

PERTH AND KINROSS COUNCIL

Strategic Policy and Resources Committee

17 June 2015

FLEET AND MECHANICAL EQUIPMENT ASSET MANAGEMENT PLAN

Report by the Depute Director (Environment)

PURPOSE OF REPORT

The Fleet Asset Management Plan has been produced to detail the Council's strategy for managing the maintenance and replacement programme for our fleet and mechanical equipment (FaME) asset, as well as to inform future capital investment.

1. BACKGROUND

- 1.1 Fleet and Mechanical Equipment (FaME) is managed and maintained in accordance with the Fleet Maintenance Policy and our statutory obligations. The FaME Asset Management Plan details the extent of the FaME asset and how it will be managed.
- 1.2 FaME is used by all of the Services in Perth & Kinross Council and makes an important contribution to service delivery.
- 1.3 The FaME asset is valued at £17,065,572 (at 31 March 2014). It should be noted that working documents within the Plan have been provided as examples and are subject to change throughout the year. Where figures are quoted, they have been taken as at 31 March 2014.

2. PROPOSALS

- 2.1 The Corporate Asset Management Team, in conjunction with Fleet Management colleagues, have reviewed the policies associated with managing the Council's FaME asset. As a result of this review, the team have produced the Fleet and Mechanical Equipment Asset Management Plan and policies for procurement, fuel, maintenance and disposal.
- 2.2 A status report will be provided to Strategic Policy and Resources Committee on an annual basis to ensure the plan remains on track and relevant.
- 2.3 It is proposed that the Strategic Policy and Resources Committee approve the Fleet and Mechanical Equipment Asset Management Plan (Appendix 1).
- 2.4 It is proposed that the Strategic Policy and Resources Committee approve the policies:-
 - Policy for the Disposal of Fleet and Mechanical Equipment (Appendix 2)

- Policy for the Purchase, Management and Usage of Fuel (Appendix 3)
- Maintenance Policy (Appendix 4)
- Fleet and Mechanical Procurement & Registration Policy (Appendix 5)

3 CONCLUSION AND RECOMMENDATIONS

3.1 It is recommended that the Strategic Policy and Resources Committee is asked to:-

- Approves the FaME Asset Management Plan (Appendix 1)

Approves the policies for procurement, fuel, maintenance and disposal (Appendices 2 – 5)
- Instructs the Executive Director (Environment) to review the FaME Asset Management Plan every five years and report it back to this Committee.
- Instructs the Executive Director (Environment) to bring a status report on an annual basis to this Committee to ensure the plan remains on track and relevant.

Author(s)

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Approved

Name	Designation	Date
Barbara Renton	Depute Director (Environment)	8 June 2015

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	Yes
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	Yes
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	None
Legal and Governance	Yes
Risk	Yes
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

1. Strategic Implications

Community Plan / Single Outcome Agreement

- 1.1 This Plan relates to the delivery of the Perth and Kinross Community Plan / Single Outcome Agreement in terms of the following priorities:

- (i) Giving every child the best start in life
- (ii) Developing educated, responsible and informed citizens
- (iii) Promoting a prosperous, inclusive and sustainable economy
- (iv) Supporting people to lead independent, healthy and active lives
- (v) Creating a safe and sustainable place for future generations

Corporate Plan

- 1.2 The Council's Corporate Plan lays out five Objectives which provide clear strategic directions, inform decisions at a corporate and service level and shape resources allocation. This report supports the delivery of the following Corporate Plan objectives:

- (i) Promoting a prosperous, inclusive and sustainable economy;
- (ii) Supporting people to lead independent, healthy and active lives; and
- (iii) Creating a safe and sustainable place for future generations.

2. Resource Implications

Financial

- 2.1 There are no direct financial or resource implications arising from this report. Financial requirements for FaME maintenance and replacement will be addressed through the normal protocols.

Workforce

- 2.2 No workforce implications directly associated with this report.

Asset Management (land, property, IT)

- 2.3 This report is the Fleet and Mechanical Equipment Asset Management Plan.

3. Assessments

Equality Impact Assessment

- 3.1 Assessed as **not relevant** for the purposes of EqIA.

Strategic Environmental Assessment

- 3.2 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS).
- 3.3 The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

Sustainability

- 3.4 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.5 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

Legal and Governance

- 3.6 No direct legal implications within this report.

Risk

- 3.7 There is a risk to the travelling public and reputational/legal risk to the Council if our Fleet is not maintained.

4. Consultation

Internal

- 4.1 Fleet Management, Corporate Finance Teams and the Head of Environmental and Consumer Services have all been consulted in the preparation of this report.

External

- 4.2 No external communication took place.

5. Communication

- 5.1 The principles of the FaME asset management plan and any associated working practices will be communicated through the normal council channels for example Eric.

2. BACKGROUND PAPERS

There are no background papers with this report.

3. APPENDICES

Appendix 1 – Asset Management Plan

Appendix 2 – Policy for the Disposal of Fleet and Mechanical Equipment

Appendix 3 – Policy for the Purchase, Management and Usage of Fuel

Appendix 4 – Maintenance Policy

Appendix 5 – Fleet and Mechanical Equipment Procurement and Registration Policy



Perth & Kinross Council

Fleet and Mechanical Equipment

Asset Management Plan

2015 - 2020

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1. Introduction

The role of Fleet Management is to ensure that Perth & Kinross Council has the right vehicle, plant and equipment in the right place at the right time and at the right cost. Our Fleet must fully meet regulatory requirements and support the strategic, corporate and service goals and objectives of the Council and assist good service delivery.

This asset management plan will identify the assets falling within the scope of Fleet Management. It will also explain the criteria used to produce the capital vehicle replacement programme and how it is funded.

The asset management system used to record data on our Fleet and Mechanical Equipment (FaME) asset is Key2. This holds detailed information on our FaME assets and enables whole life costing and accurate spend forecasting to be carried out.

The current asset value of FaME assets is £17,065,572.

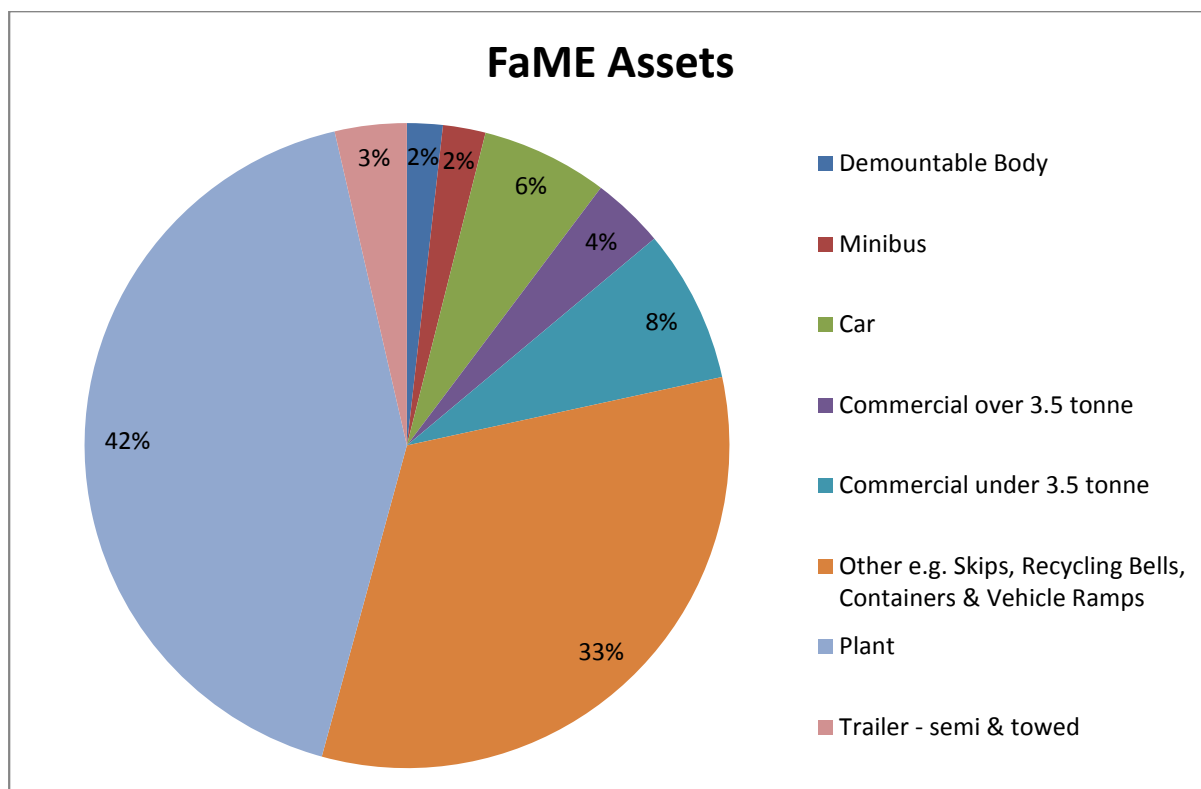
2. Scope

A FaME asset is defined as;

‘All fleet and mechanical equipment that requires maintenance, calibration and/or a safety & inspection test’

A summary list of the FaME assets on 31 March 2014 is shown below:

Demountable Body	40
Minibus	48
Car	142
Commercial over 3.5 tonne	82
Commercial under 3.5 tonne	172
Other e.g. Skips, Recycling Bells, Containers & Vehicle Ramps	732
Plant	944
Trailer - semi & towed	81



Exclusions

- Hand tools and power tools subject to PAT Testing
- Ladders
- JELS and Adult Day Centre's equipment
- Breadalbane Academy Workshop equipment

3. Existing Policies for the management of FaME assets

The principal strategies and policies used to achieve the services provided by FaME are as follows:

- Corporate Fleet & Transport Policy and Procedure Arrangements (2011)
- Maintenance Policy (draft 2014)
- Fleet and Mechanical Equipment Procurement and Registration Policy (draft 2014)
- Policy for the Purchase, Management and Usage of Fuel (draft 2014)
- Fleet Disposal Policy (draft 2014)

4. Risk Management

The following Risk Log has been produced for Fleet Management delivering the Fleet Asset Management Plan:

Ref No	Hazard/Harm	Persons at Risk	Likelihood	Severity	Risk Score	Existing Controls	Residual Risk Score	Further Controls Required	Final Risk Score	Person to Action Control	Date Action to Complete
001	Hazard Changes in individual service strategies which affects Fleet	Fleet	3	3	9	Reliance on communication from services	9	Regular review of strategies at Fleet User Group Meeting	3	Assistant Fleet Manager	End of 2014
002	Harm Increase in additional capital purchases resulting in current assets not being replaced on time										
002	Hazard Reduction in capital budget and asset prices rising	Fleet	3	4	12	Submission of capital bids for future years followed by robust capital monitoring	12		12		
003	Harm Reduction in assets replaced on time resulting in maintenance costs being higher.										
003	Hazard Changes in legislation	Fleet	3	1	3	Monitoring of existing legislation	3		3		
004	Harm Assets do not comply with relevant legislation										
004	Hazard Regular maintenance not carried out	Staff & Member of Public	1	4	4	Work carried out in accordance with service schedule/maintenance policy	4		4		
	Harm Physical injury to staff or public due to mechanical failure										

The scale used for ranking consequence can be seen below.

Likelihood	Severity
1 = Not likely to happen	1 = Insignificant
2 = Could happen but most unlikely	2 = Minor
3 = I can see that happening at some given time	3 = Moderate
4 = I knew that would happen, and not just one	4 = Major
5 = This is definitely going to happen every time	5 = Critical

5. Life Cycle Management

All FaME assets should now be procured in accordance with the Fleet Procurement and Registration Policy. This is to ensure that assets meet legislative and policy requirements and that Fleet Management hold details of all assets to allow proper inspection, maintenance and replacement as appropriate.

Fleet Management will inspect and maintain FaME assets as outlined in the Fleet Maintenance Policy.

The life cycle of assets is reviewed at regular intervals based on the information and data recorded and held on Key2.

The table below shows the replacement life cycle of each different asset type for forecasting, monitoring and establishing the Capital Vehicle Replacement Programme.

Description	Years
Cars & Car Derived Vans	5
Pickups & 4x4 Vehicles	5
Panel Vans up to 3500 kg	5
Minibus	8
Training Vehicles	10
Land Rover	10
Library	10
Vehicles 7501kg to 32000 kg	7
Refuse Collection Vehicles	7
Artic Units 44000 kg	8
Ejection Trailers 44000 kg	8
Large Road Sweepers	5
4500 kg & 3500 kg Sweepers	5
Precinct Sweepers	5
Small ride on Sweepers	5
Litter Master 4x4 Machine	6
20000 Kg Wheeled Loader & attachments	6

Telehandler Loader(Manitou) & attachments	6
Grave Digging 360 Diggers	6
90 HP Tractors (New Holland) & attachments	8
Medium Tractors (Iseki) & attachments	8
Small Tractors (JD 1565) & attachments	8
Ride on Triple Mower (Ransoms)	6
19 HP Zero Turn Mowers (Hustler & Scag)	6
Trailed Mowers	6
Leaf collection Trailer	8
Towing Trailers	10
Pedestrian Hydrostatic Mowers (Gravely & Toro) & attachments	8
Pedestrian Mowers (Etesia PHTS2)	5
Stihl Strimmer	4
Stihl Hedgetrimmer	5
BR430 Stihl Backpack Blower	6
Salt Spreaders & other non-powered pedestrian assets	10
Vehicle Ramp	25
MOT Vehicle Ramp	10
Brake Rollers	10

As an asset approaches its replacement date, Fleet Management will determine whether to replace the asset using a set criteria.

The replacement plan is initially based on age of the asset which is held in Key2. A review of the individual vehicle, machine, plant or item of equipment is then carried out. The review is based on the type of asset, life mileage or hours; or a combination of both, vehicle condition and previous maintenance history.

Different vehicle types will have their life mileage calculated differently.

Vehicles such as refuse collection vehicles, sweepers, hook loaders and other vehicles with auxiliary equipment are calculated as follows:

For every metered hour that the engine is working powering other equipment, the vehicle life mileage increases by 50Km. As an example, if a vehicle has travelled 100 kilometres in distance in collecting waste for 4 hours in any one day, then the vehicle equivalent mileage is 200 kilometres making the total distance travelled 300 kilometres per day.

Other assets like tractors, mowers, precinct sweepers whose life is calculated in metered working hours only will have different life cycles. For example, precinct sweepers with hours exceeding approximately 5000 working hours require more maintenance and hence cost more to maintain. Tractors can work up to 8000 hours before their maintenance costs begin to increase to the extent that the machine should be replaced. Ride on mowers have a different criteria, again as they require more maintenance and cost more after having completed 2000 to 3000 hours.

These are just a few examples of the differences between asset types and individual vehicles, machinery, plant & equipment. Also these examples are not set in stone and each individual asset is reviewed differently, depending on its type and the work it carries out during its life.

After this review has been completed Fleet Management, in consultation with the user, will determine whether it should be replaced or if replacement can be deferred. Assets which are surplus to Service requirements may be re-allocated to another Service or utilised as spare pool where appropriate. This will be done in line with Fleet Management Disposal Procedures.

The vehicle replacement programme is produced based on the above criteria.

6. Financial Summary

Capital

The vehicle replacement programme is based on predicted vehicle usage over a period of time or age. Vehicles that reach the vehicle replacement criteria are listed for replacement and the results checked and collated to form the capital bid. The criteria ensures that best value is obtained by replacing the asset at the optimum time.

The current capital vehicle replacement programme can be seen in appendix A.

Capital receipts

Monies from the sale of assets are applied to offset the cost of new asset purchases. This therefore reduces the amount of money required to be borrowed to finance the future purchase of assets.

Revenue Budgets

Revenue budgets are provided by the Service using the asset. These are charged out annually and the figures are shown in appendix B.

The internal recharge is calculated for each asset's annual revenue charge to the Service which takes into account the following:

- Asset Capital Costs
- Interest Charge
- Scheduled Maintenance
- Non Scheduled Maintenance
- Insurance
- Road Tax (where applicable)
- Residual Value
- Tracker Charges (where applicable)

Key2 provides information based on historic scheduled and non-scheduled maintenance cost which is used to calculate charges.

7. Review

This Plan will be reviewed on an annual basis to ensure that it reflects the changing needs of Perth & Kinross Council and its employees. The review process, although led by the Corporate Asset Management Team, will include a wider consultation with Fleet Management.

8. Appendix A - Fleet Replacement Programme (Working Document as of 21 November 2014)

Fleet No	Reg No	Make Model Derivative	Replace Date	List Price	Replace Price	Service	Section	Latest Distance	Clock	Reason if No	Status	Projected Delivery	Actual Delivery
1008	SJ09YUR	Peugeot 807 HDI	01/04/2014	£13,496	15000	Education & Children Services	Children & Family Services	52959	Miles	N/A	Delivered	May	May
925	SN56ENL	Volkswagen Crafter CR50	01/06/2014	£23,768	35000	Housing and Community Care	Building Maintenance & Repairs	56607		N/A	Delivered	June	June
717	SP03EWN	DAF FA LF45.170 170	01/06/2010	£69,687	102800	Education & Children Services	Cultural and Community Services	195454	Kilometres	N/A	Delivered	July	October
807	SP05AUX	DAF FA LF45.170 170	28/03/2012	£69,687	102000	Education & Children Services	Cultural and Community Services	246120	Kilometres	N/A	Delivered	July	October
926	SN56ENM	Volkswagen Crafter CR50		£23,768	35000	Housing and Community Care	Building Maintenance & Repairs	142357		N/A	Delivered	June	June
878	ST55ULO	Ford Transit 350 LWB	12/01/2011	£17,680	20000	Education & Children Services	Music	16311	Miles	Pending	Pending	March	
1053	YG59YFW	Renault Megane Expression	07/10/2014	£9,858	11000	Education & Children Services	Children & Family Services	74336	Miles	N/A	Delivered	April	April
1052	YG59YGU	Renault Megane Expression	29/09/2014	£9,858	11000	Education & Children Services	Children & Family Services	60428	Miles	N/A	Delivered	May	May
1072	NK56NEY	Volkswagen Crafter 2.5d	22/02/2014	£38,102	29000	Education (Schools)	Secondary Schools	35686	Miles	Standard	Ordered	March	
1071	NK56NFA	Volkswagen Crafter 2.5d	22/02/2014	£38,102	29000	Education (Schools)	Secondary Schools	36817	Kilometres	Standard	Ordered	March	
1091	SF05GEK	Volkswagen LT46 TDI LWB	13/07/2012	£39,161	29000	Education (Schools)	Secondary Schools	63853	Kilometres	Standard	Ordered	March	
1101	SF55DBV	Volkswagen LT46 TDI LWB	23/09/2012	£39,161	51000	Education (Schools)	Additional Support Needs	84367	Kilometres	N/A	Delivered	May	May
1083	SL52PHF	Vauxhall Movano DTI LWB	11/06/2010	£27,881	50000	Education (Schools)	Additional Support Needs	115957	Kilometres	N/A	Delivered	May	May
730	SH03TOU	Volkswagen LT35 95 TDI LWB	22/07/2010	£27,539	50000	Housing and Community Care	Community Care (Older People)	76617	Kilometres	N/A	Delivered	May	July
679	SJ51EDP	Volkswagen LT35 LWB TD	21/01/2009	£27,722	50000	Housing and Community Care	Community Care (Older People)	11425	Kilometres	N/A	Delivered	May	July
1040	SM09KLD	Renault Megane Expression	06/08/2014	£9,858	12000	Housing and Community Care	Assessment and Care Management	30995	Miles	N/A	Delivered	Sept	August
1038	SM09KLO	Renault Megane Expression	07/08/2014	£9,858	12000	Housing and Community Care	Mental Health	27798	Miles	N/A	Delivered	Sept	August
1042	SM09KLU	Renault Megane Expression	06/08/2014	£9,858	20000	Housing and Community Care	Learning Disabilities	34801	Miles	N/A	Delivered	Nov	November
1037	SM09KLZ	Renault Megane Expression	06/08/2014	£9,858	12000	Housing and Community Care	Learning Disabilities	33515	Miles	N/A	Delivered	Sept	August
1041	SM09KMF	Renault Megane Expression	06/08/2014	£9,858	12000	Housing and Community Care	Mental Health	29129	Miles	N/A	Delivered	Sept	August
1039	SM09ZHE	Renault Megane Expression	25/08/2014	£9,858	12000	Housing and Community Care	Assessment and Care Management	41219	Miles	N/A	Delivered	Sept	August
1033	SM09ZHG	Renault Clio 1.5dci Expression	06/08/2014	£7,709	10000	Housing and Community Care	Mental Health	25609	Miles	N/A	Delivered	Nov	Oct
1036	SM09ZHK	Renault Clio 1.5dci Expression	06/08/2014	£7,709	10000	Housing and Community Care	Resources	25026	Miles	N/A	Delivered	Nov	Oct
1031	SM09ZHT	Renault Clio 1.5dci Expression	06/08/2014	£7,709	10000	Housing and Community Care	Learning Disabilities	35068	Miles	N/A	Delivered	Nov	Oct
1034	SM09ZHZ	Renault Clio 1.5dci Expression	06/08/2014	£7,709	10000	Housing and Community Care	Learning Disabilities	33981	Miles	N/A	Delivered	Nov	Oct
1057	SM59DPO	Volkswagen Caddy Maxi Life	02/12/2014	£11,341	18000	Housing and Community Care	Learning Disabilities	42952	Miles	N/A	Ordered	Jan	
1059	SM59OEP	Renault Clio 1.5dci Expression	18/01/2015	£7,955	10000	Housing and Community Care	Voids	27442	Miles	N/A	Delivered	Nov	Oct
1061	SM59OEW	Renault Clio 1.5dci Expression	18/01/2015	£7,955	10000	Housing and Community Care	Voids	64207	Miles	N/A	Delivered	Nov	Oct
95	SN58CYW	DAF LF45 160	21/01/2015	£44,665	60000	Housing and Community Care	Building Maintenance & Repairs	93710	Kilometres	N/A	Delivered	May	May
NF94	SP06YJA	Ford Transit 350 LWB Tip	31/03/2011	£19,615	25000	Housing and Community Care	Learning Disabilities	117592	Miles	N/A	Delivered	Sept	Sept
1002	SP09YLR	Ford Transit T350 100	01/04/2014	£16,400	20000	Housing and Community Care	Building Maintenance & Repairs	48990	Miles	N/A	Ordered	Nov	

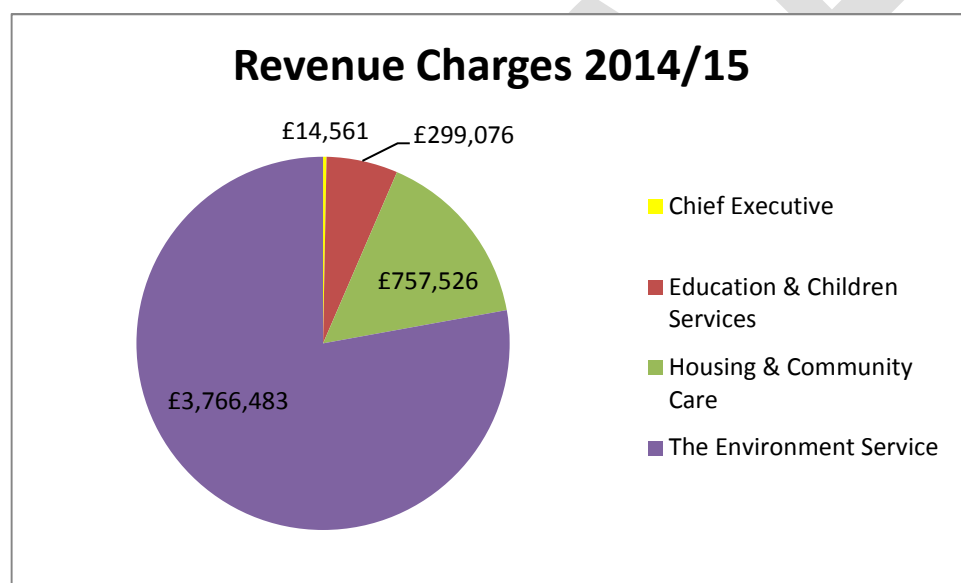
1003	SP09YLT	Ford Transit T350 100	21/04/2014	£16,400	20000	Housing and Community Care	Building Maintenance & Repairs	17956	Miles	N/A	Ordered	Nov	
1004	SP09YLV	Ford Transit T350 100	11/04/2014	£16,400	20000	Housing and Community Care	Building Maintenance & Repairs	45884	Miles	N/A	Ordered	Nov	
1045	SP59LFV	Ford Transit Connect T230	17/09/2014	£9,960		Housing and Community Care	Homecare - Older People	93175	Miles	N/A	Delivered	Sept	Aug
1098	SF05GDU	Volkswagen LT46 TDI LWB	13/07/2012	£39,161	51000	The Environment Service	Fleet	169716	Kilometres	N/A	Ordered	Jan	
997	SK57BJF	John Deere Gator 4x4 HPX	21/02/2012	£21,426	22500	The Environment Service	Street Sweeping	16135	Miles	N/A	Delivered	Oct	November
1043	SM09ZHP	Renault Clio 1.5dci Expression	25/08/2014	£7,709	13000	The Environment Service	Roads	52564	Miles	N/A	Ordered	March	
1060	SM59OEL	Renault Clio 1.5dci Expression	18/01/2015	£7,955	10000	The Environment Service	Roads Pool Vehicle	42843	Miles	N/A	Delivered	Oct	Oct
96	SN58GKC	Man TGX 26.440 6x2	23/02/2015	£56,770	90000	The Environment Service	Waste Disposal	242731	Kilometres	N/A	Ordered	February	
97	SN58GKD	Man TGX 26.440 6x2	02/03/2015	£56,770	90000	The Environment Service	Waste Disposal	224063	Kilometres	N/A	Ordered	February	
33	ST58BHZ	Ford Tourneo Connect T230 90			20000	Housing and Community Care	Community Care (Older People)			N/A	Delivered	Nov	November
1026C	SP09DYV	Manitou MLT 940-120 -	05/06/2014	£65,395	85000	The Environment Service	Waste Disposal	6642	Hours	N/A	Ordered	February	
1027C	SP09DYW	Manitou MLT 940-120 -	05/06/2014	£65,395	85000	The Environment Service	Waste Disposal	3951	Hours	N/A	Ordered	February	
109	SP09LCF	Renault Clio Expression DCI 68	11/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	59998	Miles	N/A	Delivered	Oct	Oct
101	SP09UKZ	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	52676	Miles	N/A	Delivered	Oct	Oct
107	SP09ULB	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	59445	Miles	N/A	Delivered	Oct	Oct
104	SP09ULC	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	61740	Miles	N/A	Delivered	Oct	Oct
106	SP09ULD	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	59248	Miles	N/A	Delivered	Oct	Oct
103	SP09ULE	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	57676	Miles	N/A	Delivered	Oct	Oct
100	SP09ULF	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	61677	Miles	N/A	Delivered	Oct	Oct
105	SP09ULG	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	59477	Miles	N/A	Delivered	Oct	Oct
102	SP09ULH	Renault Clio Expression DCI 68	03/03/2014	£8,325	10000	The Environment Service	Roads Pool Vehicle	60710	Miles	N/A	Delivered	Oct	Oct
1005	SP09WOR	Ford Ranger TDCi	06/04/2014	£13,750	18000	The Environment Service	Ground Maintenance	45896	Miles	N/A	Delivered	Oct	November
1006	SP09XWL	Ford Ranger TDCi	29/04/2014	£10,470	18000	The Environment Service	Ground Maintenance	85785	Miles	N/A	Delivered	Oct	November
1017	SP09YBN	Ford Ranger TDCi	05/05/2014	£10,680	18000	The Environment Service	Ground Maintenance	82190	Miles	N/A	Delivered	Oct	November
1014	SP09YLO	Ford Ranger 4x4	29/04/2014	£11,730	18000	The Environment Service	Waste Disposal	78648	Miles	N/A	Ordered	Jan	
17378	SP09YLS	Ford Ranger TDCi	01/05/2014	£11,730	18000	The Environment Service	Ground Maintenance	44812	Miles	N/A	Delivered	Oct	November
1011	SP09ZYB	Ford Ranger TDCi	05/05/2014	£13,750	18000	The Environment Service	Ground Maintenance	37251	Miles	N/A	Delivered	Oct	November
1012	SP09ZYC	Ford Ranger TDCi	24/04/2014	£13,750	18000	The Environment Service	GM Burials	78905	Miles	N/A	Delivered	Oct	November
55	SP58CXL	Iveco Daily 50C15 Tip	10/11/2014	£24,295	33000	The Environment Service	Ground Maintenance	96056	Kilometres	N/A	Ordered	Jan	
99	SP58FAK	Iveco Daily 50C15 HK	18/02/2015	£47,995	45000	The Environment Service	Fleet	95313	Kilometres	N/A	Ordered	Jan	
98	SP58FAM	Iveco Daily 50C15 HK	20/02/2015	£32,695	45000	The Environment Service	Fleet	148279	Kilometres	N/A	Ordered	Jan	
15	ST08UTR	Vauxhall Corsa Club CDTI	11/07/2013	£7,715	10000	The Environment Service	Fleet	77772	Miles	N/A	Delivered	Nov	October
1010	ST09ADV	Ford Ranger TDCi	29/04/2014	£13,750	18000	The Environment Service	Ground Maintenance	60207	Miles	N/A	Delivered	Oct	November
1009	ST09ADX	Ford Ranger TDCi	05/05/2014	£13,750	18000	The Environment Service	Ground Maintenance	42342	Miles	N/A	Delivered	Oct	November
1019	ST09BZN	Ford Ranger 4x4	24/04/2014	£10,680	18000	The Environment Service	Street Sweeping	93165	Miles	N/A	Delivered	Oct	November
1018	ST09BZO	Ford Ranger TDCi	24/04/2014	£10,680	18000	The Environment Service	Ground Maintenance	70087	Miles	N/A	Delivered	Oct	November

1029	ST09PUU	Ford Transit Connect T200	04/08/2014	£9,035	12000	The Environment Service	Roads	49360	Miles	N/A	Delivered	November	November
988	ST57THU	Ford Transit 100 T350L D/C RWD	06/02/2013	£25,000	25000	The Environment Service	Fleet	76897	Miles	N/A	Ordered	Jan	
987	ST57THV	Ford Transit 100 T350L D/C RWD	06/02/2013	£25,000	25000	The Environment Service	Fleet	69730	Miles	N/A	Ordered	Jan	
935	SV07FFS	Mercedes Benz Econic 2629 LL	25/05/2014	£121,634	151000	The Environment Service	Refuse Collection	144788	Kilometres	N/A	Delivered	May	May
905	SV56AEK	Mercedes Benz Econic 2628 LL	14/09/2013	£123,455	151000	The Environment Service	Refuse Collection	156322	Kilometres	N/A	Delivered	May	May
902	SV56AEL	Mercedes Benz Econic 2628 LL	01/09/2013	£123,455	151000	The Environment Service	Refuse Collection	218642	Kilometres	N/A	Delivered	May	May
904	SV56AEM	Mercedes Benz Econic 2628 LL	14/09/2013	£123,455	151000	The Environment Service	Refuse Collection	166346	Kilometres	N/A	Delivered	May	May
T14	T14	Indespension Challenger 2.6T	01/04/2014	£1,794	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T15	T15	IFORWILLIAMS P6e -	01/03/2015	£685	1100	The Environment Service	Ground Maintenance		Kilometres	Pending			
T16	T16	IFORWILLIAMS P6e -	01/03/2014	£685	1450	The Environment Service	Ground Maintenance			Pending			
T17	T17	IFORWILLIAMS P6e -	01/04/2014	£685	1100	The Environment Service	Ground Maintenance		Kilometres	Pending			
T18	T18	IFORWILLIAMS P6e -	01/03/2015	£685	1450	The Environment Service	Workshop		Kilometres	Pending			
T19	T19	IFORWILLIAMS P6e -	01/01/2015	£685	1450	The Environment Service	Ground Maintenance		Kilometres	Pending			
T21	T21	Indespension Challenger 2.3 T	01/03/2015	£1,794	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T22	T22	IFORWILLIAMS P6e -	01/03/2015	£685	1450	The Environment Service	Ground Maintenance		Kilometres	Pending			
T23	T23	Bateson Transporter 2.75 T	01/07/2012	£2,990	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T24	T24	Indespension Challenger -	01/07/2014	£1,794	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T25	T25	Kay 900LL -	01/03/2003	£685	1000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T26	T26	IFORWILLIAMS P6e -	01/01/2015	£685	1450	The Environment Service	Ground Maintenance		Kilometres	Pending			
T27	T27	Indespension Challenger -	01/07/2014	£1,794	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T29	T29	IFORWILLIAMS P6e -	01/01/2015	£685	1450	The Environment Service	Ground Maintenance		Kilometres	Pending			
T32	T32	Indespension Challenger 2.6T	01/01/2015	£1,794	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T34	T34	Bateson 1300 1 Axle	01/01/2007	£1,750	2000	The Environment Service	Roads		Kilometres	Under utilisation			
T43	T43	Kay 2.6T Cage	01/04/2013	£5,204	3000	The Environment Service	Recycling Centres		Kilometres	Pending			
T44	T44	IFORWILLIAMS LM 126	01/03/2015	£2,138	3000	The Environment Service	Street Sweeping		Kilometres	Pending			
T61	T61	Marshall S/4 High Side	01/03/2015	£2,993	1500	The Environment Service	Ground Maintenance		Kilometres		Delivered		October
T7	T7	Carnoustie Trailers -	01/04/2010	£685	1000	The Environment Service	Community Greenspace		Kilometres	Pending			
T72	T72	Marshall S/4 -	01/02/2014	£2,993	1500	The Environment Service	Ground Maintenance		Kilometres		Delivered		October
T76	T76	Marshall S/4 -	01/04/2014	£2,993	1500	The Environment Service	Ground Maintenance		Kilometres		Delivered		October
T78	T78	Marshall S/4 -	01/01/2015	£2,993	1500	The Environment Service	Ground Maintenance		Kilometres		Delivered		October
T8	T8	IFORWILLIAMS LM 126G	01/01/2015	£2,420	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
T9	T9	IFORWILLIAMS LM 126	01/03/2014	£2,420	3000	The Environment Service	Ground Maintenance		Kilometres	Pending			
	Additional	Food waste Vehicle Safe system			2500	The Environment Service	Refuse Collection				Cancelled	June	July
	Additional				11140	The Environment Service	Waste Disposal					July	
	Additional				17395	The Environment Service	Waste Disposal					July	
	Additional	Food Waste Vehicle			75990	The Environment Service	Refuse Collection				Delivered	June	July
	Additional					Education & Children Services	Cultural and Community Services	Commercial Over 3,500Kgs	Library		Delivered	July	October

	ST06HLY	Ford Ranger 4x4			18000	The Environment Service	Fleet		miles		Delivered	Oct	November
	2 x tippers				64448	Housing and Community Care	Building Maintenance & Repairs				Delivered	May	July
	SG60FYO	Ford Connect			20000	Housing and Community Care	Community Care (Older People)	108626			Ordered	March	
32	VU58JWG	Dennis Eagle Elite 2 6x2 Mid Steer (Driver +3)	26/09/2015	£120,450	150000	Refuse Collection	Friarton Depot	Kilometres	160860		Ordered	December	
BO40	Write Off	Caged Body			4660	The Environment Service	Street Sweeping				Delivered	Sept	October
	SH63FYW	Write Off				HCC	Reablement				Delivered	Nov	October
T64	T64	Marshall S/1	01/04/2014	£2,993	2000	The Environment Service	Ground Maintenance				Delivered		October
T68	T68	Marshall S/1	01/04/2014	£2,993	2000	The Environment Service	Ground Maintenance				Delivered		October
T70	T70	Marshall S/1	01/04/2014	£2,993	2000	The Environment Service	Ground Maintenance				Delivered		October
C/F into 15/16													
1035	SM09ZHW	Renault Clio 1.5dci Expression	06/08/2014	£7,709	10000	Housing and Community Care	Sheltered Housing	20011	Miles	Low mileage TBC as at 09/07			
1046	SP59LFZ	Ford Transit Connect T230	17/09/2014	£10,560	12000	The Environment Service	Roads	27262	Miles	Low mileage	C/F		
1064	SG10JMO	Peugeot 207 S HDI 68	18/03/2015	£10,858	12000	The Environment Service	Roads Pool Vehicle	24020	Miles	Low mileage	C/F		
1065	SK10ZPU	Volkswagen Caddy 104 PS	23/03/2015	£12,560	15000	The Environment Service	Community Greenspace	22735	Miles	Low mileage	C/F		
1030	ST09PUO	Ford Transit Connect T200	04/04/2015	£9,055	12000	Housing and Community Care	Regeneration	15416	Miles	Low mileage	Quotes back	Nov	
No Replacement													
1032	SM09ZHO	Renault Clio 1.5dci Expression	06/08/2014	£7,709		Housing and Community Care	Resources	20351	Miles	replacing LFV			
917	ST56KUE	Ford Transit Connect T230	18/12/2011	£10,055	15000	Education & Children Services	Cultural and Community Services	32332	Miles	Not required			

8. Appendix B - Revenue Charges

Services	Revenue Charge 2014/15
Chief Executive	£14,561
Education & Children Services	£299,076
Housing & Community Care	£757,526
The Environment Service	£3,766,483
Total	£4,837,647





Perth and Kinross Council

Policy for the Disposal of Fleet and Mechanical Equipment

October 2014

1. Introduction

In accordance with the Fleet and Mechanical Equipment (FaME) asset management plan, assets at the end of their life will be declared as surplus and released for disposal. This policy will outline how assets which fall within FaME will be disposed of.

2. Scope

A FaME asset is defined as;

‘All fleet and mechanical equipment that requires maintenance, calibration and/or a safety & inspection test’

3. Aims and objectives

To maximise income and/or make best use of FaME assets which are declared surplus or end of life.

4. Surplus

Assets are identified as surplus in one of four ways:

1. as part of a scheduled replacement programme
2. when they are unserviceable and beyond economical repair
3. when they are deemed not fit for purpose
4. when their function is surplus to requirements

A replacement programme is currently in place for all assets.

Unserviceable fleet and mechanical equipment is deemed to be beyond economical repair by Fleet Management technical staff or categorised as a “write off” by the council’s insurers.

FaME can be declared not fit for purpose by Fleet Management technical staff, the budget holder, corporate health and safety staff, relevant statutory bodies; Driver and Vehicle Standards Agency (DVSA), Department for Transport (DfT) or through a combination of listed parties.

Assets which are surplus to requirements are identified by individual services budget holders.

Once identified as surplus or redundant, the asset will be assessed against other Council and Service needs prior to disposal.

Requirements to be considered include potential;

- re-allocation
- spare Pool use
- re-use as spare parts

Assets declared surplus should be communicated to all relevant parties as noted in the FaME Disposal procedure to ensure the timely update of all associated inventories.

5. Disposal

Disposal includes any activity associated with the disposal and decommissioning of an asset identified by the FaME asset management plan.

All assets that are not re-used have a sell on value and should be taken through the processes detailed in the FaME Disposal procedure.

The council currently disposes of surplus assets via recognised industry auction houses using the processes laid down in the FaME Disposal procedure.

6. Finance

Monies from the sale of assets are applied to offset the cost of new asset purchases. This therefore reduces the amount of money required to be borrowed to finance the future purchase of assets.

7. Governance

The disposal of surplus and redundant assets will be managed in accordance with the Local Government in Scotland Act 2003 principle of securing best value.

8. Retention policies

FaME disposal records must be retained on file for 7 years in line with Health and Safety instructions.

9. Review Policy

This Policy will be reviewed on an annual basis to ensure that it reflects the changing needs of Perth & Kinross Council and its employees. The review process, although led by the Corporate Asset Management Team, will include a wider consultation with Fleet Management.



Perth and Kinross Council

Fleet and Mechanical Equipment

Policy for the Purchase, Management and Usage of Fuel

October 2014

Version 1

1. Introduction

It is essential for the council to have an effective Fuel Management Policy to control spend and ensure best value for our fleet. This policy covers the issue, use and control of fuel and clearly defines responsibilities for line managers and drivers of council vehicles.

Fuel is a very expensive commodity and every effort should be made to make tangible savings on both the purchase and the use of fuel. The introduction of this policy and strict monitoring controls including setting a set of standard KPIs based on MPG by vehicle type would ensure best value to the council. It would also mean a consistent approach to Fuel Management and control systems to improve the security of fuel cards and fuel issues throughout the council.

2. Aims and Objectives

- Develop and implement a comprehensive Corporate Fuel Management Policy.
- Ensure Corporate Procurement guidelines are adhered to for all types of fuel purchases.
- Develop a set of standard procedures for the fuelling of council vehicles.
- Develop a set of standard control systems to manage fuel purchase, storage and usage.
- Ensure compliance and regulation of the policy.
- Ensure the security of all fuel systems, issue cards and fuel tabs.
- Develop a set of clear responsibilities and standards which form a framework within which all services must comply.
- Develop a monitoring system to ensure compliance with the policy.
- Develop a set of mileage related standards to measure performance at service, user and vehicle level.

3. Scope

This policy applies to;

- All Perth and Kinross Council line managers with responsibility for employees using Council fuel fobs or Council issued fuel cards.
- All aspects from fuel procurement, storage, issue, usage and the provision of key performance indicators by vehicle, user department and service.
- All drivers and users of fuel operated Fleet and Mechanical Equipment (FaME).

4. Health & Safety

The Council is committed to providing a safe and healthy workplace for all staff and visitors, as established by the Perth and Kinross Council Occupational Health and Safety Policy and Corporate Fleet Transport Policy.

There are clear procedures detailing the process for the safe delivery of fuel at depots and the issuing of fuel.

- Fuel Procedure for taking Deliveries (Friarton)
- Fuel Procedure for taking Deliveries (Outlying Depots)
- Fuel Procedure for Issuing of Fuel

5. Responsibility

Corporate

- Procurement of contract for bulk fuel, gas oil and ad blue.

Finance

- Issue charges to each service in a timely and accurate manner, complying with Corporate guidelines.
- Ensure all invoices are paid as per Corporate guidelines.

Support Team

- Accurately update Fueltran with fuel deliveries for each depot and fuel type.
- Prepare KPI reports as and when required.
- Notify Fleet Manager of any issues pertaining to the fuel system.
- Import External fuelling information into Fueltran.

Service Requesting the Fuel fob/fuel card.

The Service requesting the fuel fob/fuel card will be responsible for;

- Ensuring the employee utilises it for only appropriate authorised FaME.
- Ensuring that correct mileages are entered for each transaction.
- The fuel fob/fuel cards security at all times.
- Requesting the appropriate fuelling method on the vehicle justification form or, should an alternative fuelling method be required after delivery, requesting directly to the Fleet Manager.

Fleet Manager

The Fleet Manager will be responsible for;

- Fuel card contract and subsequent management of.
- Management of contract for bulk fuel, gas oil and ad blue.
- The availability of appropriate fuel at all depots.
- Appropriate contingency plans in place for fuel shortages.
- Arranging the appropriate fuelling method as detailed on the Corporate Justification Form or subsequent requests.

- Ensuring the safe delivery of fuel when at depot, ensuring the Health & safety of staff, visitors and contractors on site.
- Ensuring that all fuel is stored appropriately at depots with only authorised personnel having access when taking deliveries.
- Ensuring only authorised staff can request fuel orders for depots and that they follow the procedure.
- Undertaking an annual fuel usage audit and report discrepancies to Services to investigate.
- Management of fuel software contract.

6. Resources Available

- Fueltran training
- Fleet Management team
- Corporate Health & Safety team
- Finance Team
- Support Team

7. Audit

A monthly audit shall be carried out by Fleet Management with regard to fuel held in tanks against computer readings.

An annual audit of fuel usage will be carried out by Fleet Management and results will be reviewed with Services. If any recommendations are found an improvement plan will be produced to address these.

Internal audit team may audit Services against this policy to ensure they are compliant.

8. Policy Review

This Policy will be reviewed and developed annually to ensure that it reflects the changing needs of Perth & Kinross Council and its employees. The review process will be led by the Corporate Asset Management Team and will include wider consultation with Fleet Management.



Perth & Kinross Council

Fleet and Mechanical Equipment

Maintenance Policy

October 2014

1. Introduction

This maintenance policy has been designed to cover Perth and Kinross Council's minimum Fleet and Mechanical Equipment (FaME) inspection requirements. Within this policy it is acknowledged that conditions and operational use of Vehicles, Equipment & Plant can vary widely in different services and operational units.

The purpose of this document is to protect the Council's Goods Vehicle Operators Licence and to ensure that adequate maintenance procedures are in place to protect the Council and its employees from breaching Corporate Manslaughter regulations and to ensure they comply with the following legislation:

- Road Traffic Act
- Road Vehicle Construction & Use Regulations
- Health & safety within the Workplace
- Managing Work-Related Road Safety
- Occupational Road risk Management
- Declaration of Intent to the Traffic Commissioner

The asset management system used to manage our FaME asset is Key2. This is a comprehensive system which populates the service schedule with FaME assets.

2. Scheduled Maintenance

Scheduled Maintenance is planned maintenance to ensure compliance with the above legislation and in line with manufacturer's guidelines.

A monthly service plan will be produced and issued to inform users of when FaME assets are scheduled for maintenance.

This will be in line with the FaME scheduled maintenance procedure.

3. Unscheduled Maintenance

Unscheduled maintenance is unplanned maintenance eg. Repairs and breakdowns.

All unscheduled maintenance must be supported by a Defect Report and logged on Key2.

The workshop must ensure that the defect is repaired prior to releasing vehicle back to user/driver.

4. Warranty

In order to maximise value Fleet Management will comply with manufacturer's guidelines to ensure that warranties remain valid and will arrange for warranty work to be carried out by the respective dealers.

5. Manufacturer Recalls

Fleet Management will notify users of any manufacturer recalls and make arrangements for the work to be carried out by the dealer or supplier.

6. Breakdowns

Friarton workshop operates a shift system where there is cover from 6am to 8.30pm Monday to Friday and from 6am to 3.30pm on a Saturday and Sunday. Out-with these hours breakdown contracts have been set up to ensure 24hr support is available.

7. Parts & Tyres

Fleet Management will procure vehicle spare parts & tyres for scheduled & unscheduled maintenance on all FaME assets. The council's procurement guidelines will be used when purchasing spare parts & tyres using the contracted framework suppliers. Assets still within their warranty period will be fitted with genuine manufacturer's parts to ensure their warranty is valid. When a warranty has expired the asset may be fitted with aftermarket parts depending on best value.

8. Staff Car Leasing

The service frequency will be dependent upon the particular make and model of the vehicle. In all cases the maintenance should align with the manufacturer's recommendations detailed in the service booklet supplied with the vehicle. The manufacturer's service is managed by the leasing company and user and monitored by Fleet Management.

9. Random Vehicle checks

A programmed sample of roadside vehicle spot checks will be carried out with remedial work arranged where appropriate. A record will be maintained of the results of these checks, including the remedial work undertaken.

10. External Hires

All hire and demonstration vehicles over 3500kg, plant or mechanical equipment must be given a recorded Safety Inspection prior to entering service. These inspections are to ensure that the asset complies with all necessary legal regulations. These inspections are carried out by Friarton Workshop.

Any Operator Licensed vehicle that is to be on hire must be added to the operating licence.

11. Documentation

All documentation associated with vehicle maintenance, including driver/users daily checks and Vehicle Condition Books, must be retained for a minimum period of 15 months.

12. Review Policy

This Policy will be reviewed on an annual basis to ensure that it reflects the changing needs of Perth & Kinross Council and its employees. The review process, although led by the Corporate Asset Management Team, will include a wider consultation with Fleet Management.



Perth & Kinross Council

Fleet & Mechanical Equipment Procurement & Registration Policy

October 2014

Version 1

1. Introduction

A recent review of the Fleet Asset Management Plan revealed gaps in existing policy relating to Fleet and Mechanical Equipment (FaME); particularly in respect of procurement and registration of assets.

The Fleet Management Team and the Corporate Asset Management Team agreed to rectify this situation by introducing a new policy to incorporate these areas and to ensure that FaME users were aware of their responsibilities and were able to follow procedures in relation to these assets.

This is in line with the Corporate Aim to “provide a safe, secure and healthy environment”

2. Aims & Objectives

The aims of this policy are to:

- Outline the reasons for the importance of this work and the governance arrangements.
- Provide clear direction to staff who are required to purchase FaME assets.
- To provide a clear corporate governance procedure for staff who are required to procure and/or register FaME assets.
- To ensure that PKC is compliant in terms of its legislative responsibilities and is following best practise.
- Provide procedures for registering an asset.
- Outline the processes and procedures that should be followed and the collective roles and responsibilities as well as the resources available.

3. Scope

This policy applies to;

- all Perth and Kinross Council employees.
- all assets which fall within the definition of Fame.

A FaME asset is defined as;

‘All fleet and mechanical equipment that requires maintenance, calibration and/or a safety & inspection test’

Exclusions

- Hand tools and power tools subject to PAT Testing
- Ladders
- JELS and Adult Day Centre's Equipment
- Breadalbane Academy Workshop Equipment

4. Health & Safety

The Health & Safety of our staff and service users is very important to us. The Fleet manager is responsible for ensuring all FaME assets satisfy the HSE regulations and are procured, inspected, maintained and serviced in line with legislation.

The technical specification of machines should be agreed between Services and Fleet prior to procuring items.

The Insurance section must be notified when a new asset is procured in order that they can ensure the appropriate insurances are in place.

5. Whole Life Cycle Cost

Each item of equipment will be given a life cycle timescale based on its best economical life expectancy. At the end of its life this equipment will be added to our replacement vehicle and asset list resulting in the Council having equipment that is fit for purpose, safe and is replaced when necessary.

6. Actions/Processes/Activities

The Council's procurement guidelines should be used in the first instance when seeking approval to purchase a new FaME asset.

In the current economic climate good procurement is not just about buying well but is about buying less or not buying at all.

6.1 Responsibility

Service Requesting the FaME Asset.

The Service requesting the FaME asset will be responsible for;

- Nominating a Service liaison officer for the FaME asset.
- Consulting with the Fleet Manager to ensure the FaME asset is required.
- Completing the Corporate Justification Form for procurement of the FaME asset.
- Providing a budget to fund the FaME asset.
- Agreeing the operational specification with the Fleet Manager.

- Maintaining the asset inventory on Key2.
- Undertaking the annual inventory audit.

Fleet Manager

The Fleet Manager will be responsible for;

- Procuring the assets.
- Ensuring all FaME assets satisfy all Legislative requirements.
- Ensuring all FaME assets satisfy the Health & Safety Regulations.
- Preparing the FaME asset specification for procurement.
- Finalising the Corporate Justification Form.
- Coordinating the annual inventory audit of FaME assets.
- Notifying the insurance section that a new FaME asset has been procured.
- Inputting initial FaME asset data into Key2.

7. Key 2

Assets already purchased will be input by Corporate Asset Management and any new assets purchased by Fleet will be input by Fleet Management.

8. Resources Available

- Key2 training
- Procurement toolkit on Eric
- Fleet Management team
- Corporate Asset Management team
- Corporate Health & Safety team

9. Audit

An annual audit of FaME assets will be carried out by Services and should be submitted to Fleet Management to enable them to audit against the Key2 database.

Services should ensure that they have their own procedures in place to ensure that assets are added to the database when they are purchased.

The internal audit team may audit Services against this policy to ensure they are compliant.

10. Policy Review

This Policy will be reviewed and developed regularly to ensure that it reflects the changing needs of Perth & Kinross Council and its employees. The review process, although led by the Corporate Asset Management Team, will include a wider consultation with Fleet Management.