



Hereford & Worcester Fire Authority

Record of an Authority decision delegated to an Officer as required under Regulation 7 of the Openness of Local Government Bodies Regulation 2014

Subject of decision	To continue with Keltruck for the provision of Service Packs without inviting competitive tenders, pursuant to paragraph 3.1.(ii) of the Authorities Contract Standing Orders. <u>Annual Bulk Procurement of Scania Truck Parts</u> Transitioning from an ad hoc procurement model for truck parts to a planned annual bulk purchasing approach. The aim is to reduce costs, improve operational efficiency, minimise administrative workload, and provide greater budget certainty.
Officer name	Jon Butlin
Job title	Area Commander- Prevention
Date decision taken	19/05/2026
Reasons for the decision	Established in 1983, Keltruck Limited is Europe's largest independent Scania Distributor, serving the Midlands & South Wales. Currently, Scania truck parts are purchased on an ad hoc basis as vehicles are serviced throughout the year from Keltruck. This approach exposes us to fluctuating and often increasing costs, as well as generating a high administrative burden due to the volume of individual purchase orders and invoices that must be raised and processed. To address these challenges, it is proposed that we move to an annual bulk procurement model. Under this approach, the required parts for the fleet would be purchased upfront at the start of the financial year and held in stock. This would ensure that when trucks are brought in for servicing, all necessary parts are immediately available for the mechanics, reducing downtime and improving operational efficiency. In addition, the stock will be recorded and managed within the finance system, allowing costs to be recognised at the point of purchase and drawn down against stock as parts are issued. This will provide improved financial visibility, stronger budgetary control, and a clear audit trail of stock usage throughout the year. From a financial perspective, this approach would also provide greater cost certainty by locking in prices early and allowing the full annual spend to be accounted for at the beginning of the budget cycle. This supports better financial planning and reduces exposure to in-year price increases.

For decisions regarding spend of £100,000 and above

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	Keltruck must be retained as our primary supplier to avoid invalidating existing manufacturer and service warranties.
Details of decision	The Service Packs Consist of the following Goods/Quantities and Costs Oil Filters (6) £20.00 Each £102.00 Filter Ele (7) £99.25 Each £590.54 Cab Filter (29) £22.46 Each £551.00 Cab Filter (7) £34.58 Each £196.00 Cab Filter (9) £30.42 Each £232.72 Sealing Wa (6) £7.66 Each £39.07 Oil Clean Rotor Centrif (7) £50.25 Each £298.99 Kit Filter Gearbox (38) £173.25 Each £5,595.98 Oil Filter (38) £44.75 Each £1,244.50 Sealing Wax (76) £5.79 Each £374.04 Aps Filter (45) £60.00 Each £2,002.50 Service Kt (28) £97.50 Each £2,247.00 Main Kit Basic (7) £88.00 Each £467.25 Service Kit (1) £52.00 Each £44.20 Service Kit (3) £53.00 Each £135.15 Contract Summary 2026/27 • Reference Number HWFRS/221 • Keltruck offers a 15% discount on parts purchased for bluelight sector • Total Contract Value: £16,945.13 including VAT. • Parts will be procured as annual service packs, purchased at the start of each financial year based on forecast requirements
Details of alternative options considered and rejected (if any)	Due to the reasons stated above the parts can only be supplied by Keltruck making them the only source of supply. This decision has been made under delegated authority in accordance with the Authorities Contract Standing Orders/Financial Regulations
Any interests declared by a Member or Officer	N/A
Links to relevant background documents or information	N/A

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Signed

Date: 10.06.2026

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