



**Better municipal
business travel**
Significant savings in Orust

Positive experience in Orust, on the west coast of Sweden

27% less mileage and over 40% more time for home patient care thanks to travel planning.

Municipal authorities that streamline their business travel can reduce costs and improve their services. More efficient travel also reduces environmental impact while improving road safety and the working environment.

In collaboration with the Swedish Road Administration, Orust Municipality in south-western Sweden has started to examine its business travel. The results to date have been very positive.

Orust Municipality is Sweden's third largest island. Its population is just over 15 000, with some 2 000 people living in Henån, the main town. In terms of the number of inhabitants in Swedish municipalities, Orust lies close to the median. Prior to initiating the project, Orust was not considered to be any better or worse than other Swedish municipalities at organising its business travel.

Fewer journeys

In Orust Municipality, about 1 700 000 kilometres are driven every year on business travel. Considering that a major part of this occurs in connection with home care services it was obvious to start there when endeavouring to reduce the amount of travel.

New planning based on logistics

Initially, a new way of planning services and driving routes was introduced in two of the six home care districts. Planning based on logistics is now being handled by two staff members in each of these pilot districts. To assist them in this task the planners have been provided with software including an optimisation function.

The planners prepare routes for every day of the week, one a week at a time. The individual routes are printed out as a driving plan and divided amongst the staff. Each plan describes in detail what must be done, as well as where and when.



Thanks to travel planning Orust Municipality saves a lot of money.

The information also specifies the driving distance and the particular vehicle to be used.

The planners need one to two extra hours a day for planning purposes. The rest of the time is spent providing home care services together with their colleagues. They are completely free to decide when it is most suitable for them to do the planning.

Former plans a disposable item

The caregivers used to assemble at the beginning of every day to plan who would visit whom and in what order. The only aid at their disposal was a system called Modulex, a type of planning notice-board which did not provide any indication of the distance, time or resources involved. Neither was it possible to count on when the vehicles and staff would be back at the health care centre. The planning sheets could not be re-used and it was difficult for supervisors to monitor what actually had been done.

Significant savings

The results presented here are based on actual measurements in one of the home care districts and on a prognosis for the other district. The latter was in the early stages of introducing the new

"This is a completely new way of working. The team is more relaxed, and the time we all used to spend on planning is now spent discussing the needs of those receiving our care. The new planning method also involves less driving and less stress, meaning that many lighten up on the accelerator and drive more calmly."

Susanne Matsson, Planner in the Röra home care district, Orust Municipality



"It used to be difficult to both plan and monitor activities. Now it is directly obvious when our resources do not meet the care demand at hand."

Inger Jönsson, Home Care Services Supervisor, Orust Municipality



planning method at the time of the evaluation. The new method has produced very positive results:

- The number of kilometres travelled was reduced by 27 percent in one of the districts and by 16 percent in the other. This corresponds to a total of about 50 000 fewer kilometres that must be driven in a year.
- It has been estimated that this means a potential savings of almost 135 000 kilometres for home care services in Orust Municipality as a whole.
- The extra amount of time that staff could then provide actual care increased by between 40 and 46 percent. In terms of time, this means some 100 hours a week in the one district and about 70 hours in the other. This is primarily due to the fact that home care staff spends less time on planning and less time in the car. The value of this "liberated" working time amounts to about SEK 1 800 000.
- The home care staff say that they definitely now have more time to discuss the needs of individual patients. A more harmonious atmosphere within the group was also found to exist.
- The new planning method also helps supervisors make decisions and provides them with a simulation instrument. From their perspective, caregivers can clearly show when there are not enough resources available.

Better vehicle control

Orust Municipality has also overseen the administration of its car fleet. The organisation has been made more centralised, along with a clearer

allocation of responsibility. One person is now responsible for all Social Services vehicles and another for the vehicles assigned to all other departments. Governing documents such as a vehicle policy, handling instructions as well as requirement specifications for vehicle procurements have been drawn up. In-house carsharing is also in the process of being introduced. The outcome is that Orust Municipality now has better control of its vehicles:

- It has the right number of vehicles.
- It has vehicles that are better adapted to the needs of its operations.
- It efficiently administers, maintains, uses and turns in vehicles.
- It thinks long-term.

So far the savings on vehicles amounts to SEK 300 000.





The Swedish Road Administration wants to reduce the impact of traffic on the environment and improve road safety

The Swedish Road Administration has a mandate to influence other players in the sector to promote more efficient road traffic. Among other things, this aims at less environmental impact and better road safety. Based on the experience in Orust and other municipalities, a method has been developed for

better municipal business travel and published in a manual. This manual was originally issued on 1 February 2006. Information in this regard is available at www.vv.se/tjansteresehandbok. Both the manual and website are in Swedish.

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