

SLOUGH BOROUGH COUNCIL

REPORT TO: Employment and Appeals Committee
DATE: 20th June 2017
CONTACT OFFICER: Kunal Prasad, Environmental Management Officer
WARD(S): All

PART 1 **FOR INFORMATION**

FLEET CHALLENGE – POOL ELECTRIC CAR AND E-BIKE (PILOT SCHEME)

1. Purpose of Report

The purpose of this report is to update the Employment and Appeals Committee about the Fleet Challenge Programme and the launch of the Pilot Electric Pool Car and E-bike Scheme in June 2017 (Appendix 1).

2. Recommendation(s) / Proposed Actions

The committee requested to note the report and the launch of the pilot scheme in June 2017.

3. Supporting information

The purpose of Fleet Challenge Programme is to adopt a fleet challenge approach that is focused on:

- sustained decarbonisation of our fleet across the estate (significant reduction in CO2 emissions)
- implementing a pool electric car and e-bike scheme,
- formal adoption of a travel hierarchy aimed at sustainable travel options which links in with smart working,
- reduce our dependency on the use of grey fleet whilst reducing revenue spend (on mileage claims) as well as meeting CO2 targets within our Carbon Management Plan,
- increase the number and use of pool electric vehicles over the programme period (4 year),
- implementing a hire car scheme for longer (out of Borough) journeys,
- set out emission specifications with our fleet contracts to reduce carbon, air pollution emissions and to ensure fuel efficiency savings (i.e. Amey, Interserve)
- being an exemplar organisation within the Borough and in the region to decarbonise its fleet (including grey fleet).

SBC's grey fleet (this is staff owned cars driven on council business and reimbursed using a mileage rate) has the largest environmental impact which produced 401 tonnes of carbon dioxide in 2014/15 from staff driving 0.9 million

miles. The grey fleet is currently reimbursed at £0.45/mile and staff who exceed 1,000 miles/annum are entitled to claim a £1,000 lump sum allowance.

In 2014/15 there were 277 staff who exceeded this threshold and if all claimed we would have been paid £277,000 on which the council would have been liable for a further £38,226 in national insurance payments (the HMRC treats the lump sum as salary). **This means the real rate was closer to £0.79/mile in 2014/15.**

The pilot scheme will make available to staff (including agency workers) electric cars or e-bikes to use where they need to travel to fulfil their duties i.e. visiting a client.

Currently the following sites are providing the vehicles as part of this scheme:

Site	Electric Pool Cars	E-Bikes
St Martins Place (SMP)	Three	Four
Landmark Place (LMP)	None	Two

All employees who are undertaking business mileage journeys as part of their role will be required to register in order to benefit as a pool car user.

The following are the benefits of staff joining the scheme:

- No need to purchase Business Insurance
- Less wear and tear on personal vehicles
- Less mileage on personal vehicles
- Brand new vehicles will be available for staff to drive
- No need to complete expenses claim forms – saving time and effort
- Less maintenance cost (tyre replacement, oil etc...)
- Allows the promotion of more agile/home working significant cost savings in travelling to work
- More walking and cycling to work lead's to positive health outcomes and improved wellbeing of our staff
- No need to drive through congestion (less exposure to air pollution)

3. Consultation

This scheme has been developed as part of the Capital programme which was approved by the Capital Strategy Board in May 2016, with subsequent approvals from CMT and the cabinet in June 2016.

Cabinet members were briefed about the programme on 7th October 2016 by Kunal Prasad (Environmental Management Officer and Jason Newman (Environmental Quality Team Manager).

An Equality Impact Assessment (EIA) for the Fleet Challenge Project was presented to the Disability Forum on 9th March 2017.

Support from Employee Engagement Forum received in January 2017.

464 responses to the Staff Travel Survey (concluded on 18th May 2017).

Staff made aware of the fleet challenge programme in Staff conference held on 18th May 2017.

The Carbon Management Board is leading on the implementation of the Fleet Challenge pool car and e-bike scheme, and as part of this a Fleet Challenge Task & Finish Group was established to oversee the implementation of the programme.

4. Implementation Process

The pilot pool electric car and e-bikes scheme will be launched in June 2017 and service areas will voluntarily adopt the travel hierarchy. At that point electric cars and e-bikes will be booked on the existing room booking system which will be managed by Facilities Management.

The Pool Car and E-Bikes Scheme User Procedure will enable the implementation of the pilot scheme.

It is envisaged that there will be an increase in the number of electric pool cars from 2017/18 onwards.

Further, after 12 months a review will be undertaken with the intention of implementing the travel hierarchy in 2017/18 on a mandatory basis.

5. Exemptions

Blue Badge holders will be exempt as the pool cars and e-bikes available do not meet their needs

6. Background Papers

Fleet Challenge Business Case

7. Appendices

Appendix 1 – Electric Pool Car and E-Bikes Scheme User Procedure