

# Managing Grey Fleet Safety

**Authors**

**Luana Bidasca  
Ellen Townsend**

**Deirdre Sinnott McFeat  
Health & Safety Authority  
Ireland**

# Contributing Experts



ETSC acknowledges the invaluable contributions of the following

When a driver uses their own vehicle for work, they are still under the responsibility of the employer, and this presents a real challenge for managing associated work related road safety risk.

Employers may think that it is easier to manage employees using their own cars for work, instead of a company car fleet. However once all of the considerations are taken into account this may not be the case.

This guide has been produced to help organisations review and improve grey fleet risk management

Group

**Deirdre Sinnott** – Health and Safety Authority Ireland

**Bettina Velten** – Draeger Foundation

# What is 'Grey Fleet'

- privately owned vehicles
- hired vehicles used for work
- vehicles obtained through an Employee Car Ownership (ECO) scheme



# 'Grey fleet' use common across Europe

The UK data shows that:

**9 million vehicles** used for business journeys on a regular basis

**40% of work vehicles** are grey fleet



19% of motorists in employment "drive for work" \*

**62% of private car use** is for work-related activity

**14 million grey fleet vehicles** are in use

**57% of public sector distance driven** in grey fleet

# Grey Fleet – Vehicle Profile

Greater carbon footprint

Often older than average company car

Less well maintained



Lower safety rating

Missing safety features

Less safe on average

Older safety features

# The 'Grey fleet' Culture?

- Grey fleet perceived as cheaper option for employer
- Not doing enough mileage to get company car
- Not management grades
- Driving not a primary activity
- Occasional business use
- Provision of company car not economically viable
- Employee responsible for vehicle
- Less administration for employer
  - Cost per Km travelled
  - Annual payment towards upkeep of car



About  $\frac{3}{4}$  of vehicles involved in fatal, serious and minor collisions are cars.

What percentage are grey fleet?

# Why manage Grey Fleet?

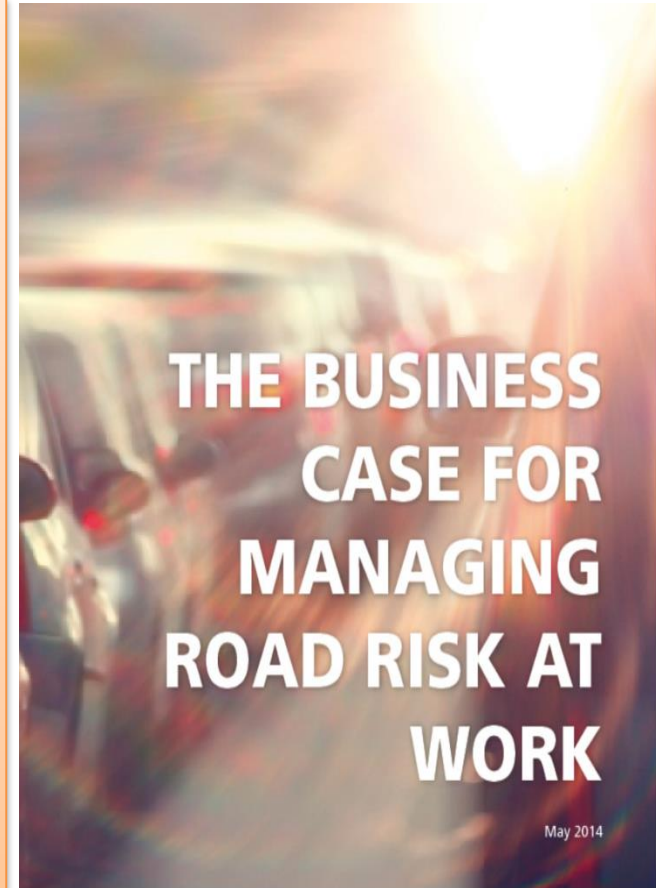
- It's the law
  - 89/391/EEC
- Can be good for business
- Alternative options
- Managing grey fleet
  - Drivers
  - Vehicles
  - Journeys
- Checklist for managing grey fleet

- Reduced running costs such as fuel consumption and vehicle maintenance through better driving standards;
- Fewer working days lost due to injury;
- Reduced risk of work-related ill health;
- Reduced stress and improved morale/job satisfaction;
- Less need for investigation and paperwork;
- Less time lost to work rescheduling;
- Loss of reputation;
- Fewer vehicles off the road for repair;
- Fewer missed orders and business opportunities, reduced risk of losing the goodwill of customers;
- Less chance of key employees being banned from driving.



# Key Risk Management steps

- Do I have responsibilities?
- Business risk inventory
  - Pay attention to 'Big Data' on work related road risk
  - Claims and cost profile
  - Driving for Work risk assessment
    - Driver profile
    - Vehicle profile
    - Journey profile
- Suitable controls and procedures for key risks
- Set Key performance indicators
- Review performance





# Driver Management

- Vetting**
- Induction**
- Authorisation**
- Training**
- Clear unequivocal rules for work tasks**
- Fit to drive on a daily basis
- No Intoxicants [drugs and alcohol]
- Collision/incident /near miss reporting
- Prevent Fatigue
- No Distractions
- Use Safety equipment
- Safe driving behaviour



## **Risk factors**

Age  
Length of time employed  
Type of vehicle driven  
Types of journey undertaken  
Annual mileage  
Previous driving history  
Acquisition of penalty points  
Health status  
Incident involvement  
competence

# Grey Fleet - What have you got?

Typically, risk assessment of personal cars used for work, should ask the following questions:

- What journeys have to be taken?
- Which modes would represent the lowest risk?
- What kinds of vehicles make up the fleet?
- Who are the vehicles driven by?
- Where are they driven?
- What type of drivers do you have?
- How long do they have to drive?
- How long have they been driving? (licence check)
- What are they being asked to do, apart from driving?



# Fleet Management

## Own or Leased

- Data
- Cost
- Management and Control
  - Robust policy
  - Spot checks
  - Journey distances
- Roadworthiness
- Insurance
- Vehicle criteria
  - Age
  - mileage
  - Safety [EuroNCAP]
  - Emissions
- Driver Authorisation
- Emissions

## Grey fleet

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# Grey Fleet alternatives

Method	Grey fleet at 65 pence per mile <sup>11</sup>	Grey fleet at 45 pence per mile	Train Fare (advance anytime return) <sup>11</sup> price correct for January 2012	Hire car (compact five door, e.g. Ford Focus) plus fuel
Cost	£189	£131	£90	£67
Saving	•	£58	£99	£122

Encourage alternative means of transport

- Public transport
- Lease cars
- Hire cars
- Pool car
- Journey sharing

**Journeys >160Km more costly**

- Time wasted taking journey
- Traffic delays
- Collisions
- Worker absence
- Greater risk exposure of work force

# Journey Management

- Avoid journeys**
- Reduce number of journeys**
- Plan journeys
- Route scheduling
- Adequate breaks
- In vehicle safety technology
- Safe stopping. Parking and reversing
- Telematics and event data recorders
- Interaction with other vehicles and vulnerable road users
- Warning signs for road users and pedestrians
- Breakdown and emergency equipment and procedures
- Collision, incident and near miss procedures



# Journey Management



Can the journey be avoided through the use of audio or video conferencing facilities?

If so, these should always be the first option to help remove all carbon dioxide emissions and the bulk of the costs per journey.



Can the journey be carried out by foot, bicycle or public transport - rail tube, or bus?

Public transport is often an available option for all journeys between urban centres. It's a safer mode of transport than a car, generally results in lower emissions, and can be more business efficient when taking into account ability to work, road delays, etc.



Do you have a lease vehicle available for the journey?

If you have been provided with a lease car due to your role or entitlement, this is likely to be the most cost efficient option.



Is there a pool car or fleet vehicle available for the journey?

Wherever possible employees are required to use available pool cars (fleet vehicles), as an alternative to claiming business mileage in a private car. By maximising use of fleet vehicles, carbon emissions and costs can be reduced.



Will a hire car be cost effective?

For round trips over 70 miles, employees are required to use fleet car or hire car as an alternative to private vehicles. Hire cars provide better value for longer journeys and typically have lower emission levels than private vehicles.



Where none of the above options are available, authorised private vehicles may be used for short journeys (round trips under 70 miles)

Employees may only use their own authorised vehicle for journeys under 70 miles, provided that they are able to demonstrate to their line manager that they have discounted all of the above options and have a valid driving licence, full business insurance, up-to-date MOT and service history.

# Recommendations to employers

- Take responsibility for managing your grey fleet
- Adopt a clear policy setting out the organisation's commitment to managing grey fleet use
- Identify clear roles for implementing this policy
- Promote a safety culture as an integral part of the policy implementation
- Include grey fleet use in your Work Related Road Risk (WRRR) programme

**A sample safe driving for work policy**

Here is an example of a Safe Driving Policy which you can amend to suit the requirements of your business. This policy applies to anyone who drives as part of their work, whether driving their own vehicle or one provided by the company.

**Safe Driving Policy for [enter name of business]**

**Date:** [enter date policy is written]

**To be reviewed:** [enter the date you want to update it – annually is recommended]

**Aim of this policy**

To reduce vehicle incident and at-fault work related road collision costs and injuries by [determine an achievable figure and add it here] over three years by promoting a safe driving culture within the organisation.

**Objectives of the policy**

1. To ensure that employees who drive vehicles in the course of their work demonstrate safe, efficient driving skills and other good road safety habits at all times.
2. To maintain all company vehicles in a safe, clean and roadworthy condition to ensure the maximum safety of the drivers, occupants and other road users, and reduce the impacts of company vehicles on the environment – this also applies to personal vehicles used for work purposes.
3. To make drivers aware of the main risks they will either 'face' or 'create' whilst driving for work

**Code of conduct**

The code of conduct for [enter name of company] states: "While driving company or own vehicles for work purposes, employees must comply with traffic legislation, be conscious of road safety and demonstrate safe driving and other good road safety habits."

The following actions in company vehicles will be viewed as serious breaches of conduct and dismissal may be a consequence:

- drinking or being under the influence of drugs while driving
- driving while disqualified or not correctly licensed
- reckless or dangerous driving causing death or injury
- failing to stop after a collision
- acquiring penalty points leading to suspension of licence





## Managing Grey Fleet Safety: A Short Guide for Companies Whose Staff Drive Their Own Cars For Work

📅 October 14, 2016 📄 Publications

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Access the full text of the report at  
<http://etsc.eu/managing-grey-fleet-safety-a-short-guide-for-companies-whose-staff-drive-their-own-cars-for-work/>

# Thank You