

 Adelaide Plains Council	Asset Management Policy	
	Version Adoption by Council: 24 July 2023 Resolution Number: 2023/188 Current Version: V2	
	Administered by: Director – Infrastructure and Environment	Last Review Date: 2023 Next Review Date: 2025
DOCUMENT NO: D23/18401	Strategic Outcome Strategic Objective: Proactive Leadership Strategic and sustainable financial management	

1. Objective

This Policy has been developed to establish a framework of broad principles relating to the management of Council's assets to strategically manage assets to meet the long term needs of the Community.

Asset management practices impact directly on the core business of Council and responsible asset management is required to achieve Council's strategic direction. A strategic approach to asset management will ensure that Council delivers the highest appropriate level of service and will assist in ensuring a consistent, fair and transparent approach regarding Council's asset management.

2. Scope

This policy applies to all Council activities; it provides the overall framework to guide the sustainable management of Council's asset portfolio as a platform for service delivery and guidelines for implementing consistent asset management processes throughout the Council.

3. Definitions

Asset - property, plant and equipment including infrastructure and other assets (such as furniture and fittings) with benefits expected to last more than twelve (12) months;

Asset Management - the combination of management, financial, economic, and engineering and other practices applied to physical assets with the objective of providing the required service level in the most cost effective manner;

Levels of Service - service levels are a combination of functional criteria related to quality, quantity, reliability, responsiveness, environmental acceptability and cost, derived in

consultation with clients, and used to measure an asset's performance;

Lifecycle Cost - the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, and rehabilitation and disposal costs;

New Asset - the construction/purchase of an asset that is not currently part of Council's asset base;

Renewal - works required to upgrade, refurbish or replace existing assets with assets of equivalent capacity or performance capability.

4. Policy Statement

This Policy aims to ensure that adequate provision is made for the long-term replacement or renewal of assets by:

- ensuring that Council's services and infrastructure are provided in a sustainable and serviceable manner, with the appropriate levels of service to the community and environment;
- safeguarding Council's physical assets, including human resources, through the implementation of effective asset management strategies and the allocation of financial resources;
- creating an environment of awareness where Council employees take an integral part in the overall management of Council's assets;
- meeting legislative requirements for asset management;
- ensuring adequate resources are maintained and responsibility assigned for asset management; and
- demonstrating open, transparent and responsible asset management practices that align with best practice and Council's strategic direction.

5 Specific Provisions / Responsibilities

5.1 Background

Council is committed to implementing a systematic asset management framework, applying best practice principles across all areas of Council, ensuring that assets are planned, created, operated, maintained and renewed in accordance with Council's priorities for service delivery and legislative requirements.

Council's assets include:

- Buildings and Land;
- Community Waste Water Management Schemes (CWMS);
- Storm water and associated infrastructure;
- Transport and associated Infrastructure; and
- Open Space Assets

A strategic approach to asset management will ensure Council delivers the highest appropriate level of service through its assets providing a positive impact on:

- the community, elected members and staff;
- Council's financial management;
- the ability of Council to deliver the expected level of service and infrastructure;
- the political environment in which Council operates; and
- Council legislative requirements.

5.2 Principles

5.2.1 A consistent Asset Management Strategy, inclusive of relevant legislative requirements, together with political, social and economic considerations must be taken in to account in the development of Council's asset management practices.

5.2.2 Asset management principles will be integrated within existing financial, planning and operational practices, this will include an inspection schedule ensuring agreed service levels are maintained and to identify asset renewal priorities.

5.2.3 Asset renewals, required to meet agreed service levels, and identified in the Asset Management Plans and Long Term Financial Plans will be fully funded in the annual budget estimates. Service levels defined in Asset Management Plans will be fully funded in the annual budget estimates. Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.

5.2.4 Systematic and cyclic reviews will be applied to all asset classes ensuring that assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

5.2.5 Future life cycle costs will be assessed and reported with all decisions relating to new services and assets, and the upgrading of existing services and assets. Future service levels will be determined in consultation with the community and in accordance with Council's Public Consultation Policy.

5.5 Responsibility

The following key roles and responsibilities are identified in the management of this Policy:

5.5.1 Council

- to act as custodians of community assets; and
- to ensure sufficient resources are applied to manage the assets to legislative requirements.

5.5.2 Chief Executive Officer

- to monitor and review the performance of employees in achieving the requirements

of Council's Asset Management Strategy and associated plans; and

- to ensure sufficient resources are applied to manage the assets to legislative requirements.

5.5.3 Executive Management Team

- responsible for the development, management and review of an Asset Management Strategy, associated plans, practices and reporting on the status and effectiveness of Council's asset management;
- to monitor and review the performance of employees in achieving the asset management strategy, plans and practices;
- to ensure sufficient resources are applied to manage the assets to legislative requirements; and
- accountable for the management of assets within their areas of responsibility.

6. Related Documents

Fixed Assets Accounting Policy

Infrastructure and Asset Management Plans

Long Term Financial Plan

Residents Contributions to Road Sealing Policy

Strategic Plan 2021-2024

Public Consultation Policy

Disposal of Land & Assets Policy

Procurement Policy

Light Fleet, Plant and Heavy Vehicles Replacement Policy

7. Records Management

All documents relating to this Policy will be registered in Council's Record Management System and remain confidential where identified.

8. Document Review

This Policy will be reviewed periodically to ensure legislative compliance and that it continues to meet the requirements of Council its activities and programs.

9. References

Local Government Act 1999

10. Further Information

Members of the public may inspect this Policy free of charge on Council's website at www.apc.sa.gov.au or at Council's Principal Office at:

2a Wasleys Rd, Mallala SA 5502

On payment of a fee, a copy of this policy may be obtained.

Any queries in relation to this Policy must be in writing and directed to the Director - Infrastructure and Environment.