

Report of Project Manager, Sustainable Energy & Air Quality Team

Report to Director of Resources and Housing

Date: 11th July 2019

Subject: Authority to award contract for a number of vehicle types (Electric Cars, electric vans, CCTV van conversion and 4 x 4)

Are specific electoral wards affected? If relevant, name(s) of ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. As the council is currently in the process of implementing a charging Clean Air Zone (CAZ), it is imperative that the council continues to reduce the emissions of its own fleet as well as ensuring compliance with the required standards under the CAZ.
2. As part of the implementation of CAZ there is vehicle loan scheme being introduced to allow local business to utilise an electric vehicle to see how it works for their business. This scheme is funded by Highways England.
3. In April 2018 Executive Board approved the spending of £14.7M for the fleet replacement programme for the 2018/19 financial year to ensure that the council fleet was compliant with the Clean Air Zone to be introduced in January 2020.
4. The existing contract used for the procurement of vehicles ended on 31st March 2018. A procurement exercise was undertaken and the Procurement Partnership Limited (TPPL) were awarded the contract for the supply of vehicles to the Council. The anticipated spend using this contract over the next two years is likely to be in the region of £30M.
5. The procurement process for the fleet replacement programme will see a number of exercises for the replacement of certain fleet themes of vehicles. The framework for these procurement allows the council to ensure that the most economically viable option is chosen for vehicles that match the requirements of the services whose vehicles are being replaced.

6. The latest exercise undertaken has been for the replacement of the council's vehicles and additional vehicles to cover the Highways England Centre of Excellence and Taxi and Private Hire schemes. Procurement exercises have been undertaken for the following vehicles;

- Up to 25 electric cars,
- A five door, seven seat 4 x 4 vehicle,
- Up to 35 medium vans,
- A long wheel base CCTV conversion van, and
- Up to 80 electric crew panel vans

Recommendations

The Director of Resources and Housing is requested to:

- Approve the award of the contract for the provision of up to 25 electric cars to the value of £503,880.25 to Pentagon Corporate Services for the period 22nd July 2019 to 31st March 2020,
- Approve the award of the contract for the provision of a five door, seven seat 4 x 4 vehicle to the value of £26,574.33 to Vantage Toyota Leeds for the period 22nd July 2019 to 31st October 2019,
- Approve the award of the contract for the provision of up to 35 medium vans to the value of £606,964.40 to Lookers PLC for the period 22nd July 2019 to 31st March 2020,
- Approve the award of the contract for the provision of a long wheel based CCTV conversion van to the value of £64,474.55 to Motus Group UK Ltd for the period 22nd July 2019 to 31st March 2020, and
- Approve the award of up to 80 electric crew panel vans to the value of £1,516,987.20 to Pentagon Corporate Services for the period 22nd July 2019 to 31st March 2020.

1 Purpose of this report

- 1.1 This report requests the Director of Resources and Housing to award a contract for the purchase of various vehicles as listed.
- 1.2 This exercise would assist the council in delivering against its value of 'Spending Money Wisely'.

2 Background Information

- 2.1 The current and previous governments have made a policy commitment for almost every car and van to be a zero emission vehicle by 2050 and that it will end the sale of all new conventional petrol and diesel cars and vans by 2040.
- 2.2 In January 2018 the Committee on Climate Change said that 60% of new cars must be electric by 2030 to meet greenhouse gas targets and that with the sale of low emission vehicles increase and diesel vehicles reduce that the sale of electric vehicles will outstrip that of diesel vehicles by January 2021.
- 2.3 Leeds has been named as one of many cities in the UK that needs to take action to address its air quality. As a result in December 2017, the council proposed the implementation of a Class B Clean Air Zone for all buses, coaches, HGVs and taxi and private hire vehicles. A CAZ requires all impacted vehicles entering the zone to be compliant with either Euro 6 (diesel) or Euro 4 (petrol) engine standards, with a requirement for the taxi and private hire fleet to move towards petrol hybrid or electric. The first stage of the consultation for this proposal closed on 2nd March and a further report will be brought to executive board in June 2018.
- 2.4 The council has a sizeable fleet of vehicles that operate all around the city. The fleet currently consists of 1,133 vehicles across all directorates.
- 2.5 The current fleet is well advanced in terms of proportion of ULEVs in comparison with other public sector fleets. The fleet comprises of 7% ULEV vehicles made up a mixture of pure electric, hybrid and CNG. Wherever possible the council will invest in a ULEV replacement, however this is a very new market and there are restrictions to some vehicle types that would be available due to;
 - 2.5.1 Cost – the only vehicles that provide an affordable alternative, including all the savings that will be made with reduced fuel and maintenance costs, are the small vans, car derived vans and cars (e.g. 4 x 4, SUV),
 - 2.5.2 Range – the range on electric vehicles has not been developed to provide an alternative option for some of the fleet that do a large amount of miles per day, or where there are other electrical components (e.g. chillers and refrigeration) that utilise some of the battery that would reduce the maximum mileage,
 - 2.5.3 Payload – for vehicles to undertake some of demands expected upon them they require a larger battery to cope with the payload which impacts upon the cost of vehicle or would require recharging during the day, and

- 2.5.4 Fuel – the council does not have an appropriate store for petrol, only diesel, and therefore some hybrid vehicles are unsuitable as a diesel alternative is not always available.
- 2.6 The selection of appropriate replacement vehicles will take all of these factors into consideration and where there is not a ULEV alternative then the council will invest in a diesel euro VI engine vehicle which complies with the requirements for the clean air zone and is also the least polluting in terms of CO₂, NO_x and PM.
- 2.7 In April 2018 the Executive Board approved the £14.7M budget required for the 2018/19 fleet replacement programme which will ensure that the council fleet is fully compliant with CAZ.

3 Main issues

Tender process

- 3.1 In March 2019 the council went out to tender for it's a number of different vehicle types to replace those vehicles that were not compliant with the CAZ with a diesel Euro VI engine replacement vehicle.

The procurement exercises were based fully upon 100% for the cost of the vehicles using the formula;

$$\text{Tendered score} = \frac{\text{Lowest Tendered Price}}{\text{Tendered Price}} \times \text{Percentage available}$$

- 3.2 Quality elements were also included within the tender process and those organisations on the framework wishing to tender for the contract were requested to provide information regarding;
- Delivery – lead in times for the vehicles (for information only),
 - Warranty – the length and mileage parameters of the warranty (for information only),
 - After sales and account management – the quality of the after sales provision (for information only), and
 - Meeting of the technical specification – adherence to the specification provided as part of the tendering exercise (for information only).
- 3.3 Organisations were also requested to provide two references for recent contracts that the suppliers had provided for other local authorities or similar types of organisations.
- 3.4 The council advertised four tender exercises for;
- Up to 25 electric cars,
 - A five door, seven seat 4 x 4 vehicle,
 - Up to 35 medium vans,

- A long wheel base CCTV conversion van, and
- Up to 80 electric crew panel vans

3.5 The tender exercises were won by;

- for the provision of up to 25 electric cars and up to 80 electric crew panel vans by Pentagon Corporate Services,
- for the provision of a five door, seven seat 4 x 4 vehicle by Vantage Toyota Leeds,
- for the provision of up to 35 medium vans by Lookers PLC for the period 22nd July 2019 to 31st March 2020, and
- for the provision of a long wheel based CCTV conversion van by Motus Group UK Ltd.

4 Corporate considerations

4.1 Fleet Services have consulted with service managers within the departments on the specifications of all the vehicles being purchased. The new vehicles will meet the specification required by the service to operate.

4.2 Fleet Services and the team delivering the Cutting Carbon and Improving Air Quality Breakthrough project have worked closely together to ensure that vehicles being purchased support the strategic work to reduce emissions from our fleets and make a contribution to improving public health through improving Air Quality.

4.3 There are a number of inter-related projects being delivered at the same time as the fleet replacement and there are dependencies across all projects. The team dealing with the fleet replacement programme are liaising closely with project teams delivering all of these projects. The complementary projects include;

- The Electric Vehicle Charging Infrastructure Project
- The New Waste Depot Construction Project
- Leeds Building Service expansion
- Hire Fleet Reduction strategy
- The introduction of telematics across Leeds Building Service.

4.4 Equality and diversity / cohesion and integration

4.4.1 An equality, cohesion, diversity impact assessment has been undertaken as part of the business case development phase. This showed that there were no equality, diversity or cohesion issues with this fleet replacement programme.

4.4.2 Due to the large number of vehicles involved along with the number of staff who will be using these vehicles there may be a requirement to apply appropriate reasonable adjustments for the use of vehicles and this will be identified and

addressed by the service upon order and receipt of the vehicle on a vehicle by vehicle basis.

4.5 Council policies and best council plan

4.5.1 This report draws attention to co-ordinated working that demonstrates a contribution towards the following priorities contained in the Best Council Plan:

4.5.2 Achieve the savings and efficiencies required to continue to deliver frontline services

4.5.3 The report highlights the contribution to the following Council Business Plan priorities:

- Improving air quality, reducing pollution and noise
- Reducing carbon emissions to bring about health and wellbeing benefits,
- Improving the city's Air Quality through reductions in harmful pollution from diesel engines
- Spending Money Wisely – Achieving Value For Money in respect of its fleet replacement programme
- Ensuring that Leeds City Council's Fleet will be compliant with the introduction of a Clean Air Zone by 2020 in line with Government Legislation.

4.6 Resources and value for money

4.6.1 There has been a fleet replacement programme in place for many years and this is funded through the Capital Programme. In recent years there has been limited replacement of vehicles and additional work has been undertaken by Fleet Services to extend the life of the fleet.

4.6.2 This programme of works will ensure that the Council is compliant with the Clean Air Zone by January 2020 and will also include those vehicles whose life has already been extended and are due for replacement between 2018/19 and 2023/24.

4.7 Legal Implications, access to information and call in

4.7.1 There are no legal issues relating to this report and all information within this report is publicly available.

4.7.2 The procurement process is compliant with the council's Contract Procedure Rules and involves a call off from an established framework that is compliant with European Union legislation.

4.7.3 As this decision is a direct consequence of a previous Key Decision it is classed as a Significant Operational Decision and is exempt from call in.

4.8 Risk management

4.8.1 A full risk assessment has been undertaken and risk register has been developed as part of the development of the business case to deliver this procurement exercise.

4.8.2 The primary risks in delivering a ULEV fleet by 2025 are:

- Alternative vehicles either not available on the market or remain unaffordable - preventing the council from achieving a completely ULEV fleet by 2025. – to mitigate this the team will continue to work closely with the marketplace to inform them of our requirements and to influence potential future developments as well as supporting trials and research to help product development.

5 Conclusions

- 5.1 There is already a fleet replacement programme which will see vehicles within the Council's fleet replaced on a periodic cycle of usually five or six years dependent upon the mileage of the vehicle over that time and the costs of a new vehicle outweighing ongoing maintenance costs. This proposal will bring some vehicles into that cycle early due to the financial implication if the proposed CAZ were to be introduced.
- 5.2 At a time of continued financial pressure this investment will lead to longer term financial savings in terms of fuel, vehicle maintenance, potential CAZ charge and will form the backbone of a fleet reduction, rationalisation and management strategy which itself will at least financially break-even but will also deliver improvements in air quality.
- 5.3 The switch to alternative fuels such as electricity will help deliver the council's longer terms aims to improve air quality and as a result health as well as developing Leeds as a low carbon city.

6 Recommendations

- 6.1 It is recommended that the Director of Resources and Housing;
- Approve the award of the contract for the provision of up to 25 electric cars to the value of £503,880.25 to Pentagon Corporate Services for the period 22nd July 2019 to 31st March 2020,
 - Approve the award of the contract for the provision of a five door, seven seat 4 x 4 vehicle to the value of £26,574.33 to Vantage Toyota Leeds for the period 22nd July 2019 to 31st October 2019,
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