

North East Lincolnshire Council

Chris Dunn

Waste Operations and Garage Manager

Chris Whitfield

Assistant Fleet Manager

APSE Performance Networks Awards Winner Most Improved in 2014 and Best Performer in 2015 for Transport Operations and Vehicle Maintenance

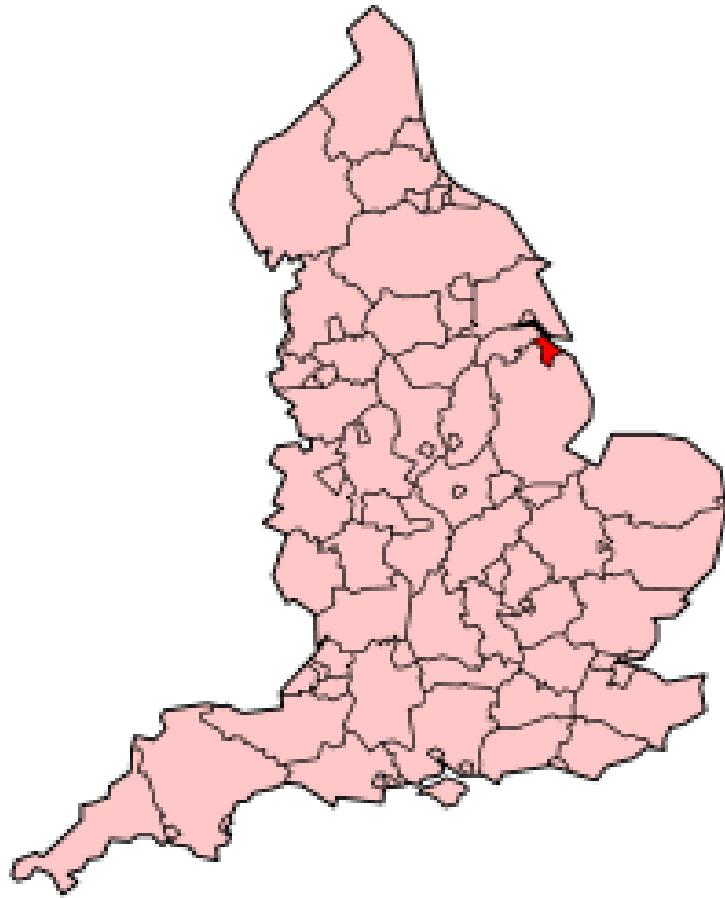


What Has Made The Difference?

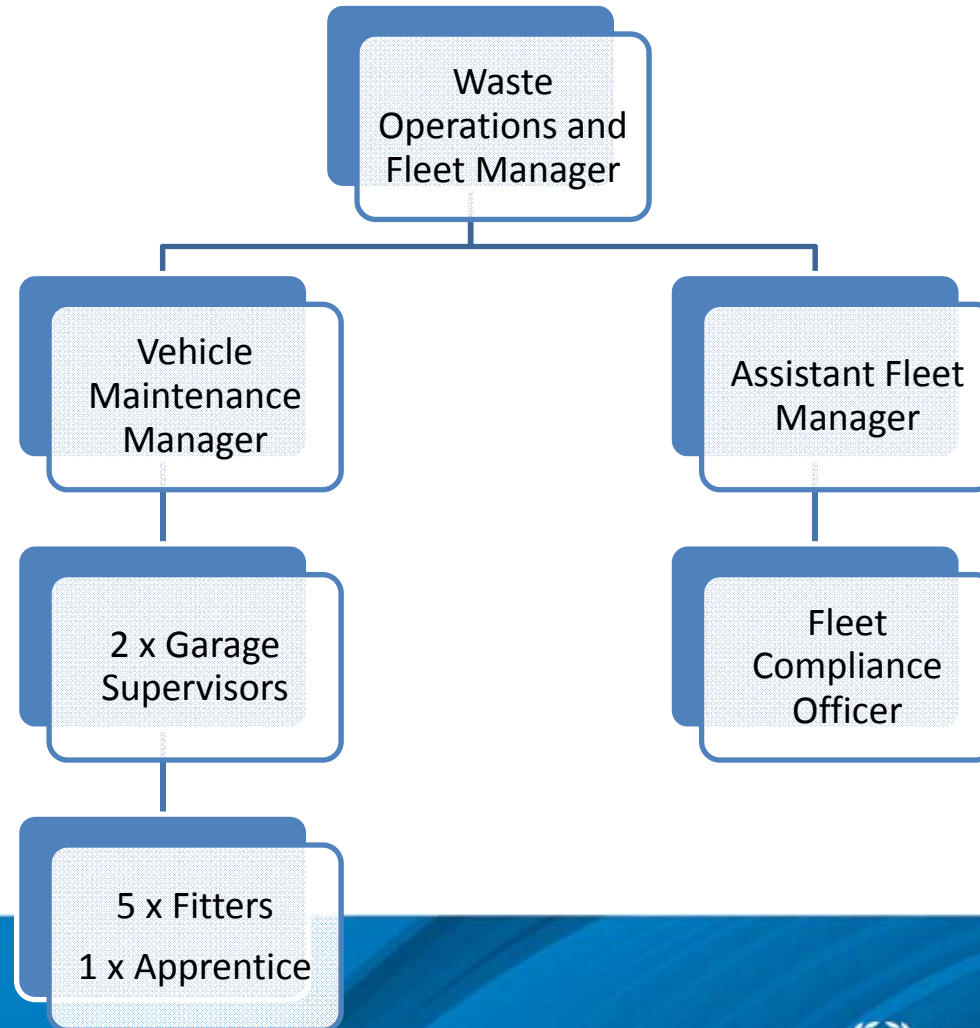
Where did we start?



Who Are We?



The Fleet & Garage Team have sat side by side since 2011, bringing two previously separate teams together.



Together, the team are responsible for a diverse fleet of over 300 vehicles plant and equipment including:

- 34 Waste & Recycling Vehicles
- 3 15t Street Sweepers
- 5 Gritters & Snow Ploughs
- 7 Highways Maintenance Vehicles
- Small Plant, Strimmers, Blowers, Mowers, Chain saws
- 25 Ride on Plant, mowers, Lining Machines
- 10 Horticultural Tractors
- 74 Car Derived Vans, Pane Vans, Pick Ups
- 4 Compact sweepers
- 10 HGV Gully, mini bin lift
- 7 Fleet Cars
- 4 x 4 Utility Vehicles
- 3 Quad Bikes
- 9 Education Transport Vehicles
- 27 Trailers
- Winter Maintenance Equipment
- 4 Mini Buses
- Flails, Gang Mowers, Beach Rake, Seeders
- Water Sampling Boat
- Poo Sucker
- Climbing Wall



The Fleet Team & Garage Services are responsible for the planning and servicing of vehicles for several services.

Beach Safety
Community Pride
Garage Services
Libraries
Print room
Bradley Fields
Support Services (Post)
Vulnerable Children
Waste Strategy

Children's Centres
Education Transport
Grounds Maintenance
Pollution Control
Sports Development
Street Cleansing
Trading Standards
Waste & Recycling Operations
Young People's Support Services

Security (Engie)
Regeneration (Engie)

Highways (Engie)
Car Parks (Engie)

External - Care Plus Group, Police, Kier and Lincs Inspire



OCRS (Operator Compliance Risk Score)

Scoring is split into 2 areas:

Score, which is shown as R (red - highest risk), A (amber - medium risk) or G (green - lowest risk).

In January 2010 NELC's operator risk score was Amber 4 (Compliance) Green 2 (roadworthiness).

Today this score is now Green 0 Green 0, the lowest it could possibly be.

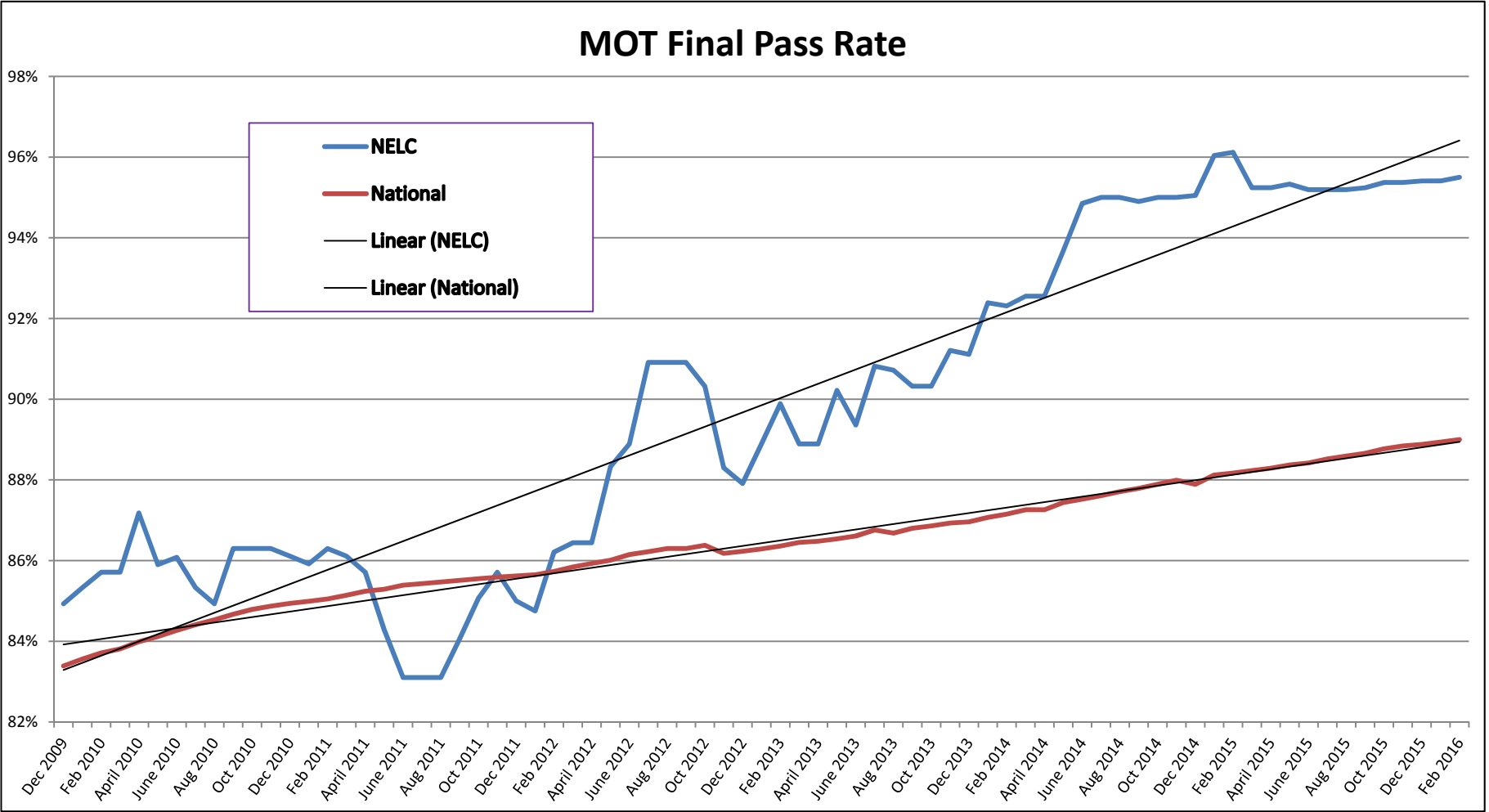
The screenshot shows the VOSA Business Link interface. At the top left is the VOSA logo (Vehicle & Operator Services Agency) and at the top right is the Business Link logo. The breadcrumb trail reads "Transport Home > My Services > OCRS Reports" and "My Services | Logout". The main heading is "Operator Compliance Risk Score". Below this is a descriptive paragraph: "Operator Compliance Risk Score (OCRS) is a mechanism used at roadside checks to calculate the likelihood of an operator being non-compliant. It is a risk based scoring system and is used as a guide only. It is NOT a mechanism for rating operators. Separate scores are produced for Roadworthiness and Traffic categories." A sub-heading states: "Your Operator Compliance Risk Scores are currently as follows :". A link "Help with your Operator Compliance Risk Score reports" is provided. The main data is presented in a table-like format:

Your Operator Licence	Road Worthiness Score	Overall Traffic Score
OB0193503	G00 HISTORIC	G00 HISTORIC

At the bottom of the table are "Exit" and "Print this Page" buttons. The footer contains "VOSA Terms & Conditions | VOSA Help | VOSA webmaster | Version: 2.2".

In December 2009 NELC's MOT final pass rate was 84.93% compared to the national average pass rate of 83.39%.

In February 2016 NELC's MOT final pass rate has risen to 95.50%, compared to the national average of 89.00%.



Vehicle Monitoring Devices

These monitoring devices enable user departments to utilise vehicles more efficiently, reduce accident claims, make efficiencies in fuel, time, vehicle wear and tear and help reduce CO₂ emissions.

We are able to use this technology to assess location, speed, sudden breaking and acceleration. In conjunction with CCTV on some vehicles we are able to dispute accident liability with a positive outcome.



matrix
[TELEMATICS]



Map



Proximity



Reports



Today



Dashboard



Dashboard



Dashboard



Routing



Admin



Help



Contact Us

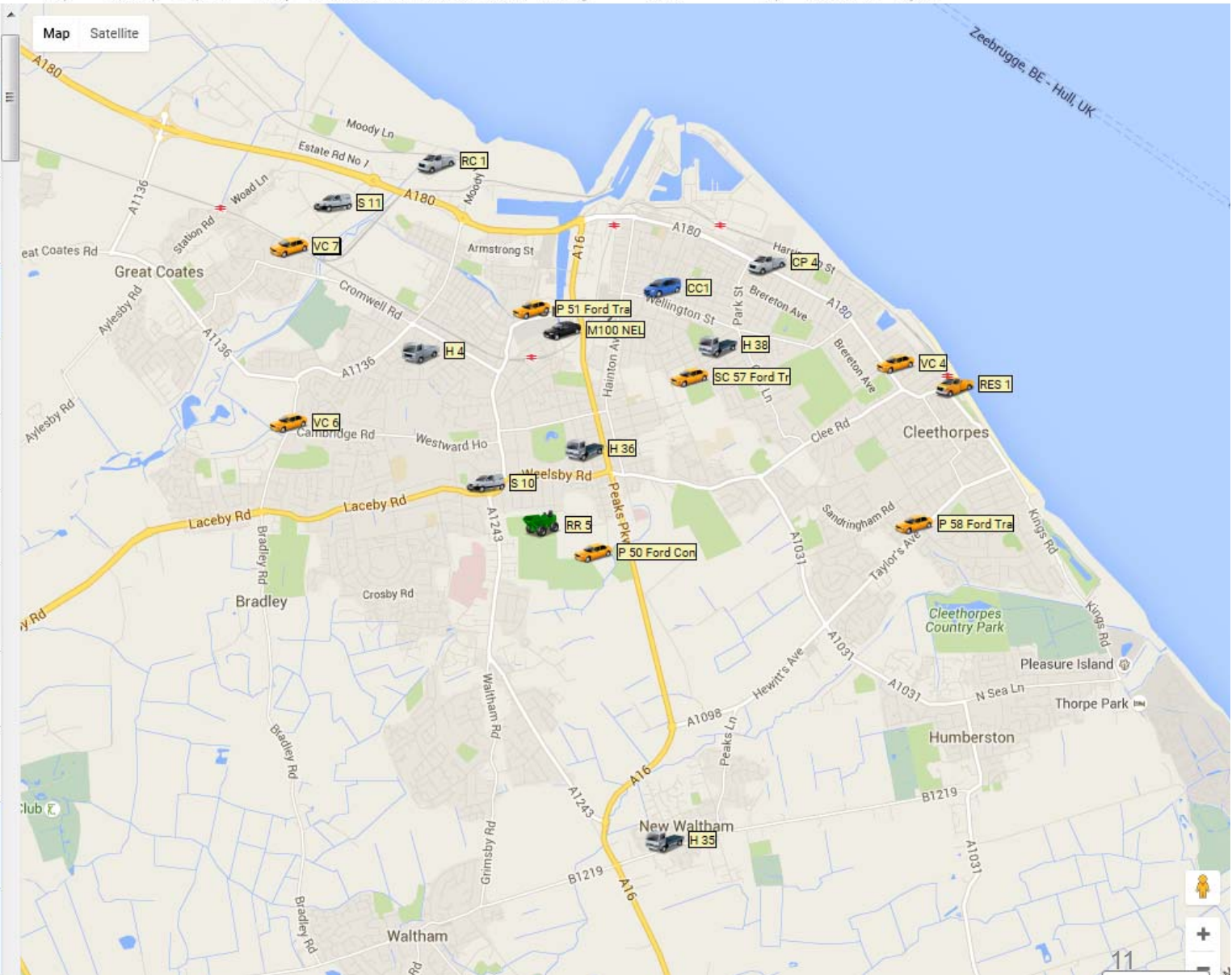


Logout

NE LINCS

Vehicles Assets POI's
All None Inv Reg Time (96)
victor street,grimsby

- CP 2
29/03/2016 14:58
Doughty Road Depot
- CP 3
29/03/2016 15:01
Great Coates Road, Grimsby
27mph
- CP 4
29/03/2016 15:01
Grimsby Road, Cleethorpes
- CYP 2
29/03/2016 14:21
Doughty Road Depot
- G 1
29/03/2016 14:17
Peaks Parkway, Grimsby
- G 2
29/03/2016 14:41
Doughty Road Depot
- H 1
29/03/2016 14:58
Carr Lane, Grimsby
11mph
- H 2
29/03/2016 14:31
Doughty Road Depot
- H 3
29/03/2016 14:20
Doughty Road Depot
- H 35
29/03/2016 15:01
Station Road, Grimsby
0mph
- H 36
29/03/2016 14:55
Farebrother Street, Grimsby
0mph



Compliance Inspections

The Fleet Team carry out random inspections on all vehicles and will assess and report on the drivers daily vehicle checks, licence categories, VOSA requirement such as is the driver carrying a spare Tachograph roll and so on.

Drivers employed by NELC are all inducted and trained on vehicles, have an initial driver assessment and are monitored on their driving abilities.

They are fully aware of their duty as a drivers and if standards are not met then relevant action is taken.

During 2012 / 2013, 357 inspections were carried out by the fleet team.

66.11% were rated Good, 23.24% were rated standard and 10.65% were rated poor.

2015/16 230 inspections were carried out

80.9% were rated as good, 16.5% were rated as standard and 2.6% were rated poor.

Compliance Report

Issue 5
Compliance Report
 FEBRUARY

NORTH EAST LINCOLNSHIRE COUNCIL
 www.nelincs.gov.uk

All council vehicles are subject to safety inspections and all the drivers of these vehicles are subject to compliance inspections. This is to ensure that the council is meeting its statutory legal responsibilities. Failure to comply can result in fines or more serious action being taken if drivers are stopped by the Vehicle and Operator Services Agency (VOSA) or Police. The compliance inspections are carried out by internal officers and highlight any necessary action that needs to be taken; which individual drivers are expected to follow up. All services will be subject to these internal checks. The inspections are currently only for white fleet vehicles (Council owned vehicles) not grey fleet vehicles (personal vehicles registered for business use).

This is a rolling compliance report and shows the number of inspections carried out in the stated month and the total inspections carried out over a 12 month period. The results of all inspections are highlighted, and where there are outstanding actions these will remain active on the sheet until closed off by the line manager. It is hoped that by sharing this information it will encourage services to make the necessary improvements in order to reduce, or eliminate, fixed penalty notices or more serious action being taken against the council.

Inspections are given a good, standard or poor rating. These indicate:

GOOD	No issues were found
STANDARD	Minor issues which would not lead to direct prosecution
POOR	Major concern which may lead to prosecution if corrective measures are not put in place

Poor ratings. The main reason for inspections getting a poor rating is due to daily vehicle walk round check books being incomplete, or not completed correctly. If the vehicle was stopped by VOSA and found to have a defect on the vehicle, and the paperwork had not been completed correctly, then the driver of the vehicle could not prove that the defect was not present when they collected the vehicle and may receive a fixed penalty of £30 - £50 and 3 points, for minor defects. This would also be recorded against the council's Operator's licence. More severe defects could lead to prohibitions, higher fines and possible suspension, curtailment or revocation of the Operator's licence.

Department	Vehicles in Department	Checks per Department		Outstanding Actions*		Good		Standard		Poor	
		Month	Total	Month	Total	Month	Total	Month	Total	Month	Total
Environment, Economy and Housing											
Beach Safety	3	0	8	0	0	4	0	2	0	2	2
Community Pride	5	0	13	1	1	5	6	0	3	1	15
Grounds Maintenance / Parks	43	6	131	1	1	3	0	1	0	0	0
Library Services	1	0	2	0	0	0	0	2	3	0	0
Pollution Control	2	0	3	0	1	6	57	4	23	0	0
Sports Development	21	12	84	1	1	0	1	0	1	12	4
Street Cleaning	2	0	3	1	1	0	1	0	1	0	1
Vehicle Maintenance	32	13	65	0	0	12	63	6	78	1	29
Waste & Recycling	111	32	353	4	4	26	226	6	78	1	29
People and Communities											
Children's Centres	2	0	1	0	0	0	0	0	0	0	0
Education Transport	9	1	10	0	0	0	0	0	0	0	0
Trading Standards	1	0	0	0	0	0	0	0	0	0	0
Vulnerable Children	8	1	3	0	0	0	0	0	0	2	0
Young People's Services	6	0	3	0	0	0	0	1	4	1	0
Directorate Total	26	2	22	0	0	0	0	1	4	1	0
Resources											
Print Section	1	0	1	0	0	0	1	0	0	0	0
Support Services	1	0	1	0	0	0	0	0	1	0	0
Directorate Total	2	0	2	0	0	0	1	0	1	0	0
Overall Total	139	34	367	4	4	26	236	6	83	2	39

* Outstanding Actions - Each department is informed individually on the outcome of each inspection and the relevant action to be taken in cases where the inspection is deemed unsatisfactory the line manager is requested to address the issues raised and inform fleet management in writing of the actions taken to ensure future compliance. The fleet management team are available for guidance and support and can be contacted on the numbers below.

Fleet Management Team
 Doughty Road
 Conisbly
 North East Lincolnshire
 DN22 0LL

Phone: 01472 324230/324219
 Email: doris.dunham@nelincs.gov.uk
 doris.whitfield@nelincs.gov.uk
 andrew.hopwell@nelincs.gov.uk

Reported Accidental Vehicle Damage Update - Financial Year to End March 2013

The information shown below highlights unacceptable damage costs, through accident damage. These figures only show the costs for vehicle repairs which have been carried out within the group, with 'minor' damage, where there were no insurance claims. Insurance claims are highlighted further from the page and it should be noted that all insurance claims carry a £300 excess. All accidents are preventable and action should be taken by all managers to reduce these accident costs.

Department	Accident Labour Costs for February	Accident Parts Costs for February	Total Accidental Damage Costs for February	Accident Labour Costs Year to Date	Accident Parts Costs Year to Date	Total Accidental Damage Costs YTD	Estimated Prevention Vehicle Hours (per day)
Environment, Economy and Housing							
Beach Safety	£120.00	£289.71	£409.71	£2,228.00	£2,596.42	£4,824.42	68.70
Community Pride	£0.00	£0.00	£0.00	£280.00	£270.43	£550.43	7.60
Sports Development	£0.00	£0.00	£0.00	£40.00	£837.26	£877.26	1.20
Grounds Maintenance / Parks	£0.00	£0.00	£0.00	£20.00	£40.44	£60.44	0.80
Library Services	£0.00	£0.00	£0.00	£0.00	£2,797.65	£2,797.65	39.00
Pollution Control	£0.00	£0.00	£0.00	£1,840.00	£0.00	£1,840.00	25.80
Vehicle Maintenance	£0.00	£0.00	£0.00	£20.00	£0.00	£20.00	0.30
Waste & Recycling	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Total	£120.00	£289.71	£409.71	£2,228.00	£1,116.90	£3,344.90	121.40
People and Communities							
Children's Centres	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Education Transport	£0.00	£0.00	£0.00	£40.00	£109.06	£149.06	2.00
Trading Standards	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Vulnerable Children	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Young People's Services	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Directorate Total	£0.00	£0.00	£0.00	£40.00	£109.06	£149.06	2.00
Resources							
Print Section	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Support Services	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00
Directorate Total	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	0.00

Below is information regarding the amount of reported accident claims, for insurance purposes, however these are not always reported on the GNE system: REMEMBER every accident, incident or near miss should always be reported on the GNE report system. This is for vehicle claims only and does not include any data for personal injuries which may result in employee absence/s.

ACCIDENTS CAN ALWAYS BE PREVENTED

Total Accidental Damage Costs YTD

Month	Reported Accident Claims	GNE reports Completed
April	0	0
May	0	0
June	0	0
July	0	0
August	1	0
September	1	0
October	4	10
November	4	9
December	4	6
January	3	4
February	2	4
March	0	0
Total	25	46

HIRED VEHICLES - MOTOR INSURANCE

It is essential that to comply with the EU Fourth Motor Insurance Directive that all vehicle hires are reported immediately (before or on delivery of the vehicle) giving details of the vehicle including registration number, make and model, duration of hire, department and the drivers using the vehicle. Details must be reported to:

Any Loss on telephone number 21472 22616, fax number 01472 32844 or by email to any.loss@nelincs.gov.uk

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MORR



Managing Occupational Road Risk (MORR), is essential to ensure the Health and Safety of employees, public and contractors and avoid the risks of prosecution. There are numerous laws and legislation surrounding transport including,

- Road Traffic Act 1991
- Road Safety Act 2006
- The Highway Code
- The Health and Safety at Work Act 1974
- Management of H&S at Work Regulation 1999
- Corporate Manslaughter and Homicide Act (2007)
- Provision and Use of Work Equipment Regulations 1998

Training

The Fleet Team have been proactive in the avoidance of non compliance or MORR, with training given to all line managers and drivers within Neighbourhood Services. This included half day training courses, Drivers Certificate of Professional Competence, driving assessments, Toolbox Talks and the introduction of a Driving at Work Policy and white and grey fleet drivers handbooks.

Driving at Work Policy



The introduction of a robust driving at work policy which covers both white and grey fleet.

The policy acts as an 'umbrella' policy covering any handbooks, toolbox talks or instruction.

Toolbox Talks

- Daily Vehicle Walk Round Check
- Carriage of Petrol
- Hazard Awareness
- Overloading risks
- Mobile Phones
- Vehicle Access/ Egress
- Doughty Road entry/exit
- Road Bridges
- Drivers Hours Record Book
- Johnston CN200 Compact Sweeper
- Depot Traffic Management
- Petrol fuelled vehicles
- Compact Sweeper Overloading
- Sweeper Cold Weather Precautions
- Gully Vehicle Cold Weather Precautions
- Speed
- Vehicle Operations
- Driving Licences
- Seatbelts
- Ear phones
- Etesia High Lift box
- Parking of NELC vehicles
- Vehicle Handover Log sheet
- Vehicle Camera Cleaning
- Roll Bar
- Accident Procedures
- ABS Warning Light
- Council Depot's speed limit

Fleet Management Team - Toolbox Talk Number 10-001 of January 2010

Daily Vehicle Walk Round Checks

Toolbox Talk

As part of the Council's obligation in complying with its Operating Licence conditions, there are compulsory checks which must be carried out, on a daily basis and for every vehicle you intend to drive on the road during that day. Before using any Council operated vehicle for the road, you must carry out an inspection of the vehicle. You should take not more than 15 minutes in every vehicle, in a book is full or missing contact your supervisor for a replacement. It is in the driver's own interest to drive a safe vehicle, remember it is the driver who is responsible in law, for the roadworthiness of the vehicle he is driving.

- The vehicle checks should be carried out using the "Daily Vehicle Walk Round Check Sheet" following the order in which each item is listed in the book.
- Fill in the Registration number, the vehicle fleet number, the date and the start message remembering to fill in the fleet mileage when you have finished with the vehicle for the day.
- All the boxes in the book must be completed, if there are no defects found, tick the box.
- If there are no defects found you must write "NO DEFECTS" in the section that defines a defect and sign your name.
- If a particular defect is not applicable to your vehicle enter you write "N/A" in the box, do not leave any box blank.
- If a defect is found mark an 'X' in the appropriate box and inform the Garage immediately writing a brief description of the defect in the DEFECT REPORT section towards the bottom of the sheet.
- If possible, Garage contact 01472 324274, out of hours 01472 325710 to inform the garage of the defect and the action which needs to be taken. It is the driver's responsibility to take the vehicle, if safe to do so and the book to the garage and inform the garage manager as to any further action which needs to be taken. It is the driver's responsibility to ensure the vehicle is safe to move, contact the garage for further instructions.
- A defective vehicle should not be used unless authorised by the garage manager from the garage and only once the defect has been signed off by them.
- A vehicle report is not sufficient and will not be accepted if the driver, they must sign the report and the only people authorised to remove a vehicle from the book are the garage manager or the depot manager.
- If no defects are found do not re-signature any pages from the book, they must remain in the book and be used until the book is full. In your supervisor, this will form part of the Council's obligation for legal record keeping.

N.B. These checks must be carried out for every vehicle you intend to drive during the day. The book must remain in the vehicle at all times, this is to ensure the book is available to all drivers who use the vehicle. When the book is full, pass it to your supervisor who will issue you with a new book. Supervisors will fill the book, as there is a legal requirement to retain the completed book for a minimum of 12 months.

For further guidance contact the Fleet Management Team
On 01472 324220 / 324219

Fleet Management Team - Toolbox Talk Number 10-003 of June 2009

Vehicle Entry/Exit to Dougthy Road Depot

Toolbox Talk

Dougthy Road depot has three entry/exit lanes. On entering Dougthy Road Depot the left hand lane should be kept clear for cars and visiting vehicles. All NELC vehicles should use the middle lane for entering the depot. If a barrier is down then vehicles should wait in the middle lane until security has fully raised the barrier and it is safe and clear to proceed. Under no circumstances should you try and follow a vehicle through or, enter through the left or right lane.

There is a 10 mph speed limit throughout Dougthy Road Depot, which must be adhered to at all times.

On exiting the depot all vehicles should use the left hand lane. The middle and right lanes should not be used for exiting the depot unless instructed by Security and it is safe to do so.



Visitor entry lane
NELC vehicle entry lane
Exit Lane

For further guidance contact the Fleet Management Team
On 01472 324219 / 324220

Fleet Management Team - Toolbox Talk Number 10-001 of March 2010

Overloading Risks

Toolbox Talk

Overloading is an absolute offence, the vehicle driver is or isn't overloaded. An overloaded vehicle is highly dangerous, as the wrong and loading characteristics of vehicles and trailers are adversely affected, which in turn can lead to an accident.

If VOSA or the police suspect that a vehicle is overloaded they can order it to be driven to the nearest weighbridge and if the vehicle is subsequently found to be overloaded a prosecution notice will be issued. If the vehicle is overloaded it will be overloaded from moving until the excess weight has been removed and the vehicle is back within the legal weight limit. The owner may be prosecuted for which, upon conviction, the maximum fine for this offence is £5000 and is the responsibility of the owner to pay, not the Council.

To calculate what your vehicle can carry you will need to know its tare weight. This is then subtracted from the vehicle's Gross Weight, or GVW. The result is the legal maximum payload. (Obviously, you will also need to be aware of the weight of the additional items and passengers you are going to carry. Allow a normal 100kg for each passenger).

To simplify this task all vehicles have been weighed to obtain an operating Tare Weight. This includes a fully loaded vehicle, normal equipment carried and usual amount of personnel carried (one in smaller vehicles and two in the taxis and larger vehicles). The tare weight will be deducted from the GVW to give an estimated payload.

A payload sticker has been placed in all vehicles to give an estimated payload. It is difficult to underestimate that it is important to estimate your payload. Do not overestimate, to ensure caution should be taken at all times when estimating load weights.

There are facilities available for you to check the weight of your vehicle. This check at Dougthy Road Depot, note the nearby "dynamic" weighbridge facility, if you are in any doubt... use it!

North East Lincolnshire Council Fleet Management Team Dougthy Rd, Lincoln Telephone 01472 324220	
Registration	AK52 Y044
Fleet Number	6C 26
Gross Weight	1425 kg
Tare Weight	945 kg
Payload	480 kg

For further guidance contact the Fleet Management Team
On 01472 324219 / 324220

Fleet Management Team - Toolbox Talk Number 10-001 of May 2010

Roll bars on "grass cutting" vehicles

Toolbox Talk

It is apparent that some mowing vehicles are being driven or operated with the safety roll bar in the down position, this is incorrect procedure.

When driving or operating any vehicle or machinery with a roll bar, the roll bar should be locked in the upright position.

The roll bar is designed for Health & Safety reasons to prevent accidents or injury to the driver, should the vehicle roll over.

Anyone not knowing how to move the roll bar should inform their line manager immediately and not move the vehicle.



Anyone seen not using the roll bar in the correct manner, (where fitted), on any N.E.L.C. vehicle will be reported to their line manager.

For further guidance contact the Fleet Management Team
On 01472 324219 / 324220

Fleet Management Team - Toolbox Talk Number 10-001 of March 2010

ABS Warning Lights

Toolbox Talk

Vehicle excess check

The ABS Malfunction Indicator Lamp operation should be reported as part of the driver's pre-use check, and any vehicle which is found to have an ABS Malfunction Indicator Lamp illuminated (indicating a fault with the system) should NOT leave the depot until the defect is rectified. This applies to any ABS Malfunction Indicator Lamp found to be illuminated during the check regardless of the colour.

Under no circumstances should a vehicle leave the depot with an ABS Malfunction Indicator Lamp illuminated during a journey.

ABS failure warning lamp illuminated during a journey

If an ABS Malfunction Indicator Lamp illuminates during a journey, drivers should stop immediately and report the defect to their supervisor or garage. They should then consult their supervisor or garage to report the fault. The fault should be recorded in the DVIRIC book, recording the instructions given by the supervisor or garage, include date, time, location and mileage. When the vehicle has been repaired and the ABS Malfunction Indicator Lamp is no longer illuminated, a VOSA examiner or authorised person should carry out a post-repair check, if authorised to do so then the driver may continue with caution to complete the journey. If not authorised to complete the journey, the driver may continue with caution to complete the journey, if authorised to do so then the driver may continue with caution to complete the journey, if authorised to do so then the driver may continue with caution to complete the journey.



Driver's fault code may should stop immediately and contact the garage or supervisor for further instructions.

Follow-up action

As a follow-up to any excess checking, an ABS fault, which should be taken at the earliest opportunity, check out the ABS system for further action as faults in the full details of the manufacturer should be well on the intervention management records.

For further guidance contact the Fleet Management Team
On 01472 324220 / 324219


Fleet Management Team - Toolbox Talk number 10-016 of July

PARKING OF N.E.L.C VEHICLES

The parking of any Council vehicle is subject to the same legislation as any other vehicle and as such, all NELC drivers are advised that failure to park correctly and in accordance with the law, could attract a penalty charge notice, for which the driver will be responsible for paying.

The only exceptions are for operational reasons, which may need specific permission from Parking Services. For further information contact your area manager.

PARKING A VEHICLE AS SHOWN BELOW IS UNACCEPTABLE



For further guidance contact the Fleet Management Team
On 01472 324219 / 324220

INVESTING IN PEOPLE

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White Fleet Handbooks

A white fleet handbook was created and is issued to all white fleet drivers. This handbook covers not only legal requirements but council policy and guidelines. Drivers are checked on their knowledge of the information contained within these books when they undergo a compliance inspection.



White Fleet Drivers' Handbook

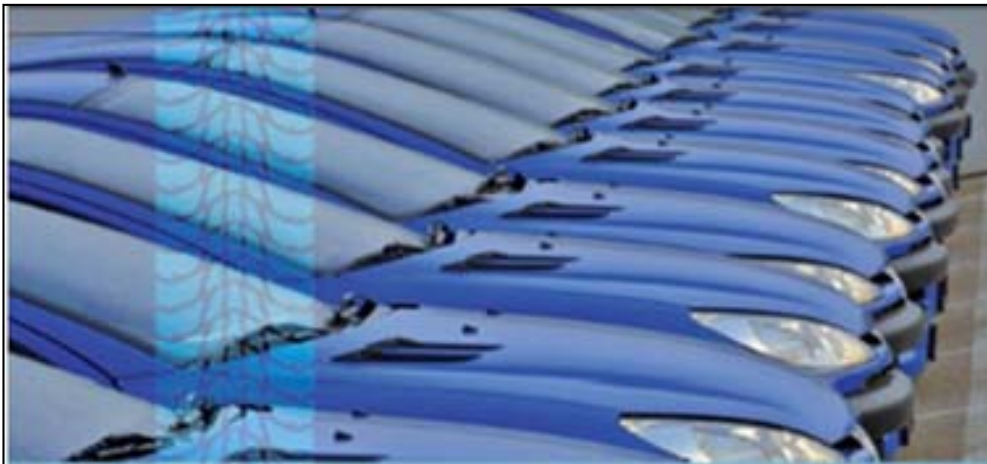


INVESTORS
IN PEOPLE



Grey Fleet Handbooks

Grey fleet handbooks were also created and issued to all known grey fleet drivers. When driving licence and documents are checked and entered onto the online grey fleet form, there is a link on the system to a pdf version of the grey fleet handbook. This handbook is also available on the council intranet documents section.



Drivers' Handbook

Guidance for employees who drive their own vehicle on council business



INVESTORS
IN PEOPLE



Driving Licence Checks

Online driving licence checks were implemented for white and grey fleet drivers. The new online system eliminated the risk of breaches of data protection laws. It also gives us a record of all drivers details in once place. The white fleet drivers are checked every 6 months in January and July (three monthly for Waste). Grey fleet are checked annually, every July. In addition to driving licences, grey fleet drivers also have to bring in their valid MOT certificate and 'business use' insurance for checking.

Fleet Audit

A fleet audit of all departments responsible for white fleet vehicles was carried out. This audit focused on a follow up audit by the FTA and involved items such as drivers hours regulations, WTD, legislation, best practice, H&S, O' licence issues, tachographs, driver induction and training, driving licence checks, risk assessments etc.

Fleet Capital Replacement

- Centralised capital replacement and revenue budgets.
- Lease to outright purchase.
- Rationalisation of fleet.
- Controlled disposal of fleet assets.
- Extended life and replacement of vehicles from 5 to 7 years.
- Fleet Justification.
- Worked closely with commercial services and North Lincolnshire on setting up a joint vehicle procurement and vehicle hire agreement.
- Going electric?

Partnership Working

East Riding of Yorkshire Council, North Lincolnshire Council and York City Council for the Supply of Vehicle parts and Services Framework through Fleet Factors.

North Lincolnshire Council to supply of tyres framework through Bush Tyres.

We are also working together with Wakefield Metropolitan District Council on the management of fleet services.



The idea behind working with Wakefield Council is to

- Provide technical support and training to support full and effective data migration and integration to NELC financial management systems from the M5 fleet management system
- Generate base / raw benchmarking and performance data for annual benchmarking submissions
- Provide accurate and transparent budget management and internal recharge arrangements / contract
- Work to develop common policies and procedures through sharing policy documentation (ensuring standardise approach)
- Provide advice and support for the review of training, compliance procedures etc.
- Provides advice and support in developing strategic options / delivery models and in accordance with the commissioning cycle
- In the future - implantation of manager self service facility for fleet management to enable service managers to access data and reports

Fleet Management Software

Assetworks M5 Fleet Focus Software

The screenshot shows a web browser window displaying the Fleet Focus software interface. The browser's address bar shows the URL: <https://wmdportal.wakefield.gov.uk/uniqueid37bffb8f57d75bfea2c0ae6ff2171>. The browser tabs include "Wakefield Council Access Portal" and "Home Page".

The software interface features a teal header with the "Fleetfocus™" logo on the left and a navigation bar on the right containing icons for home, search, and other functions. The date and time "04-Apr-2016 15:11:10" are displayed in the top right corner.

On the left side, there is a sidebar with the following information:

- User ID: CWHITFIELD
- Location: DN001 - DOUGHTY ROAD DEPOT (dropdown menu)
- Menu: NELINCS (dropdown menu)
- A list of expandable menu items: Department, Vendor, Unit, Work Order, Work Request, Part Purchasing, Reports, Part, Tech Spec, Labour, Employee, Amy Reports, and O Licence.

The main content area is titled "Home Page (Version 3.0.0 - H)" and contains a search input field.

Regional Fleet Forum

A regional fleet forum (YorLincs) was set up by NELC, in July 2010, and continues to run successfully with other neighbouring authorities, Police and NHS including,

NELC	Wakefield Council
York City Council	Doncaster Council
North Lincolnshire Council	East Riding of Yorkshire Council
North Yorkshire Council	Lincolnshire County Council
Lincolnshire City Council	Hull City Council
Humberside Police	United Lincolnshire Hospital

This regional fleet forum allows all involved to participate in current legislation discussions, training and sharing best practice.

The group recently expanded in June 2015 with the addition of,

Leeds City Council	Scarborough Council
Barnsley Council	Kirklees Council
Sheffield City Council	Calderdale Council
Rotherham Council	Bradford Council
South Yorkshire Police	



Regional Fleet Forum



Future Opportunities

- Taxi inspections being carried out by Vehicle Maintenance Services
- Staff who claim Business user mileage have a compulsory vehicle inspection at cost to themselves
- In house Ministry of Transport tests for white fleet, grey fleet, general public and local commercial companies
- Purchase and management of fuel
- Further research into electric or hybrid vehicles to help reduce CO₂ emissions

Future Opportunities

- Training Centre
- Devolution – Greater Lincolnshire



- Greater Lincolnshire
A place to grow

Benchmarking

NELC benchmark against many other authorities through APSE, Association for Public Service Excellence.

At the Performance Network Awards 2014, NELC were finalists in two categories,

Finalist - Transport Operations and Vehicle Maintenance – Best performer

Winner - Transport Operations and Vehicle Maintenance – Most improved performer



In 2015 NELC won Best Performer for Transport Operations and Vehicle Maintenance.



Thank you

