

9/009 VEHICLES

Policy Objective

The objective of this policy is to ensure Council's vehicles, plant and equipment is replaced at a time that optimises its use and minimises the whole of life cost.

Policy Provisions

In order to enable this policy to be implemented effectively and to eliminate the requirement to amend this policy each time vehicles, plant or equipment is replaced, Council's current list of plant has been separated into various categories and a replacement strategy for each category.

This Policy is intended to be the basis for the ongoing review of Council's annual and five-year replacement programme.

Plant Category	Type & Description	Replacement Strategy
Category A1	4WD Executive Vehicle Allocated to Chief Executive Officer	80,000 kms/ 3 yrs
Category A2	4WD Wagon Vehicle Allocated to Directors	80,000 kms/ 3 yrs
Category A3	4WD Vehicle Allocated to Managers who require a 4WD to undertake duties OR 4 Cylinder Sedan / Hatch back	100,000 kms/ 3 yrs
Category A4	Utilities According to Organisational requirements for staff OR 4 Cylinder Sedan / Hatch back According to Council's requirements for staff	100,000 kms/ 3 yrs
Category A5	Utilities According to Council's requirements for staff	100,000 kms/ 3 yrs
Category A6	Utilities According to Organisational requirements for staff OR 4 Cylinder Sedan / Hatchback According to Organisational requirements for staff	100,000 kms/ 3 yrs
Category A7	Utilities According to Organisational requirements for staff OR 4 Cylinder Sedan / Hatch back	100,000 kms/ 3 yrs

	According to Organisational requirements for staff	
Category B	Heavy Plant including Loaders, Tractors, Water Trucks, Rollers	8,000 hrs/ 8 yrs
Category C	Heavy Trucks Trucks with greater than 6 tonne carrying capacity	200,000 kms/ 8 yrs
Category D	Medium Trucks Trucks with greater than 4 tonne carrying capacity but less than 6 tonne carrying capacity	150,000 kms/ 8 yrs
Category E	Light Trucks & Street Sweeper Trucks with less than 4 tonne carrying capacity	100,000 kms/ 5 yrs
Category F	Refuse Vehicles Side loaders, rear loaders and front-loading compactor trucks	Side loaders replaced every 4 years (Body & Cab Chassis) Rear & Front Loader cab chassis every 4 yrs, body every 8 yrs
Category G	Medium Equipment Trailers, Slasher, spay rig, firefighting unit etc	10 yrs
Category H	Minor Equipment Including Generators, high pressure cleaners, ride on mowers, plate compactors, brush cutters, edgers, chainsaws, small mowers, etc.	1,000 hrs / 3yrs

The above replacement strategy identifies the maximum expected life of the various vehicles, plant and equipment within each category.

There may be, on occasion, opportunities to change items earlier or later, which would result in a saving to Council. Any such opportunities will be assessed on an individual basis by condition, usage and fitness for purpose.

Vehicle Category "A" Usage Policy

Council recognises the need for a vehicle policy which reflects current industry practice, is flexible, and provides benefits to employees which are competitive with both the private and public sector.

Acquisition Methods:

The following acquisition methods for fleet items may be used in line with the procurement process overview and 2/007 Purchasing Policy:

Request for Quote (RFQ)

Request for Tender (RFT)

Environmental:

The Australian Government provides a Green Vehicle Guide which provides information on fuel consumption and the air pollution standard to which vehicles have been certified. As part of the acquisition process the Town will consider green vehicle ratings when procuring new vehicles in line with IOP HR15 – Motor Vehicle use.

Safety:

The Australian Government operates the Australian New Car Assessment Program (ANCAP) and allocates each tested vehicle a rating from zero (0) to five (5) stars. As part of the acquisition process the Town will consider vehicle safety ratings when procuring new vehicles in line with IOP HR15 – Motor Vehicle Use.

Disposal Methods:

Disposal of replaced fleet items can be completed by a trade-in as part of the acquisition process of a new fleet item, or via public auction once the new fleet item has been received. This will be determined by the Responsible Officer on a case by case basis.

Definitions

For definitions and applicable category of vehicle refer to Internal Operating Procedure HR IOP – Motor Vehicle Usage.

Relevant legislation	
Delegated authority	
Business unit	Depot Operations
Directorate	Infrastructure & Town Services

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
Review frequency	Choose an item.		

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