



**Minutes of Meeting  
Wednesday 27<sup>th</sup> May 2015  
Dundee University, Dalhousie Building**

**Present:**

Merry	Scott	MS	Tactran	Chair
Trudy	Cunningham	TC	University of Dundee	EAUC Convenor
Rebecca	Petford	RP	EAUC	EAUC Coordinator
Jackie	Beresford	JB	Dundee and Angus College	
Abi	Betney	AB	Energy Savings Trust	
Emma	Crowther	EC	University of Edinburgh	
David	Duckett	DD	University of Stirling	
Gillian	Gibson	GG	EAUC	
Colin	Girdwood	CG	University of Dundee	
Don	Kent	DK	NESTRANS	
Barry	Kerr	BK	Dundee City Council	
Dave	Kinnaird	DK	Liftshare	
Judith	Logan	JL	Robert Gordon University	
Linda	McCabe	LM	Dundee City Council	
Paul	McCorkell	PM	Enterprise Rent a Car	
Ross	Milligan	RM	Edinburgh College	
Jamie	Pearson	JP	Edinburgh Napier University	
Viola	Retzlaff	VR	University of Glasgow	
Sebastian	Stettin	SS	SHRUB	
Neil	Stoddart	NS	Co-Wheels Car Club	

**Apologies:**

Clive	Brown	City of Edinburgh Council
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## 1. Welcome and Introductions

MS welcomed everyone to the meeting. A Secretary for the meeting was appointed to take minutes (RP).

Thanks to Trudy Cunningham and University of Dundee for hosting.

Everyone introduced themselves to the room.

## 2. Matters Arising

No actions arising from previous minutes (available [here](#)) from the meeting on 12<sup>th</sup> December 2014. The minutes of the previous meeting were approved.

## 3. Electrified Fleet in your Business – Ross Milligan, Edinburgh College

Slides available [here](#).

- When Edinburgh College was formed 3 colleges with 4 sites merged, meaning there could be 40,000 students and 13,000 staff travelling between sites
- 10 electric cars are now in operation, used by 500 staff members continuously, covering 27,000 miles a year, with 4 years of research data of the 3,500 bookings since their launch in September 2011
- Online booking system registers who books cars, how long for and when, and trackers on the car measure where they go and how fast
- Electric fleet removes burden of the grey fleet, with insurance issues etc.
- At first there was a lot of apprehension, but journey numbers have increased although distances travelled are fairly consistent. Very productive use.
- Peak time is across lunchtime as staff move site
- 85% of journeys are 0-10 miles, with estates and core skills teams taking most of the journeys between campuses
- Tracking is done to assess if the cars are fit for purpose
- Data collected on summer vs. winter and intercity / extra urban / urban journeys
- Rely on [CYC](#) data, which isn't entirely accurate as they don't host all points
- Large CO2 reduction in staff travel – although acknowledge impact of electricity generation
- Currently 2 cars per site which need returned to that site – next plan is 3 per site
- Also data track local councils' and colleges' cars – look after around 60 cars total
- When cars were originally delivered to the college there were no charging points so engineering students manufactured charging posts to get cars into the car park and into use – now have type 2 Evolt chargers, and all charging is free

Question Responses and Comments:

- Staff training - 1400 staff are registered to use the cars, with 500 regular users, who have shown interest and have to travel for their jobs. After making contact they register online, including a tick-box to say they have less than 6 points on their license, then have a short 1-to-1 tuition to eliminate any issues.
- Some staff have been on the Energy Saving Trust Fuel Good course, but not EV one
- Software used is a modified version of room bookings/Outlook email software. Most staff can only book the cars they can access from their site, as they need to return car there, with 20-30 users able to book from any site and trusted to return the cars.
- Maximum booking time is a day, with overnight use requiring discussion with RM.
- Promotion of liftsharing by the system, as staff can see who has the car booked and can contact them if the journey may be similar

- System allows for charge time between bookings
- Looking into opening up car use to staff / students / local residents during non-business time, now average usage is known
- Cost saving figure has been calculated but not to hand. Used to pay grey fleet at 45p/mile but have lowered this now as EVs are available
- No data exists pre-EVs as these were acquired when the colleges merged and teaching and estates started to be shared
- Fairly significant differences in range between summer and winter
- Next steps – work with Transport Scotland to input on Switched on Road Maps Publication. Desire to get more involved with data analysis on the wider use of electric cars in Scotland.
- This isn't Ross's core role – 2 employees work on data collation for 60 EVs

#### 4. Reducing Grey Fleet – Paul McCorkell, Enterprise Rent-a-Car and City Car Club

Press releases linked to Enterprise's work in this area available [here](#).

- Enterprise have the biggest fleet in the world, and are the largest purchaser of cars in the States. They recently took over City Car Club. Private family owned business, now on their 3<sup>rd</sup> CEO in 60 years so focus on long term strategy, and some green initiatives underway, including biofuel research and tree-planting
- People no longer necessarily want to own a car, or want to visit a garage to rent one – cars need to be easy access. Enterprise have 400 branches within 10 miles of 90% of the UK population
- Grey fleet makes up 57% of public sector travel – around 1.4 billion miles per year. This is generally highly polluting as it tends to be older, is expensive, and comes with duty of care responsibilities around insurance etc.
- Enterprise Journey Profile Tool app allows users to log their start and end postcode, allowing travel data to be collected for a month, then makes recommendations for future efficiency options.
- Next stage of development is to include advice and links straight to travel providers within the tool, including hire cars but also car tracking websites, Scotrail etc.
- This is a free service offered as part of their Agreement with APUC.
- Huge monetary savings are possible by hiring rather than utilising grey fleet. It has been calculated that journeys greater than 50 miles are cheaper if hire cars are used.
- Offering free fleet reviews and recommendations with the Energy Savings Trust

Question Responses and Comments:

- EST partnership involves identifying organisations with a high grey fleet and using that as a step change challenge
- Frameworks in place for public sector reviews – Enterprise approach those who use Enterprise a lot and offer review
- Barriers include the different interests within organisations, including sustainability vs. finance, and that responsibility for the grey fleet can sit across many departments so there is a need to tailor the approach
- Move to hire tends to be well received by staff
- City Car Club is going to expand to new cities, and be rebranded. The purchase by Enterprise of City Car Club was really about the contacts and the knowledge, as the fleet itself is irrelevant given Enterprise's size
- Grey fleet calculator runs in parallel with My PTP and other travel planners, and they could be integrated. Uncertain of how Liftshare link will work, but it is planned.
- Enterprise changing into a mobility company, a total transport provider
- Uncertain what percentage of EVs to expect within Enterprise fleet in the future –

currently people aren't willing to pay extra for one, but culture is changing and more are expected, as are driverless cars

- NS – 6 EVs are coming to Dundee, which will be half of the Co-Wheels fleet. New battery technology will increase the EVs for hire and within personal fleets
- TC - Car clubs need to have more joined-up thinking – different car clubs in different cities mean people need to be members of several different car clubs – agreements need to be in place to allow people to hire in an area not local to them
- Easiest way to put a CO2 cap on the vehicles employees hire is by limiting size as this is a good estimate of emissions in a new fleet (all under 6 months).

## 5. Salary Sacrifice Cars – Mark Pennington, Tusker

Slides available [here](#).

- Councils and large public bodies make up around half of Tusker's around 215 schemes, including some in Scotland. Market leader in this area.
- In response to CO2 targets there is a desire for staff to have low CO2 cars, with the Tusker scheme resulting in pension and tax savings for companies – HMRC approved
- Offer bespoke solutions to cater for all employees, and don't require a fleet manager or anything on-site – not much work for the organisations
- Carbon neutral cars, with offsetting by Tusker offshore – employee gets a certificate to see the carbon and the offset data – won awards for this
- Can use OJEU (Official Journal of the European Union) framework, but don't have to
- Video on the scheme within slides
- Key benefits – CO2 capping, meeting scope 3 objectives, meeting Duty of Care responsibilities
- Large employer savings with the low CO2 cars organisations tend to go for
- Like a company car in terms of what is included, with employee and driver support and early termination protection for both driver and employers, meaning it is low risk
- How it works and implementation process on slides.

Question Responses and Comments:

- Most users of Tusker cars renew after the end of the 3 year contract and get a new car
- Anyone is eligible, and the car can be for personal or business use
- EAUC Members get [free Energy Savings Trust Smarter Driver Training](#) when signing up to Tusker
- This scheme reduces your salary, so if on a final salary pension scheme and close to finishing best to come out of scheme 3-4 years before retirement – can buy car
- Payment is on a monthly basis from delivery, so 36 payments are taken from the employee's salary and paid to Tusker
- Employees receive approximately an £85/month saving – more for hybrids
- Some restrictions – no teachers in England and Wales due to their contracts, but Scotland seems to be okay

## 6. Car Free Day the Getabout Way – Don Kent

- Documents available to take away and a PDF to be uploaded on the website on how Car Free Day was done in Aberdeen, including event manual. 2 streets were closed with a range of activities taking place.
- European car free day (September 22<sup>nd</sup>) has been going on for 15-20 years, and is big in Europe, but the number of British activities plummeted after the economic crash
- This guide is generally useful for doing any outdoor event!

- Could tie in to Dundee Food and Flower Festival or Links/Lamas Markets in Fife
- Newport (Wales) hired a car crusher and offered a year's free bus travel for any car brought to be crushed which had both MOT and tax – could be fun in Dundee!

## 7. Updates from the Network

### University of Dundee – Trudy Cunningham

- In local STV news, Radio Scotland and press with 3 new electric vans, 1 car and 12 ebikes delivered, with the clean energy fleet now standing at seven all-electric vans, one electric car and one hybrid flatbed truck, plus 12 electric bikes
- Installing next month an inner-tube vending machine available 24/7 – first in Scotland – and also a bike repair stand
- Will be present at a City Cycling event in City Square on the 8<sup>th</sup> August, along with Bikestation and the council
- Dedicated cycling noticeboard now on campus
- 3 students are going on a 4 day Cycling Scotland course to become cycling trainers for students – they will be paid £10/hour to work – insurance for this needs investigated. Students were found by contacting people interested in cycling directly
- Were one of the partners for the Cycling Scotland Cycle Friendly Campus Award pilot – new bid from CS doesn't allow for wages
- Green transport day planned during Freshers' Week
- Part of TACTRAN Liftshare Scheme and just rebranded website and optimised for tablets and smartphones. Added taxi and cyclebuddy scheme as a trial. 70 people signed up since the email, so around 500 now in total. Market through mass emails at key times of the year with focused themes. Can also flier cars on campus (staff only).
- University interested in car salary sacrifice schemes but bad time for finance department – will review at end of year.
- Trying to unravel details of the credit sale agreement needed for the bike salary sacrifice scheme. Probably will need a new license if scheme over £1,000

### Napier University – Jamie Pearson

- SEStran funding supported the Edinburgh Further and Higher Education Transport Group to buy 28 electric bikes to be shared across 6 institutions in Edinburgh (130,000 people in FHE in Edinburgh). Each institution has their own strengths and they are supporting each other, with Heriot-Watt developing videos and Edinburgh University leading on monitoring
- New Cycling Scotland FHE grant is to support student cycling

### Co-Wheels Car Club – Neil Stoddart

- Invested in Wheelchair Accessible Vehicles (WAVs) in Dundee and Aberdeen, giving access to transport for many previously restricted. Community cars are available for a driver to support disabled people get around.
- Two hydrogen vehicles coming to Aberdeen for a year – the hydrogen charging station exists – interesting technical innovation

### nestrans – Don Kent

- Scottish Government offered all local authorities smarter choices smarter places funding, which has been divided by populations, with additional funding available by application. Almost £1 million (including matched funding) over 3 years - intention is to promote travel planning, and develop integrated travel towns, including bus stops, information, cycle parking etc.
- All councils in Scotland have this and all non-councils could be partners

### **tactran – Merry Scott**

- New Sustrans Officer for area will be giving Community Links Funding a push
- Also undergone upgrade of their Liftshare site – the four local authorities will get upgrades too, with their own branding
- Rebrand of website [www.tactranconnect.com](http://www.tactranconnect.com) available at [www.gotoo.com](http://www.gotoo.com) provides relevant information for the area on moving and visiting locations and events, including a travel planner. Idea is to inform about choices under Visit / Explore / Commute sections. To be launched Monday 1<sup>st</sup> June – more at next meeting.

## **8. AOCB**

### **Chair and Secretary Needed**

- MS is pregnant and on maternity leave from October and will step down as Chair of the ACT Travelwise group, so a new Chair is being sought. Great if this group can continue to work with the EAUC to keep the experiences small-scale but cross-sector. A secretary is also still needed for the group. If you are interested in either role please contact [merryscott@tactran.gov.uk](mailto:merryscott@tactran.gov.uk). Thanks go to Merry for chairing this group for the last 7 years.

### **EAUC-Scotland Conference**

- This will be held at the University of Dundee mid-November 2015 (date tbc). All are welcome to attend

### **Next Meeting**

- October / November 2015
- Seabraes Footbridge isn't yet open – visit it next time!

## **9. Thanks and Close**

Thanks to Trudy and the University of Dundee again for hosting and providing refreshments, and thanks to all for coming.

Minutes prepared by: Rebecca Petford  
EAUC Scotland Programme Coordinator  
May 2015