

Keeping you informed
about progress at QFleet
and in the motor industry



QFleet
Queensland Government
Department of Public Works

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General Manager's Message

In April this year QFleet welcomed a new member to the team. Noel Morris was appointed to the position of Director Fleet Operations.

Noel has significant business expertise in both commercial and government environments. His strong background in procurement, logistics, and change management has seen him work in both global and local organisations. Aristocrat Technologies, Southcorp Industries, Brambles Industries, and Levi Strauss are just a few of the organisations Noel has worked with. His more recent appointments were with the Department of Main Roads, and the Service Delivery and Performance Commission where he worked on the procurement review.

Noel has begun reviewing QFleet procurement strategies, the logistics of vehicle returns and new car deliveries. He is working closely with the operational branches (Leasing and Procurement, Fleet Client Services and Vehicle Re-marketing) to ensure QFleet continues to deliver fleet management expertise, solutions and value.

As we move into the second half of 2007 QFleet is continuing to work hard in developing policies and initiatives focusing on our environmental, road safety and fleet efficiency responsibilities.

In this issue of Journey we have provided you with information and tools that will assist you in making responsible vehicle choices. We have highlighted the safety trends of smaller vehicles and profiled a safe and popular light car option.



Director Fleet Operations, Noel Morris and QFleet General Manger, Fiona Wright

QFleet is focused on managing an efficient and productive end of lease process. In this issue of Journey we have provided information about QFleet's vehicle returns process and what you can do to help produce the best outcomes for whole-of Government.

Your suggestions and comments are always welcome. Please feel free to email me at:
fiona.wright@qfleet.qld.gov.au

Best wishes

Fiona Wright
General Manager

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Vehicle Returns

A major part of producing cost effective lease rates is working with you to make sure your vehicle is maintained to standards that aim to produce the best possible sale at lease end.

While leasing a QFleet vehicle, your organisation is responsible for maintaining the condition of the vehicle. QFleet's fully maintained operating lease includes the costs of all scheduled servicing. It is the client's responsibility however to make sure the vehicle is regularly serviced and cleaned. Regular servicing and maintenance will ensure your vehicle is operating correctly and safely. It will also maximise the energy efficiency of your vehicle helping to reduce fuel consumption and engine emissions.

The *QFleet Driver Companion* provides you with all the information you need to know about taking care of your vehicle. This publication outlines your responsibilities as a QFleet client and provides all the information you need about maintaining your vehicle.

Your Guide to Fair Wear and Tear is another useful QFleet publication. It will assist your organisation to understand the acceptable wear and tear standards for using a QFleet vehicle. By understanding these standards you can reduce the end of lease costs to your organisation.

At the end of each lease the vehicle must be returned to QFleet's Zillmere Workshop or a QFleet return agent. For a list of current return agents or if you have any questions about the vehicle returns process, please visit www.qfleet.qld.gov.au or contact your Fleet Consultant.

At the point of return, each vehicle undergoes a returned vehicle inspection that assesses the condition of the vehicle. The inspection officer will complete a Return Vehicle Inspection Report (RVIR) that must be signed by a representative from your organisation. QFleet may be required to notify your organisation of any further damage to the vehicle's mechanical and body components as a result of further inspection. Clients are responsible for any damage to a vehicle resulting from modifications, misuse or negligence.

For a copy of the *QFleet Driver Companion* or *Your Guide to Fair Wear and Tear* visit QFleet's website www.qfleet.qld.gov.au or contact your Fleet Consultant.

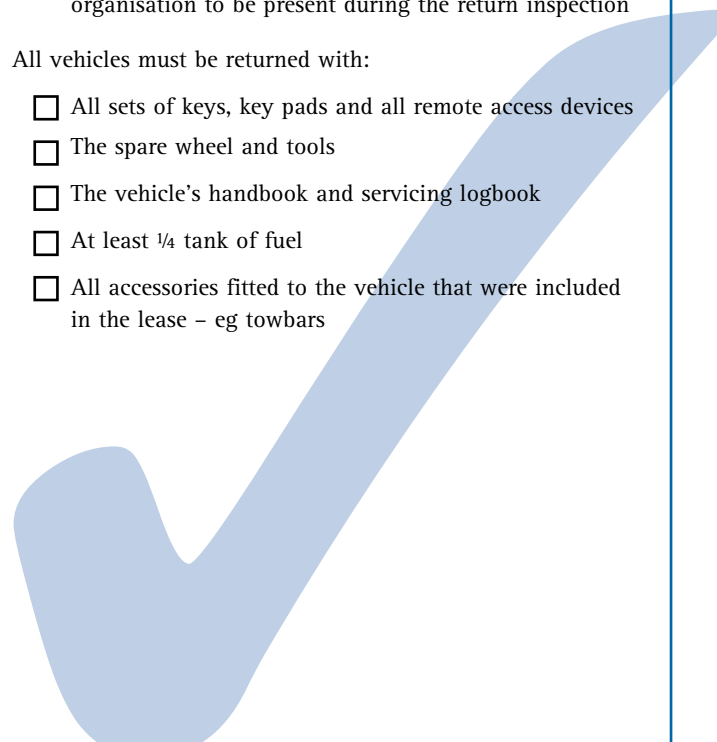
Checklist for returning your QFleet vehicle

Please check that:

- You have made an appointment to return your QFleet vehicle
- The vehicle is clean enough inside and out for an adequate inspection to take place
- You have arranged for a representative of your organisation to be present during the return inspection

All vehicles must be returned with:

- All sets of keys, key pads and all remote access devices
- The spare wheel and tools
- The vehicle's handbook and servicing logbook
- At least 1/4 tank of fuel
- All accessories fitted to the vehicle that were included in the lease – eg towbars



Hints to keep your vehicle clean:

- Encourage staff to treat vehicles with respect and make them aware of the cost of repairing damage
- If spillages occur, make sure they are cleaned as soon as possible
- Enforce no smoking regulations in all vehicles
- Ensure that the vehicle is appropriate for its intended role
- Make sure that cargo, chemical and dangerous goods are carried in the boot or cargo area – not in the seating area
- Provide secure transportation for loads prone to spillage
- Provide seat covers where staining is a known or likely problem
- To reduce damage, consider options such as vinyl trim and floor mats when selecting your vehicle

- Encourage drivers to operate vehicles with windows and vents closed in dusty areas
- Water damage should be professionally cleaned and dried as soon as possible

Servicing your vehicle

A QFleet fully maintained operating lease includes the costs of all scheduled servicing.

To comply with your vehicle's warranty conditions, vehicles should be serviced in accordance with the requirements specified in the manufacturer's vehicle handbook.

If you have any problems or questions about servicing your vehicle please contact QFleet's Maintenance Controllers on 1800 061 819

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Safer Small Cars

Traditionally small cars have been seen as inferior when it comes to safety and some have rated poorly in safety tests and reviews.

The safety features of small and light vehicles have however dramatically improved. Most models now come with a wide range of safety features such as airbags and ABS brakes as standard.

A review of recent ANCAP (Australasian New Car Assessment Program) tests reveals a considerable increase in small car safety. Many popular models are now scoring 4-5 on the 5 star scale.

The Suzuki Swift (profiled in this issue of Journey) and the Toyota Yaris both scored highly with recent ANCAP tests and are available for lease with QFleet as a safe, fuel efficient, economic alternative.

Fleetscape Star Rating

QFleet is currently developing a star rating system within Fleetscape.

This rating will use information from programs such as the Australian New Car Assessment Program (ANCAP) and the Green Vehicle Guide.

The rating system will assist clients using Fleetscape Online Vehicle Ordering to make responsible vehicle choices.

For further information regarding vehicle choice, please contact your fleet consultant.

ANCAP - Australian New Car Assessment Program

The ANCP website (www.ancap.com.au) provides a simple to use safety review of a wide range of makes and models.

The Australian New Car Assessment Program gives consumers consistent information on the level of occupant protection provided by vehicles in serious front and side crashes.

The program is supported by Australian and New Zealand automobile clubs, the state government road and transport authorities of NSW, Victoria, South Australia, Queensland, Tasmania and Western Australia and the New Zealand Government.

Green Vehicle Guide

The Green Vehicle Guide (www.greenvehicleguide.gov.au) helps you by rating new Australian vehicles based on greenhouse and air pollution emissions.

The rating is calculated using data provided by manufacturers from testing the vehicle against Australian standards.

By choosing a greener vehicle, you can make a real difference.

New Look for the Smart State Plate

Queensland Transport has begun to roll out the new look Queensland Government Smart State vehicle registration plates. As of May 2007 new vehicles registered to the Queensland Government fleet will be issued with a new look "QG" Smart State Plate.



QFleet Services

QFleet assists you in achieving your outcomes through our comprehensive range of services including:

- vehicle leasing and strategic fleet management
- short-term and special purpose vehicle rentals through our Vehicle Hire Service
- vehicle maintenance, servicing and repairs through the Zillmere Workshop and the South Brisbane Service Centre
- the closest fuel and car detailing to the Brisbane CBD at the South Brisbane Service Centre
- the only E10 fuel available near the Brisbane CBD
- insurance claims management and driver safety programs
- fleet advisory service

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Vehicle Profile

Suzuki Swift

The Suzuki Swift is a light passenger vehicle available for lease through QFleet. With a range of standard safety features and stylish looks it is another option to look at when deciding on a smaller, economic vehicle. For more information visit www.suzuki.com.au.



Engine	1.5 litre 4 cylinder WT engine
Transmission	4 speed auto / 5 speed manual
Brakes	ABS with Electronic Brake Force Distribution (EBD) and Brake Assist (BA)
Seating capacity	5
Air conditioning	Standard
Power steering	Standard
Airbags	Driver & Front Passenger (side and curtain airbags are standard in automatic)
Sound system	CD stereo with MP3 function + steering wheel audio controls
Power windows	Standard – Front & Rear
Central locking	Standard
Fuel economy	Auto 7.5 litres/100km. Manual 7 litres/100km*
Fuel Tank Capacity	43 litres
CO ² emissions	Auto 180g/km. Manual 166g/km

*www.greenvehicleguide.gov.au

→ New Licensing Laws for Young Drivers in Queensland



As of 1 July 2007 the Queensland Government is introducing new laws to change the licensing system for young drivers. These laws will help young drivers gain more on-road experience before they get behind the wheel. The changes developed by Queensland Transport for Queensland learner and provisional licence holders under 25 years of age include:

- learner licences at 16
- minimum 12 month learner period
- 100 hours recorded logbook driving for learners
- two-phased P1 and P2 provisional licence system (a red plate for P1 for one year and green plate for P2 for two years)
- high powered vehicle restrictions for provisional licence holders
- peer passenger restrictions for P1 drivers (can only carry one passenger aged under 21) from 11pm to 5am
- banning all mobile phone use (including hands-free) for learners and P1 drivers and loudspeaker function use by supervisors and passengers
- requiring motorbike learners to hold a car provisional licence for 12 months prior to applying for their motorbike learner licence

For more information on the new laws please contact Queensland Transport:

Visit: www.transport.qld.gov.au/youngdrivers

Email: youngdrivers@transport.qld.gov.au

Phone: 1300 793 284

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New E10 sites that have commenced since January 2007

Where possible Queensland Government vehicles are to be fuelled with E10 as part of the Government's plan to develop a sustainable ethanol industry in Queensland.

To view Queensland Ethanol Industry Blueprint visit www.sd.qld.gov.au

Below is a list of new E10 outlets that have come on board since January 2007. Visit www.qgm.qld.gov.au for the full list of E10 outlets.

- Ampol Bald Hills, 69-73 Strathpine Road, **Bald Hills**
- Caltex Alexandra Hills, Cnr Finucane Rd & Cambridge Drive, **Alexandra Hills**
- Coles Express Arana Hills, 17 Patricks Road, **Arana Hills**
- Caltex Beaconsfield, 47 Beaconsfield Road, **Beaconsfield**
- Coles Express Belmont, 11 London Road, **Belmont**
- Caltex Bohle, 900 Ingham Road, **Bohle (Townsville)**
- Caltex Boyne Island, Malpas St & Curtis Avenue, **Boyne Island (Gladstone)**
- Coles Express Brisbane Airport, Airport Drive, **Brisbane Airport**
- Independent Fuel Supplies, Bruce Hwy Cnr Pumicestone Road, **Caboolture**
- Freedom Fuels Caboolture, 37 Lower King Street, **Caboolture**
- Caltex Camira, 314 Old Logan Road, **Camira**
- Caltex Capalaba, 129-131 Redland Bay Road, **Capalaba**
- Coles Express Chapel Hill, 611 Moggill Road, **Chapel Hill**
- Ampol Churchill, 126 Warwick Road, **Churchill**
- Caltex Condon, 881-885 Riverway Drive, **Condon**
- Coles Express Coorparoo, 227 Old Cleveland Road, **Coorparoo**
- Freedom Fuels, Cnr Drayton and Nicholson Streets, **Dalby**
- Caltex Eagle Farm, 645-647 Kingsford Smith Drive, **Eagle Farm**
- Neumann Eight Mile Plains, Cnr Logan and Padstow Roads, **Eight Mile Plains**
- Caltex Goodna, 1 Church St, Cnr Cunningham Hwy, **Goodna**
- Neumann Highgate Hill, 22 Gladstone Road, **Highgate Hill**
- Ampol Hillcrest (Middle Rd – Outbound), 78 Middle Road (Outbound), **Hillcrest**
- Caltex Mackay, Conners Road, **Mackay**
- Caltex Mackay, Bucasia Road, **Mackay**
- Independent Fuel Supplies, 153-155 Mt Nebo Road, **Mackay West**
- Caltex Mackenzie, 1015 Mt Gravatt-Capalaba Road, **Mackenzie**
- Independent Fuel Supplies, 2610-2612 Gold Coast Highway, **Mermaid Beach**
- Neumann Miami, Cnr Gold Coast Hwy & Messines Cres, **Miami**
- Coles Express Mt Gravatt, 1582 Logan Road, **Mt Gravatt**
- BP Commerical Road, Cnr Commercial Road and Stratton Street, **Newstead**
- Coles Express Breakfast Creek, 94 Breakfast Creek Road, **Newstead**
- Caltex, 14-16 Warburton Street, North Ward, **North Ward**
- Coles Express Nudgee, 1097 Nudgee Road, **Nudgee**
- Caltex Nundah, 1401 Sandgate Road, **Nundah**
- Neumann Oakey, 245 Bridge Street, **Oakey**
- Independent, Pampas Roadhouse, Gore Highway, **Pampas**
- Caltex Park Ridge, 3726-3730 Mt Lindesay Highway, **Park Ridge**
- Caltex Proserpine, 158 Main Street, **Proserpine**
- Caltex, Pacific Highway Northbound, **Reedy Creek**
- Caltex Rockhampton (Berserker), Aquatic Place Shopping Fair, **Rockhampton**
- Caltex Rockhampton, 369 Yaamba Road, **Rockhampton**
- Caltex Rockhampton North, 524-528 Yaamba Road, **Rockhampton North**
- Caltex Sarina Star, 8 Koumala Road, **Sarina**
- Coles Express Stafford Heights, 280 Appleby Road (Cnr Rode Road), **Stafford Heights**
- Caltex Strathpine, Cnr Leitch & South Pine Road, **Strathpine**
- Caltex Sumner Park, 40 Sumners Road, **Sumner Park**
- Coles Express Taringa, 29 Gailey Road, **Taringa**
- Coles Express Tingalpa, 1469 Wynnum Road, **Tingalpa**
- Caltex, 646 Ruthven Street, **Toowoomba**
- Caltex, 11 Railway Avenue, **Townsville**
- Independent Fuel Supplies, Cnr Tsipura Street & Tallebudgera Creek, **West Burleigh**
- Freedom Fuels Varisty Lakes, Cnr Maddocks Road & Cassia Drive, **West Burleigh**
- Ampol, 644 Webster Road, **West Cherside**
- Coles Express Windsor, 172 Lutwyche Road (Cnr Taylor Street), **Windsor**
- Neumann Withcott, Warrego Highway, **Withcott**
- Caltex Woodridge West, 153 Wembley Road, **Woodridge**
- Independent, Rockhampton Road, **Yeppoon**
- Independent Fuel Supplies, 240 Zillmere Road, **Zillmere**

Invoice Enquires

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Maintenance Controllers

1800 061 819

QFleet Workshop

72 Pineapple Street
 Zillmere Qld 4034
 Telephone 07 3406 6900
 Facsimile 07 3406 6946

Vehicle Hire Service

80 George Street
 Brisbane QLD 2001
 Telephone 07 3224 4180
 Facsimile 07 3224 4012

South Brisbane Service Centre

131 Colchester Street
 South Brisbane Qld 4001
 Telephone 07 3405 6857
 Facsimile 07 3405 6858

QFleet Auction Schedule

June 2007

Location	2007 dates	Time	Pre-inspect
Brisbane QFleet Workshop 72 Pineapple Street Zillmere	Each Friday	8.30am Fri	10am - 4pm Mon - Thurs 8am - 4pm Fri
Cairns Plant Hire Services Workshop Corner Adelaide and Donaldson St Manunda	Tues 3 July Tues 7 August Tues 4 September Tues 2 October	10am	9am to 10am on auction day
Maryborough Department of Primary Industries Workshop Walker Street Maryborough	Wed 25 July Wed 29 August Wed 26 September Wed 24 October	10am	9am to 10am on auction day
Rockhampton Plant Hire Services Workshop 214 Richardson Road Kawana	Tues 17 July Tues 21 August Tues 18 September Tues 16 October	10am	9am to 10am on auction day
Toowoomba Plant Hire Services Workshop 427 Greenwattle Street Toowoomba	Wed 11 July Tues 14 August Wed 12 September Wed 10 October	10am	9am to 10am on auction day
Townsville Plant Hire Services Workshop Jurekey Street Cluden	Wed 4 July Wed 8 August Wed 5 September Wed 3 October	10am	9am to 10am on auction day
Further information For further information about buying a vehicle from QFleet phone 1800 735 338 or email: auctions@qfleet.qld.gov.au .			

Your Feedback

QFleet is always keen to improve our Journey newsletter. To submit story ideas or comments and suggestions, please email: journey@qfleet.qld.gov.au

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