

FLEET MAINTENANCE AUDIT 2022/23 ACTION PLAN – KEY RECOMMENDATION 2.4.4

The Councils CPRs must be complied with. All eligible single or aggregated expenditure should be subject to competitive tender or quotations. Where this is not possible, a CPR20 Waiver should be obtained.

(Previous audit recommendation made – and accepted – in the 2008/09, 2012/13, 2017/18 and 2019/20 Audits)

Risk Class – HR

Agreed Actions/Comments – Agreed. Action plan targeting the various types of expenditure streams to be produced to begin to address and resource issue raised with HoS.

Area of Expenditure	Action	Responsible Officer/Resource	Deadline	Issues/Status
Hired Vehicle Damage Repairs (261-26003-200021-20012)	Submit Waiver for approval up to May 2024. Subsequent diary dating for cyclical waiver application	Fleet Manager	Jun 2023	
Sub Contracted Body Repairs (261-26003-200021-20014)	Submit Waiver for approval up to May 2024 to cover interim period until proposed framework established Specify, tender and award collaborative DPS framework for respective categories of vehicle body repairs	Fleet Manager Fleet Manager Procurement Neath PT Council	Jun 2023 May 2024	Available CCS resource to undertake
Sub Contracted Vehicle Repairs (261-26003-200021-20015)	Submit Waiver for approval up to May 2024 to cover interim period until proposed framework established Establish sub categories for types of repairs accumulated in overall code expenditure, to determine appropriate process for CPR compliance	Fleet Manager Fleet Manager	Jun 2023 Jun 2023	Pending closure of 22/23 financial year

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	<p>Create new differentiated GL code structure for expenditure type to allow improved future monitoring of respective repair types spend and CPR compliance processes.</p> <p>Specify, tender and award collaborative DPS framework for respective categories of vehicle body repairs</p> <p>and/or</p> <p>Submit Waivers where appropriate. Subsequent diary dating for cyclical waiver application</p>	<p>Fleet Manager Finance</p> <p>Fleet Manager Procurement Neath PT Council</p> <p>Fleet Manager</p>	<p>Jul 2023</p> <p>May 2024</p> <p>From Jun 2023</p>	<p>Available CCS resource to undertake</p> <p>Subject to repair sub categories aggregated spend</p>
<p>Light Vehicle MOTs (261-26003-200021-20016)</p>	<p>Submit Waiver for approval to May 2024.</p> <p>Light commercial vehicle MOT testing to be taken in house post May 2024, removing future CPR compliance issue.</p>	<p>Fleet Manager</p> <p>Fleet Manager</p>	<p>Jun 2023</p> <p>May 2024</p>	
<p>HGV MOTs (261-26001- 200021-00000)</p>	<p>Submit Waiver for approval up to May 2024.</p> <p>Subsequent diary dating for cyclical waiver application.</p>	<p>Fleet Manager</p>	<p>Jun 2023</p>	
<p>Vehicle Steam Cleaning (261-26003-200021-20018)</p>	<p>Include as category in the Sub Contracted Vehicle Repairs DPS Framework (see above)</p>	<p>Fleet Manager Procurement Neath PT Council</p>	<p>May 2024</p>	<p>Available CCS resource to undertake</p>

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Windscreens and Body Glass (261-26003-200021-20019)	Include as category in the Sub Contracted Vehicle Repairs DPS Framework (see above)	Fleet Manager Procurement Neath PT Council	May 2024	Available CCS resource to undertake