CONCEPT

# Fleet and Transport Management: Vehicle Life Cycle, Costs, Telematics and Performance

4 – 8 October 2027
London - Central London four-star



# Fleet and Transport Management: Vehicle Life Cycle, Costs, Telematics and Performance

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## Introduction:

Fleet and transport management decisions are often split between procurement, finance and operations, so vehicles are bought on price rather than whole-life cost, kept beyond their economic life, left under-used or fuelled without control. This Core Concept course trains managers to run a road vehicle fleet across its life cycle: policy, acquisition and total cost of ownership, maintenance and workshops, fuel control, telematics, utilisation, drivers and outsourcing. Participants build a Fleet Performance and Cost Improvement Plan for a fleet in their own organisation.

## Course Objectives:

- Develop a fleet policy and asset baseline that sets vehicle entitlement, use rules and cost per kilometre
- Evaluate purchase, lease and rental options with a total cost of ownership model and set economic replacement cycles
- Organise preventive maintenance programmes and workshop operations that raise vehicle availability
- Apply fuel controls and telematics data to detect fuel loss, misuse and poor driving behaviour
- Analyse utilisation, driver performance, electrification readiness and outsourcing options to right-size fleet operations
- Produce a Fleet Performance and Cost Improvement Plan with a KPI scorecard for management reporting

## Target Audience:

- Managers responsible for company vehicle fleets, pool cars and light and heavy commercial vehicles
- Managers responsible for transport operations, dispatch and vehicle utilisation
- Managers responsible for fleet maintenance workshops and contracted repair providers
- Managers responsible for logistics operations that run own-account delivery and service vehicles
- Managers responsible for fleet budgets, leasing contracts and vehicle procurement
- Managers responsible for fleet data, telematics systems and performance reporting

## Course Outline:

### Day 1: Fleet Management Context, Policy and Cost Baseline

- Fleet Life Cycle Map: Specification, Acquisition, Operation, Maintenance and Remarketing
- Fleet Strategy and Vehicle Policy Document: Entitlement, Private Use and Replacement Rules
- Fleet Asset Register and Data Sources: GPS, Fuel Transactions and Maintenance Records
- Cost per Kilometre Baseline From Depreciation, Fuel and Repair Records
- Current-State Fleet Profile and Utilisation Snapshot Template

### Day 2: Vehicle Acquisition, Total Cost of Ownership and Replacement

- Vehicle Specification and Fit-for-Purpose Selection Matrix
- Acquisition Options Appraisal: Outright Purchase, Finance Lease, Operating Lease and Short-Term Rental
- Vehicle Total Cost of Ownership Model: Depreciation, Fuel, Insurance, Financing, Maintenance, Taxes and Downtime
- Economic Replacement Cycle Analysis Using Resale Value and Rising Repair Cost Curves
- Vehicle Remarketing and Disposal Channels: Auction, Trade-In and Direct Sale

### Day 3: Maintenance, Fuel Control and Telematics Operations

- Preventive Maintenance Programme Scheduling by Distance, Engine Hours and Time Intervals
- Workshop Management: Job Cards, Parts Stock, Technician Productivity and In-House Versus Contracted Repairs
- Fuel Management and Fraud Control: Fuel Card Rules, Bulk Tank Reconciliation and Transaction Matching
- Telematics and Fleet Management System Data: CAN Bus, OBD Diagnostics and the AEMP Telematics Data Standard
- Route Planning, Geofencing and Dispatch Using Fleet Management System Reports

### Day 4: Utilisation, Drivers, Electrification and Outsourcing

- Vehicle Utilisation Analysis and Fleet Right-Sizing With Pool Vehicle and Idle Asset Options
- Driver Performance Management: Licence Checks, Speed, Braking and Idling Scores and Coaching Records
- Driving at Work Policy, Accident Management and Repair Cost Recovery
- Fleet Electrification Readiness at Overview: Duty Cycle Screening, Charging Needs and TCO Comparison
- Fleet Services Outsourcing: Full-Service Leasing, Fleet Management Companies and Service Level Agreements

### Day 5: Fleet Performance and Cost Improvement Plan Build

- Guided Case: Utility Service Fleet Replacement and Lease-Versus-Buy Decision Model
- Guided Case: Delivery Van Fleet Fuel Loss Review and Telematics Rollout Plan
- Fleet KPI Scorecard Build: Availability, Utilisation, Cost per Kilometre, Fuel Economy and Downtime
- Fleet Performance and Cost Improvement Plan Assembly for an Own Fleet
- Improvement Plan Presentation and Peer Challenge Panel

## Skills You Will Gain:

- Fleet Policy Design
- Vehicle TCO Modelling
- Lease Versus Buy Appraisal
- Maintenance Programme Planning
- Fuel Loss Control
- Telematics Data Analysis
- Driver Performance Coaching
- Fleet Outsourcing Management

## Why Attend This Course:

- Return with a Fleet Performance and Cost Improvement Plan built on your own vehicles, costs and usage data
- Challenge a leasing quote, repair invoice or fuel bill with a clear view of what drives cost per kilometre
- Identify idle, under-used or over-age vehicles that can be removed, pooled or replaced
- Compare fleet practice with managers running service, delivery, utility and public-sector fleets

## Conclusion:

Fleet results depend on managing each vehicle from specification to disposal with reliable cost and usage data. The course moves from fleet policy and the cost baseline, through acquisition options, total cost of ownership and replacement cycles, to maintenance, workshops, fuel control, telematics and route planning, then to utilisation, drivers, accident management, electrification and outsourcing. The final day applies modelling to service and delivery fleet cases and produces a Fleet Performance and Cost Improvement Plan with a KPI scorecard.