

 West Mercia POLICE		POLICY
Security Classification	OFFICIAL	
Disclosable under Freedom of Information Act 2000	Yes	

POLICY TITLE	Contract Hire Vehicles
REFERENCE NUMBER	WMP092
Version	1.0

POLICY OWNERSHIP	
DIRECTORATE	BUSINESS SERVICES
BUSINESS AREA	TRANSPORT

INITIAL IMPLEMENTATION DATE	July 2020
NEXT REVIEW DATE:	July 2026
RISK RATING	LOW
EQUALITY ANALYSIS	LOW

West Mercia Police welcome comments and suggestions from the public and staff about the contents and implementation of this policy. Please e-mail contactus@westmercia.pnn.police.uk

5.0 POLICY

The intention of this policy is to provide all staff in West Mercia Police with a clear statement and understanding on the Contract Hire of vehicles.

This document sets out Force Policy in respect of Contract Hire Vehicles as a way of supplementing the non-operational vehicle fleet or as an integral part of sponsorship arrangements.

In this way the policy supports all aspects of operational policing and allows best use of resources to provide reassurance to the communities of West Mercia.

2.0 STATEMENT OF POLICY

Contract Hire can be defined as a method of sourcing a vehicle in addition to the budgeted fleet. The vehicle is hired under contract for a fixed period (minimum twelve months) and mileage, for a fixed monthly rental. The rental covers the cost of all normal servicing, maintenance, tyres and road fund licence.

3.0 IMPLICATIONS OF POLICY

Financial Implications / Best Value

Staff/officers considering Contract Hire as a means of supplementing their fleet should check that Transport Services are able to fund any cost associated with the arrangement for the full term of the agreement i.e. fuel.

Staffing / Training

All staff should be aware of the existence of this policy and, where appropriate, be responsible for ensuring it is adhered to. There are no specific training requirements involved in the adoption of this policy.

4.0 CONSULTATION

<i>Business Lead Consulted</i>	<i>Date Consulted</i>
Helen Danks	June 2020

Consultation has taken place with:

Transport Manager / Transport Operations Manager
Strategic Business Managers
Head of Accounting Services
Head of Financial Management
Federation
Unison
Legal Services
Equality & Diversity
Health & Safety
Strategic Risk Officer

5.0 DOCUMENT HISTORY

The history and rationale for change to policy will be recorded using the below chart:

Date	Author / Reviewer	Amendment(s) & Rationale	Date of Approval / Adoption
		Previously approved at JNCC meeting	JNCC 18/05/2016
June 2020	Dave Newbold	Reviewed – No changes reverted to West Mercia Policy	July 2020
July 2023	Bob Weaver	Reviewed – No Chnages	July 2023

6.0 ASSESSMENT AND ANALYSIS

The Equality Analysis (EA) and Health & Safety Assessment (HAS) and Risk Assessment (RA) associated with this document are available on request.