

NORTH LINCOLNSHIRE COUNCIL

THE LEADER OF THE COUNCIL

WHEELS TO WORK SCHEME

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To seek approval to introduce a Wheels to Work (WtW) Scheme within North Lincolnshire.
- 1.2 To seek approval for the preferred option for administering the scheme and carry out a review after twelve months.

2. BACKGROUND INFORMATION

- 2.1 One of the recommendations from the Transport Review was to consider resumption of wheels to work initiative. This report sets out a proposal to introduce WtW within North Lincolnshire.
- 2.2 The WtW scheme is a project that helps people (especially younger people) that have difficulty accessing work, training and education. The scheme provides either a scooter or bicycle for people that cannot access public transport because of where they live or if they are working unsociable hours or shift working etc. The project is not just a short-term fix. It allows people to get their foot on the ladder to better skills and employment. The scheme helps raise levels of employment.
- 2.3 The objectives of the scheme are as follows:
 - improve accessibility to employment, further education and training opportunities; and
 - reduce isolation and social exclusion, particularly in rural areas.
- 2.4 We will aim to ensure users are properly prepared to use the vehicle provided in a safe and responsible manner by:
 - compulsory basic training for scooter users;
 - requiring safety equipment to be used;
 - providing guidance for bicycle users and we will encourage the use of protective equipment; and
 - providing guidance on general maintenance and care.

2.5 The benefits to the scheme are as follows:

- Allowing individuals especially young people to access employment
- Main beneficiaries are the unemployed, low paid and generally low skilled residents to access training or employment
- Ensuring that the lack of transport is not a barrier to accessing employment or training
- Provide a sustainable means of transport especially if rurally isolated – the individual can also use the transport for social, domestic and leisure purposes whilst on the scheme. This would help contribute to improving self confidence, personal responsibility, aspirations and independence.
- Providing an opportunity that an individual may not otherwise have allowing them to go onto bigger and better things.
- Raise the skills base in the area and help decrease levels of deprivation and lower paid and unskilled workers.
- Enable individuals to contribute to the local economy and improve the financial well being of the community.
- To help reduce the economic migration of young people to urban areas due to lack of access to employment and education.

2.6 Following research, there are clear differences in the approach taken by different providers. We have based the principles of the North Lincolnshire scheme on the following:

- Quality/cost of the scooters to be purchased (assumed mid-range scooters that will cost £1,000 to £1,300)
- 12 month duration of the scheme, with initial hires of six months
- Initially working on the demand of 10 scooters and 20 bicycles (to review the demand in three months time)
- The scooter hirer will pay £100 in the first month and £60 per month thereafter.

3. **OPTIONS FOR CONSIDERATION**

3.1 A number of options are potentially available to assist in introducing a WtW scheme. These are summarised below:

3.1.1 **Option 1** - Joint Working with another local authority

The East Riding of Yorkshire Council (East Riding) are expanding their WtW operation to include Goole. However, they have indicated that they do not wish to use this as a springboard for a North Lincolnshire scheme at the moment.

3.1.2 **Option 2** - Use a Voluntary/Community Sector Provider

Many WtW schemes are delivered by third sector bodies. We have spoken with Humber and Wolds (H&W) who used to run a

scheme in the area. They will shortly provide one for North East Lincolnshire Council. However, H&W is not interested in providing bicycles.

3.1.3 **Option 3** - Carry out a Procurement Exercise

Other local authorities that we have spoken with that run a scheme have tested the market and there are few providers for WtW. An enterprise called Access-Your-Future runs a service in Lincolnshire. However, they have shown no interest in expanding here. There are options to use a tendering exercise to procure and service the mopeds.

3.1.4 **Option 4** - Provide the Service In-house

The table set out in section 5 compares the quoted cost of a scheme run by H&W and the estimated costs of an in-house scheme. It is possible to provide a scheme in-house within Transport Operations and the in-house option is cheaper.

4. **ANALYSIS OF OPTIONS**

- 4.1 **Option 1** – East Riding has indicated that they want to ensure that the expansion of its current service to cover Goole needs to be in place before they would consider a proposal to run the scheme for this area. Therefore this is not a feasible option.
- 4.2 **Option 2** – H&W is going to run the scheme for North East Lincolnshire Council. H&W has indicated that they don't want to run the bicycle part of the scheme. This scheme is more expensive than the in-house option.
- 4.3 **Option 3** - There would be additional time if we went to tender. We are not really sure what we would include in the specification as we cannot anticipate demand. If we wanted the Job Centre to target school leavers in September then we may not be able to do this if we tendered. We could always tender in the future to ensure that we achieve value for money.
- 4.4 **Option 4 – This is our preferred option.** We have prepared a process and procedure for delivering the scheme in-house. The key considerations relate to the costs of insurance (including the excess) and ensuring that there are robust arrangements to deal with any incidents that happen outside normal office hours. We will carry out a procurement exercise to identify the most effective way to provide the scooters, servicing, maintenance and breakdown recovery.
- 4.5 The bicycle scheme would have to be carried out in-house. We have approached the Youth Division and Engagement Officer who runs a scheme that refurbishes unclaimed stolen bicycles from Humberside Police. He is considering our proposal to provide us with bicycles. If this

is not feasible we will look at procuring bicycles and will need to revise the costs.

5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

5.1 Financial

5.1.1 We have estimated the likely annual costs for 2012/13 (assuming that there are 10 hirers of the scooters and provision for 20 bicycles). Details are set out in the appendix attached to this report. The annual revenue cost of £16,400 will be met from the Community Transport Funding Budget.

5.2 Staffing

5.2.1 We estimate that we would need the equivalent of a part time grade 4 post to administer the scheme. The Transport Operations team within Community Services would manage the scheme.

5.3 Property and IT

5.3.1 There are no property or IT issues at this time.

6 OTHER IMPLICATIONS (STATUTORY, ENVIRONMENTAL, DIVERSITY, SECTION 17-CRIME AND DISORDER, RISK AND OTHER)

6.1 Statutory

6.1.1 Legal agreements would need to be drawn up with the Council and the hirer.

6.2 Environmental

6.2.1 We have had a request from the Environment Team to consider a trial to purchase an electric scooter as part of this scheme.

6.3 Risk

6.3.1 There are positive benefits in running such a scheme, nevertheless a detailed risk assessment will be carried out for the full scheme regardless of which organisation will deliver the scheme.

6.4 Diversity

6.4.1 The scheme is targeted specifically at those having difficulty accessing work, education and/or training. It will therefore have positive impacts in contributing to providing equal opportunities in these areas.

6.5 Section 17 Crime and Disorder

6.5.1 The outcomes of the project contribute towards raising aspirations within the community of North Lincolnshire.

7. OUTCOMES OF CONSULTATION

7.1 Officers have consulted a range of organisations on this matter. The outcomes are set out above.

8. RECOMMENDATIONS

8.1 That the Cabinet Member agrees to introduce a W2W scheme in North Lincolnshire.

8.2 That the Cabinet Member agrees the preferred option of providing the scheme in-house. A review of the scheme to be carried out within twelve months.

DIRECTOR OF PLACES

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Background Papers used in the preparation of this report:

Transport Review final report and recommendations available on the website.

Appendix 1

Estimated costs of Establishing and Operating a Wheels to Work Scheme

Capital	£ H&W	£ In House	Comment
Scooter Purchase	13,000	16,000	Assumes purchase of 10 mid-range scooters. Currently going through a procurement exercise so costs may change. Tender asks for compulsory recovery for year - Budget to be taken from capital.
Revenue Expenditure			
Salaries	10,600	10,000	
Overheads	5,122	0	Travel, office space, IT, telephone etc. In-house absorbed within existing costs.
	1,728	0	Van/Fuel for Delivery of Scooters.
Publicity & Marketing	1,500	1,500	
Insurance/Licence	2,500	4,000	Current quote on existing council motor policy is £265 per scooter with an excess of £1,000. Asked for a separate insurance policy with lower excess so estimated about £400 per scooter.
Safety Equipment - scooters	2,400	2,400	16 sets of equipment
Service, repair, safety checks	2,240	1,000	Breakdown will be included in the tender price for year one – approx cost for year 2 and 3 would be £48 per annum for each vehicle.
CBT	1,600	1,600	16 @ £100

Annual Expenditure	27,690	20,500	(Excludes scooter purchase)
Estimated Annual Income	-6,800	-6,800	Assumes £40 deposit (returnable) then £60 per month
Net Annual Cost	20,890	13,700	(Excludes scooter purchase)

Bicycles

Revenue	£	Comment
Cost of 20 bicycles	2,000	Will be substantially cheaper if we obtain bicycles from the bicycle scheme.
Safety Equipment	1,100	
Overheads		Current overheads to be absorbed within the Transport Operations Team
Income	- 400	Based on £20 deposit
Net Annual Cost	£2,700	