



Coonamble Shire Council

Fleet Management Plan 2009/2010

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Executive Summary

Introduction

The following report details the proposed management of fleet for Coonamble Shire Council over the next 3-5 years. This plan is a review of the 2007/08 Fleet Management Plan and will be incorporated into Council's 2009/10 Management Plan.

Strategic Upgrades

It is proposed to purchase pavement cleaning equipment as part of the main street paver cleaning project. This was originally planned for 2009/10 but was not achieved due to the large capital works program.

Funding

Plant purchases are funded from plant reserve. With a tightening economic environment and lower prices being obtained from sale of plant Council will need to retain its current state of reserves and critically review the maintained level on an ongoing basis.

Recommendations

Finally, the Plan makes a series of detailed recommendations to Council. These recommendations will form input into Councils 2009/10 Management Plan. They include:

1. Maintain standard vehicle specifications;
2. Adopt strategic fleet upgrades;

1. Introduction

This Fleet Management Plan is a review and update of the 2008/09 plan and aims to develop and adopt a long term plan for the management of Council's fleet. This plan will form an input into Council's 2009/10 Management Plan.

2. Fleet Standard

It is proposed as part of this Plan, to formalise the standard specification for vehicles purchased by Council.

2.1. Large Equipment

The following are typically standard items on all major plant. In addition, minimum power, weight and other details are specified. Where it is not proposed to undertake a strategic upgrade of equipment, the specification will be equivalent to the existing plant.

- Cabin with protective structure (ROPS/FOPS)
- Cabin noise level of 75 dB(a) maximum.
- Seat belts that conform with Australian Standard AS 2664 -1983.
- Fully adjustable suspension seat.
- Seat cover.
- Clear audible horn.
- Rear vision mirrors that provide adequate vision to the rear and both sides.
- Integrated Air conditioning.
- Extra window tint to side and rear windows.
- AM-FM Radio/cassette player.
- Neutral safety start switch.
- Park brake
- Engine turbo timer.
- Air connection point, fittings and hose for inflating tyres.
- Brake lights, Tail lights, Clearance lights, Headlights and indicator lights.
- Red and yellow tape with a retro-reflective surface at prominent locations on the machine
- At least one amber beacon complete with heavy-duty protector
- A self-adjusting reversing alarm
- Emergency stop devices
- All rotating, moving or hot components must be fitted with an appropriate safety guard.
- Engine side covers for vandal protection.
- Lockable toolbox approximately (600x300x300mm) in size.
- Relevant information on operating and emergency features

2.2. Small Vehicles

The following is the proposed standard specification for small vehicles. Optional extras are only detailed where they do not come standard with the proposed vehicle. In the event that a special offer becomes available that provides an equivalent or better vehicle at the same or lower price, Council may purchase that vehicle subject to approval by the Mayor and General Manager.

2.2.1. *Standard Extras*

As a minimum, it is proposed that the following are standard specification on all vehicles:

1. Air conditioner
2. Power steering
3. Sump guard
4. Tow bar and ball - (minimum rating of 1800 kgs)
5. Tow bar wiring and seven pin electrical connector
6. Mud flaps on all wheels
7. Headlight protectors
8. Lockable fuel cap
9. Seat covers for all seats

In addition to the above, some vehicles may have additional options specified to suit the need as detailed below.

2.2.2. *General Manager*

The General Manager is to be provided with a Statesman.

Optional extras to be provided include:

1. Bonnet protector
2. Window tinting

2.2.3. *Senior Staff and Mayor*

Senior Staff are to be provided with vehicles as follows:

Mayor	- Commodore Berlina Sedan
Director of Corporate Services	- Commodore Berlina Sedan
Director of Engineering	- Commodore Berlina Wagon
Senior Project Engineer	- Commodore Berlina Wagon

Optional extras to be provided include:

1. Bonnet protector
2. Cargo barrier for station wagons (to be retained and refitted to change over vehicles)
3. Tonneau cover for utility
4. Window tinting

2.2.4. Other Staff and Overseers

Other Council Staff are to be provided with vehicles as follows:

Health and Building Manager	- Commodore Berlina Sedan
Engineering Officer, Construction	- Rodeo, 4x4 Dual Cab Turbo Diesel
Engineering Administration Office	- Commodore Berlina Wagon
Senior Engineer, Maintenance	- Commodore Berlina Wagon
Tourism Officer	- Commodore Berlina Sedan
Overseer, Highway	- Rodeo, 4x4 Dual Cab Turbo Diesel
Overseer, Local and Regional Roads	- Rodeo, 4x4 Dual Cab Turbo Diesel
Overseer, Maintenance	- Rodeo, 4x4 Dual Cab Turbo Diesel
Overseer, Utilities	- Rodeo, 4x4 Dual Cab Turbo Diesel

Optional extras to be provided include:

1. Bonnet protector for
2. Cargo barrier for station wagons
3. Tonneau cover for utility
4. Window tinting

2.2.5. Team Leaders

Team Leaders are to be provided with vehicles as follows:

T/L Local and Regional Roads	- Rodeo 4x4 Space Cab Turbo Diesel Tray Back Ute
T/L Highway Maintenance	- Rodeo 4x4 Space Cab Turbo Diesel Tray Back Ute
T/L Highway Construction	- Rodeo 4x4 Space Cab Turbo Diesel Tray Back Ute
T/L Parks and Gardens	- Rodeo Dual Cab Diesel Tray Back Ute
T/L Trades	- Rodeo 4x4 Space Cab Turbo Diesel Tray Back Ute
Plant Superintendent	- Rodeo 4x4 Space Cab Turbo Diesel Tray Back Ute

Optional extras to be provided include:

1. Window tinting

2.2.6. Other Operational Vehicles

Other operational vehicles are provided as follows:

Workshop	- Rodeo Single Cab Turbo Diesel Tray Back Ute
Electrician	- Rodeo Single Cab Turbo Diesel Tray Back Ute
Plumbers	- Rodeo Single Cab Turbo Diesel Tray Back Ute
Gulargambone	- Rodeo Dual Cab Turbo Diesel Tray Back Ute
Quambone	- Rodeo Single Cab Turbo Diesel Tray Back Ute
Parks and Gardens	- Rodeo Dual Cab Turbo Diesel Tray Back Ute
Roads (7 of)	- Rodeo Dual Cab Turbo Diesel Tray Back Ute
Roads (1 of)	- Rodeo Single Cab Turbo Diesel Tray Back Ute
Quarry	- Rodeo Dual Cab Turbo Diesel Tray Back Ute

Optional extras to be provided include:

1. Nil

3. Strategic Upgrades/Downgrades

3.1. Pavement Cleaner

Council has identified a desire to improve the maintenance of the main street pavers. In particular a budget has been allocated for the cleaning of these pavers this year. It had previously been suggested that the purchase of a cleaner may be of benefit. It is suggested that this be purchased during 2009/10 as part of the proposed pavement cleaning project, and that this equipment can then be utilised for similar maintenance into the future. This item will be included in the fleet at an estimated cost of \$30,000.

3.2. Minor Plant

There are a number of areas of the plant fleet operation that are currently under review. These include the use of compaction meters in rollers, laser guidance systems for graders, upgrade of workshop plant, use of tipping trailers for the Gulargambone and Parks and Gardens crews and grader mounted pavement saws.

It is proposed that the purchase of these minor plant upgrades be budgeted to a value of \$20,000 per annum to be spent at the discretion of the Director Of Engineering. These purchases will be reported as part of the quarterly plant report to Council.

4. Funding

4.1. Major Plant

The existing major plant fleet is funded through internal hire income, with annual depreciation costs being transferred to the plant reserve for future fleet replacements. Plant is typically depreciated over 5 or 6 years, resulting in the full replacement cost being accrued prior to its scheduled changeover.

The existing major fleet, and their scheduled changeover and resulting cash flow are provided in Appendix A.

A further review will be undertaken during 2009/10 upon completion of the upcoming fair value revaluation.

4.2. Small Vehicles

The existing small vehicle fleet is funded through internal hire income, with cash funded annual depreciation costs approximately equalling the annual replacement expenditure. No significant reserves are required to fund these transactions due to their regularity and uniformity. Cars are changed the earlier of three years or 80,000km.

4.3. Minor Plant

Council own approximately \$100,000 worth of minor plant, such as brick saws, hand mowers, wiper snippers, rotary hoes, slashers and the like. These items are generally not charged out due to the fact that they are low cost items, and their replacement cost has generally been recouped within the existing hire charges for the major plant. As part of this plan, it is proposed that this arrangement be formalised, and that the items are replaced on an "as needs" basis, at a rate of \$20,000 per annum.

5. Plant Hire Rates

5.1. Major Plant

A detailed review of hire rates for major Council plant was conducted as part of the 2007/08 plan and again in 2008/09. As a result a recommended increase of 25% will apply to the truck and dog fleet and the dump truck used exclusively at the Quarry, with all other rates to have an inflationary increase.

5.2. Small Vehicles

A review of the hire rate for small vehicles has been conducted for the first time in several years. This review suggests that the existing hire rate for small vehicle replacement is inadequate at 46 cents per km. A proposed increase of 25% for 2009/10 will negate significant increases in fleet expenditure such as fuel and a deflated trade in value due to the current economic market. A more detailed review should be undertaken at some point in the future.

6. Conclusion and Recommendations

It is recommended that Council:

1. Adopt standard vehicle specification provided in Section 2;
2. Adopt the proposed fleet upgrades, detailed in Section 3;
3. Adopt the plant replacement schedule provided in Section 4;
4. Adopt an inflationary increase in plant hire rates, with a 25% increase in the truck and dog fleet, dump truck and small vehicles as detailed in Section 5.

Appendices

Appendix A – Fleet Change Over Program

Appendix B – Plant Hire Rates