



CLEANER NSW GOVERNMENT FLEET

Fleet Improvement Plan and Report

An Initiative of the NSW Government's
Cleaner Vehicles Action Plan

<Agency name>

**This plan is for the reporting period
July 2010 to June 2011
and incorporates fleet cleaning strategies for the future period
July 2011 to 2012.**

Targets

Under the Cleaner NSW Government Fleet Initiative (CFI), Agencies are required to develop and implement a Fleet Improvement Plan (FIP), incorporating fleet performance targets. The government Fleet Performance Targets from 1st July 2008 until the 30th June 2011 are:

Passenger:	13.5
Light Commercial:	9.0

These targets apply to the whole of government fleet as measured and exclude those vehicles as defined in the Appendix A.

Notes on Scoring and Targets

Environmental Performance Scores (EPS) are recorded per vehicle (make/model/series etc) from the Federal Government's "Green Vehicle Guide". The GVG records a score out of 10 for Greenhouse Emissions (CO_{2e}) and a score out of 10 for Air Pollution (NO_x). The NSW Government's EPS is a combination of these two scores to give a total score per vehicle out of 20.

It is recognised and accepted that due to the operational nature of their fleet vehicles some Agencies will not achieve the targets, but this does not preclude these Agencies from a FIP or strategies to improve their fleet EPS and greenhouse emissions. Similarly whilst Emergency Services vehicles are exempt in the whole of government reporting, these Agencies are required to submit a FIP and have strategies to improve their fleet environmental performance.

This document provides a template for the Fleet Improvement Plan and Report. Fleet Managers should complete this in the context of the Premier's Memorandum No. (2005-03) - Cleaner NSW Government Fleet and Premiers Memorandum No (2008-28) - Sustainability Policy . The measures and targets for fleet improvement described in this document should be implemented in consultation with your Agency's Director General and/or Chief Executive Officer.

Fleet Managers should refer to the Government Motor Vehicles Policy, available at <http://www.statefleet.nsw.gov.au> and any other relevant Department of Premiers and Cabinet Circulars.

All enquires on the CFI can be referred to the Manager, Operations, StateFleet, Department of Services, Technology and Administration.

Fleet Improvement Plan and Report 2011-2012

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Section 1: Agency Details

Agency Details

Name of the Agency:

Name of Agency DG or
CEO:

Postal address:

Fleet Manager's Details

Name & Title:

Phone:

Email:

Confirm that your CEO has endorsed the Fleet Improvement Plan

Section 2: Fleet Description and Business Need.

2.1 Description and use of Agency Fleet

(Remove this note in the submitted plan: Provide a brief description of your fleet including size, fleet mix, use, safety and environmental considerations. Discuss how your current fleet profile meets your Agency's business requirements)

The <Agency name> Light Motor Vehicle Fleet is

2.2 Specialist Vehicle details

(Remove this note in the submitted plan: In some Agency Fleets, passenger vehicles are used for specific purposes where an alternate commercial vehicle is not available. In such circumstances approval may be given to "exempt" these vehicles as there is no other option. Such numbers should be small in quantity and very specific to a task. The vehicle may have special fitout to accommodate that use. Consideration will be given by the Chair of Cleaner NSW Government Fleet Committee to exempt these vehicles based on the business case submitted under.)

Within the <Agency name> Light Motor Vehicle Fleet, there are no specialist vehicles that require exemption status for scoring of the Environmental Performance Score.

or (use whichever is applicable)

Within the <Agency name> Light Motor Vehicle Fleet, there are specialist vehicles that require exemption status for scoring of the Environmental Performance Score.

These vehicles are..... *(include category make model etc)* and number xx in the fleet of total numbers of yyy.

The following is the business case seeking the 'exempt' status.

Section 3: Summary of, and Strategies to improve, Fleet Environmental Performance and Greenhouse Emissions

3.1: Summary of Environmental Performance & CO_{2e} reduction in the reporting period - July 2010 – June 2011.

(Remove this note in the submitted plan: Provide a brief summary of your fleet environmental performance using the table in section 4.1. Provide any other important aspects under taken including compliance/success of the strategies in the previous FIP)

3.2: Strategies to improve Environmental Performance & CO_{2e} reduction for the next period – July 2011 - June 2012.

(Remove this note in the submitted plan: Provide strategies to improve your fleet environmental performance for the coming year)

The strategies for the <Agency name> Light Motor Vehicle Fleet to improve the Environmental Performance Score for the next reporting period are:

-
-
-

Section 4: Environmental Performance

4.1: Actual Fleet Size and EPS at end of 2010-11.

(The previous year information should be available from your last FIP. Current information should be available from your Fleet Management supplier or your Fleet Management System)

Category	2009-10 (previous period)				2010-11 (reporting period)			
	Leased	Owned	Total	EPS	Leased	Owned	Total	EPS
PASSENGER								
Light								
Small								
Medium								
Large								
Upper Large								
Compact SUV								
Medium SUV								
Large SUV								
People Movers								
Total								
LIGHT COMMERCIAL								
Standard Utility								
PU/CC 2x4								
PU/CC 4x4								
Van < 1 tonne								
Van > 1 tonne								
Bus – 8-16								
Total								

4.2: Proposed Fleet Size at end of 2011-12.

(The proposed fleet is your best estimate of the fleet size showing category movements. It is a target, not something that you will be held to achieve)

Category	2010-11 [#] (reporting period)				2011-12 (next period)			
	Leased	Owned	Total	EPS	Leased	Owned	Total	EPS
PASSENGER								
Light								
Small								
Medium								
Large								
Upper Large								
Compact SUV								
Medium SUV								
Large SUV								
People Movers								
Total								
LIGHT COMMERCIAL								
Standard Utility								
PU/CC 2x4								
PU/CC 4x4								
Van < 1 tonne								
Van > 1 tonne								
Bus – 8-16								
Total								

- this data should be the same as the 2010-11 Actual fleet size in table 4.1

4.3: Acquisition / Lease intentions for July 2011 to – July 2012.

(This is the Forward Order Commitment as required under M2005-3. If the preference is to provide this in quarters, copy the table x 4 and identify the quarters and supply a yearly summary)

(All leases or purchases for the period should be included)

(PLEASE INCLUDE ALL CAPITAL PURCHASES AND NEW LEASES (including replacement leases) EXPECTED TO BE ENTERED INTO IN THE PERIOD).

Category	New vehicle leases/purchases expected in 2011-12							
	Sedan	Wagon	Hatch	Ute	Tray	Van	Other	TOTAL
PASSENGER								
Light								
Small								
Medium								
Large								
Upper Large								
Compact SUV								
Medium SUV								
Large SUV								
People Movers								
Total								
LIGHT COMMERCIAL								
Standard Utility								
PU/CC 2x4								
PU/CC 4x4								
Van < 1 tonne								
Van > 1 tonne								
Bus – 8-16								
Total								

Note: Do not fill in greyed out areas as there are no variant options in these categories.

Section 5: Greenhouse Emissions

5.1: Fuel, vehicles and kilometres by category for period - July 2009 to June 2010.

(This table will show the tCO₂-e as reported in the previous FIP and will be used to compare against table 5.2 which is the current reporting period CO₂ results – data for vehicles weighing over 3.5 tonnes is optional)

Fuel	2009-10 (previous period)							
	FTEV	Litres	Cost \$	Kms	Conv F	tCO ₂ -e	tCO ₂ -e/FTEV	tCO ₂ -e/km
	tCO ₂ -e = Litres x Conv							
PASSENGER								
Petrol					0.0022887			
Petrol – E10					0.0020692			
LPG					0.0015772			
Diesel					0.0026947			
Total								
LIGHT COMMERCIAL – under 3.5 tonnes								
Petrol					0.0022887			
Petrol – E10					0.0020692			
LPG					0.0015772			
Diesel					0.0026947			
Total								

Note: FTEV and Kilometres are not mandatory items but may provide a method of explaining if there was an increase in CO_{2e} over the previous year. Do not fill in "grey boxes."

5.2: Fuel, vehicles and kilometres by category for period July 2010 to June 2011.

(This table will show the tCO₂-e in this reporting period and will be used to compare against table 5.1 which is the previous reporting period to show movement and improvement - data for vehicles weighing over 3.5 tonnes is optional))

Fuel	2010-11 (reporting period)							
	FTEV	Litres	Cost \$	Kms	Conv F	tCO ₂ -e	tCO ₂ -e/FTEV	tCO ₂ -e/km
	tCO ₂ -e = Litres x Conv F							
PASSENGER								
Petrol					0.0022887			
Petrol – E10					0.0019949			
LPG					0.0015772			
Diesel					0.0026947			
Total								
LIGHT COMMERCIAL – under 3.5 tonnes								
Petrol					0.0022887			
Petrol – E10					0.0019949			
LPG					0.0015772			
Diesel					0.0026947			
Total								

Note: FTEV and Kilometres are not mandatory items but may provide a method of explaining if there was an increase in tCO₂-e. Do not fill in "grey boxes."

Appendix A – Acronyms / Definitions / Notes

Acronyms

CFI – Cleaner Fleet Initiative
FIP – Fleet Improvement Plan and Report
EPS – Environmental Performance Score
CO_{2e} – Carbon Dioxide equivalent

Definitions / Notes

FTEV – Full Time Equivalent Vehicles

A FTEV counts the total time the vehicle was leased/owned by the Agency in the reporting period. A vehicle that is changed over in the reporting period would in a pure sense equal 1. But not all vehicles are turned over on the same day meaning that there are times where the 1 could in reality be 1.05. It is intended to count CO_{2e} output based on FTEV for better comparison. The FTEV count will likely be higher than the fleet establishment number.

E10 – Ethanol Blended fuel

As a petrol powered vehicles can use both ULP, Premium and E10, it would be difficult to determine the FTEV and kilometres that would be attributed to that usage. As such whilst the CO_{2e} can be determined for each different fuel, the FTEV and kilometres can only be attributed against the ULP figures but should be applied to all the petrol data.

Kilometres

The kilometres in the reporting period is not a mandatory field. The aim of including kilometres is another method of averaging the CO_{2e} output for the period on a kilometre basis. It may be that more kilometres were travelled in one year over another due to operational needs and the use of a kilometre comparison may indicate a lesser per kilometre carbon output.

Calculation of EPS

The EPS is an average of all EPS's that have a score and can be counted. In short if there are 15 cars in a fleet and 12 cars have with various scores with 3 having no score recorded, the average is taken of the 12 with a score. This can be done by vehicle category or across the fleet.

Exempt vehicles

The NSW Cleaner Fleet Initiative at the end of the reporting period counts:

- All “live” vehicles
(where a live means a vehicle is delivered by a dealer or has not been accepted at the auction facility).
- All vehicles weighing under 3.5 GVM as selected by category description
(does not include categories 17-25)

It excludes

- Emergency Services’ Agency vehicles (Police Ambulance, Fire Brigade only)
- Other exempt vehicles as approved per section 2.2.

Vehicle Categories

NO	Description
1	Passenger Car – Light
2	Passenger Car – Small
3	Passenger Car - Medium
4	Passenger Car – Large
5	Passenger Car – Upper Large
6	Passenger SUV – Compact
7	Passenger SUV – Medium
8	Passenger SUV – Large
9	Passenger PM – People Mover
10	Commercial - Motor Cycle
11	Commercial – Standard Utility
12	Commercial – Pickup or Crew Cab 4x2
13	Commercial – Pickup or Crew Cab 4x4
14	Commercial – Van to 1 tonne
15	Commercial – Van 1 tonne and over
16	Commercial – Bus 8 to 16 seater
17	Commercial – Bus 17 to 30 seater
18	Commercial – Bus 30+ seater
19	Commercial – Truck Light GVM 2.5 to 3.5 tonnes
20	Commercial – Truck Small GVM 3.5 to 7.5 tonnes
21	Commercial – Truck Medium GVM 7.5 to 15 tonnes
22	Commercial – Truck Heavy GVM 15 tonnes and over
23	Commercial – Plant motorised
24	Commercial – Plant Trailers non motorised
25	Commercial – Plant miscellaneous

Appendix B – Conversion factors (ConvF)

Fuel Combustion emission factors – fuels used for transport energy purposes					
Fuel Type	Energy content factor (GJ/kL)	Emission factor (kgCO ₂ -e/GJ)	Emission factor (tCO ₂ -e/GJ)	Emission factor (tCO ₂ -e/kL)	Emission factor (tCO ₂ -e/L)
ULP	34.2	66.92	0.06692	2.22887	0.0022887*
Ethanol	23.4	0.4	0.0004	0.0094	0.0000094*
E10**	33.1	60.268	0.060268	1.9949	0.0019949*
LPG	26.2	60.2	0.0602	1.5772	0.0015772*
Diesel	38.6	69.81	0.06981	2.6947	0.0026947*

* these emission factors give tail pipe emissions only (Scope 1 emissions) and do not cover the whole of life-cycle emissions

** E10 is 90% of the ULP conversion factor plus 10% of the ethanol factor.

Source: National Greenhouse Accounts (NGA) Factors July 2010