

Appendix 4

Fleet

Project 22: Green fleet review and vehicle specification review	
Description and notes	Review specification of vehicles to reduce emissions through more efficient engines, speed limiters, driver training and operational changes to fleet use (e.g. use of waste transfer station)
Quantified costs and benefits	378 tonnes CO2
Resources	Estimated £110,000 pa starting in year 2 for training and upgraded vehicle specification.
Ownership and accountability	Lead: Fleet Manager Sign Off: Leadership Panel Consult: Carbon Management Working Group Inform:
Ensuring success	Depends on results of review and the recommendations
Performance / success measure	Reduction in total consumption of fuels from depots and external garages.
Timing	Start year 2 then ongoing
Sources of information and guidance	Awaiting the results of a 'green fleet' review. Fuel monitoring system.

Staff Travel

Project 23: Development of a staff travel plan	
Description and notes	Plan outlining objectives and targets for reducing carbon emissions generated by staff commute to work. Initiatives will include encouraging walking and cycling, use of public transport and car sharing.
Quantified costs and benefits	Financial investment, operational costs – requires significant budget of between £10,000 and £20,000 pa in the short term Emissions reduction – 378 tonnes CO2 (10% reduction target) Increase cycling to 5.8% (from 3.9%) Increase walking to 15% (from 13%) Increase use of public transport to 14.5% (from 6%) Increase car sharing by 3%
Resources	Funding – potential from proposed car purchase salary sacrifice scheme. Match funding received from SPT, with potential for more. Match funding potential from Paths for all and Healthy Working Lives. Management – there will be some management input however the bulk of the legwork will be done by staff, as the main target is staff and business commute

Ownership and accountability	Lead: Environment Performance Officer Sign Off: Leadership Panel Inform: All staff
Ensuring success	Success factors – uptake of cycling facilities, CTW scheme, number of queries, positive feedback, marketing campaign ensuring information availability Risks – incumbent in post to continue driving the initiative; resources available to implement, co-operation from employees Mitigation – make resources available
Performance / success measure	Uptake of alternatives to the car. Monitored through annual staff survey.
Timing	April 2008 ongoing
Sources of information and guidance	SPT, other local authorities, DETR, Energy Saving Trust, South Ayrshire Council Transportation Section Annual staff survey

Project 24: Reduce use of private cars on business	
Description and notes	Encourage use of other modes of transport (as per travel plan); better management of staff travel by car; encourage uptake of alternatives to business travel (telephone conferencing)
Quantified costs and benefits	90 tonnes CO2
Resources	Funding – potential from proposed car purchase salary sacrifice scheme. Match funding received from SPT, with potential for more. Match funding potential from Paths for all and Healthy Working Lives. Management – there will be some management input however the bulk of the legwork will be done by staff, as the main target is staff and business commute
Ownership and accountability	Lead: HR Strategist Sign Off: Leadership Panel Inform: All staff
Ensuring success	Visit all aspects of business travel: ease of booking of travel tickets, booking out and availability of pool vehicles; business travel policy; business travel hierarchy of mode choice
Performance / success measure	Before and after comparison of pool vehicle usage Year on year comparison of % business travel by non-car mode (to be determined once self-service comes into being)
Timing	In conjunction with commencement of sustainable travel plan campaign, currently starting March 08
Sources of information and guidance	SPT, other local authorities, DETR, Energy Savings Trust; SEPA policy