

# Report

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>3 September 2019</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b> <b>Executive Director (Finance and Corporate Resources)</b>

Subject:	<b>Fleet Services - Tyre Management/Mechanic</b>
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## **1. Purpose of Report**

1.1. The purpose of the report is to:-

- ♦ seek approval to establish 1 FTE Mechanic (tyre fitter) within Fleet Services

## **2. Recommendation(s)**

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the establishment of 1 FTE Mechanic (tyre fitter) within Fleet Services on (Grade 2) (Level 2/39 to 40), (£23,748 to £24,095), as detailed in Section 6.0. of the report, be approved.

## **3. Background**

- 3.1. Fleet Services is responsible for the day to day maintenance of the Council's fleet of 1,700 vehicles and mobile plant. This includes the management of tyre replacement and repair.
- 3.2. The supply, fitting and maintenance of all tyres for the Council fleet are procured from the highest ranked provider on the Scotland Excel Framework. The Framework has several suppliers and contains two lots, one for the supply only of tyres and the other for the supply and fit of tyres. The contract was awarded on 1 November 2017 and ends on 31 October 2021.
- 3.3. A review of the management of tyre replacement and repair has been undertaken.

## **4. Current situation**

- 4.1. The majority of tyres are fitted in Council premises during scheduled maintenance or booked in by the driver when issues are identified. Where vehicles are immobilised due to a damaged or punctured tyre, the contractor sends a mobile tyre fitter to attend either the depot or roadside location.
- 4.2. Fleet Services utilise the supply and fit of tyres option of the contract. The Contractor, Strathclyde Tyres, applied no additional costs for tyres fitted within the fleet workshops or at other Council depots and call out charges only applied to roadside repairs.
- 4.3. This supplier ceased trading in 2018 and was replaced by McConnechie's Tyre Service, who apply callout charges to all jobs, which is permissible within the terms of the contract. The additional charges is estimated at £80,000 per annum.

- 4.4. The number of tyres fitted over the past 3 years is detailed below:-

2016/2017 – 4,330

2017/2018 – 4,033

2018/2019 – 4,298

## **5. Proposal**

- 5.1. Fleet Services propose to bring tyre fitment and repair in house by adding a dedicated mechanic (tyre fitter) within the Fleet Services' establishment. The function fits within the normal workshop activity and brings no additional technical or management issues to the service. The existing workshop facilities will accommodate the tyre fitting service with a limited investment of approximately £15,000 required for equipment.
- 5.2 Tyres will be procured through the supply only element of the Excel Framework and stock controlled by the workshop stores. Fleet Services will have full control over the make and type of tyre fitted. The mechanic (tyre fitter) will provide all workshop and depot based tyre fitting and tyre repairs and also attend roadside locations considered to be safe to fit a spare wheel such as car parks or low speed roads. Other roadside tyre repairs will be dealt with by a framework provider or the breakdown recovery service who are equipped to deal with such situations.
- 5.3. Existing staff will provide cover when necessary by fitting spare wheels which will be maintained by the tyre fitter.

## **6. Employee Implications**

- 6.1 The proposed post of mechanic (tyre fitter) would be added to the Fleet Services establishment on a permanent basis, as detailed below:-

Post	FTE	Grade/SCP Range	Hourly Rate	Annual Salary	Total Cost includes on costs
Mechanic (tyre fitter)	1.0	Grade 2 Level 2/ 39 - 40	£12.31 - £12.49	£23,748 - £24,095	£30,943 - £31,396

This post has been graded using the Council's job evaluation scheme.

## **7. Financial Implications**

- 7.1. The cost to employ a tyre fitter is £30,000. A saving of £80,000 would be made by removing call outs to workshops and depots, therefore, there is a net saving of approximately £50,000.
- 7.2 One off costs are required to provide tyre fitting equipment in depots. This will be met from the first year's saving.

## **8. Other Implications**

- 8.1 The main risk associated with this proposal is that the in house provision cannot meet the demand of the service. This would be addressed by using the framework provider to cover peaks in demand.

## **9. Sustainability**

- 9.1 There are no sustainability issues

## **10. Equality Impact Assessment and Consultation Arrangements**

- 10.1 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 10.2 Corporate Procurement have been consulted on the proposal and confirmed there are no contractual issues with changing how the framework is accessed.

**Michael McGlynn**

**Executive Director (Community and Enterprise Resources)**

**Paul Manning**

**Executive Director (Finance and Corporate Resources)**

12 August 2019

### **Link(s) to Council Values/Ambitions/Objectives**

- ◆ Accountable, effective, efficient and transparent

### **Previous References**

None

### **List of Background Papers**

None

### **Contact for Further Information**

If you would like to inspect the background papers or want further information, please contact: -

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