</p>
Other	<p>N/A</p>

13. Signature of Decision Maker with authority to sign	Signature redacted Michelle Howard Director for Housing & Communities (Deputy Chief Executive)
14. Consultation with:	Email notification received Councillor Alison Freer Portfolio Holder for Climate, Access & Engagement
15. Date:	4 April 2023
16. Officer Responsible for Procurement	I confirm compliance with the Contract Procedure Rules Name and Job title: Paul Evans, Interim Head of Neighbourhoods

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