



CHEHSIRE CONSTABULARY

VEHICLE FLEET SERVICES DEPARTMENT

VEHICLE STRATEGY

Cheshire Constabulary

Vehicle Fleet Services – Vehicle Strategy

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Foreword

This Strategy document is intended to provide an overview of the support supplied by the Fleet Services Department.

The document does not provide infinite detail on each of the highlighted services, but is expected to act as a road map indicating how we will support operational policing within the County.

The Fleet Services Department is not responsible for determining the overall size and make up of the transport fleet. This work is completed by the police and is based on strict selection criteria.

The last fleet review took place in April 2005, at the introduction of the new policing model - Taking Control. A strategic vehicle fleet review is underway now and will be completed by December 2010.

This will indicate the vehicle strengths in each work area and lay the foundations for effective and suitable change in order to ensure that the fleet supports all front time requirements.

Fleet Services are charged with bringing these proposals to fruition and subsequently replacing, equipping, maintaining and disposing of these vehicles under the approved Force Vehicle policies and criteria.

This year has seen the introduction of the strategic vehicle management group. The group, chaired by ACC Thompson will preside over strategic vehicle issues such as model types, allocations and usage.

Strategy and fleet policies are under continuous review, and as a Department we are determined to be at the forefront of change to ensure that we provide an excellent service to Cheshire Police Authority.

Cheshire Constabulary

Vehicle Fleet Services – Fleet Strategy

1. Introduction

Cheshire Constabulary operates approximately 630 cars, vans, motorcycles, heavy goods and trailers based at police stations throughout the County. These vehicles achieve in the region of 10 million miles per annum.

The vehicle fleet is managed and maintained from one single operational maintenance site at Police HQ Winsford.

Transport operations are managed by the Head of Fleet Services supported by an experienced Fleet Services team including the Vehicle Fleet Engineer and Vehicle Fleet Administrator.

The turnover of this business is in the region of £4.2 million, which is divided as follows:-

Vehicle & Equipment Capital Procurement	£ 940,000
Vehicle Revenue Expenditure	£1400,000
Vehicle Fuel Expenditure	£1450,000
Vehicle Insurance Costs	£ 400,000

Even with the fleet growth of 10% over the last 2 years the above finances have been reduced by over £200,000.

2. Strategic Objectives

Provide safe, efficient and reliable transport network for Cheshire Constabulary.

Procurement of good quality vehicles that meet police operational demands.

The servicing, repair and maintenance of police vehicles to the standards laid down by the Constabulary, Department of Transport and current vehicle Road Transport Legislation and the Vehicle Manufacturer.

The evaluation and testing of vehicles for police operational purposes.

The provision of detailed Services information and other related vehicle data to support local policing.

The provision of a highly trained and qualified workforce capable of meeting the ever changing demands of the modern police service.

3. Departmental Services

The Fleet Services department provides the following support services to Cheshire Constabulary.

- a. Fleet Services Consultancy
- b. Vehicle Procurement
- c. Vehicle Commissioning and Decommissioning
- d. Vehicle Servicing and Repair
- e. Vehicle Accident Repairs / Accident Services
- f. Vehicle Disposal
- g. Vehicle Administration / Services Information
- h. Vehicle Fuel Services
- i. Provision of Car Leasing / Contract hire Contracts

3.a.

Fleet Services will provide advice, guidance and technical information on all aspects of police transport and transport related equipment. This would include the preparation of detailed vehicle technical specifications including technical drawings where necessary.

The Department will obtain for test and evaluation purposes, vehicles and vehicle related police blue light equipment. We will arrange for the Officer Evaluation Reports to be collated and assessed.

The Department will advise on vehicle modifications, ensuring that they comply with Construction and Use Regulations, Health and Safety and Vehicle Manufacturers recommendations etc.

3.b.

The Fleet Services Department will purchase vehicles and other police equipment by utilising the Framework Agreements prepared by the N.A.P.F.M. / Home Office / NPIA.

When recommending the procurement of vehicles / equipment, the Head of Fleet Services will consider whether it is fit for purpose and available under the Framework Contract and within the approved Force Vehicle Replacement Capital Budget.

The Force is determined to standardise its vehicle fleet to obtain improved economies of scale and best value.
In certain cases such as covert operations, some discretion will be allowed.
The Force has a policy of purchasing diesel powered vehicles to achieve value for money.
A copy of the Forces Vehicle Replacement Criteria can be seen at Appendix 1

3.c.

The commissioning and decommissioning of all Cheshire Police vehicles has now been outsourced to the private sector to ensure best value for money.
The procurement of specialist blue light equipment and vehicle installation specifications are prepared and approved by the Fleet Services Department.
Careful consideration has been given to our Health and Safety responsibilities and the legal implications of protecting our police officers when driving police vehicles.

Our current blue light equipment and livery complies with current Home Office recommendations.

All police vehicle radio communications are the responsibility of the Forces IT Department, however, Fleet Services will advise and support the safe and secure installation of this equipment into police vehicles.

Fleet Services monitor and examine vehicles that have been commissioned by outside agencies to ensure value for money, quality of work and Health and Safety.

3.d.

All police vehicles will be maintained to the standards approved by the Department of Transport Code of Practice, for maintaining vehicles.
Vehicle Servicing Schedules are prepared for each vehicle role and meet vehicle manufacturer's recommendations.
In certain cases, it may be necessary to maintain vehicles in excess of these arrangements to ensure road worthiness in demanding police operational roles.

All vehicle maintenance will be charged at the current Fleet Services business rate including operational overheads.
Spare parts and other materials will be charged at cost plus 13% and would include carriage charges etc.

Fleet Services will ensure that all Free of Charge warranty repairs will be charged to the Vehicle Manufacturer, ensuring best value for money.

Fleet Services will monitor on a daily basis all vehicle downtime with a view to minimising downtime, and providing an improved service to our customers.

Fleet Services will make every effort to ensure a minimum of 90% vehicle availability at all times, including vehicles involved in Road Traffic Accidents.

The Vehicle Service Criteria – See Appendix 2

3.e.

The Fleet Services Department will manage and organise the repairs of all police vehicles involved in Police Vehicle Collisions.
All vehicle body damage is repaired by specialist vehicle repairers who have been suitably screened to complete this work.
All accident damaged vehicles will be examined by ourselves prior to release to the police, ensuring the overall safety of the repaired vehicle.

The body repairers have been instructed only to fit original vehicle equipment in accident damaged cars.

Vehicle downtime will be monitored and availability recorded on a daily basis.

Fleet Services is responsible for the collection of all Vehicle Accident Reports and where necessary, maintaining a regular dialogue with our Insurers, Third Parties or Legal Representatives.

3.f.

All police cars will be disposed through the Home Office Framework Agreement for disposal vehicles with British Car Auctions Ltd.

Cheshire Police arrange for the vehicles to be prepared for auction.
Complete all necessary Licensing and Auction paperwork.
Ensure all capital receipts are maximised.
Dispose of the cars at minimum cost.
Cheshire Police will make every effort to dispose of their vehicles with a current VOSA MOT Certificate.
Complete and retain all vehicle records for a minimum period of 18 months.

3.g.

Fleet Services will manage, maintain and monitor all vehicle records and fleet systems on behalf of the Constabulary.
The department will ensure that vehicle records, road tax, insurance and fuel records are fully supported to ensure compliance with current Transport Operation Legislation.

Fleet Services will make available all the detailed financial and statistical records for police use, and will advise on the results obtained to improve policing at a local level by the production of regular and ad-hoc reports.

3.h.

Following a decision by the Chief Officer Group, the Force no longer maintains Bulk Fuel facilities at any of its Police locations.

The purchase of all fuel supplies, are made utilising the Home Office Framework Agreement, with PHH/Allstar for the supply of road fuels. This system provides officers with a Monitor Fuel Card, which can be used at all participating national fuel sites to obtain fuel on request.

As part of this system, we are able to make use of the vehicle data obtained during this process by the collection of fuel consumption costs and regular vehicle mileage returns.

The mileage reports are used by Fleet Services to update on a regular basis the Fleet Computer System, to ensure all police vehicles are maintained on time and in line with the Forces Vehicle Servicing Schedule.

3.i.

The Department manages, maintains and promotes a Force Car Leasing Scheme for the benefit of all Vehicle Essential Users.

The purpose of this scheme is to allow Officers/Police Staff the opportunity to lease a vehicle through the Police Authority which can be used for both business and private use.

The scheme provides vehicles from our two main badge suppliers, Vauxhall and Ford.

The calculation of costs under this scheme is completed by Fleet Services with all charges made through the Essential Users salary arrangements.

Appendix 1

Cheshire Constabulary

Vehicle Replacement Criteria

Category	Time/Mileage	Yearly Depreciation
Traffic Patrol Car / TPT Adv	3yrs/140,000	33.3%
Traffic Patrol Motorcycle / TPT M/C	5yrs/50,000	20%
Motorway Range Rover	3yrs/165,000	33.3%
Motorway Patrol Car	3yrs/140,000	33.3%
TPT Std / NPU CAT / NPU IT	4yrs/100,000	25%
CID / G.Purpose Car / SIU / PPU / PPT	5yrs/90,000	20%
Covert Motorcycle	5yrs/60,000	20%
Armed Response Car	3yrs/140,000	33.3%
Personnel Carrier	6yrs/90,000	16.6%
Personnel Carrier – Large (Mercedes)	10yrs/120,000	10%
Gen Purpose Vans – Large	5yrs/95,000	20%
Gen Purpose Vans – Small	5yrs/90,000	20%
Dog Vans	4yrs/90,000	25%
Executive Cars	3yrs/70,000	33.3%
HGV	6yrs/150,000	16.6%
Garage Vehicles	10yrs	10%
Trailers	10yrs	10%

Appendix 2

Cheshire Constabulary

Vehicle Fleet Services

Vehicle Servicing Criteria

Advanced High Performance	10k miles / 26 weeks
TPT / NPU / CID / GP	10k miles / 26 weeks
Low Perf Car	12k miles / 40 weeks
Traffic Motorcycles	4k miles / 20 weeks
Motorway 4x4	6k miles / 12 weeks (Under Review)
HGV	10k miles / 26 weeks + 12 Week Inspections
Executive Cars	10k miles / 26 weeks
Trailers	- / 26 weeks

Appendix 3

Cheshire Constabulary

Fleet Services Department

Vehicle Preference List & Livery Requirement

Group	Driver Auth	Vehicle Model	Livery Style
TPT Std / NPU CAT / NPU IT	Std	Vaux Astra 100ps / Corsa 70ps	Half Battenburg
TPT Adv / Traffic Car / ARV / ANPR	Adv	Volvo V70 Land Rover Disc BMW 530d BMW X5	Full Battenburg
Neighbourhood Van / BCU Van Small 2 Cell	Std	Ford Transit Connect	Half Battenburg
TPT 2 Cell Van	Std	Ford Transit	Half Battenburg
Motorway 4x4	Adv	BMW X5 3.0 d	Full Battenburg
Traffic M/C / TPT M/C	Adv M/C	Yamaha FJ 1300	Full Battenburg
PSU Carrier	Std	Mercedes 413	Half Battenburg
Dog Vehicle Small 2 Cage	Std	Ford Focus 1.8 TDCi Est / Transit Connect	Half Battenburg
Dog Van Large 6 Cage	Std	Mercedes Sprinter 413	Half Battenburg
CID / GP Cars / SIU / PPT / PPU / FMIT	Std	Vaux Corsa 1.3TDCi Vaux Vectra 2.0i	N/A
CID Motorcycles	Adv M/C	Honda VFR 750 CBR1100 / VTR100	N/A

CHESHIRE CONSTABULARY

VEHICLE FLEET SERVICES ORGANISATIONAL CHART

