

## **FLINTSHIRE COUNTY COUNCIL**

**REPORT TO:**           **CABINET**

**DATE:**                 **TUESDAY, 19 NOVEMBER 2013**

**REPORT BY:**         **DIRECTOR OF ENVIRONMENT**

**SUBJECT:**            **COUNCIL VEHICLE FLEET FUEL POLICY**

### **1.00 PURPOSE OF REPORT**

1.01 To seek approval for the adoption of a Fuel Policy for all Fleet Vehicles operated by the authority.

### **2.00 BACKGROUND**

2.01 The total fuel cost for Flintshire County Councils vehicle fleet for 2012/13 was £1.484m. Of this amount £893,060 was issued through fuel cards at local retailers for non depot based vehicles and £591,314 from our own bunkered fuel sites at Alltami, Brookhill and Halkyn - predominantly for use by the heavy goods vehicles which are based at these depots.

2.02 Fuel cards are procured through a central government procurement arrangement and fuel for the bunkers through an All Wales fuel procurement arrangement

2.03 All fuel invoices are received and approved by the Fleet Services Teams within the Streetscene service, before recharging the individual service users according to usage.

2.04 The bunkers in Alltami, Brookhill and Halkyn share a fuel monitoring system which is controlled through the Streetscene stores database and requires accurate mileage data to be provided at each visit. The system then generates monthly reports on each vehicles fuel usage.

2.05 Fuel purchased through the fuel card system does not provide the same level of information because third party fuel filling stations cannot currently enforce the provision of the requisite mileage data. Drivers are however currently required to sign for all of the fuel received and provide the registration of the vehicle together with the time and date of the visit.

### **3.00 CONSIDERATIONS**

3.01 Fuel costs are expected to increase substantially as fossil fuel

reserves diminish in future years and the authority's vehicle fleet fuel usage will require further robust monitoring, supported by an equally robust Policy. The adoption of the Policy set out in Appendix 1 will help the Council to control its fuel expenditure and meet its requirements to both reduce carbon emissions and improve our approach to fuel management.

- 3.02 The Council recognises the need to monitor and control the use and cost of the fuel purchased for fleet vehicles for the benefit of the organisation and the environment as a whole. FCC is therefore committed to facilitate a flexible but controlled management arrangement which will meet the needs of both the Council and the individual services.
- 3.03 Accurate vehicle based accounting for fuel usage will therefore be available together with full carbon footprint data which will be required as part of the Council long term Carbon Reduction Programme. Reduction in carbon emissions can only be accurately gauged if the data upon which reports are based can be fully auditable with satisfactory levels of data integrity and the possession of this data will be crucial to the provision of accurate reports on which effective controls and possible vehicle reductions can be achieved going forward
- 3.04 Due to the ongoing developments in new carbon reducing fuels and vehicle technologies, it is not felt prudent at this time to recommend one definitive fuel option. However the Council is constantly seeking to reduce the environmental impact of its vehicle fleet. The use of electric vehicles and vehicles powered by biomass fuels will be considered as vehicle warranties allow, together with proposals to link the possible use of electric vehicles with electricity productions from the Councils landfill sites.
- 3.05 Following the revision of British Standards and to enable the reduction in the carbon emitted from fleet vehicles, the use of diesel containing 7% biomass to international standards / directives is recommended to be progressively introduced in depot fuel supplies.
- 3.06 It is proposed that a Chip and Pin system will be introduced in 2014 for all purchases of fuel made using fuel cards. This will require a record of all vehicle mileages to be taken at each visit to the fuel station, thereby providing more accurate data on fuel consumption.
- 3.07 In support of the Policy all employees who drive Council vehicles are instructed to follow the advice contained within the recently revised FCC Driver's Handbook which provides advice on methods of economic driving.
- 3.08 During periods of national or regional fuel shortages (e.g. strikes or other industrial action), the Chief Executive or their delegated

representative will identify which of the Councils service area's vehicles will take priority in respect of fuel receipt. This is done in accordance with clear plans and priorities used previously during such occasions. The Transportation & Logistics Manager will then control the emergency issue of fuel to those identified during such periods. Where possible the service will utilise framework agreements for product procurement to reduce reliance on single suppliers ensuring the use of alternative supplies as necessary to maintain adequate bunkered supplies.

#### **4.00 RECOMMENDATIONS**

4.01 That Cabinet approves the Council Fleet Fuel Policy (Appendix 1).

#### **5.00 FINANCIAL IMPLICATIONS**

5.01 The continued support of the Fuel Policy serves to control escalating fuel costs and provides a mechanism to control expenditure and risk.

#### **6.00 ANTI POVERTY IMPACT**

6.01 None documented

#### **7.00 ENVIRONMENTAL IMPACT**

7.01 By adopting the fuel policy the Authority in a position to the face the challenges of sustainability and climate change.

#### **8.00 EQUALITIES IMPACT**

8.01 None documented

#### **9.00 PERSONNEL IMPLICATIONS**

9.01 None documented

#### **10.00 CONSULTATION REQUIRED**

10.01 With Stakeholders and service users

#### **11.00 CONSULTATION UNDERTAKEN**

11.01 None documented

#### **12.00 APPENDICES**

12.01 Appendix 1 - Fuel Policy for Council Vehicles (October 2013)

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS**

**Contact Officer: Barry Wilkinson**  
**Telephone: 01352 704656**  
**Email: [barry.wilkinson@flintshire.gov.uk](mailto:barry.wilkinson@flintshire.gov.uk)**