

TEMORA SHIRE COUNCIL



ASSET MANAGEMENT POLICY

DRAFT

Review Details**ABOUT THIS RELEASE**

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REVIEW

Revision Date	Revision Description		Date approved by Council	General Managers Endorsement
January 2024	ISO 55000 Update			

PLANNED REVIEW

Planned Review Date	Revision Description		Review by
June 2027	General Review		

1.0 Purpose

Temora Shire Council is committed to the sustainable management of its infrastructure assets and services now and into the future, whilst complying with legislative requirements. This Policy aims to set guidelines for implementing consistent asset management processes throughout Temora Shire Council (Council).

2.0 Scope

This Policy applies to all Council departments, officers, employees, and contractors.

3.0 Policy

3.1 Background

Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve Council's strategic service delivery objectives.

Adopting asset management principles will assist Council in sustainably achieving the Community Strategic Plan and Long-Term Financial objectives.

Sustainable service delivery ensures that services are delivered in a socially, economically, and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound asset management practices enable sustainable service delivery by integrating customer values, priorities, and an informed understanding of the trade-offs between risks, costs and service performance.

3.2 Asset Management Framework

The Asset Management Framework, as summarised in Figure 1, integrates into the wider Integrated Planning & Reporting (IP&R) framework and ensures Council performs the Asset Management functions of planning, coordinating, controlling, executing, monitoring and improving the activities associated with managing its assets and services.

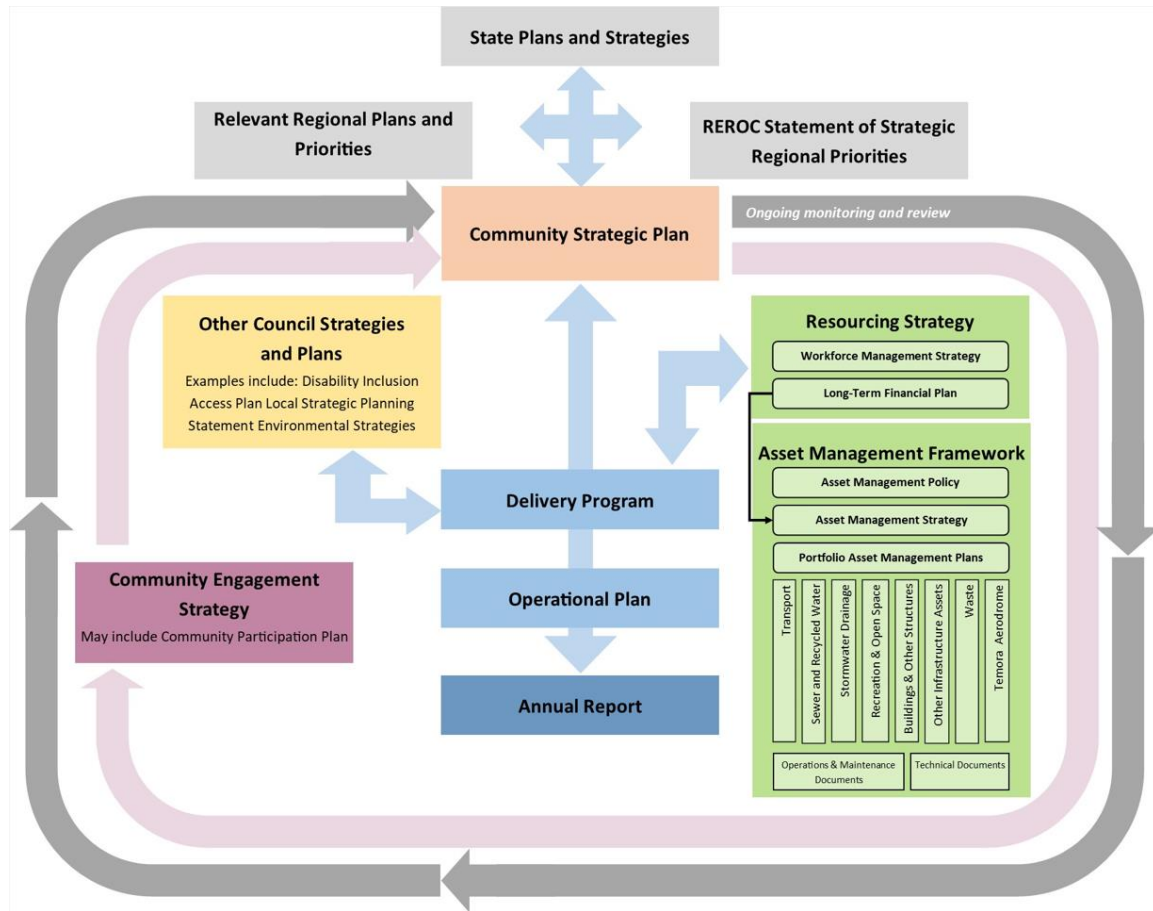


Figure 1

3.3 Principles

Councils sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of assets by:

1. Ensuring that Councils infrastructure assets and associated services are provided in a manner that respects financial, cultural, economic and environmental sustainability.
2. Ensure that asset management decisions and activities consider the needs of stakeholders, whilst balancing service, risk, and cost.
3. Ensuring that decision making for service delivery will be focused on asset renewal, rationalising under utilised assets and non-asset solutions as far as practicable, in order to achieve a cost-effective asset base and deliver financial sustainability.
4. Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset

- management awareness throughout the organisation through training and development.
5. Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
 6. Meeting all relevant legislative and regulatory requirements.
 7. Demonstrating transparent and responsible asset management processes that align with demonstrated best-practices.
 8. Providing sufficient resources to implement sound asset management system frameworks and strategies by:
 - a. Asset Management Plans will be completed for all major asset / service areas.
 - b. Expenditure projections from Asset Management Plans will be incorporated into the Councils Long-Term Financial Plan.
 - c. Regular and systematic reviews will be applied to all asset plans to ensure that assets are managed, valued, and depreciated in accordance with appropriate best practice.
 - d. Regular inspection will be used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities.
 - e. Asset operation, maintenance and renewal expenditure required to meet agreed service levels are identified in adopted Asset Management Plans, and Long-Term Financial Plans, and will form the basis of annual budget estimates. The service and risk consequences of variations between budgeted expenditure and required expenditure will be defined, documented, and communicated.
 - f. Implementation of an Asset Management Improvement Plan to ensure Council continually improves asset management systems and processes aiming to achieve the desired organisational asset management maturity.
 - g. Asset acquisition, renewal, upgrade and disposal decisions are made based on assessment of expected future demand, life cycle costs and risk.
 - h. Asset resilience will be considered in both asset renewal and construction of new and / or upgraded assets.
 - i. Future service levels with associated delivery costs will be determined in consultation with the community.
 - j. Providing those we serve with services and levels of service for which they are willing and able to pay.
 9. Continually improve the asset management system and report to Council annually on asset management progress.
 10. Regularly report to the community on asset management performance progress through the IP&R framework.

4.0 Obligations and Responsibilities

Councillors

Councillors are responsible for adopting the policy and in ensuring that sufficient resources are applied to manage the assets.

General Manager

The General Manager has the overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

Asset Management Steering Committee

To take responsibility for determining the program, governance and achievement of outcomes of the Asset Management Improvement Plan.

Directors and Managers

- Are responsible for the implementation of the Asset Management Policy and Procedures.
- Must fulfil responsibilities under the Civil Liabilities Act and relevant Accounting Standards.
- Must ensure consultation occurs within the various Council departments involved in Asset Management.
- Are required to set appropriate levels of service and manage risk and cost standards.
- Are to provide linkage between the community, key stakeholders and the Council on the management of Council's assets.
- Must monitor the performance of staff in relation to implementing asset management.

Staff, Volunteers and Contractors

Implementation of asset management in accordance with the policy and related documents and legislation.

5.0 Related Documents

- Temora Shire Council Asset Management Strategy
- Temora Shire Council Asset Management Plans
- Temora Shire Community Strategic Plan
- Temora Shire Council Long Term Financial Plan
- Temora Shire Council Workforce Plan

6.0 Review

The **Asset Management Policy** has a life of 4 years from the endorsement date, or less at the discretion of Council.

The **Asset Management Strategy** is a living document that must be monitored regularly and adjusted or updated to reflect progression in its implementation. At a minimum the Asset Management Strategy should be reviewed and updated biennially.

Asset Management Plans should be monitored and reviewed biennially.

The Asset Management Improvement Plan will be monitored and reviewed quarterly by the Asset Management Steering Committee.

Acknowledgement

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