

# APSE Annual Service Awards 2009

## **Best Service Team: Transport & Fleet**

Mick Berry Enforcement & Training Manager  
Wakefield Metropolitan District Council



**Winners of best transport & fleet Cardiff 2009**

What are Wakefield doing differently?

# Background

- Wakefield MDC is a local authority situated in West Yorkshire.
- We cover a semi rural area of 350 square kilometres.
- Wakefield has a fleet size of approx 700 vehicles.
- Employing in the region of 2000 drivers (fleet).
- One of the first local authorities to employ a Fleet Enforcement Officer.

# Fleet Enforcement Role

- On road enforcement (fleet driver spot checks).
- Gate checks (early morning driver checks).
- Awareness training for drivers.
- Depot audits (paper trails).
- Workshop quality controls.
- Legislation up-dates.

# Enforcement Team

## 2005 team increased to meet demands:

- Driver hours training
  - Digital Tachograph training.
  - MIDAS / PATS / Emergency evacuation.
  - Develop & deliver a driver assessment programme for fleet drivers.

# APSE Submission “Reducing the Risk”

- Submission based on the driver assessment process.
- Getting something of this nature off the ground can be difficult:

*“It’s a method of selecting you for redundancy”.*

*“People making a job for themselves”.*

*“Management making life difficult”*

*“I won’t be doing a driver assessment”*

# Reducing The Risk

Under the watchful eye of the union we developed our assessment process.

- Enforcement officers trained to driver assessor standards (including an advanced driving test for good measure)
- Routes planned to include all types of roads/obstacles
- How often should the assessments be taken?
- Who's going to be first?

# Driver Assessment

## What Generates A Driver Assessment?

- New recruitment where **any** driving is a requirement.
- New driver's, (current employees).
- High risk drivers, (numerous accidents/penalty points).
- Five Yearly cycle.
- Future legislation.

# Reducing The Risk

How can we ease this radical new idea in?

We thought it would be a good idea to develop a road show and take this around the authority.

Including the latest facts and figures from ROSPA

- (the number of road deaths which occur nationally while driving for work)
- Our commitment to occupational road risk
- Our duty of care for our drivers and their colleagues.

# The Driver Assessment Process

**This consist of the following.....**

- **Meet and greet the driver.**
- **Completion of a pre-assessment form.**
- **Eye sight check (number plate recognition at 20.5 meters).**
- **Daily vehicle walk round check.**
- **One hour drive.**
- **Reverse manoeuvre.**
- **Highway Code questions.**
- **Debrief and feed back.**
- **Assessment form and permit completion.**

# Highway Code Question



# Tractor & Ride on Mower Additional Driver Assessment

- It was decided to carry out Additional assessments on vehicles such as Tractors and ride on mowers.
- The drivers road craft has already been assessed during his one hour assessment drive.
- An additional assessment course was set up based on previous assessments carried out by outside contractors.
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- These Additional Assessments Consisted of the following.....

# Tractor & Ride on Mower Additional Driver Assessment

- Vehicle familiarisation.
- Safe start Procedure.
- Safe Stop Procedure.
- Forward manoeuvre.
- Reverse manoeuvre.
- Slalom manoeuvre.
- Safe Parking.



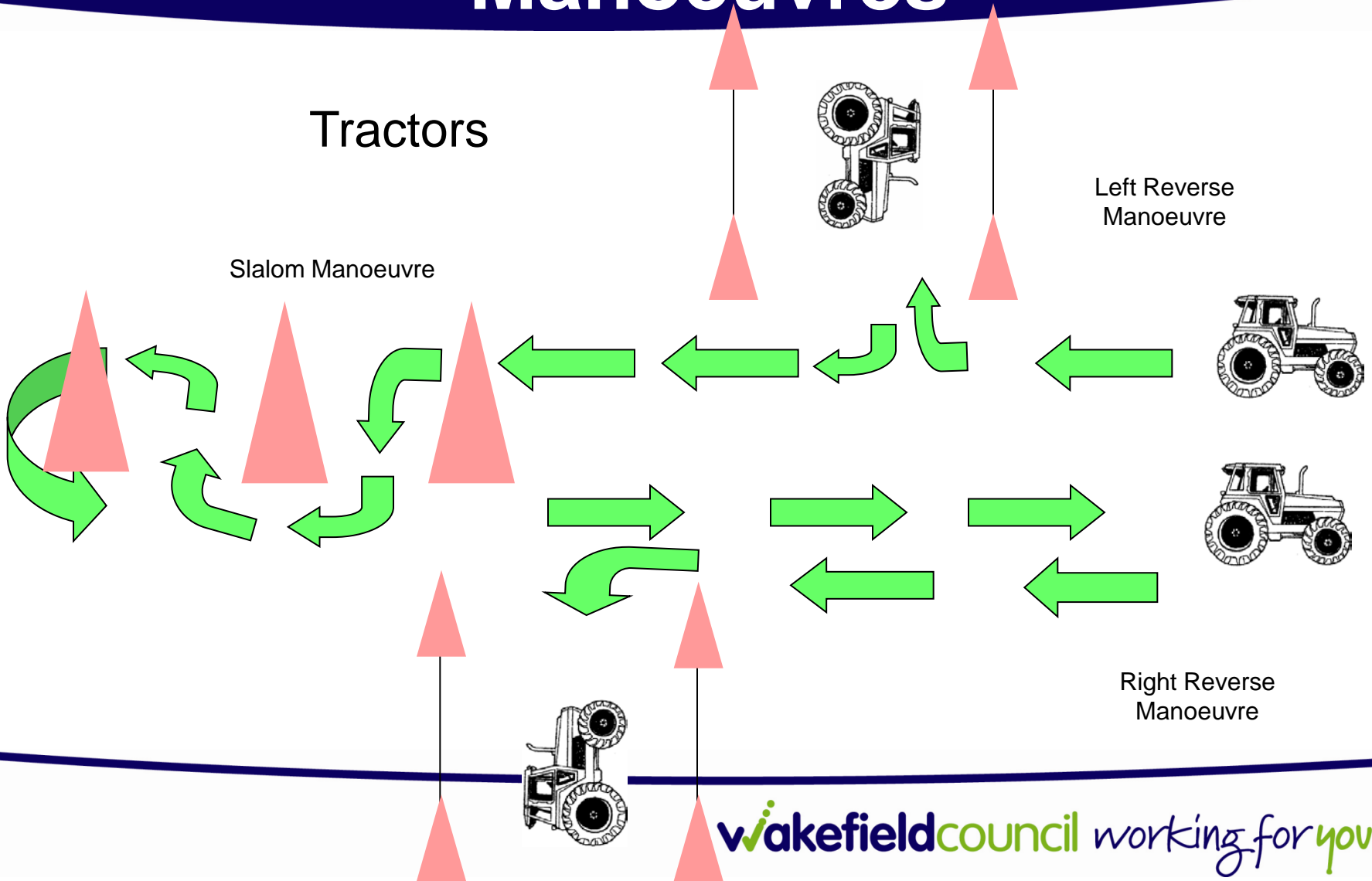
# Additional Assessment Manoeuvres

Tractors

Slalom Manoeuvre

Left Reverse  
Manoeuvre





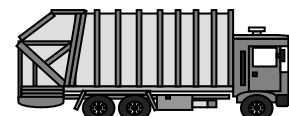


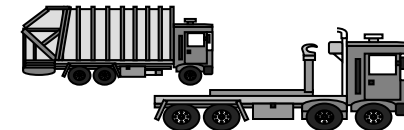
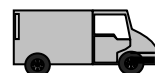



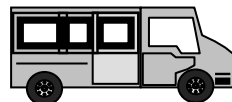




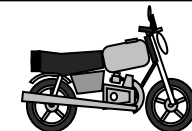

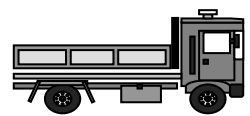
Right Reverse  
Manoeuvre



# Assessment Results

- There is no fail Criteria.
- Anyone not achieving the required standard will be required to undertake additional training.
- On completion of the additional training a permit will be issued.

# PERMIT

Category Check List						
				26 Tons	C	
		B				
				32 Tons	C	
	Upto 3.5 Tons	B				
				Upto 17 Seats	D1	
	Upto 7.5 Tons	C1				
						
	Upto 18 Tons	C				
						

# Air Your Views On The Feed back Questionnaire

- After your assessment you can make any comments anonymously on the feed back questionnaire.
- You can also tell us how we could improve any aspects of how we deliver the assessments.
- Also you can let us know whether or not you enjoyed the experience.

# Feed Back Questionnaire

**Score ✓ = 5 Excellent. 4 Good. 3 Average. 2 Poor. 1 Very Poor.**

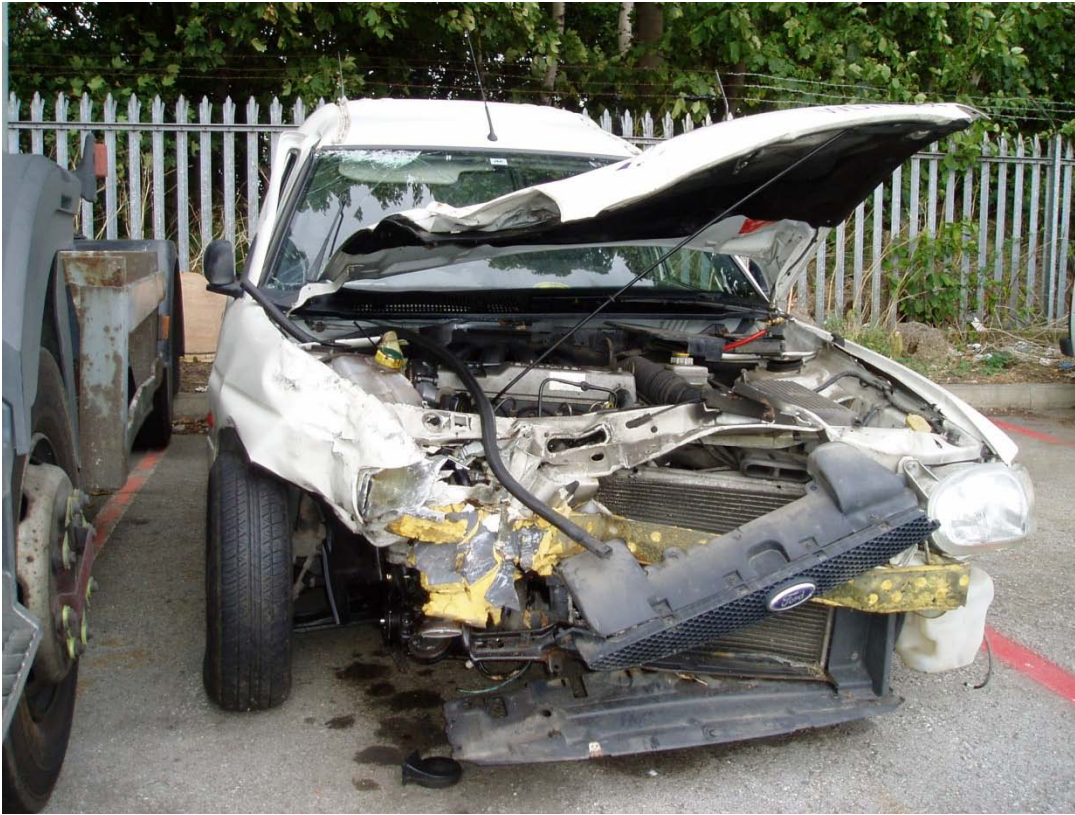
- Was enough information given prior to the assessment and were you made to feel at ease prior and during the assessment process.
- Were instructions given clearly and in good time throughout the assessment.
- Did you feel the feedback given after the assessment was constructive.
- How much did you enjoy the experience.
- **Comments**

# Broadacres Housing Association

- Partnership working
  - Based in Northallerton
  - Agreed a procedure
  - Jan 09 started delivering driver assessments
  - 139 assessments to date.
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- Now looking for driver classroom based training to complement the assessments process.



# Minimise the Risk



Thank you for listening

Any question?