



Principles of Fleet Management

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Principles of Fleet Management

Course Brochure

Course Overview

How can local authorities overcome the complex challenges of managing fleets while balancing efficiency, skills shortages, costs and sustainability?

This brand new one-day training provides a comprehensive overview of fleet management, covering essential principles and practices for local authorities nationwide. Learners will also gain an understanding of budget setting and effective monitoring to ensure optimal fleet performance.

This comprehensive four-unit course explains how to manage the lifecycle of vehicles, as well as financial evaluation techniques to help identify the best option when comparing alternative fuel types to conventional models.

Through a series of practical exercises and facilitated group discussion, learners will gain knowledge of alternative approaches to review fleet vehicle and management options, to arrive at the best practical solutions for their requirements.

Learning Outcomes

- Understand the importance and key principles of fleet management
- Explain the different types of funding and procurement options
- Recognise the importance of budget setting and ongoing monitoring
- Appreciate the need to manage vehicle in life performance and day to day administration of the fleet
- Understand the different end of life routines and disposal routes
- Understand how to evaluate vehicle choice, using whole life costing to compare vehicle types on a like for like basis
- Realise the inherent risks of running a fleet and how to manage them using management information reports
- Understand the extent that grey fleet is used in the public sector and the risks that need to be managed

Who should attend?

Any members of staff that are involved in the life cycle of vehicles, either procurement or day to day operations.








Course Programme

For further information, please contact training@apse.org.uk

09:45 - 10:00	REGISTRATION (and Tech Check)
10:00 - 11:15	UNIT 1: Procurement and Funding Options <ul style="list-style-type: none"><input type="checkbox"/> Acquisition methods<input type="checkbox"/> Assessing "Fit for Purpose"<input type="checkbox"/> Identifying Suppliers
11:15 - 11:30	COMFORT BREAK
11:30 - 12:45	UNIT 2: Whole Life Costing and Budget Setting <ul style="list-style-type: none"><input type="checkbox"/> Evaluation modelling<input type="checkbox"/> Vehicle use considerations<input type="checkbox"/> Setting budgets to monitor ongoing cost management
12:45 - 13:15	LUNCH
13:15 - 14:30	UNIT 3: In Life Operational Management <ul style="list-style-type: none"><input type="checkbox"/> What do we mean by "in life?"<input type="checkbox"/> Management information<input type="checkbox"/> Supplier management<input type="checkbox"/> In house vs outsourcing
14:30 - 14:45	COMFORT BREAK
14:45 - 15:45	UNIT 4: End of Life and Grey Fleet <ul style="list-style-type: none"><input type="checkbox"/> Routes to disposal<input type="checkbox"/> Reviewing end of life costs against budgets<input type="checkbox"/> Completing the cycle - budget review<input type="checkbox"/> Awareness of Grey Fleet and the associated risks
15:45 - 16:00	PLENARY, FEEDBACK AND CLOSE

In-house - tailored training to meet your needs.

The package includes:

-  A pre-course consultation so we can tailor the course to meet your needs.
-  Trainee Needs Analysis.
-  Customisation of the slide pack.
-  Delivery of the course on a mutually convenient date and time to meet your authority's needs and working patterns.
-  Analysis of trainee feedback, which we share with you.
-  Trainer feedback, if required.
-  Post-course materials on password-protected hidden webpage.

If delivered online, the course is suitable for up to 15 participants and over two half-days or one full day, via Microsoft Teams

If delivered onsite, it is suitable for up to 20 participants. Trainer travel, subsistence and accommodation is charged at cost.

ENQUIRE ABOUT AN IN-HOUSE COURSE [HERE](#)

About APSE Training

APSE (Association for Public Service Excellence) is a not-for-profit local government think tank, working with over three hundred councils throughout the UK, promoting excellence in public services. As the foremost specialist in local authority front line services, APSE hosts a network of front line service providers in areas such as waste and refuse collection, parks and environmental services, leisure, school meals, cleaning, housing, and building maintenance.

APSE Training aims to provide inspiring and impactful lifelong learning and development opportunities, nurturing talent and enabling growth. A broad range of courses are available via the APSE website and as bespoke in-house courses. APSE Training is compliant with APSE's Quality Assurance processes under ISO 9001, ISO 14001, ISO 27001 and GDPR. We are also a Platinum Carbon Literate Organisation, which demonstrates our commitment to raising awareness of the climate crisis.

Contact Details

The team is ready to help.

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