



ADUR & WORTHING  
COUNCILS

WBC Executive Member for Digital &  
Environmental Services and  
ADC Executive Member for  
Environment

Date: 21 December 2021

Ref. JAW/016/21-22

Decision to be taken on or after:  
31 December 2021

Key Decision: Yes

Ward(s) Affected: All

## **Procurement of Contract for the supply of tyres for Council fleet**

### **Report by the Director for Digital Sustainability & Resources**

#### **Executive Summary**

##### **1. Purpose**

- The Councils are seeking to work in collaboration with Horsham District Council, Chichester District Council, Crawley Borough and Reigate & Banstead Borough Council in the procurement of a service to supply and fit tyres for the Council fleet.
- This collaborative approach between authorities is expected to deliver economies of scale in the procurement and management of the service.

##### **2. Recommendations**

- 2.1 That the Executive Members note the details set out in this report and agree the proposed collaborative approach to the procurement of this service.
- 2.2 That authority is delegated to the Director for Digital, Resources and Sustainability to enter into a contract with the successful supplier from the procurement exercise, in consultation with Executive Members.

### **3. Context**

- 3.1 Adur & Worthing Councils with other West Sussex Local Authorities (Chichester District Council, Horsham District Council and Crawley Borough Council) and Reigate & Banstead Borough Council are inviting tenders for the provision of Tyres and Associated Services as set out in these documents. This specification sets out the requirements of the participating councils for the supply and fitting of tyres for their respective fleets for a period of 3 years with an option to extend for up to another two years, subject to performance. The successful tenderer shall provide a complete tyre supply, fitting and management service. This service also includes provision for hired vehicles used by the Authority. All tyres must meet the EU Regulation (EU) 2020/740
- 3.2 Adur & Worthing have an overall fleet of 137 vehicles (inc grounds maintenance plant and equipment) some of which work 7 days a week from 5am to 10pm. A tyre supply, fitting and management service is required as part of the ongoing management of the fleet and delivery of frontline services..
- 3.3 Each Authority in this joint procurement has very similar fleet Fleet Tyre Policies but have always worked as separate entities. The proposed collaborative approach will help ensure consistency for the provider across all Authorities. This is in respect of tyre requirements, customer service and the ability to share, ensuring that our fleets are working as efficiently as possible, paying particular attention to vehicle down-time and keeping this to a minimum. This in turn should help deliver economies of scale for the participating councils.
- 3.4 Annual spend on tyres by Adur District and Worthing Borough Council was £43,706 over the last year.

### **4. Issues for consideration**

- 4.1 The Supplier shall supply and fit tyres and associated services at Contracting Authorities' premises either directly or via a Sub-Contractor arrangement if required. The Supplier will be expected to manage any risks in terms of meeting the Contract Start Date including managing any risks in respect of sub-contractors.
- 4.2 The Supplier shall maintain the capability to supply and fit tyres and associated services, under this Contract at the Contracting Authority's premises between 0500 hrs to 1700hrs, 7 days a week (including Bank Holidays but excluding Christmas Day).
- 4.3 Call out response time shall be within 1 hour, 24hrs a day to include Bank Holidays excluding Christmas Day.
- 4.4 The Contract is to include tyres for cars, small and medium vans, off and on road, 4 x 4 vehicles, large vans, commercial vehicles- 3.5 tonnes to 7.5 tonnes, all LGV's above 7.5 tonnes, pedestrian controlled vehicles, precinct sweepers and trailers- both flat bed and box.

- 4.5 Our vehicles run close to the curb of all roads. With this in mind, we require that the tyres supplied for our large vehicles have sidewall protection. Sidewall protection is important as it stops damage or potential holes being torn in the tyre from rubbing along the curb. Tyres should be capable of being turned on the rim whilst maintaining side wall protection.
- 4.6 The Councils require that tyres are remoulded, where available. All legally compliant markings should be clearly visible including Tyre Age. Tyre labelling should include:
- Fuel Efficiency Rating
  - Wet Grip Rating
  - Noise Level Rating

## **5. Other options**

- 5.1 Do nothing - we would continue to require tyres for the entire fleet but would not have the buying power of the group, our costs would increase.

## **6. Engagement and Communication**

- 6.1 The process has been taken with the engagement of the other authorities in the group.
- 6.2 The contractor is expected to be as local as possible, with depots within short distances of all authorities. In part for the service, in part for the local economy.
- 6.3 This contract is for inhouse services only.

## **7. Financial Implications**

- 7.1 This process is intended to protect the authority from potential cost increases in the transport sector for the next 3 - 5 years. The cost of replacement tyres is in the repair and maintenance budgets for the fleet.

## **8. Legal Implications**

- 8.1 Under Section 111 of the Local Government Act 1972, the Council has the power to do anything that is calculated to facilitate, or which is conducive or incidental to, the discharge of any of their functions.
- 8.2 Section 3(1) of the Local Government Act 1999 (LGA 1999) contains a general duty on a best value authority to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

- 8.3 s1 of the Localism Act 2011 empowers the Council to do anything an individual can do apart from that which is specifically prohibited by pre-existing legislation
- 8.4 Section 1 of The Local Government (Contracts) Act 1997 provides that every statutory provision conferring or imposing a function on a local authority confers the powers on the local authority to enter into a contract with another person for the provision or making available of assets or services, or both (whether or not together with goods) for the purposes of, or in connection with, the discharge of the function by the local authority.
- 8.5 Where the successful supplier puts into place a sub-contractor arrangement, it would be prudent to consider if a collateral warranty is required for that delivery.

### **Background Papers**

- None

### **Officer Contact Details:-**

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## **Sustainability & Risk Assessment**

- A Sustainability and Risk Assessment must be completed for all reports.
- Identify Positive or negative implications, and how we may address to leverage these implications.
- If no issues are identified under a heading then it should read "Matter considered and no issues identified."

### **1. Economic**

- There should be no impact on the economic development of our places or the economic participation of our communities?

### **2. Social**

#### **2.1 Social Value**

- There should be no impact on our communities or specific groups within our communities?

#### **2.2 Equality Issues**

- There should be no impact on any equality assessment undertaken, or how the proposal impacts on access or participation.

#### **2.3 Community Safety Issues (Section 17)**

- Matter considered and no issues identified.

#### **2.4 Human Rights Issues**

- Matter considered and no issues identified

### **3. Environmental**

- Maintaining our fleet with tyres will reduce fuel consumption our the life of the vehicle

### **4. Governance**

- By maintaining all fleet vehicles we reduce the risks associated with non compliant vehicles on the highway.