

7.4 Fleet & Plant - Procurement

Introduction

The primary use of Council vehicles and plant is for operational purposes and for providing services and facilities to the community.

Purpose

To guide the purchase, disposal and sustainable management of Council's fleet vehicles and plant.

Policy statement

1. Council will procure vehicles and plant that are fit for purpose.
2. Vehicles and plant may be purchased, operated and disposed of ensuring best value for Council as an overarching outcome, however compliance with specifications, contemporary standards and safety requirements are also important.
3. Vehicles may be selected and purchased in accordance with Procedure E7.4 (Fleet and Plant – Acquisition and Replacement Criteria) and other associated Council policies.
4. Selection criteria include:
 - Staff position level and vehicle value;
 - Safety – 5* ANCAP rating or highest safety rating available;
 - Functional needs;
 - Life cycle cost over 3 years or 80-90,000km (depending on industry trends);
 - Environmental issues (fuel economy, efficiency, emissions); and
 - Valuation and availability.
5. Vehicle costs may not exceed the relevant level value limit (as indicated in Procedure E7.4) or the budget and should meet functional requirements unless CEO approved. CPI rates or vehicle industry increases may be taken into account if the purchase value cost exceeds the budget.
6. Vehicle accessories (electric brakes, bull bar, spot lights, tow hooks etc) are not included in the base value cost and should be task specific.

Application

This policy applies to the purchase, disposal and operational requirements of Council's vehicles, plant and fleet.

Department:	Infrastructure & Development	Next review:	December 2021
Reviewer:	Director Infrastructure & Development	Legislation:	Local Government Act 1995 s2.7(2) (b)
Adopted:	Minute SC0122, 19.01.99	Delegation:	
Amended:	Minute OC0208, 19.02.14	Risk:	

Policy ref #:

- Policy 2.8 – Purchasing
- Policy 2.9 – Budget management
– Capital Acquisitions and Works
- Policy 2.11 – Fair Value of Assets
- Policy 3.8 – Staff vehicle use
- Policy 3.20 – Code of Conduct
- Policy 7.1 – Asset Management

Version: 2

Annual Plant Replacement Program
