

Best Fleet Management Practice

Conditions of Use:

- Are vehicles correctly taxed, insured for business use, and if necessary, a valid MOT
- Is the vehicle fit for purpose, carrying specific loads for your company
- Drivers are fully aware that use of private vehicles is at the sole discretion of the employer

Vehicle Standards:

- Small vehicles are frequently less comfortable for long periods of driving.
- Check the NCAP rating - is it safe compared to your company cars
- Are seat belts available to all occupants
- Are driver and passenger airbags fitted
- Are ABS brakes fitted
- Does the vehicle meet the standards of your company profile

Monitoring & Compliance:

- Ensure all employees who drive on company business are familiar with your Company Driver Policies
- All incidents on work related journeys involving such vehicles should be recorded
- Vehicle conditions will be subject to external spot monitoring by third party specialists
- All employees who drive on company business should agree to annual driving licence checks carried with DVLA (*not simply a paper licence check*)
- Insurance and MOT documents will be checked when requested by employer.

**If you can't monitor it, you can't measure it,
you can't manage it**

Monitor, Measure and Manage ?

Corporate Manslaughter & Corporate Homicide Act 2007. Promised 10 years ago this act now becomes law on the 6th April 2008.

All companies are advised to review or produce policies for employees who drive on company business

**IGNORING THIS LEGISLATION IS
NOT AN OPTION**

Who do I contact for further information ?

If you would like anymore information on Fleet Driver Training please call us on the number below

01454 42313

01454 423160 / 01454 423162

01454 423163

www.uk-roadsafety.co.uk

UK Road Safety Ltd is open between 9am - 5pm
Monday to Friday.

A voice mail facility is available for messages outside these hours.



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Road Safety - Everyone's Business

**Company
Business
In
Private Vehicles**



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A Measure of the Problem

It is estimated that there are approximately 5 million privately owned vehicles being used on a regular basis for company business compared to an estimated 3 million company cars.

This helps explain why the Government, authorities and road safety organisations are determined to ensure that the Duty of Care legislation is applied to these vehicles and their drivers.

Employers should ensure they are familiar with the Duty of Care Legislation and that the legislation refers to employees driving any vehicle on company business—it does not refer to company cars.

A National Problem

A recent report highlighted in Fleet World revealed the following:

- 83% of companies have no procedures in place for checking non-company cars meet required standards
- 74% of companies do not check MOT of private cars
- 36% of companies do not check driving licences for non-company drivers
- 53% have no idea if non-company cars being used on company business are correctly insured
- 76% of companies do not carry out risk assessments or driver training for these drivers
- 56% have no policy in place for reporting accidents in which an employee is involved driving a non-company car

Source: Fleet World - Duty of Care 2008 Guide

Who Does it Apply to?

The Duty of Care Legislation is now an integral part of the Health & Safety At Work Act.

This act requires employers to be responsible for the Health & Safety of its employees whilst at their place of work.

Any vehicle in which an employee is required to or carries out business on behalf of their company is now regarded as a place of work in the same way a traditional office is viewed.

This clearly places any vehicle a employee drives whilst on company business under this act.

Many companies are ignoring this fact and treating the Cash for Cars Scheme as an opt out of their responsibilities for these employees.

Some companies have and will continue to view this area of company legislation that simply eats away at their bottom line need to consider the implications of continuing on this track.

Companies need to recognise this issue and place as much effort with dealing with this **Grey Fleet** as they do with their traditional company drivers.

By implementing policies and procedures to manage effectively this growing Grey Fleet companies will actually see a reduction in their costs and an improvement in their bottom line.

Drastic increased costs and negative public image will result if, in the event of a serious incident where blame can be attributed to the operating company involving one of their employees or vehicles carrying out company business.

Courts will be able to hand down unlimited financial penalties for non-compliance, negligence and in the worse case manslaughter.

For many companies it is not a question of IF it happens—it is a question of WHEN it happens.

Determining Company Use

Companies need to be very clear and need to ask themselves are employees driving private cars for company business regardless of mileage or frequency of use?

Organisations need to develop policies and procedures and monitor effectively the use of private vehicles on company business to ensure they are not exposed.

Employers must be satisfied of the roadworthiness, legality, servicing and that the employee is insured for business purposes.

Employees driving either infrequently or unfamiliar vehicles for company business will present increased risk.

Unfamiliarity with vehicles can present a driver with the inability to cope in difficult situations.

Monitoring the legality and state of privately owned vehicles will present a particular problem. If unfortunately a vehicle involved in a serious incident is subsequently found to be defective or inadequately insured, the employee may well find themselves the subject of an investigation on the grounds that the risk they took was unacceptable.

In recent driver training programmes, UK Road Safety have established some surprising results, in that both employees and employer had no idea who was driving their private vehicles on company business.

A review of who is actually driving on company business and subsequently removing this option to carry out company business in private vehicles will considerably reduce exposure to risk.

Implementing policies and procedures for company business in private vehicles may seem a costly exercise. It needs to be undertaken and often greater management time will be given to this area than the traditional fleet market.

Remember: Duty of Care Legislation Refers to

Employees driving any vehicle on company business - it does not refer to company cars.