



## Report by the Assistant Clerk to Worplesdon Parish Council

Issued to the Full Council

Dated 18.10.2019

### Justification for the purchase of a works vehicle and the options considered

#### 1. Summary

- 1.1 This report details the requirement for a works vehicle and the wide variety of options considered to date.

#### 2. Recommendations

- 2.1 That the Council purchases a Mitsubishi VX2 Outlander PHEV 20MY Reflex Commercial vehicle (£19,615.25 excl VAT) from the November 2019 Crown Commercial vehicle supply pool. [Appendix A]

#### 3. Reasons for recommendations

- 3.1 The Head Groundsman currently utilises his own vehicle for works purposes and the recently employed Assistant Groundsman does not have access to a vehicle which can be used for business purposes.

The reliance of the Groundstaff on the Head Groundsman's own personal vehicle is neither professional nor best practice. Additionally, the vehicle is now over 15 years old and has done over 210,000 miles.

- 3.2 For the purposes of the Groundstaff working effectively and being able to share core equipment and paperwork, it would seem most sensible to have a single vehicle.
- 3.3 The vehicle would be sign written (at a cost of £508.05 for a half-wrap) to improve visibility of the team whilst out and about across the parish. This links in with the Strategic and Business Plan to improve our marketing, and raise awareness of Worplesdon Parish Council across the parish.
- 3.4 This vehicle would also be used by officers and councillors to transport cumbersome items to fairs and events as appropriate, such as the display boards, traffic cones, etc.
- 3.5 A wide variety of vehicles of differing sizes, specifications and fuel types, from multiple manufacturers have been considered.
- 3.6 The lead time between ordering a vehicle and delivery has also been factored into considerations.

## Vehicle requirements

- Two or possibly three seats (to accommodate the Groundstaff)
- Good load carrying capability (to be able to carry items such as concrete balls, recycled posts, noticeboards, etc) in addition to tools and commonly utilised spare parts
- Roof bars or 'through load' capability for longer length items (such as replacement lengths of wood for bench and bus shelter repairs)
- Reliable
- Good build quality
- Air conditioning for both summer and winter
- Heated windscreen
- Supportive seats
- Appropriate fuel for size of parish, mileage undertaken and practical refuelling options
- High degree of safety offered to driver and passenger/s
- Delivery within reasonable timescale
- Bulkhead – preferably solid to minimise the odours whilst taking the contents of bins to the refuse centre, where appropriate
- Tow bar
- Rubber mats
- Range usually 15 to 20 miles per day, but can occasionally be double during busy times

## Business Plan item

- The provision of a works vehicle was included on Page 10 of the Business Plan.

## 4. Background information:

### What is the proposed action?

- 4.1 That the Clerk order a suitable vehicle at the earliest opportunity to provide a vehicle for the Groundstaff to utilise and also the Councillors and Officers, if necessary.

### Why is the action proposed?

- 4.2 In direct response to the ageing private vehicle utilised by the Head Groundsman and the lack of vehicle to support the Assistant Groundsman, together with Officers and Councillors having to use their own vehicles to move equipment to and from events and to attend training.

### Who is to take the action?

- 4.3 During the meeting of 19 September 2019 the Full Council RESOLVED that the Clerk to the Council purchase an appropriate vehicle up to the value of £20,000.

## 5. Financial considerations: What is the cost of the proposal?

- 5.1 £15,000 has been vired from the proposed A323 pedestrian refuge and an additional £5,000 will be vired from general reserves.
- 5.2 The ongoing costs of fuel (including electricity) £640, tax and maintenance are expected to be no more than £940 (£940 was the sum paid to the Head Groundsman for mileage during 2018/19). Insurance is anticipated to be just under £4,000 to take into account the age of the Assistant Groundsman and the general usage of the vehicle. [Appendix C]
- 5.3 The possibilities of financing a works vehicle, such as a lease arrangement, were considered however due to the relatively low mileage the vehicle will be undertaking, and the opportunities for minor damage to occur to the vehicle (e.g. scuffs and scrapes from vegetation) which would need to be rectified at our additional cost on returning the vehicle at the end of each lease period, together with the costs for finance (e.g. insurance and arrangement fees), these were discounted.

## 6. What is the budget?

- 6.1 Vehicles below £20,000 have been considered as per the Full Council meeting of 19 September 2019.

**Overall total of purchase price not more than £20,000.00**

## 7. Assessment of Euro NCAP safety ratings

- 7.1 In accordance with our responsibility to ensure the health and safety of our staff in the workplace, we have compared the Euro NCAP safety ratings of the shortlist of sifted vehicles. [Appendix D]

## 8. Sifting process

- 8.1 The quotations received have been assessed due to how well the vehicles met the requirements, the delivery lead time, the £20,000 budget, environmental concerns and the ongoing running costs. [Appendix B]
- 8.2 A Citroen Berlingo was loaned to the parish as a demonstrator for the period of one week to allow as many councillors and staff as possible to inspect the vehicle. The feedback is included at Appendix E.
- 8.3 The three vehicles which most closely met the requirements of Groundstaff and those of the councillors were from Ford, Mitsubishi and Nissan.

## 9. Other relevant information (including environmental considerations)

- 9.1 Due to the recently declared 'climate emergency', and in line with the Environmental Bill 2019, it was decided at the Full Council Meeting (19 September 2019) that the Assistant Clerk should ascertain if electric or hybrid alternatives to petrol and diesel were available. As a result, a hybrid vehicle has been identified, with a view to the council moving to an electric (or other environmentally friendly powered) vehicle at the most suitable juncture, i.e. when a greater EV (electric vehicle) charging network is in place or other alternative energy source, such as hydrogen, becomes more readily available.

- 9.2 If the recommendations made by the Assistant Clerk are acted on by the Clerk imminently, it would be possible to reserve one of the November 2019 Crown Commercial Scheme Mitsubishi vehicles with the matt paint option (as quoted in Appendix A). The alternative is to accept delivery of a pearlescent white paint finish which would increase the cost by approximately £508.33 but would allow delivery of a vehicle almost immediately.
- 9.3 Deciding to purchase a Ford MHEV diesel-electric hybrid would incur a lead time of some 9 months. To rent a vehicle from Kendall Hire for the intervening period would cost £5,940 for a slightly smaller van, or £4,435.20 for a small van (these figures included insurance).
- 9.4 The Nissan e-NV200 was discounted because it was significantly over both the original budget and the increased budget, plus the practicalities of charging a wholly electrical vehicle whilst the parish council are located in rented office space without designated parking, and the lack of charging facilities within the parish boundary were perceived as being significantly time consuming for staff. It is also not appropriate to expect employees to charge the vehicle at their own residential properties.
- 9.5 The CO<sub>2</sub> emissions for the Mitsubishi Outlander PHEV are 40g/km, and reports 139.7 miles per gallon (electric energy consumption 3.68 miles/kWh).
- 9.6 Images of the Mitsubishi Outlander PHEV Commercial are provided at Appendix F. The November allocation of vehicles will be the most up to date model available and may be subject to minor changes from the pictures provided.

## 10. Purchase options considered

- 10.1 Utilising the Crown Commercial Scheme (CCS) which the Assistant Clerk registered the parish council for, can attract significant discounts (usually up to 25%) from most manufacturers. There are exceptions however, and the Nissan eNV200 does not qualify for CCS discount, only the Government Grant. The CCS discount can only be used on purchases and not against lease agreements.

Where appropriate, Government Grants, such as those offered on electric and some hybrid vehicles, have also been deducted from prices quoted.

**Persons consulted:** Groundstaff, GPs/Finance Committee and Full Council



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Watermoor Road, Cirencester  
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Telephone: 01285 647676  
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### Mitsubishi Motors Corporate Sales Quote

Quote Reference: Outlander-VX2-18102019-1028

#### Company Information

Worpleston Parish Council

#### Vehicle Information

VX2 Outlander PHEV 20MY Reflex Commercial Auto  
20MY  
Frost White  
Quantity: 1

#### Vehicle Pricing

Basic Retail Price	£31,625.00
Metallic/Pearlescent Paint Price	£0.00
Discount Value	£7,906.25
Discount Percentage	25%
<b>Total Vehicle Cost</b>	<b>£23,718.75</b>

#### Parts, Accessories & Labour

Part Number	Part Description	Info	Price	Quantity	Labour Hours	Labour	Total Price
	Fixed Towbar 13 Pin Electrics		£299.00	1	Included	£0.00	£299.00
	Roof Bars		£145.00	1	Included	£0.00	£145.00
	Accessory charging cable		£220.00	1	Included	£0.00	£220.00
	Front Parking Sensors		£160.00	1	Included	£0.00	£160.00
	Rear Bumper Protector		£51.00	1	Included	£0.00	£51.00
MZ314845	Front Rubber Mats		£51.00	1	Included	£0.00	£51.00
<b>Total Parts &amp; Labour Cost</b>							<b>£926.00</b>

#### Supplementary Items

Pre-Delivery Inspection (PDI)	£90.00
Plates	£30.00
Fuel	£30.00
Onwards Delivery Charge	£250.00
First Registration Fee (FRF)	Zero VAT £55.00
Vehicle Excise Duty (VED)	Zero VAT £260.00
<b>Total Supplementary Items Cost</b>	<b>£715.00</b>

#### Financial Summary

<b>Total Vehicle Cost</b>	<b>£23,718.75</b>
<b>Total Parts &amp; Labour Cost</b>	<b>£926.00</b>
<b>Total Supplementary Items Cost</b>	<b>£715.00</b>
<b>Total Cost per Vehicle (excluding VAT)</b>	<b>£25,359.75</b>
<b>Total Cost per Vehicle (including VAT)</b>	<b>£30,368.70</b>
Government Grant (Zero VAT)	£5,744.50
<b>Total Cost After Government Grant (excluding VAT)</b>	<b>£19,615.25</b>
<b>Total Cost After Government Grant (including VAT)</b>	<b>£24,624.20</b>
<b>Total Cost (excluding VAT)</b>	<b>£19,615.25</b>
<b>Total Cost (including VAT)</b>	<b>£24,624.20</b>

## Appendix B

### Vehicle quotations obtained from 1 July 2019 onwards.

Please be aware that the majority of these prices (excluding Mitsubishi and Nissan) will have increased by at least £350 due to the current market conditions. All prices include CCS discount (where applicable), exclude VAT and any Government Grants available. Vehicles most closely matching the requirements are highlighted in **yellow**.

MAKE	MODEL	FUEL TYPE	GEARBOX	PRICE (excl VAT)	COMMENTS
CITROEN	Berlingo Worker M 1000Bhdi S&S	Diesel	Manual	£13,001.56	<ul style="list-style-type: none"> <li>Current model not available in electric until January 2021</li> </ul>
CITROEN	Berlingo Enterprise M Petrol 110PT	Petrol	Manual	£13,196.48	<ul style="list-style-type: none"> <li>Current model not available in electric until January 2021</li> </ul>
CITROEN	Berlingo Enterprise M 100Bhdi S&S	Diesel	Manual	£13,419.66	<ul style="list-style-type: none"> <li>Current model not available in electric until January 2021</li> </ul>
FORD	Transit Custom Trend Van hybrid MHEV	Diesel and Electric	Manual	£19,758.39 (excl VAT)	<ul style="list-style-type: none"> <li>Vehicle estimated to be in production from June 2020 onwards.</li> <li>Vehicle has load carrying space in excess of that required.</li> </ul>
FORD	Transit Courier Limited Van 1.0T EcoBoost 100PS	Petrol	Manual	£11,451.88	<ul style="list-style-type: none"> <li>Vehicle load space insufficient to accommodate required items</li> </ul>
FORD	Transit Connect Trend 200 L1 1.0L 100PS EcoBoost	Petrol	Manual	£13,081.47	<ul style="list-style-type: none"> <li>Vehicle is appropriately sized but is not available in a hybrid or electric version</li> </ul>
MITSUBISHI	Outlander 19MY PHEV Juro Commercial	Petrol and Electric	Automatic	£19,564.25	<ul style="list-style-type: none"> <li>Vehicle meets requirements</li> <li>Also provides 4WD</li> </ul>
NISSAN	e-NV200 EVALIA estate 80kW 40kWh 5 door	Electric	Automatic	£24,152.50	<ul style="list-style-type: none"> <li>Vehicle load space in excess of that required</li> <li>Vehicle over £20,000 budget</li> </ul>
TOYOTA	Hilux Active Extra Cab Pick UP 2.4 D-4D	Diesel	Manual	£17,423.12	<ul style="list-style-type: none"> <li>Vehicle doesn't offer flexible, secure storage space</li> <li>Vehicle not available in electric/hybrid</li> </ul>
TOYOTA	ProAce Medium 1.5D 100 Active Van	Diesel	Manual	£13,417.82	<ul style="list-style-type: none"> <li>Vehicle is appropriately sized but is not available in a hybrid or electric version</li> </ul>

## Appendix C

### Estimated costs for running new Mitsubishi vehicle (per annum):

Sinking fund/accrual for minor maintenance- i.e. tyres, windscreen wipers	£100.00
Maintenance plan through local dealership (estimated)	£350.00
Petrol/electricity (ref Draft Precept 2020/21)	£640.00
Vehicle tax	£135.00
Insurance	£3,968.94
<b>TOTAL</b>	<b>£5,193.94</b>

## Appendix D

### Euro NCAP Safety Results for three vehicles most closely matching our requirements

Vehicle	Adult Occupant	Pedestrian	Safety Assist	Overall
Ford Transit Custom Trend MHEV [test result based on existing Ford Transit]	84%	48%	71%	5 ★
Mitsubishi Outlander PHEV Commercial	88%	64%	81%	5 ★
Nissan e-NV200 Evalia	75%	60%	38%	3 ★

## Appendix E

### Feedback following inspection and test drive of Citroen demonstrator

Pros	Cons
Solid bulkhead	Electric handbrake
Good ride height	High clutch
Clever use of space – lots of storage cubbies	No rear view out of back of van due to solid doors – consider a rear camera
Spacious	3 <sup>rd</sup> central seat is exceptionally snug and has limited leg space
Air conditioning	Not 4WD
Light in load space	No heated front window
Drives well	Four stars in Euro NCAP safety ratings (out of a possible 5)
Matt paintwork	Diesel or petrol variants available in this body type – electric not available until January 2021
Can be easily filled with fuel for immediate use without waiting for recharge to take place	
Van of the Year 2019	



## Appendix F

Images of the Mitsubishi PHEV Commercial (images from WheelSage, AutoExpress and Pentagon Group)

