



# Plant, Equipment & Fleet Management Policy

<b>Reference Number:</b>	2.19
<b>Type:</b>	Council
<b>Category:</b>	Corporate Governance and Finance
<b>Relevant Community Plan Outcome:</b>	<ul style="list-style-type: none"><li>• Be bold and innovative in our practices, leadership and decision making.</li></ul>
<b>Responsible Officer(s):</b>	Manager Governance & Operational Support
<b>First Issued/Approved:</b>	September 2008
<b>Minutes Reference:</b>	CoS 1/07/2019, Item 3.32
<b>Last Reviewed:</b>	July 2019
<b>Next Review Due:</b>	July 2021
<b>Applicable Legislation:</b>	Work Health & Safety Act
<b>Related Policies:</b>	N/A
<b>Related Procedures:</b>	Plant Equipment & Vehicle Disposal Procedure

## 1. Purpose

The City of Charles Sturt maintains an extensive range of Plant, Equipment and a fleet of Vehicles to assist in providing a high level of service to the Community.

This policy aims to ensure the management of Council's Plant, Equipment and Vehicles will:

- Provide Plant, Equipment and Vehicles to deliver services to current and future generations.
- Optimise the procurement and disposal of all Plant, Equipment and Vehicles to ensure best value and return for Council and most appropriate for Council's operating needs.
- Review ways to improve energy efficiency and reduce greenhouse gas emissions.
- Manage the fleet assets to ensure the asset value is maintained
- Maintain a modern, efficient and safe fleet of Plant, Equipment and Vehicles.

## 2. Scope

This policy applies to all Council owned Plant, Equipment and Vehicles that Council has direct responsibility for or control over, except for the procurement of Motor Vehicles in relation to the recruitment and retention strategies for staff.

### 3. **Policy Statement**

Council will adopt an approach to develop and maintain its Plant, Equipment and Vehicles that:

- Replacement strategies are driven by defined service levels and performance standards.
- Financial resources are properly allocated and managed to optimise investment in Plant, Equipment and Vehicles.
- Replacement frequency will be based on the analysis of use (engine hours, kilometres etc) versus future maintenance and residual value.
- Disposal of all Plant, Equipment and Vehicles will be disposed of to ensure the best return is achieved for Council.
- The Team Leader Fleet Services and the Manager Governance & Operational Support shall monitor and review Plant, Equipment and Vehicles on a regular basis. The review will use a whole of life-cycle approach and will take into consideration purchase price, historical variable costs, forecast resale values and FBT and shall be used when determining life of assets and replacement schedules.
- Where ever practical Council will select Plant, Equipment and Vehicles that offer the cleanest and most fuel efficient operation, therefore, reducing the impact on the environment and greenhouse gas emissions.
- All Plant, Equipment & Vehicle costs will form part of the Long Term Financial Planning Process and the annual allocation of funds will be presented to the Finance, Committee as part of the budget process.
- Where ever practical preference will be given to Australian made Plant, Equipment and Vehicles.
- Where ever practical preference will be given to suppliers of Plant, Equipment and Vehicles located within the City of Charles Sturt Council.

### 4. **Definitions**

N/A