

FLEET ACQUISITION POLICY

ADMINISTRATIVE POLICY



1 Scope

This policy applies to the acquisition of new Rockhampton Regional Council passenger and light commercial vehicles whether leased or procured and includes passenger and light commercial vehicles provided to non-Council organisations and Council sponsored organisations.

2 Purpose

The purpose of this policy is to provide a framework for the acquisition of new passenger and light commercial vehicles to support Council's operations in an environmentally and socially responsible manner.

3 Related Documents

3.1 Primary

Nil

3.2 Secondary

Corporate Plan

Fleet Management Procedure – Plant and Vehicle Hire Rates

[Green Vehicle Guide](#)

National Electric Vehicle Strategy

[Purchasing Policy – Acquisition of Goods and Services](#)

Queensland Climate Action Plan 2020-2030

Queensland's Zero Emission Vehicle Strategy 2022-2032

Sustainability Strategy (Towards 2030)

Vehicle Renewal Form

[Zero Emission Vehicle Action Plan 2022-2024](#)

4 Definitions

To assist in interpretation, the following definitions apply:

Council	Rockhampton Regional Council
Council Sponsored Organisation	An organisation providing a service to the community and supported by Council under a formal agreement (for example Department of Community Safety, State Emergency Service Memorandums of Understanding).
Fit for Purpose	A vehicle that meets the specific requirements and is suitable for the intended use.
GHG	Greenhouse gas

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GVG	Green vehicle guide
GVG Greenhouse Ratings	A rating (based on CO ₂ emissions) which compares a vehicle's contribution to the greenhouse effect and climate change.
Light Commercial Vehicle	Vehicle designed for the purpose of load carrying, includes dual range four-wheel drive SUVs.
Manager	Employee appointed to a position delegated a corporate band 3 in accordance with the Delegation and Authorisation Policy and detailed in the Delegations Corporate Register.
Passenger Vehicle	Vehicle designed for the purpose of carrying passengers, includes two-wheel drive SUVs and all-wheel drive vehicles.
Region	Rockhampton Regional Area defined by the Local Government Areas of Queensland.
Stranded Asset	An asset that becomes obsolete or loses its value prematurely due to changes in market conditions, technological advancement or regulatory shifts.
SUVs	Sports Utility Vehicles
Vehicle/s	Light commercial vehicles and passenger vehicles
ZEV	Zero Emissions Vehicles. Vehicles that use a propulsion technology which does not produce internal combustion engine exhaust or other carbon emissions when it operates.

5 Policy Statement

Council is committed to maintaining a safe, efficient, sustainable, and fit for purpose fleet. By acquiring ZEVs and low emission vehicles, Council takes proactive steps to reduce greenhouse gas emissions and minimise adverse effects on the environment. In addition, Council aims to foster socially responsible behaviours among the Region's community, encouraging others to follow suit in adopting similar practices.

5.1 Greenhouse Gas Ratings

The shift towards ZEVs, hybrids and more fuel-efficient engines reduces the quantity of fuel consumed and the amount of GHG emissions.

The Department of Infrastructure, Transport, Regional Development, Communications and the Arts maintains an interactive website called the Green Vehicle Guide which provides greenhouse ratings (CO₂ g/km) for all new vehicles (up to 3.5 tonnes gross vehicle mass) sold in Australia.

GHG ratings provide a strong means to quantify the environmental performance of vehicles. The lower the rating, the lower the GHG emitted.

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5.2 Vehicle Acquisition

Under this Policy Council ensures its fleet meets the needs of the organisation and new vehicles are only purchased where there is an operational requirement.

Where a new vehicle is deemed necessary by the relevant manager, the following requirements apply:

- (a) Where fit for purpose, budget and charging infrastructure requirements are met, a ZEV is acquired.
- (b) Where a ZEV is deemed unsuitable, a hybrid option may be considered, followed by a lower emissions option in accordance with the GVG:
 - (i) A maximum combined GVG CO₂ rating of 180 g/km for passenger vehicles applies;
 - (ii) A maximum combined GVG CO₂ rating of 210 g/km for light commercial vehicles applies; and
 - (iii) Eight cylinder unleaded petrol or diesel vehicles are prohibited.

For clarity, these requirements are applied first in any vehicle selection decision. Where fit for purpose, budget and/or charging infrastructure constraints impact Council's ability to acquire a ZEV in the first instance, Council acknowledges the risk of procuring a vehicle that has the potential to become a stranded asset, or to experience loss of re-sale value over the life of the asset.

Requests for light or passenger vehicles that do not meet these standards must be supported by a business case approved by the Chief Executive Officer on a fit for purpose basis.

5.3 Fleet Services Implementation Responsibilities

Fleet Services is responsible for implementing this policy, including the following actions:

- (a) Promoting the policy across Council;
- (b) Providing technical advice, operational guidelines and practical support to operational areas;
- (c) Ensuring vehicle procurement decisions are based on GHG Air Pollution Standards, operational area needs and fit-for-purpose requirements; and
- (d) Recording any approved exceptions under this policy for reporting purposes.

The introduction of these environmental performance standards will eliminate the poorest environmental performers while maintaining a suitable selection of vehicles in all segments that meet the fit-for-purpose requirements of Council. It is expected that the environmental performance of motor vehicles sold in Australia will progressively improve with innovations in technology, design and increasing legislative requirements.

As these vehicles are released onto the market, the maximum GHG CO₂ limits will be reviewed to ensure Council is continuously improving its environmental performance.

5.4 Managers Responsibilities

Managers are responsible for the following actions:

- (a) Confirming vehicle is required by approving the Vehicle Renewal Form;
- (b) Preparing business case/s for any vehicle requested outside of this policy (refer to paragraph 5.2); and
- (c) Promoting the policy within their respective section.

6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by the Council.

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7 Document Management

Sponsor	Chief Executive Officer
Business Owner	Deputy Chief Executive Officer
Policy Owner	Manager Corporate and Technology Services
Policy Quality Control	Legal and Governance



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