

Report

Report to:	Financial Resources Scrutiny Forum
Date of Meeting:	21 February 2019
Report by:	Executive Director (Community and Enterprise Resources)

Subject:	Revenue Budget Monitoring 2018/2019 - Trading Operational Performance Review - Fleet Services
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ Update members of the Financial Resources Scrutiny Forum of progress on the Council's Trading Operations, for the period covering 1 April 2018 to 4 January 2019.

2. Recommendation(s)

2.1. The Financial Resources Scrutiny Forum is asked to approve the following recommendation(s):-

- (1) that the 2018/2019 operational performance review as at period 11 (4 January 2019) for the Fleet Trading Operations be noted.

3. Background

- 3.1. As part of the Financial Resource Scrutiny Forum information, Financial and Operational Performance Review papers are included as part of a rotating reporting cycle.
- 3.2. The Community Services' Trading Operations comprising Fleet Services, is included within this report as at 4 January 2019 (Period 11).

4. Financial Position

Fleet Trading Operation

- 4.1. For the financial year 2018/2019, the Fleet Trading Operation is showing a surplus, **before** transfers to reserves, of £800,000 against a budgeted surplus for the period ended 4 January 2019, of £1,532,000.
- 4.2. As part of the probable outturn exercise, the Fleet Trading Operation proposed a transfer to reserves of £40,000. The position at 4 January 2019, **after** the transfers to reserves, the is a surplus of £776,000 against the budgeted surplus.
- 4.2. The under recovery in surplus reflects the delay in the implementation of fleet efficiencies. This has been managed within the overall resource budget.

Table 1: Financial Position – Fleet Trading Operation

	Annual Estimate £000	Year to Period 11 Estimate £000	Year to Period 11 Actual £000	Variance £000
Employee Costs	4,758	3,451	3,163	288
Property Costs	210	190	206	(16)
Supplies and Services	209	153	126	27
Transport and Plant	9,159	6,171	7,142	(971)
Administration Costs	4	4	11	(7)
Payment to Other Bodies	4	4	3	1
Payments to Contractors	0	0	0	0
Financing charges	49	34	33	1
Total Expenditure	14,393	10,007	10,684	(677)
Total Income	(17,269)	(11,539)	(11,484)	(55)
Surplus BEFORE transfers	(2,876)	(1,532)	(800)	(732)
Transfer to Reserves	-	-	40	(40)
Surplus AFTER transfers	(2,876)	(1,532)	(760)	(772)

5. Maximising Attendance

- 5.1. Absence levels for Fleet Trading Operations for the period 1 April 2018 to 4 January 2019 are compared with last year's performance as follows:

Table 2: Analysis of Absence

	Fleet (161 staff) 143 FTE		
	%	Lost Days	No. Of Absences
Average 13/14	5.80	1,583	130
Average 14/15	6.48	2,429	203
Average 15/16	6.23	1,744	164
Average 16/17	5.63	1,619	165
Average 17/18	5.78	1,646	186
April 2018	2.77	82	10
May 2018	4.69	152	13
June 2018	3.80	111	17
July 2018	5.23	162	12
August 2018	4.94	163	12
September 2018	5.34	154	15
October 2018	4.64	153	17
November 2018	5.88	188	20
December 2018	4.15	129	12
Cum. Average / Total	4.61	1,294	128

Table 3: Analysis of Absence – by type

	Fleet
Short Term	43%
Long Term	57%

6. Operational Activity

6.1. A summary of the key initiatives undertaken by the services during the period is detailed in the following sections.

6.2. Fleet Management

6.2.1. Fleet Services manage all aspects of the Council's vehicle fleet including the procurement and disposal of vehicles and road going plant. The following table provides information in respect of the size of the fleet at 4 January 2019:

Council Fleet Size	
Vehicles	1,395
Road Going Plant	250
Total	1,645

In the period 1 April 2018 to 4 January 2019 Fleet Services have managed the following assets in and out of the fleet:

Fleet Procurement and Disposal	
Vehicles Procured	70
Vehicles Disposed	127
Plant Equipment Procured	23
Plant Equipment Disposed	59
Vehicles Due Replacement (to 31 March 2019)	700+

6.2.2. Fleet Services also arrange short term casual hires on behalf of the Council's Services. The following table shows the number of hires in the year to 4 January 2019:

Vehicle and Plant Hires 01/04/18 to 04/01/19	24
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6.2.3. Fleet Services also manage the Council's vehicle insurance contract in conjunction with the Council's Insurance and Risk Section. The following table shows the number of insurance related repairs, both internal and external, undertaken in the period 1 April 2018 to 4 January 2019:

Vehicle Repairs to 4 January 2019	828
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6.3. Passenger Services

6.3.1. Fleet Services provide transportation services to Education Resources (primarily school pupils with Additional Support Needs) and Social Work Resources (both Adult Services and Older Peoples Services' clients). The following table summarises the number of individual routes supported on a daily basis, Monday to Friday:

Number of Vehicle Routes by Resource		
Education Resources	Social Work Resources	Education Resources / Social Work Resources Combined
17	19	22

- 6.3.2. Passenger Services operate with a fleet of 67 buses and 6 people carriers. The following table provides information in relation to Passenger Services performance in the period 1 April 2018 to 4 January 2019:

Total Seating Capacity	1,298
Actual Number of Passengers Transported	1,066
Percentage of journeys where the number of passengers is equal to or greater than 75% of the vehicle's capacity	82%
Percentage of journeys where the total journey time is less than 60 minutes	75%

6.4. Workshop Services

- 6.4.1. The workshop section of Fleet Services is responsible for the service, maintenance and repair of the Council's fleet of 1,395 road going vehicles and 250 items of plant.

- 6.4.2. The following table provides information in relation to Workshop Services performance in the period 1 April 2018 to 4 January 2019:

Percentage of Council vehicles presented externally for an MOT passing without additional work being required. Annual target measured against previous year VOSA outturn *	94%
Following routine service and inspection of vehicle returned to service within 2 working days	65%
Total Number of Jobs Completed	8,547
Total Number of Scheduled Jobs Completed	2,907
Number of Taxi Inspections **	1,868

*The workshops' targeted annual MOT Pass Rate is 88%; this is consistent with the national average.

** This does not include the 727 MOTs that the workshop has completed in the period.

6.5. Sustainability Services

6.5.1. Pool Car Provision

Fleet Services' manage the Council's Pool Car provision, currently extending to 104 small cars. The table below shows the position for the period 1 April 2018 to 4 January 2019:

No. of Pool Cars Available	No. of Users	No. of Bookings	Total Mileage
104	811	18,026	573,648

6.6 Fuel Provision: Vehicles and Plant

- 6.6.1 Fleet Services manage and provide the Council's vehicle and plant related fuel requirements. In financial year 2017/2018 the Council's vehicles and plant used 3.54 million litres of fuel; the following table details the fuel volumes by product type used by the Council's vehicles and plant in the period 1 April 2018 to 4 January 2019:

Product	Internal (Litres)	External (Litres)	Total (Litres)
Diesel	1,534,149	511,877	2,046,026
Gas Oil	236,712	N/A	236,712
Unleaded	N/A	81,198	81,198
TOTAL	1,770,861	593,075	2,363,936

7. Employee Implications

7.1. None

8. Financial Implications

8.1. As detailed in the report.

9. Other Implications

9.1. None

10. Equality Impact Assessment and Consultation Arrangements

10.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and therefore no impact assessment is required.

10.2. Regular consultation with Trade Unions regarding employee related issues continues to take place through established forums.

Michael McGlynn

Executive Director (Community and Enterprise Resources)

22 January 2019

Link(s) to Council Values/Improvement Themes/Objectives

- ◆ Accountable, Effective and Efficient
- ◆ Sustained Development

Previous References

- ◆ None

List of Background Papers

- ◆ None

If you would like to inspect the background papers or want further information, please contact:-

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