

**Report of the Chief Constable to the Chair and Members
of the Policy & Resources Panel
27th January 2010**

**Executive & Presenting Officer: Mrs Ann Hall, Assistant Chief Officer
(Finance & Commissioning)**

Status: For Decision

Procurement Report on the Fuel Card Contract

1 Purpose

- 1.1 The Fuel Card scheme provides a key service which supports crime reduction and crime detection in the Cleveland area. Drivers can use Arval UK Limited fuel cards at 95% of the major UK filling stations. The fuel card service also allows officers to have exclusive shared use of key garages in times of fuel shortages with other local emergency services. Arval UK Limited also provide Fuel Management Solutions and Carbon Emission Reports
- 1.2 The purpose of this report is to present a new national contract that improves the service to Cleveland Police Authority.
- 1.3 The new contract provides a higher standard of service and is in line with updated legislative regulations.

2 Recommendations

- 2.1 It is recommended that Cleveland Police Authority transfer to the new national contract tendered and awarded by Buying Solutions (previously know as OGC) with immediate effect.

3 Reasons

- 3.1 The current Fuel Card Framework Contract governed by Buying Solutions is due to expire on 31st January 2010.

- 3.2 Currently the system works by fuel cards being issued to drivers of police fleet vehicles and hire cars. Vehicles are re-fuelled using any garage which displays the fuel card logo. Full monthly reports and invoices are issued to Fleet Management.
- 3.3 Out of all the suppliers available on the Buying Solutions contract, Arval UK Limited offer the most advantageous geographically placed garages.
- 3.4 The Procurement Team had no input during the tender process, however, Buying Solutions' standard Terms and Conditions are used which have had previous approval from our Legal services department and they fully meet Cleveland's requirements.
- 3.5 Buying Solutions advertised the tender in the Official Journal of the European Union using the Open Procedure.
- 3.6 The contract was split into lots and awarded to 6 suppliers nationwide
- 3.7 Out of the six winning bidders Arval UK Limited are the only company who are non-brand specific on the use of garages. This ensures access to the majority of garages in our area as well as nationwide.
- 3.8 The contract is already in place ready to join upon approval. The contract will expire on 22nd August 2013.
- 3.9 Arval UK Limited are a current supplier to Cleveland Police and they are more than comfortable with our needs and procedures.

4 Implications

4.1 Finance

There are no financial implications arising from this report.

4.2 Diversity and Equal Opportunities

There are no diversity or equal opportunities implications arising from this report.

4.3 Human Rights Act

There are no Human Rights Act implications arising from this report.

4.4 Sustainability

There are no sustainability implications arising from this report.

4.5 Risk

This is a low risk strategy. The suggested service provider has many years experience dealing with Fuel Card Services. The service provider also has

experience of UK Force requirements and the contract will continue to be monitored by the Fleet and Travel category leader in Commissioning.

5 Conclusions

- 5.1 The Buying Solutions procurement process has been completed in line with European Legislation, and the Contract meets the specification required by Cleveland Police.
- 5.2 By networking with other forces, the contract will deliver long-term financial benefits. The core services provided by Arval UK Limited are provided both free of card and transaction fees. Rebates are available annually based on annual spend levels.

Sean Price
Chief Constable

This report has been produced in consultation with: -
Fleet Manager - Commissioning Dept
Assistant Fleet Manager - Commissioning Dept
Procurement and Contracts Officer - NPIA