

Report to: Executive Cabinet Member
Environmental Services

Date: 18th August 2014

Report of: Assistant Head of Service Waste
and Fleet

Report No: ECMES/31/14

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Report Title: Fuel Card Contract

Non Confidential: This report does **not** contain information which warrants its consideration in the absence of the press or members of the public

Purpose: The purpose of this report is to agree to enter into a fuel card contract with Allstar for the next 3 years with the option to extend for 1 year.

Recommendations: The Executive Cabinet Member is requested to:

- Give approval to purchase fuel from Allstar, through the Crown Commercial Services framework for the next 3 years, with the option to extend for 1 year.

Decision

**Background
Doc(s):**

Signed:

Leader/Executive Cabinet Member

Monitoring Officer

Date:

1 Introduction

- 1.1 On 22 August 2013 the Crown Commercial Services (CCS) fuel card framework expired. Bolton Council is therefore out of contract for the purchasing of fuel and we are currently purchasing through an extension to the previous agreement with Allstar Fuel Cards.
- 1.2 A new CCS framework contract came into effect on 13 May 2014 and runs until 13 May 2018, any agreements under this contract will expire 2 years after the end date (13 May 2020).
- 1.3 Following the CCS evaluation process for the direct award, using the CCS desktop assessment criteria, Allstar has been chosen as the preferred fuel card supplier.

2 Evaluation

- 2.1 The new framework allows the option to purchase the fuel in a different way to the current arrangement. This means paying diesel prices at the commercial rate rather than at forecourt prices. This would deliver an annual saving approximately £6,000 on a total spend of £1.194m (2013/2014).

This price is obtained from using a diesel only card, which will only be accepted at 3 Morrison's stations, (currently used for 97% of Bolton Council fuel purchases), and one independent station within the Bolton area. Drivers will need to be issued with new cards. Any driver that needs to purchase unleaded or use other stations will have to use a standard Allstar card and pay forecourt prices, as all our drivers do now.

- 2.2 Allstar were chosen as they met all of our criteria for card management and network coverage and, based on information from the CCS framework evaluation pack, the cost of fuel purchases by Bolton Council in the new way would be approximately £900 cheaper per annum than the next best provider.
- 2.3 The Corporate Procurement team is recommending awarding a contract for three years with an option to extend for one year. After three years we would then look to reappoint again for three years taking us to the expiration of the current CCS framework contract. The optional one year extension is provisional, to give added flexibility if required.

3 Recommendations

- 3.1 That the Executive Member gives approval to purchase fuel from Allstar, through the CCS framework for the next 3 years, with the option to extend for 1 year.