

REPORT TO CABINET

26 June 2019

Subject:	Award of Contract for the Provision of Fuel Cards
Presenting Cabinet Member:	Councillor Ali – Cabinet Member for Resources and Core Services
Director:	Executive Director – Resources – Darren Carter
Contribution towards Vision 2030:	
Key Decision:	Yes
Cabinet Member Approval and Date:	Cllr Ali
Director Approval:	Darren Carter
Reason for Urgency:	Urgency provisions do not apply
Exempt Information Ref:	Exemption provisions do not apply
Ward Councillor (s) Consulted (if applicable):	Ward members have not been consulted
Scrutiny Consultation Considered?	Scrutiny consultation has not been undertaken
Contact Officer(s):	Neil Whitehouse Procurement Officer neil_whitehouse@sandwell.gov.uk

DECISION RECOMMENDATIONS

That Cabinet:

1. Consider and approve the use of Crown Commercial Framework RM6000 to appoint Allstar Business Solutions as the Council's Fuel Card provider until 22 March 2021 with the option to extend until 22 March 2022 if Crown Commercial take up their available twelve-month extension option.
2. That the Director – Law and Governance and Monitoring Officer be authorised to execute any documents necessary to give effect to the recommendation set out in 1 above

1 PURPOSE OF THE REPORT

- 1.1 To seek approval to use Crown Commercial Framework (CCS) RM6000 to appoint Allstar Business Solutions Ltd for the provision of Fuel Cards.

2 IMPLICATION FOR THE COUNCIL'S AMBITION

- 2.1 The use of this Framework will enable the Council to maintain its national reputation for getting things done where all local partners are focused on what really matters in people's lives and communities.

3 BACKGROUND AND MAIN CONSIDERATIONS

- 3.1 The Council has a requirement to use fuel cards to purchase road fuels from petrol station forecourts for vehicles and plant used primarily by Bereavement Services, Estate Services, Grounds Maintenance, Highways and Trading Standards. These cards would also be used to obtain diesel in the event of any supply issues being encountered with the Council's bunker facility at Taylors Lane Depot so they are seen as an important safeguard for maintaining operational capability of the Council's vehicle fleet.

4 THE CURRENT POSITION

- 4.1 There are 58 active fuel cards currently being provided and administered by Allstar Business Solutions Ltd within the above-mentioned Council service areas and the annual expenditure during the April 2018 – March 2019 period was £294,000.

- 4.2 These Service Areas are instructed to use supermarket petrol stations situated within the Borough wherever possible as a result of their forecourt prices being an average of 2 pence to 6 pence cheaper than branded petrol stations.
- 4.3 There are a limited number of suitable branded petrol stations within the Borough but in contrast, there is a good selection of the larger forecourts located at the major supermarkets.
- 4.4 Following analysis of the CCS Framework RM6000, it was identified that using specialist branded fuel cards provided by companies other than Allstar would restrict card users to using branded petrol stations only leading to increased fuel costs and travelling time.
- 4.5 The Council is currently using cards issued by Allstar so there will be no requirement to issue new cards from alternative providers. Although, service areas are instructed to use supermarket petrol stations situated within the Borough wherever possible, the use of Allstar cards also provides the flexibility to use a wider range of petrol stations if and when travel outside of the Borough is required.

5 CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)

- 5.1 The service areas currently using fuel cards provided by Allstar have confirmed they are satisfied with the service and the flexibility their cards provide.

6 ALTERNATIVE OPTIONS

- 6.1 The offers from the range of fuel card providers on the CCS Framework were evaluated and it was concluded that the provision offered by Allstar was the most flexible and least restrictive in terms of access to the range of petrol station forecourts service areas wish to use to obtain road fuels.

7 STRATEGIC RESOURCE IMPLICATIONS

- 7.1 Based on current levels of spend, the Council's likely expenditure during the potential three years of using this framework to obtain road fuels is estimated to be £882,000 and will be funded from existing budgetary arrangements.

8 LEGAL AND GOVERNANCE CONSIDERATIONS

- 8.1 The use of the CSS Framework is in accordance with the Public Contracts Regulations 2015 and the Council's Procurement and Contract Procedure Rules.

9 EQUALITY IMPACT ASSESSMENT

- 9.1 There are no equality issues that need to be considered as part of this report.

10 DATA PROTECTION IMPACT ASSESSMENT

- 10.1 All access to card holder's details held on the Allstar database is password protected and only available to budget holders approved for the purpose of managing and monitoring card expenditure within their service area group.

11 CRIME AND DISORDER AND RISK ASSESSMENT

- 11.1 There are no crime and disorder issues that need to be considered as part of this report.

12 SUSTAINABILITY OF PROPOSALS

- 12.1 There is no sustainability of proposals that need to be considered as part of this report.

13 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE)

- 13.1 There are no health and wellbeing issues that need to be considered as part of this report.

14 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND

- 14.1 There is no impact on any Council managed property or land that needs to be considered as part of this report.

15 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

15.1 The Council has used fuel cards to purchase road fuels since the bunker facilities at Sandwell Road Depot were closed. Following the review of the providers available on the CCS Framework, it is recommended that Cabinet approve the renewal of the contract to Allstar Business Solutions Ltd.

16 BACKGROUND PAPERS

16.1 None

17 APPENDICES:

None

Darren Carter
Executive Director – Resources