

## **Minibus purchases – payment**

*A note by the Membership Services Manager – Phil Power*

### **Background**

1. Around Christmas 2008 funding was secured for the purchase of a new minibus at the Silwood Campus. Funding was provided by the Harlington Grants Committee and Faculty of Natural Sciences.
2. In May 2009 the Executive Committee approved the purchase of two additional new minibuses to be based at South Kensington.
3. These three minibuses have been ordered and are now ready for delivery.
4. The total invoice for the vehicles is £84,149.46. This will not be the final cost as retrospective discounts will be received from the use of a charity bulk purchase scheme. The invoice to the supplier will be for this value and requires paying.
5. The approval limit of the Deputy President (Finance & Services) is £50,000.00; therefore this invoice requires a resolution of the Executive Committee to enable payment.

### **Resolves**

To approve payment of £84,149.46 to Degenham Motors (Hayes) for the purchase of three Ford Transit minibuses.

DH – September 2009