

NORTH LANARKSHIRE COUNCIL

REPORT

To: Education Resources Sub-Committee	Subject: Implications of Transport - Policy for Education
From: Director of Education and Director of Environmental Services	
Date: 2nd October 1996	
Ref: MM/KMcD	

Summary

This report outlines the support from transport services to education and the implications of the authority's transport policy.

Recommendations

It is recommended that the resources sub-committee

- a) approve the contents of the report.
- b) request the submission of regular monitoring reports to the sub-committee on the provision of transport services to education.

Members wishing further information about this paper should contact:

Michael O'Neill, Director of Education on 01236 812336
Murdo Maciver, Head of Service, Education Department on 01236 812269
MacKenzie Hutton, Director of Environmental Services on 01236 751217
Eric Keenan, Head of Service, Environmental Services on 01236 751217

NORTH LANARKSHIRE COUNCIL : DEPARTMENT OF EDUCATION**Implications of Transport Policy for Education****Report by the Director of Education and Director of Environmental Services****1. Background**

- 1.1 On a daily basis the education department makes use of transport for home to school and curriculum related travel. These needs are met by Strathclyde Passenger Transport (SPT) arranged contracts, private contracts and specialised vehicles provided by the in-house transport services within the environmental services department.
- 1.2 Currently, there are 42 buses/minibuses with drivers provided daily to education from transport services. These vehicles were purchased by the previous authority with capital funding provided by education and are maintained and managed by transport services.

2. Transport Policy

- 2.1 At reorganisation North Lanarkshire inherited a fleet of over 950 vehicles under the management of the environmental services department. The environmental services committee approved a report at its meeting of 6th August which proposed a common internal transport policy across the authority, involving recommendations for fleet management, vehicle maintenance and the purchase of vehicles. It also noted that vehicle maintenance and management function will be subject to CCT from October 1997. A copy of the report is attached.

3. Future Transport Arrangements for Education

- 3.1 The implications for education of the Council's policy for transport are as follows:
 - a) **Transport Services**

Transport for special needs children will be provided where appropriate by the central in-house transport section of environmental services. This will be on a uniform vehicle and driver hourly hire or fixed rate. All elements of transport including vehicle acquisition, provision of maintenance and fleet management will be undertaken by transport services. The specification for fleet replacement will be produced in liaison with the education department.

b) External Contracts

It is intended that this should be a shared function with the more specialised requirement remaining within the education department. Transport services have established close links with education management to ensure that the optimum balance between service, value and specialised needs is achieved and sustained.

c) SPT Arranged Contracts

The present arrangements for contracting and managing home to school transport through SPT will remain. There are no perceived benefits to North Lanarkshire if another service area performs this function.

The above internal transport arrangements will be developed in consultation between environmental services and education with the aim of working towards cost effective and high quality transport provision. The agreed policy for transport provision within the Council provides the framework for this objective.

- 3.2** It is intended that progress reports on the implementation of the transport policy, including a phased programme for fleet replacement, will be made to the Resources Sub Committee in due course.

4. Recommendation

It is recommended that the resources sub-committee

- a) approve the contents of the report.
- b) request the submission to the sub-committee of regular monitoring reports on the provision of transport services to education.

Members wishing further information about this paper should contact:

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NORTH LANARKSHIRE COUNCIL
REPORT

To: ENVIRONMENTAL SERVICES COMMITTEE		Subject: NORTH LANARKSHIRE TRANSPORT SERVICES - FUTURE POLICY
From: DIRECTOR OF ENVIRONMENTAL SERVICES		
Date: 3 July 1996	Ref: C/029 EK/LMcD	

1. **Introduction**

This report seeks to outline the arrangements for in-house transport provision within North Lanarkshire which exist, resulting from the previous local authority's systems. In addition, proposals are made for the integration of these systems into a single transport policy for North Lanarkshire Council.

2. **Existing Position**

2.1 The Transport function is part of Environmental Services - Direct Services. The main objective for Direct Services role in Transport is to provide an effective, reliable and responsive in-house transport service to all Council Departments in accordance with their requirements.

2.2 Direct Services has been set up with a structure which will provide all of North Lanarkshire's fleet management and maintenance needs. The current fleet size is circa 955 units which includes all vehicles and other items of plant and equipment which come within the Transport function.

2.3 Vehicle Maintenance

The maintenance of the fleet is carried out in workshop facilities at Wardpark (ex Cumbernauld and Kilsyth), Coatbridge (ex Monklands District), Motherwell (ex Motherwell District) and Bellshill (ex Strathclyde Region)

2.4 Fleet Management

This aspect of Transport Management covers a wide range of transport associated functions eg. fuelling, insurance, driver training, vehicle specification, vehicle procurement, vehicle hires, 'O' Licence administration.

2.5 C.C.T. Programme

At present under the 1988 Local Government Act vehicle maintenance is a defined activity which is subject to compulsory competitive tendering. Under the current moratorium these works will require to be submitted to tender and awarded by 1 October 1997.

Fleet Management/...

Fleet Management functions are now included within the list of defined activities and the Government has recommended that local authorities will require to submit this function along with vehicle maintenance ie. in North Lanarkshire's case this would mean by October 1997. However it may well be that the Council could decide to submit this work separately from maintenance.

2.6 Ownership and Procurement of Vehicles

The inherited systems for these functions within North Lanarkshire are varied. In certain cases the vehicles are owned by the user Departments whilst in other parts of the Council Transport Services own the vehicles. Similarly when vehicles are procured this may be carried out by a Department whilst in other cases Transport Services procure the vehicles. Hiring-in of vehicles is another area where responsibilities are varied with both Transport and users hiring-in needs for vehicles.

2.7 We would recommend that the Council review these disparate arrangements with a view towards standardising and centralising the total Transport function under one area of the organisation.

3. Benefits/Need for a Central-In-House Transport Function

3.1 Operators Licence

Under Department of Transport requirements, North Lanarkshire requires to hold this licence in order to operate, its fleet 'O' Licence requirements. This also applies to vehicles which may be hired in by the authority. It is crucial to the authority's ability to operate a large fleet of vehicles that all requirements of the 'O' Licence are monitored and met at all times. For this reason it is strongly recommended that Transport management functions are operated centrally through one management system which has clear lines of responsibility and accountability.

3.2 Drivers Hours

Under present transport legislation, there are rules and regulations controlling the working patterns of drivers. To ensure that these requirements are monitored and controlled it is advisable that a central transport administrative system be set up which can link to a total fleet management arrangement. Failure to comply with drivers hours regulations would seriously prejudice the Council's 'O' Licence.

3.3 Economies of Scale/Expertise in Transport

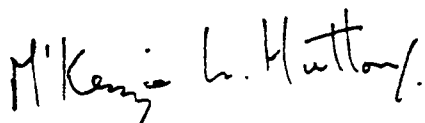
The benefits to the authority in areas such as vehicle acquisition, external hiring and overall fleet deployment/utilisation, can be more readily achieved and sustained by the economies of scale which a central transport function would work towards.

Both Transport vehicles and legislation are becoming more and more specialist and complex eg. E.C. Procurement Directives. For this reason the Transport function should be operated on a specialised and professional basis in its own right as opposed to being a sub-function attached to a larger Department or function. We believe that previous organisational patterns give support to this conclusion. Departments need to focus their efforts and expertise in their own specialised areas such as Education, Construction, etc. whilst their transport needs are provided by Transport specialists.

4. North Lanarkshire Council - Transport Policy

Based on the above, we would recommend that the members:-

- 4.1 Agree and confirm that all in-house transport needs be carried out within the Transport Services Section of the Environmental Services - Direct Services.
- 4.2 All vehicles be acquired, owned and operated by the Council's Transport Services Section, NB. this would exclude those areas/functions listed in the appendix to this report.
- 4.3 That subject to the above recommendations, The Director of Environmental Services prepare a scheme for transport provision and replacement of North Lanarkshire's fleet of vehicles based upon best practice in conjunction with the user Departments.



M.L. Hutton
Director of Environmental Services

List of Transport Related Functions remaining with Service Departments.

1. Leisure Services - Parks

Specialist grass/grounds maintenance machinery and plant.

2. Hires

Where vehicles and drivers are hired in due to their specialist nature, this would be carried out directly via Departments. Where 'O' Licence categories are involved liaison with Transport would be essential. This also applies to specialist plant and equipment.

3. The existing Education requirements for School travel buses would not be affected by these recommendations and current practices ie. PTA buses, should continue as at present.