

## Contingency Plan - In case of fuel shortages

Sevenoaks Direct Services bunkers Diesel fuel in 2 underground tanks of approximately 26,000 litres each available capacity. Fuel is drawn from one tank at a time. Fuel deliveries are made by 21,000 litre capacity tankers due to the size of the Dunbrik depot site. Fuel orders are triggered when the in-service tank level drops below 4,000 litres and tanks are switched over. Normally fuel is delivered within 1 to 3 days of ordering. Dependand upon when fuel shortages begin fuel stocks may vary from 25,000 to 48,000 litres approximately. This plan assumes an average of 38,000 litres in stock.

Under normal circumstances our commercial vehicle fleet consumes approximately 8000 litres of diesel fuel/week. On this basis Direct Services has enough diesel fuel for 4.75 weeks without taking special measures to reduce consumption. The plan below shows reductions in non-essential services would commence at the beginning of week four so as to reduce consumption and extend the remaining 1.75 weeks supplies to between 3 and 4 weeks. However dependant upon actual fuel stocks and other circumstances it may be prudent to introduce fuel saving measures by reducing non-essential services earlier than this and extend the period of self-sufficiency. This would need to be kept under review as the situation developed but would be determined initially by the expected duration of the shortage and the likely availability of emergency supplies.

Heads of Service, in conjunction with SDC Emergency Planning Officer, would need to prepare lists of key workers having diesel vehicles. These Officers could fuel at Dunbrik but would be charged for the diesel supplied. Mini-buses would have to be hired in order to offer a limited service of getting key workers into Argyle Road offices and Dunbrik depot, collecting and dropping off at agreed points around the district. The introduction of these measures would depend on the scale of the shortages and likely duration. Approaching week seven the restrictions on services would need review by MT & HoS.

Week One	Week Two	Week Three	Week Four	Week Five	Week Six	Week Seven
Monitor fuel levels	Monitor fuel levels	Monitor fuel levels	Monitor fuel levels	Monitor fuel levels	Monitor fuel levels	Monitor fuel levels
Continue services as normal	Arrange hire & prepare routes for Staff Buses Continue services as normal HoS identify key staff and agree with MT.	If needed start operating Staff Buses Seek alternative fuel supply through KCC emergency planning as essential user. HoS issue letters of authorisation to key workers to give priority to draw fuel at Retail forecourts where/when rationing introduced.	Operate Staff Buses For key workers <b>Run only essential vehicles - list 1</b> Refuse Cesspools Workshop Pest Control WC cleaning St. Cleaning bins only <b>Stop operating</b> Street Cleaning Construction Allow Diesel purchase for essential key workers.	Operate Staff Buses For key workers We should by now have negotiated size of emergency fuel supply & agreed date/time delivery to start. <b>Run only essential vehicles - list 2</b> Refuse Cesspools Workshop Pest Control (urg. only) WC cleaning (red. freq.) St. Cleaning bins only <b>Stop operating</b> Street Cleaning Construction Allow Diesel purchase for essential key workers.	Operate Staff Buses For key workers List 2 Expect to receive fuel delivery from Kent emergency plan for public health services. <b>Run only essential vehicles - list 3.</b> Refuse Cesspools Workshop call-outs St. Cleaning bins only Pest Control rats only WC cleaning (red. freq.) Staff buses restricted <b>Stop operating</b> Street Cleaning St. Cleaning bins Construction Pest Control Fly-Tip Clearance Bottle bank emptying Allow Diesel purchase for revised essential key workers - List 2.	Operate Staff Buses For key workers List 3 If fuel delivery delayed or quantity reduced Halve number of refuse vehicles and co-mingle <b>Run only essential vehicles - list 4.</b> Refuse (co-mingled) Emergency cesspools Workshop call-outs WC cleaning (red. freq.) Staff buses restricted <b>Stop operating</b> Street Cleaning St. Cleaning bins Construction Pest Control Fly-Tip Clearance Bottle bank emptying Allow Diesel purchase for revised essential key workers - List 3.

**NOTE: This Plan assumes that only SDC commercial vehicles and SDC key workers private diesel vehicles will draw fuel. Projected self-sufficiency would significantly reduce if required to fuel contractor's vehicles under mutual aid arrangements with neighbouring authorities.**

Fleet  
Transport  
Assoc.

### Fuel Profile 2011/2012

— Diesel Price Paid — FTA Average Diesel Price

