

North Yorkshire County Council
Business and Environmental Services

Corporate Director

04 March 2020

Vehicle Procurement

Report of the Assistant Director – Transport, Waste and Countryside Services

1.0 Purpose of Report

1.1 To seek approval from the Corporate Director, Business and Environmental Services in consultation with Executive members to proceed with the replacement programme for vehicles used by all directorate in the course of their function and to procure additional vehicles as required for additional commitments from April 2020 to March 2023.

2.0 General

2.1 Integrated Passenger Transport (IPT) provides a fleet management function to all Council services. This service includes the procurement, taxation and maintenance of vehicles.

2.2 The current vehicle fleet consists of 393 cars, vans, minibuses and other agricultural vehicles. There are also c.100 trailers.

2.3 Vehicles are procured using a mix of methods including contract hire, lease, purchase and spot hire. The most economically advantageous method is chosen in each case.

2.4 The Government buying standards for vehicles are as follows:-

2.5 For cars:

2.5.1 The default is zero or ultra-low emission at tailpipe with alternatives considered only in exceptional circumstances: any diesel car alternative must be certified as meeting Real Driving Emissions (RDE) standards (Euro 6d-TEMP or Euro 6d) where possible Euro 6d. Only compliant vehicles are now procured. Procurement decisions contribute towards meeting the Government Fleet Commitment 1 to electrify 25% of cars in central government department fleets by 2022.

2.5.2 NYCC fleet breakdown - 85% Euro 6, 14% Euro 5, 1% Euro 4.

2.5.3 Fleet average of no more than 130 grams/kilometre of carbon dioxide (CO₂) emissions aiming for no more than 95 grams/kilometre from 2020 reflecting Regulation (EC) No 443/2009 setting emission performance standards for new passenger cars as part of the Community's integrated approach to reduce CO₂ emissions from light-duty vehicles.

2.5.4 NYCC current average 106g/km

2.5.5 New cars must have a minimum Euro NCAP safety rating and a minimum 'Pedestrian Protection' score (to be defined).

2.5.6 From 2018 all new vehicles have been 5star NCAP.

- 2.6 For category N1 vans ('light commercial vehicles'):
- 2.6.1 The default is zero or ultra-low emission at tailpipe with alternatives considered only in exceptional circumstances: any diesel light commercial vehicle alternative must be certified as meeting Real Driving Emissions (RDE) standards (Euro 6d-TEMP or Euro 6d) where possible Euro 6d.
- 2.6.2 NYCC breakdown 56% Euro 6. 41% Euro 5, 3% other. This phase of the vehicle procurement programme will increase the % of vehicles on fleet that meet Euro 6 emission standards from 56% to 68%
- 2.6.3 Fleet average of no more than 175 grams/kilometre of CO2 emissions aiming for no more than 147 grams/kilometre from 2020 reflecting Regulation (EU) No. 510/2011 setting emission performance standards for new light commercial vehicles as part of the Union's integrated approach to reduce CO2 emissions from light-duty vehicles.
- 2.6.4 NYCC Average 125 g/km
- 2.7 For all vehicles:
- 2.7.1 The default is zero or ultra-low emission at tailpipe with all vehicles certified as meeting a minimum of Euro 6 / Euro VI emission standard.
- 2.7.2 NYCC fleet breakdown 55% Euro 6, 40% Euro 5, 4% Euro 4, 1% Euro 3. The % of all vehicles meeting Euro 6 standards will be increase as a result of this phase of the replacement programme.

3.0 Sustainability

- 3.1 North Yorkshire County Council plans to reach carbon neutrality by 2030 and fleet management will always assess the use of ultra-low emission alternatives that are fit for purpose that are the most economically advantageous vehicles for services.
- 3.2 Vehicles will be procured that meet the latest emission standards with low CO₂ roadside emissions.
- 3.3 It should be noted that as a consequence of recent worldwide emissions testing protocols the manufacturers are now obliged to supply exacting CO₂ figures which in turn may result in an increase in the CO₂ values they provide.

Vehicle Type	Current CO2	New CO2	Difference
Small car	89g	107g	-18g
Large car	105g	101g	4g
MPV	115g	101g	14g
Estate car	110g	102g	8g
Car derived Van	94g	93g	1g
Small van	134g	109g	25g
Large van	180g	162g	18g
Tipper	206g	179g	27g
Minibus	192g	176g	16g
Low floor – accessible vehicle	224g	227g	-3g
Minibus - accessible	261g	261g	0g

4.0 Estimated requirements and financial implications

- 4.1 The vehicle replacement requirement for the period April 2020- March 2023 is estimated to be 204 vehicles with a whole-life vehicle hire/lease/ purchase cost of est.

£5.29M. The contract hire vehicles being replaced will reach or exceed their primary contract period before March 2023.

4.2 This procurement is within the Council’s policy framework and confirmation is sought to ensure appropriate budgets exist within the requesting service before the order is placed.

4.3 Current vehicle replacement requirements:

Vehicle Type	BES	CS	HAS	CYPS
Cars	17	0	36	0
Car-derived vans	13	15	0	0
Vans	41	28	0	0
Low floor vehicles	15	0	0	0
Accessible minibuses	32	3	0	0
Tippers	0	4	0	0
Minibus	0	0	0	0

4.4 Estimated lifetime purchase/contract hire/ lease base vehicle value

Directorate	Value £
BES	£4.5m
HAS	£228k
CS	£562k
CYPS	£0

4.5 Short-term hire of vehicles may be necessary to cover protracted maintenance downtime or urgent operational requirements. Short term hire may also be used if there is no long term guarantee of funding.

4.6 New and existing contracts for contract hire vehicles may be extended to facilitate an orderly replacement programme, cover extended replacement lead times or in cases where there is no long term guarantee of funding. The Fleet Management Section will monitor these extensions to ensure best value.

5.0 Proposed Replacement Procedure

5.1 Vehicle utilisation will be discussed with the requesting service prior to procurement. Telematics information will be used to review the justification for new and replacement vehicle(s).

5.2 All vehicle specifications will be agreed with the requesting service prior to procurement. The vehicles will normally be of a basic standard specification meeting the minimum criteria to undertake the duties required. All vehicles will be fitted with rear parking sensors, air conditioning and cars will meet 5 star NCAP safety ratings. Additional specification requirements will require agreement with the relevant Head of Service.

5.3 The specification of general vehicles will be agreed with the service in advance of the tender process. The assessment will include the cost of the vehicle and the fuel efficiency for the estimated mileage. The assessment will include a decision on best value regarding hire or purchase being the best value option to procure.

5.4 The specification specialist or accessible vehicles will be agreed with the service in advance of the tender process. The assessment will include a quality assessment in conjunction with an assessment of the cost of the vehicle and the fuel efficiency for

the estimated mileage. The assessment will include a decision on best value regarding hire, lease or purchase being the best value option to procure.

- 5.5 The procurement of vehicles for short term spot hire will be undertaken using an open process. The assessment will be based on fitness for purpose and then price only.

6.0 Additional Vehicles

- 6.1 There may be the requirement for additional vehicles in the period 2020/2021 to 2022-2023. Any additional in-year vehicle requirements will be authorised by the relevant Head of Service and Fleet Management will confirm that sufficient budget or other income is in place to meet this demand.

7.0 Authorisation for order

- 7.1 All individual orders will be approved by the relevant signatory. Individual orders up to the value of £150k will be authorised by the Fleet Management Officer in consultation with the Operations and Fleet Manager. Orders over £150k will be authorised by Assistant Director Transport, Waste and Countryside Services and Assistant Director Strategic Resources (BES).

8.0 Legal Implications

- 8.1 The procurement method proposed will be agreed with Legal and Democratic Services.

9.0 Equalities Implications

- 9.1 Due to the large number of vehicles involved, along with the number of employees 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.
- 9.2 Passenger vehicles used on registered local bus services will be replaced with vehicles that support the enhancement of wheelchair accessibility on North Yorkshire County Council services.
- 9.3 An Equality Impact Screening Form is in Appendix A.

10.0 Recommendation

- 10.1 It is recommended that the Corporate Director – BES, in consultation with Executive Members, agrees to authorise the commencement of a procurement process.

IAN FIELDING
Assistant Director Transport, Waste & Countryside Services

Report author: Andrew Sharpin

Background documents: None

Initial equality impact assessment screening form			
This form records an equality screening process to determine the relevance of equality to a proposal, and a decision whether or not a full EIA would be appropriate or proportionate.			
Directorate	BES		
Service area	IPT		
Proposal being screened	Vehicle Procurement		
Officer(s) carrying out screening			
What are you proposing to do?	Replace existing vehicles and meet any future requirements identified by services.		
Why are you proposing this? What are the desired outcomes?	The vehicles are coming to the end of their lease terms and/or are no longer economically best value. Replacement of vehicles reduces risk of downtime, reduces maintenance costs and CO2 emissions.		
Does the proposal involve a significant commitment or removal of resources? Please give details.	Significant use of funding however the commitment remains similar.		
Impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or NYCC's additional agreed characteristics As part of this assessment, please consider the following questions: <ul style="list-style-type: none"> To what extent is this service used by particular groups of people with protected characteristics? Does the proposal relate to functions that previous consultation has identified as important? Do different groups have different needs or experiences in the area the proposal relates to? <p>If for any characteristic it is considered that there is likely to be an adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate. You are advised to speak to your Equality rep for advice if you are in any doubt.</p>			
Protected characteristic	Potential for adverse impact		Don't know/No info available
	Yes	No	
Age		X	
Disability		X	
Sex		X	
Race		X	
Sexual orientation		X	
Gender reassignment		X	
Religion or belief		X	
Pregnancy or maternity		X	
Marriage or civil partnership		X	
NYCC additional characteristics			
People in rural areas		X	

Appendix A

People on a low income		X	
Carer (unpaid family or friend)		X	
Does the proposal relate to an area where there are known inequalities/probable impacts (e.g. disabled people's access to public transport)? Please give details.	Any new minibuses procured for IPT Operations Local Bus Services will support NYCC commitment to improving accessibility of its internally delivered bus services.		
Will the proposal have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.	No		
Decision (Please tick one option)	EIA not relevant or proportionate:	X	Continue to full EIA:
Reason for decision	<p>A driver may require reasonable adjustment to their vehicles and the fleet management section will assess each procurement on a case by case basis with advice from the service and, if necessary, Health and Wellbeing in consultation with employee and line manager.</p> <p>Any new minibuses procured for IPT Operations Local Bus Services will support NYCC commitment to improving accessibility of its internally delivered bus services. There is expected to be only an improvement in current service level</p>		
Signed (Assistant Director or equivalent)	Ian Fielding		
Date	20.02.2020		