
REPORT TO:	ENVIRONMENT & DEVELOPMENT SERVICES	AGENDA ITEM:11
DATE OF MEETING:	24th SEPTEMBER 2020	CATEGORY: RECOMMENDED
REPORT FROM:	ALLISON THOMAS, STRATEGIC DIRECTOR – SERVICE DELIVERY	Open
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SUBJECT:	TRIAL OF POOL CAR ARRANGEMENTS WITH THE NHS	REF:
WARD(S) AFFECTED:	All	TERMS OF REFERENCE: EDS15

1. Recommendations

- 1.1 That the Committee endorses the trial of a pool car scheme in partnership with NHS Derbyshire and that the Committee receives a further report on a more permanent scheme if the trial is successful.

2. Purpose of Report

- 2.1 To advise Committee of the details of a trial scheme to share a pool car with NHS Derbyshire.

3. Background

- 3.1 The [South Derbyshire District Council Staff Travel Action Plan](#) was approved by Environment and Development Services Committee in November 2019. The 'Travelling at work' section of the Plan identified that one of the stated actions is to establish a pool car for Council employees by 2024.
- 3.2 The benefits of a pool car are that it helps employees who need to travel for work to make a choice to cycle or walk to work, and it enables the Council to control the vehicle and fuel type being used for grey fleet mileage with a longer-term aim of converting to hybrid or electric pool car provision.
- 3.3 Market analysis has been undertaken to determine some of the pool car options available and these are summarised in Appendix 1.
- 3.4 The experience from other public sector organisations who operate pool car arrangements are that the vehicles need to be travelling at least 40 miles per day to make the pool car arrangements economically viable.
- 3.5 As a result of this analysis, an offer has been made from NHS Derbyshire to engage with them in a trial pool car arrangement as part of their delivery of local pool car provision for their staff working in Swadlincote.

4. The Pool Car Offer

- 4.1 NHS Derbyshire has operated a fleet of pool cars since 2011 and now has approximately 30 pool vehicles (low emission Ford Fiestas) mainly located in the North of Derbyshire.
- 4.2 The NHS is keen to expand this offering to support NHS workers in South Derbyshire. The key constraint to this has been an inability to agree a designated car space at the Derbyshire Community Health Services centre on Civic Way.
- 4.3 The proposed trial will involve one of the NHS vehicles being relocated to South Derbyshire and for this vehicle to be available for use by NHS staff and a limited cohort of Council staff for a trial period of approximately four months.
- 4.4 By way of reciprocal support for the partnership, the Council will agree to provide the car with a parking permit to enable the vehicle to be parked in any Council- owned car park. The locality of the workforce which the pool car is intended to support means that the most likely parking locations will be the Civic Way car park, Bus Station car park or Rowley Court.
- 4.5 The current contract for the provision of the cars and the support and booking technology is provided through Enterprise. Staff will be able to reserve the use of the car for between an hour and a day through an online booking portal.
- 4.6 The cost of the use of the vehicle by Council staff will be calculated by the portal and the Council will be recharged by NHS Derbyshire.
- 4.7 In order to trial the uptake and experience of the use of the pool car, the vehicle will be offered to a group of selected Council employees. In particular, these will include existing staff on casual car allowance, and for staff on essential user allowance where the use of their own vehicles presents some level of personal risk (for example officers performing enforcement duties).
- 4.8 For the purposes of the trial the NHS will cover the costs of the rental of the vehicle and the Council will pay an hourly tariff of £5.57 per hour or £39.56 per day which includes fuel up to a maximum of 60 miles and insurance. The Terms and Conditions for use would come under the existing NHS contract conditions.
- 4.9 The proposed trial period would enable the Council to have low cost access to a pool car to test the level of staff interest and would enable the practical issues associated with a pool car system to be evaluated at low risk to the Council.
- 4.10 The NHS contract with Enterprise cars expires in March 2021 and SDDC will be given the opportunity to consider a longer-term arrangement at this time.
- 4.11 Clearly the use of any shared resource during the current pandemic carries a risk of COVID transmission. The NHS already has a COVID risk assessment and mitigation measures in place for its pool vehicles and all Council users of the vehicle would be expected to comply in full with the mitigation and risk management measures.

5. Financial Implications

- 5.1 The maximum potential cost of the trial will be £4,800, although this assumes that the vehicle is used all day, every day by Council staff. It is highly likely that the actual cost will be below £1,000.

6. Corporate Implications

Employment Implications

- 6.1 None for the trial. If a more permanent scheme is developed, then the scheme will need to be aligned with the Council's car allowance scheme.

Legal Implications

- 6.2 None.

Corporate Plan Implications

- 6.3 The proposals align with the "Our Environment" priority of the Corporate Plan and with the key aim of "*Strive to make South Derbyshire District Council carbon neutral by 2030.*"

Risk Impact

- 6.4 None.

7. Community Implications

Consultation

- 7.1 In a staff consultation in late 2018, 35 staff (11.3% of all staff, 26% of respondents) said that they would use a pool car for work travel.

Equality and Diversity Impact

- 7.2 None.

Social Value Impact

- 7.3 Beneficial.

Environmental Sustainability

- 7.4 Beneficial. Staff travel for work purposes currently emits an estimated 10.3 tonnes carbon equivalent (CO_{2e}) per year. This is one of the measures identified as potentially reducing Council carbon emissions.

8. Conclusion

- 8.1 That the Committee endorses the pool car trial.

9. Background Papers

- Staff Travel Action Plan 2019
- Climate & Environment Action Plan 2020

Appendix 1 - Pool Car Options Identified

Company	Trial Detail	Costs	Comments
Drive Electric	Free EV trial for 1 week	<p>*Mileage charge – 13pence</p> <p>*Insurance not included</p> <p>*We pay for electric</p> <p>Car has to be stored at the depot so only available for use between 6am and 4pm only</p> <p>No management system - will need to be managed in house</p> <p>Costs for EV Car per month: £500-600</p>	<p>*1 week is not enough to understand the usage</p> <p>*There is no system to manage car usage – this would have to be done internally</p> <p>*Long-term hire does not cover issues with maintenance and cleaning</p> <p>*Moving the car between the depot and Civic Way for use means a member of staff moving every day and having to be back by 4pm everyday</p>
Toyota	No scheme available		
NHS Health (Enterprise)	Potential trial until December/January 2021 – (retender due April 2021)	<p>Hourly and Daily rate – includes fuel, insurance and management system “out of London rates”</p> <p>*Ford Fiesta - £470 (incl VAT) + mileage charge</p>	<p>*NHS will be paying for the hire of the car – as taking one from their existing fleet</p> <p>*It is not EV, however, on retender NHS can look at hybrids until EV can be supported across the District</p> <p>*A few months trial helps it get embedded</p> <p>*As hired is insured, has a car management system to manage usage and can be kept at Civic Way</p>
Co-wheels	No trial offered	<p>*Hybrid - £499-503 (not VAT) per month + mileage charge</p> <p>£5 per person annual DVLA checks</p> <p>*EV - £503-550 (No VAT – No mileage charge)</p>	<p>This includes:</p> <p>*24/7 management of cars</p> <p>*Fortnightly cleaning</p> <p>*Weekly car checks</p> <p>*Internal and external use</p>
Purchasing	n/a – Likely to be a week trial	<p>Hybrid - £20-30,000</p> <p>EV – 25 – 35,000</p> <p>Cost of management system to use car - £65 per month</p> <p>Telematics system - £800 per vehicle</p>	<p>The management system could be internal, however, the telematics must link in with the car booking system.</p>