

VEHICLES – LIGHT VEHICLE REPLACEMENT

Objective

1. To define the mileage at which cars, utilities and light vehicles should be changed over.
2. To set out the procedure for replacing cars, utilities and light vehicles.

Scope

This policy provides for the management of Council's small vehicle fleet being vehicles under four tonnes.

Policy

- a) That the sale of like vehicles be staggered to promote a better trade-in value.
- b) That executive vehicles be replaced by vehicles of higher standard by negotiation between the General Manager and the relevant Director.
- c) That executive vehicles be made available to the General Manager and Directors and be available for private use in accordance with Council's policy.
- d) That all light vehicles be traded at a minimum of 4 years or 150,000km (whichever occurs first)
- e) That quotations be called for all cars, utilities and light vehicles in line with Council's Purchasing and Procurement policy and procedures.
- f) That preferred supplier status be granted to Gilgandra Toyota until the scheduled policy review in March 2025 on the basis of Local Government Contract.
- g) That the General Manager be delegated authority to purchase all cars, utilities and light vehicles in line with the approved plant replacement program.
- h) That the decision on which item of plant to purchase take into consideration such relevant issues as requirements, price, vehicle options, engine capacity and fuel consumption.
- i) That the General Manager be delegated authority to purchase vehicles from other providers on occasions where specific operational and/or safety requirements exist.

Relevant Legislation

Nil

Associated Documents

- Council's Procurement & Disposal Policy
- Council Local Purchasing Policy
- Council's Lease back of Council Vehicles Policy
- Council's Procurement & Disposal procedures (available on Council's Intranet – C&BS Documents)
- Vehicle lease agreements with individual staff members (located on individual staff files and legal documents)

Responsible Officer:	Director Infrastructure		
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