



ASSET MANAGEMENT POLICY

POLICY GOAL	3	To plan and fund the Shire's infrastructure and service needs
POLICY SUB GROUP	3.4	Infrastructure Services
VERSION	5	
DATE ADOPTED	28 th June 2022	
PLANNED REVIEW DATE	March 2026	



Purpose

To give guidance on managing our assets so they provide best value to the community over time.

Objectives

To ensure:

- 1 Our spending is responsible and sustainable, and our investments in infrastructure benefits the community.
- 2 Our asset-based services are provided to the community at the required level, and in the most cost-effective way.
- 3 These services provide for present and future community needs, and maintain intergenerational equity.
- 4 Asset management activities comply with legislative requirements.
- 5 Our assets and processes support community health and safety, and are operated and maintained in-line with good practice
- 6 All costs are included in our asset planning.
- 7 We identify and manage all infrastructure risk.
- 8 Integration of our Asset Management Plans with other council planning and strategy.
- 9 Regular review of our planning and information.

Scope

This Policy applies to all Council Activities. For the purpose of this policy assets will include all physical infrastructure and major plant that is Council's responsibility to operate and/or maintain.

Policy

We will consult with the community on the creation and management of assets through the development of the Community Strategic Plan, Delivery Program and Operating Plans.

We are committed to systematic asset management, including good practice, ongoing improvement in systems and processes, and ensuring Council's priorities for service delivery are met.

Regular management reviews of our asset management objectives, asset management framework, and performance will improve our planning.

We shall define the level of asset management we need to provide good services, and make steady progress towards achieving this level. We will report this in our Asset Management Strategy.

We will make our Asset Management Strategy and Plans for a minimum timeframe of 10 years.

Risk management strategies will be created for all assets that are critical to operations. Our Asset Management Strategy will include specific actions to improve our abilities.

Our Asset Management Plans will :

- Identify asset service standards.
- Contain long-term projections of asset maintenance, renewal and replacement.
- Include forecast costs linked to the Long-Term Financial Plan.
- Be informed by community consultation and long-term financial planning.
- Balance cost, risk and asset performance for the best community outcome.

We will report on our assets in our annual financial statements, and include condition assessment, renewal and maintenance expenditure.

We will integrate good asset management principles within our existing planning and operational processes.

Monitoring and assessment will be part of our asset management, and will help us maintain defined service levels. We will also use monitoring to help us set asset renewal priorities.

Our Annual Budgets will change over time to reflect our improved asset management capabilities—budget estimates will come from service levels in Asset Management Plans and Long-Term Financial Plans.

We will include Service and Risk consequences in our budget documentation.

Our asset register will be comprehensive, and include details of all our assets. It will also record their condition, performance and value.

Our community groups are involved in maintaining and operating Council's assets. We will make formal arrangements so the roles and responsibilities of Council and the Community Group are clearly communicated and followed.

To manage our assets within our means we will:

- Only acquire extra assets after considering whole of life costs.
- Prioritise our plans based on defined service levels, and the effectiveness of our current assets to provide that level of service.
- Not replace assets which are determined to be underutilised at the end of their useful lives.
- Only accept donated and contributed assets that meet our standards, provide defined community service levels, and have sustainable whole of life costs.

We will train our councillors and staff so they have the knowledge they need to do their jobs well.

Responsibilities

Councillors are responsible for adopting the policy, allocation of resources, providing high level oversight of the delivery of the organisation's Asset Management Strategy and plan and maintaining accountability mechanisms to ensure that organisational resources are appropriately utilised to address the organisation's strategic plans and priorities.

The General Manager has overall responsibility for developing an Asset Management System.

Policy implementation procedures, guidelines and documents

Reference No.	Title
3.4.1	Local Government Act 1993
3.4.2	Local Government (General) Regulation 2021
3.4.3	Integrated Planning & Reporting Guidelines for Local Government in NSW September 2021
3.4.4	Integrated Planning & Reporting Handbook for Local Councils in NSW September 2021
3.4.5	Local Government Code of Accounting Practice and Financial Reporting (as amended)

Related Kempsey Shire Council policies

Policy No.	Title
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