

Information received from Procurement Officers related to the “Tyred Motion”:

Provision for Supply and Installation of Tyres

This paper provides key information in relation to the current strategy to ensure all tyres within The Authority’s Fleet of vehicles are road worthy at all times.

Tyre Strategy

The outcomes and controls from the current tyre strategy exceed the requirements set out in the new “Tyred” Campaign by way of the following tyre management system.

Tyre Management System:

At the outset of the supply contract for tyres the supplier undertakes an initial audit to ascertain as accurately as possible the tyre age and condition for each vehicle within The Authority’s fleet. The system will then provide the following;

- Age of the tyre
- Vehicle tyre history
- Tyre life history
- Reasons for tyre change
- Fleet inspection reports including a record of vehicles unavailable for inspection
- Records of tyre casing disposals, costs and environmental charges
- tyre checks carried out on a weekly basis and a weekly number sticker applied to the vehicle checked
- Monthly MI submitted with a highlight report of all the above.

Any tyres that get to 5 years old are automatically removed from the appropriate vehicle and replaced with new.

Categories of vehicles

The following categories of vehicles make up The Authority’s fleet;

- Cars
- Light Commercial Vehicles
- Passenger Transport Welfare Buses
- Heavy Commercial Vehicles
- Trailers
- Agricultural Vehicles
- Grounds Care and Plant Equipment
- Refuse Vehicles
- Hired Vehicles as required

Job Sheets

For audit purposes the Contractor holds records for every job completed on behalf of the Council and retains copies thereof for a period of not less than two years after the end of the contract.

The job sheets include:

- Fleet Number
- Registration Number
- Date
- Time
- Mileage or hours
- Full description and reasons for work undertaken
- Tyre size removed and supplied
- Serial number removed and supplied
- Signature of driver (if not signed by workshop supervisor)
- Signature of work authorisation and inspection by workshop supervisor
- In the event of a breakdown indication of the Council representative who requested the job