

Name of policy:	Asset Management Policy		
Policy code:			
Adoption by Council:	27 June 2018	Minute number:	164/18
Last review date:			
Review timeframe:	2 Years		
Next scheduled review date:	July 2020		
Related legislation:	Local Government Act 1993, Local Government Amendment (Planning and Reporting) Act 2009		
Association policies/documents:	Asset Management Plans, Asset Management Strategy, Community Strategic Plan		
Responsible division:	Engineering and Infrastructure Services		

Policy objective

This asset management policy has been developed to ensure that the assets utilised by Council provide quality services to the MidCoast Council community and are managed, maintained and renewed in a manner that is sustainable and meets Community expectations.

Policy statement

The purpose of this Asset Management Policy is to set out principles which guide how asset management will be implemented to achieve the asset management objectives set by MidCoast Council.

The aim of the policy is to ensure that the Council has information, knowledge and understanding about the long-term consequences of being the custodian of public infrastructure.

The policy will also demonstrate Council's commitment to the responsible management of MidCoast's assets and set guidelines for implementing consistent asset management processes throughout MidCoast Council.

Coverage of the policy

This policy applies to all infrastructure assets owned or controlled by MidCoast Council related to the service provision to the community including (excluding Water Services Assets):

- Transport Assets (roads, bridges, footpaths, kerb & gutter, etc.),
- Drainage Assets
- Parks and Recreation Assets
- Buildings Assets
- Other physical assets owned by Council and used in the delivery of Council service.

Strategic Plan link

Value: A connected community

It is safe and easy to get around our region - Plan for, provide and maintain a safe road network that meets current and future needs

We protect the health and safety of our communities - Continue to develop a sustainable network of water, sewer and storm water systems to meet community needs and health and safety standards

Value: Strong leadership and shared vision

We work in partnership with our community and government to ensure council is a trusted and flexible organisation that delivers on their needs - Develop and deliver services and programs that provide value for money

Policy content

The implementation of this policy will rely upon the efforts of three key groups. The responsibilities of these groups are:

Elected Council:

- Provide leadership and governance
- Consider the impact on Council's asset base during planning, financial and service level decisions
- Adopt the Asset Management Policy and Strategy

MANEX:

- Ensure that sound business principles are reflected in the Asset Management Strategy and Plans that are developed and implemented
- Ensure community is involved and engaged on all key Council matters affecting service delivery
- Ensure service levels are communicated and agreed for all main asset groups
- Support the implementation of the Asset Management Strategy and associated Asset Management Improvement Plan
- Approve the Asset Management Plans
- Ensure the integration and compliance with the Asset Management Policy and Strategy with other policies and business processes of the organisation
- Facilitate 'best appropriate practice in asset management'

Asset Management Teams:

- Review Asset Management Policy and Strategy
- Take responsibility for the implementation of the Asset Management Improvement Plan
- Identify and develop appropriate policies and procedures to ensure effective Asset Management across the organisation
- Develop and maintain Asset Management Plans
- Facilitate community consultation to establish agreed service levels
- Develop and maintain asset maintenance and renewal plans
- Provide professional advice and comment to other departments of Council in relation to asset management
- Develop and maintain an Asset Management Information System to facilitate efficient and effective asset management

To meet the objectives of the Community Strategic Plan, Council will:

- prepare an integrated Asset Management Strategy and Asset Management Plan(s) which support the Community Strategic Plan, Delivery Program and Resourcing Strategy
- ensure that the Asset Management Strategy and Plan(s) cover a minimum timeframe of ten years
- ensure that the Asset Management Strategy includes an overarching Council endorsed Asset Management Policy
- engage with community to establish agreed levels of service for delivery of infrastructure assets
- ensure that the Asset Management Strategy identifies assets that are critical to the Council's operations and outline risk management strategies for these assets as per an Enterprise Risk Management Framework
- ensure that the Asset Management Strategy includes specific actions required to improve the Council's asset management capability and projected resource requirements and timeframes

Principles

As such, the principles of asset management have been built around 'strong customer focus' where communities have a say in the future decision making. These principles are:

- Have good understanding of our infrastructure assets, their criticality and consequences associated with poor management of assets
- Identify key issues with asset management practices and continuously work towards improvement
- Consult and engage with community on key issues affecting the delivery of services and infrastructure assets
- Provide value for money solutions for community through effective planning around budget and operations
- Clearly define infrastructure asset service levels and communicate outcomes with community
- Take life cycle approach in managing infrastructure assets
- Manage risks associated with infrastructure assets
- Strive for sustainable environmental performance

Objectives

The policy objectives are:

- Provide infrastructure and services that
 - meet the needs of the community including vulnerable members of community
 - supports quality of life and amenity
 - adapts to emerging needs in sustainable transport
 - contributes to sustainable lifestyle
- Implement transparency and trust in management of infrastructure assets by
 - engaging with community to establish satisfactory and agreed level of services
 - consulting with community on all 'new' initiatives or projects
 - increasing community involvement in initiatives which contribute to sustainable lifecycle
 - providing access to community to prioritised schedule of infrastructure works
- Implement a life-cycle approach to the management of infrastructure assets where
 - asset planning decisions are based on an evaluation of alternatives that consider the "whole of life" of an asset through acquisition, operation, maintenance, renewal and disposal

- the asset management cycle considers the current and future environmental, economic, cultural and social outcomes
- Continuously address key issues related asset to assets by
 - creating an asset management improvement plan
 - developing and continuously updating asset management plans
- Provide a sustainable funding model that aligns with long term plans and community needs:
 - Funded model for all asset related services extending at least 10 years into the future that addresses the need for funds, considers renewal peaks and troughs and identifies how the funds will be sourced
- Provide reliable asset and infrastructure data through supported digital platforms:
 - Implementation of sound data governance and data quality management
 - Access to systems and information wherever possible
- Ensure compliance with legislative requirements by
 - having clear policies, processes and information to ensure that organisational objectives and legislative requirements are met
- Allocate asset management responsibilities where
 - the roles and responsibilities of Council, MANEX and Managers are clearly identified

References and related documents

Local Government Act 1993, Local Government Amendment (Planning and Reporting) Act 2009, Asset Management Strategy, Asset Management Plans, Community Strategic Plan

Responsible officer (position)

Director Engineering and Infrastructure Services