

**SOMERSET COUNCIL**  
**EXECUTIVE ARRANGEMENTS MEMBER / OFFICER DECISION RECORD**

**KEY DECISION RECORD**

**Supply of Leased Minibuses**

Executive Member(s): Cllr Mike Rigby, Lead Member for Transport and Digital

Local Member(s) and Division: All

Lead Officer: Mickey Green

Author: John Perrett, Service Manager, Transporting Somerset

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**Date of decision:** 26 May 2023

**Date of publication of decision:** 26 May 2023

**Date decision comes into force:** 6 June 2023

**1. Officer Key Decision**

**The Executive Director, Climate and Place authorised:**

- a. The award of a contract to a single supplier for the lease of 20 vehicles made up of 12 Minibuses (15 seat) and 8 Low Floor Minibuses (16 seat) for Transporting Somerset's in-house fleet operations for a period of seven years from arrival. As per the recommendations in confidential appendix A.
- b. Appendix A should be treated as exempt information and to be treated in confidence as it contains information relating to the financial or business affairs of the tenderers and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

***SIGNED BY THE EXECUTIVE DIRECTOR, CLIMATE AND PLACE***

**2. Reason for Decision(s)**

As set out in the Officer's report

**3. Reason(s) for Urgency**

None

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**4. Details of any alternative options considered and rejected**

As set out in the attached report.

**5. Any relevant Personal Interest that the Lead Member may have under the Council's Code of Conduct for Members**

None

**6. Details of any conflict(s) of interest declared by a Lead Member consulted about the proposals and any dispensation from Chief Executive**

None

**7. Other background information considered by the Lead Member before making this decision**

Consultation representations and comments received from Somerset Council Elected Members