

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	Thursday 27 July 2023
<b>Subject:</b>	Procurement of Fleet and Machinery for Green Sefton		
<b>Report of:</b>	Assistant Director of People (Operational In-House Services)	<b>Wards Affected:</b>	(All Wards);
<b>Portfolio:</b>	Cabinet Member - Health and Wellbeing		
<b>Is this a Key Decision:</b>	Yes	<b>Included in Forward Plan:</b>	Yes
<b>Exempt / Confidential Report:</b>	No		

### Summary:

To seek Cabinet approval for officers to complete procurement exercises for the provision of machinery and fleet vehicles required for the ongoing delivery of Green Sefton's land management and maintenance services.

To seek delegated authority for the Assistant Director of People (Operational In-House Services), in discussion with the Cabinet Member for Health and Well Being, to award the new contracts to the highest scoring Bidder(s) in accordance with the scoring criteria set out in this report.

### Recommendation(s):

Cabinet:

- (1) Authorise the Assistant Director of People (Operational In-House Services) to undertake a procurement exercise for the provision of fleet vehicles and machinery required for the ongoing delivery of Green Sefton's land management and maintenance services to the current standards. This is to utilise the Frameworks listed, and to be based on a Schedule of Rates approach to allow flexibility in future ordering, but with a sample Bill of Quantities for pricing purposes only at this stage, and with a view to entering into a contract for a maximum period of 10 years comprising an initial 7 year period with an option to extend for up to 3 periods of 12 months.
- (2) Approves the basis of evaluation of quotations as set out in the report;
- (3) Delegates the Assistant Director of People (Operational In-House Services), in consultation with the Cabinet Member for Health and Well Being to award the new contract(s) to the highest scoring Bidder(s) in accordance with the scoring criteria set out in this report, and to award any extension thereof in due course. This will be subject to adequate revenue and capital budgets being available and approved post tender.

## **Reasons for the Recommendation(s):**

The procurement exercise outlined in this report is essential to provide appropriate arrangements for the ongoing operational delivery of Green Sefton's land management and maintenance services to the current standards.

## **Alternative Options Considered and Rejected:** (including any Risk Implications)

Lease hire of fleet vehicles, machinery and equipment instead. However, as has been demonstrated previously, this would incur significant increased revenue costs, limit the fleet vehicles, machinery and equipment available and restrict the flexibility of future service delivery options.

Another option discounted would be not to allocate the revenue funding anticipated as being required (to be confirmed post tender). However, the service is already delivering a basic specification and standard – not providing the resources required to maintain these standards would result in lowering of said standards further resulting in increased risk, potential insurance claims on unmaintained land, certainly a further rise in public complaints etc. leading to reputational damage.

## **What will it cost and how will it be financed?**

### **(A) Revenue Costs**

This report is to seek approval to commence a procurement process that will allow the council to obtain the fleet and machinery it requires over a period of time. At present it is estimated that for the full replacement programme additional budget would be required from 2025-26. This is estimated at this stage at £0.200m. At this time, this funding is not in place and would be subject to council approval for that financial year as part of the council's overall budget process together with a review of fees and charges in some areas to ensure full cost recovery for activities is made which could contribute to the cost. If this funding or additional income is not identified or approved procurement would need to be contained within the budget available.

### **(B) Capital Costs**

Capital expenditure to support the purchase of fleet and machinery will be funded by prudential borrowing to be approved by Council following recommendation from Cabinet post tender.

## Implications of the Proposals:

<b>Resource Implications (Financial, IT, Staffing and Assets):</b> The report sets out the resources required to maintain and manage landscape assets of the borough to the current standards								
<b>Legal Implications:</b>								
<b>Equality Implications:</b> There are no equality implications								
<b>Climate Emergency Implications:</b> The recommendations within this report will <table border="1"><tr><td>Have a positive impact</td><td>Yes</td></tr><tr><td>Have a neutral impact</td><td>No</td></tr><tr><td>Have a negative impact</td><td>No</td></tr><tr><td>The Author has undertaken the Climate Emergency training for report authors</td><td>Yes</td></tr></table> The replacement of fleet and machinery is on a like for like basis, and so has a neutral impact. However, where industry standards have moved on since the initial purchase of the existing suite of fleet and machinery, options will be explored for specification of more carbon positive equipment – such as electric vehicles and hand- held machinery such as strimmers and chainsaws.  Overall, the work of Green Sefton in managing the borough’s coastline, parks and greenspaces, outdoor sports, and other recreational facilities has a positive impact on climate change, carbon footprints, and contributes positively towards the biodiversity crisis too.	Have a positive impact	Yes	Have a neutral impact	No	Have a negative impact	No	The Author has undertaken the Climate Emergency training for report authors	Yes
Have a positive impact	Yes							
Have a neutral impact	No							
Have a negative impact	No							
The Author has undertaken the Climate Emergency training for report authors	Yes							

## Contribution to the Council’s Core Purpose:

Protect the most vulnerable: Not applicable
Facilitate confident and resilient communities: Not applicable
Commission, broker and provide core services: The provision of fleet and machinery are key to the land management and maintenance of the borough’s coastline, parks and greenspaces, outdoor sports, and other recreational facilities.
Place – leadership and influencer: The provision of fleet and machinery are key to the land management and maintenance of the borough’s coastline, parks and greenspaces, outdoor sports, and other recreational facilities.

Drivers of change and reform:
Facilitate sustainable economic prosperity:
Greater income for social investment:
Cleaner Greener The provision of fleet and machinery are key to the land management and maintenance of the borough's coastline, parks and greenspaces, outdoor sports, and other recreational facilities.

**What consultations have taken place on the proposals and when?**

**(A) Internal Consultations**

The Executive Director of Corporate Resources and Customer Services (FD.7292/23) and the Chief Legal and Democratic Officer (LD.5492/23) have been consulted and any comments have been incorporated into the report.

**(B) External Consultations**

Not applicable

**Implementation Date for the Decision**

Following the expiry of the "call-in" period for the Minutes of the Cabinet Meeting

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**Appendices:**

There are no appendices attached to this report.

**Background Papers:**

There are no background papers available for inspection.

## **1. Introduction/Background**

The 2018 PSR7 Pride in the Environment project brought together three former services: Coast & Countryside, Parks & Greenspaces and Flood & Coastal Erosion Risk Management into the new Green Sefton service.

The three former services had varied operational responsibilities for the general maintenance, monitoring and strategic development of the main land-based amenities and facilities within the borough, from natural landscape conservation and management to leisure and recreational facilities.

Green Sefton's operations require a multitude of different fleet vehicles, specialist machinery and equipment to deliver the varied work across the service areas. Historically these had been procured in isolation by the former services, e.g. direct purchase, commissioned externally via maintenance contracts or supported via partnership working and external funding, but this has been brought together with the creation of Green Sefton.

The majority of fleet vehicles and machinery being operated across the former services: Coast & Countryside, Parks & Greenspaces and Flood & Coastal Erosion Risk Management are coming to an end of their serviceable lifespan and are likely to attract increased maintenance costs in order to ensure the minimum operation support. (E.g. many vehicles are 7+ years old).

## **2. Procurement Method**

### Machinery & Plant

The procurement exercise for the specialist machinery will follow a compliant Tender exercise or mini competition utilising a Central Purchasing Bodies compliant Framework Agreement, for example YPO Grounds Maintenance Equipment - 969.

Approval is requested, subject to adequate budget being available and approved post procurement exercise, for the Assistant Director of People (Operational In House Services), in consultation with the Cabinet Member for Health and Well Being to award the new contract(s) to the highest scoring Bidder(s) in accordance with the scoring criteria referred to in the paragraph below.

The basis of the quality evaluation will be MEAT (Most Economically Advantageous Tender) taking into consideration a balance between price, customer service & delivery and quality. The documentation will make clear to all bidders that this will be a Schedule of Rates approach, with a sample Bill of Quantities included for pricing purposes only, and the actual orders placed will be reliant on budget being available at a given time.

### Fleet Vehicles

The procurement exercise for the fleet vehicles will use the Procurement Partnership Vehicle & Plant Framework Agreement HCC1811097 (under the Hertfordshire County Council Vehicle Purchase Framework), and/ or its successor over time as used by the Transport and Vehicle Maintenance Service.

Approval is requested, subject to adequate budget being available and approved post procurement exercise, for the Assistant Director of People (Operational In-House Services), in consultation with the Cabinet Member for Health and Well Being to award the new contract(s) to the highest scoring Bidder(s) in accordance with the scoring criteria set out in this report.

The basis of the quality evaluation will be MEAT (Most Economically Advantageous Tender) taking into consideration a balance between price, customer service & delivery and quality. The documentation will make clear to all bidders that this will be a Schedule of Rates approach, with a sample Bill of Quantities included for pricing purposes only, and the actual orders placed will be reliant on budget being available at a given time.

#### **4. Timescales**

The current timescale and actions required to progress are as follows:

	Period	Target
Cabinet Pre-Procurement Report		27 <sup>th</sup> July 2023
Tender preparation		August – September 2023
Tender	12 weeks	September – November 2023
Tender analysis and approvals		December 2023
Approval of a supplementary capital estimate by Council following recommendation by Cabinet.		Cabinet 7 <sup>th</sup> Dec 2023 Council 18 <sup>th</sup> Jan 2024
Contract Award, incl. potential further Cabinet/ Cabinet Member reporting		January - February 2024
Supply / Delivery	9 – 24 months	October 2024 – February 2026

Finally, it should be noted that post Covid and Brexit, there are significant time delays in fleet and machinery orders being delivered (often circa 9 months plus, and officers have been informed recently that some specialist items can now take up to 24 months).

As such, this decision is already time sensitive, as the kit purchased in 2018 is reaching the end of an anticipated 5 year useful life in 2023/24, and some failures/ repairs needed are already impacting on service delivery. Officers have created a risk based plan to account for when certain machines begin to fail, to prioritise certain tasks over others, and also for bringing in 'spot hired' machinery where this is available (albeit having a significant cost implication on budget availability) – a communication plan is also in development should service delivery issues arise.