



5. GOVERNANCE

POLICY NO: **5.19**

POLICY TITLE: **VEHICLES**

FILE NO: 2798/1

ADOPTED: 28 August 2000

MINUTE NO: 109/00

PREVIOUS POLICY

ADOPTED:	28/10/96;	11/12/1995;	13/9/93
MINUTE:	317/96;	456/95;	572/93

POLICY STATEMENT:

AIM OF POLICY:

To provide costs effective vehicle fleet to the organisation and to meet staff need for private use of vehicles where applicable.

POLICY STATEMENT:

Vehicles are leased under a master operating lease agreement, these agreements are renewed from time to time when expired.

The largest size vehicle in the fleet shall not exceed 6 cylinder.

The model level is determined by the position held:

- Senior staff are excluded, their vehicles are covered under separate arrangements though the contract of employment.
- Managers are to be issued with medium-luxury model sedans.
- Other staff are to be issued with base model sedans if the position is assigned with a vehicle lease.
- Station wagon or 4 wheel drive vehicles are only supplied, if performing the special tasks are part of the work.

The make of vehicle selected be based on the cheapest relevant vehicle quoted/offered at the time of sign up lease contract and the service history of that vehicle make.

Implementation of this Policy is subject to funds being made available through the normal Budget approval process.

Lease payment re determined by Council from time to time and are to be reviewed every 12 months or when required.