

South Ayrshire Council

**Report by Director of Housing, Operations and Development
to Service and Partnerships Performance Panel
of 14 May 2024**

Subject: Fleet Strategy 2021-2026 Progress Report

1. Purpose

1.1 The purpose of this report is to provide Elected Members with the annual review of progress in delivering the South Ayrshire Council Fleet Strategy 2021-2026.

2. Recommendation

2.1 It is recommended that the Panel:

2.1.1 considers the annual review of the South Ayrshire Council Fleet Strategy 2021 -2026; and

2.1.2 agrees that an annual review of the strategy be submitted to the Service and Partnerships Performance Panel.

3. Background

3.1 As detailed in the progress report submitted to Cabinet in April 2023, there were a number of drivers to the development of the Fleet Strategy for 2021-2026. The two key drivers being The Scottish Government declaring a Climate and Ecological Emergency in 2019 which led to an update in 2020 of the Climate Change Plan to include 'Securing a green recovery on a path to net zero'. This set out the Scottish Governments targets of ending Scotland's contribution to climate change by 2045.

3.2 The second was the National Transport Strategy outlining the need to reduce fleet, to modernise fleet, reduce the use of motorised transport and to implement the travel hierarchy.

3.3 The current Fleet Strategy which was approved by Leadership Panel in May 2021 has three main themes on which the Strategy's Action Plan is based:

- Renewal – Our Future Fleet;
- Relationships – Working with People; and
- Results – Delivering for the People of South Ayrshire.

3.4 Additionally, there is a requirement to hire vehicles, and these too will be subject to both the Policy and the Handbook.

4. Proposals

4.1 As was reported in last year's progress report progress on delivery was slow. It resulted in the Service Lead undertaking changes to the Service Structure to address this matter, in particular, the needs of the Fleet Team. Cabinet approved the proposed structure changes in October 2023 which has allowed for 3 new posts to be created the last of which is just about to be advertised.

4.2 In March 2024 Cabinet approved the Revised Fleet Travel and Transport Policy; the Drivers and Management Travel Handbook together with the approval that each Service must identify a senior member of staff to act as their Fleet Liaison Officer.

4.3 [Appendix 1](#) provides updates and progress relation to the Action Plan.

4.4 Action 1.2, while Fleet is continuing to replace the car and small van fleet to electric, it should be noted that there are some services that cannot make the transition to electric at this time:

- Care at Home – Alert Service that use vehicles on shift 24hrs; and
- Social Work – urgent transportation of vulnerable families.

4.5 In relation to the provision of an electric fleet we require the necessary charging infrastructure which needs significant investment however locations are mainly determined by the availability of sufficient power supply?

4.6 For the Councils Fleet that is 3.5 tonnes and above the industry is indicating that it is most likely these vehicles will be hydrogen powered, so requiring a different form of infrastructure to that of the plug-in electric fleet.

4.7 While the Fleet Strategy details the Council owned Fleet, it does not include detail of the number of hire vehicles or of the use of grey fleet. Since the pandemic and the changes to working styles to include home, agile and hybrid we have seen an increase in both the use of hire vehicles and grey fleet.

4.8 Fleet will work with each Service and their Fleet Liaison Officer to identify opportunities to decrease reliance on these forms of transport.

4.9 Fleet have been working with the Strategic Change Team to develop a pilot programme that would:

- Increase the utilisation of vehicles; and
- Inform a model to increase pool cars that will reduce third party hires.

5. Legal and Procurement Implications

5.1 There are no legal implications arising from this report.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

6.1 There are financial implications in that the cost of an Ultra Low Emission Vehicles is significantly more than that of a petrol and or diesel. For the smaller fleet that represents between a £10,000 - £20,000 increase per vehicle. Over and above there is the need for charging infrastructure. A 7kw Slow charger is approximately

£10,000; a 22kw Fast charger is approximately £20,000 - £30,000 and a Rapid charger is approximately £55,000. The funding for infrastructure will be subject to a future capital investment bid.

7. Human Resources Implications

7.1 Not applicable.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

8.1.1 There are no risks associated with adopting the recommendations.

8.2 *Risk Implications of Rejecting the Recommendations*

8.2.1 There is a risk that in rejecting the recommendations the Council will be unable to meet its legislative requirements, climate change objectives or provide the Fleet Service required to deliver the approved operating model.

9. Equalities

9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping Process. There are no significant positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is shown in [Appendix 2](#).

10. Sustainable Development Implications

10.1 ***Considering Strategic Environmental Assessment (SEA)*** This report links directly to the Sustainability Development and Climate Change Strategy, approved in June 2019. An SEA will not be required as the actions of this Strategy aligns with the National Plan and relevant Legislation.

11. Options Appraisal

11.1 An options appraisal has not been carried out in relation to the subject matter of this report.

12. Link to Council Plan

12.1 The matters referred to in this report contribute to the Council Plan, Priority One, Spaces and Places – Moving around and the environment.

13. Results of Consultation

13.1 Consultation has taken place with Councillor Martin Kilbride, Portfolio Holder for Buildings, Housing and Environment, and the contents of this report reflect any feedback provided.

Background Papers **Report to Leadership Panel of 25 May 2021 – [Fleet Strategy](#)**
Report to Service and Partnerships Performance Panel of 18 April 2023 - [Fleet Strategy 2021-2026 Progress Report](#)

Person to Contact **Fiona Ross, Service Lead – Neighbourhood Services**
Walker Road, Ayr, KA8 9LE
Phone 01292 612241
E-mail Fiona.Ross@south-ayrshire.gov.uk

Tommy Howieson – Fleet Co-Ordinator – Neighbourhood Services, Walker Road, Ayr, KA8 9LE
Phone 01292 612725
E-mail Tommy.Howieson@south-ayrshire.gov.uk

Date: 1 May 2024

Key Theme	Action	Measurable Action	Progress	% Complete
RENEWAL Our Future Fleet	1.1	Undertake CPD to ensure we are able to horizon scan and take forward the most up to date policy and technical solutions.	Attended professional and technical seminars e.g. APSE, UK Logistics, over the past year. CPD though PDR's has been identified and will be an annual process.	Ongoing annually
	1.2	Developing a prioritised fleet replacement programme to meet the 2025 target of all small vehicles being ULEV.	<p>Programme for Fleet replacement has been identified and is an ongoing process. We currently have 34% of the Fleet that is able to transition too Electric. It should be noted that this includes the full complement of Property Maintenance vehicles, which we believe will not be able to be achieved due to the weight and distance traveled per day. However, we will keep them in this listing to see if the EV industry develops further in the next 3 years.</p> <p>We will not be able to meet the 2025 target to have all small vehicles ULEV.</p> <p>With the new 94 Ford Transits which have been purchased as diesel due to the price difference with that of EV .However, these units are to EURO 6d standard which is the latest European emissions standard.</p>	100%
	1.3	Utilise available external funding opportunities for fleet renewal and associated infrastructure.	Going forward from this financial year there will be no external funding opportunities	100%
	1.4	Working with Ayrshire Roads Alliance, wherever possible we will maximise our use of natural resources to deliver sustainable, locally generated energy solutions, including maximising use of locally generated renewable energy and technologies to allow energy storage and peak shaving.	<p>Ayrshire Energy Masterplan may well include aspects of this action. The energy team do collect data and report that they collected 142554kwh energy 2023/24 from building mounted solar panels.</p> <p>This action will be a long term action.</p>	Ongoing
	1.5	Ensure the Council's new Future Operating Model incorporates our fleet ambitions as part of the green recovery.	Work has progressed with the Strategic Change Team and we are about to undertake a pilot project, the aim of which is to increase utilization of existing fleet; decrease the need for hires	75%

Key Theme	Action	Measurable Action	Progress	% Complete
			and develop pool cars	
RELATIONSHIPS Working with People	2.1	Work with services to develop data to ensure we are managing our carbon and financial budgets effectively.	Carbon usage information is provided by the sustainable Development team. Fleet Management can run monthly usage reports on fuel together with utilisation reports. These Reports will form part of the information and conversation between Fleet and the identified Fleet Liaison Officers for each Service.	60%
	2.2	Ensure services are aware of their fleet replacement dates and when their vehicles will become ULEV	All services have been made aware of their Fleet replacement dates however as per 1.2 it is not possible at this time to identify when their small vehicles will transition to ULEV	60%
	2.3	Provide training, communications and ongoing engagement to ensure services are aware of the hierarchy of travel (below) and following this in their everyday business.	During 2023/24 a number of communication bulletins were issued on our behalf with the Comms Team including tyre safety and inspections ; electric car training ; Changes to Highway Code ; Use of mobile phones & hands free devices ; Sustainable business travel	60%
	2.4	Provide policies, procedures and training opportunities to ensure drivers understand their responsibilities in relation to their vehicles and driving behaviors.	This will be ongoing over the 5 years of the strategy. Cabinet approved in March 2024 the updated Fleet Policy and Drivers Handbook. These will be made available on the core and a comms message will be issued to all staff informing them where to find the documents.	70%
RESULTS Delivering for the people of South	3.1	Support the delivery of the council's carbon budget across all services through fleet input.	The purchase of new fleet, non – electric, ensures that they are more fuel efficient and lower emissions that the fleet they are replacing. In 2023/24 over 96 new non ULEV were procured together with 13 ULEV.	60%
	3.2	Develop and implement a new approach to ensure vehicles are procured to meet council transportation needs and vehicle specification are developed based on these.	The process to procure vehicles is designed to meet the needs of the service requiring vehicles.	100%

Key Theme	Action	Measurable Action	Progress	% Complete
Ayrshire	3.3	Building partnerships that deliver to help accelerate the wider Ayrshire climate change agenda, ie ARA with regard to ULEV infrastructure, other partners with regard to shared infrastructure etc.	Pan Ayrshire EV strategy has been approved. Consultant appointed to develop the tender process in relation to Public Infrastructure. Fleet are working with the group to see if there are opportunities to link in, in relation to fleet charging points.	50%
	3.4	Develop internal arrangements around use of the charging infrastructure.	Process for the use of charging infrastructure is provided with all electric vehicles for use by departments and drivers	100%
	3.5	Review the use of car clubs and other vehicle sharing opportunities.	This point ties in to 1.5	60%

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: <https://www.south-ayrshire.gov.uk/equalities/impact-assessment.aspx>

Further guidance is available here: <https://www.equalityhumanrights.com/en/publication-download/assessing-impact-and-public-sector-equality-duty-guide-public-authorities/>

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. [FSD Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018 and revised in October 2021. See information here: <https://www.gov.scot/publications/fairer-scotland-duty-guidance-public-bodies/>

1. Policy details

Policy Title	Revised Fleet, Travel and Transport Policy 2024
Lead Officer (Name/Position/Email)	Fiona Ross, Service Lead – Neighbourhood Services – fiona.ross@south-ayrshire.gov.uk

2. Which communities, groups of people, employees or thematic groups do you think will be, or potentially could be, impacted upon by the implementation of this policy? Please indicate whether these would be positive or negative impacts

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	n/a	n/a
Disability	n/a	n/a
Gender Reassignment (Trans/Transgender Identity)	n/a	n/a
Marriage or Civil Partnership	n/a	n/a
Pregnancy and Maternity	n/a	n/a
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	n/a	n/a
Religion or Belief (including lack of belief)	n/a	n/a
Sex – (issues specific to women & men or girls & boys)	n/a	n/a

Community or Groups of People	Negative Impacts	Positive impacts
Sexual Orientation – person’s sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	n/a	n/a
Thematic Groups: Health, Human Rights & Children’s Rights	n/a	n/a

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage i.e. The Fairer Scotland Duty (This section to be completed for any Strategic Decisions). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	n/a	n/a
Low and/or no wealth – enough money to meet Basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	n/a	n/a
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	n/a	n/a
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	n/a	n/a
Socio-economic Background – social class i.e. parent’s education, employment and income	n/a	n/a

4. Do you have evidence or reason to believe that the policy will support the Council to:

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	YES NO
Rationale for decision: In the majority of the elements to be considered this report and its recommendations has no impact positive or negative	
Signed: Fiona Ross Date: 8 April 2024	Service Lead