

1.13 Asset Management

POLICY TITLE: ASSET MANAGEMENT

FILE REF: SC67

REVIEW DATE: MAY 2025

OBJECTIVES

1. To set guidelines for implementing consistent asset management processes throughout Lockhart Shire Council that is based on service delivery needs and integrated into Council's corporate and financial planning and reporting processes.
2. To ensure that assets used to support the services delivered by Lockhart Shire Council are sustainable and continue to function at a level of service determined by Council and accepted by the broader community.
3. To ensure adequate provision is made for the long-term replacement of major assets by:
 - a) Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
 - b) Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
 - c) Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining an asset management awareness throughout the Council.
 - d) Meeting legislative requirements for asset management.
 - e) Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
 - f) Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

SCOPE

1. This Policy provides guidance in relation to asset management to the Council, councillors, management and staff as well as section 355 committees which are involved in the operation, maintenance, renewal, upgrade or disposal of a council asset.
2. This Policy applies to the following classes of assets:
 - a) Community facilities
 - i. Caravan Parks
 - ii. Council Offices
 - iii. Medical/Dental
 - iv. Museums/Galleries
 - v. NSW RFS and SES facilities
 - vi. Public Amenities
 - vii. Public Swimming Pools
 - viii. Public Halls
 - ix. Public Parks
 - x. Recreation Grounds
 - xi. Aged, Rental, Staff and Youth Accommodation
 - xii. Showgrounds
 - xiii. Works Depots

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- b) Transport assets
 - i. Bridges
 - ii. Culverts & Causeways
 - iii. Footpaths
 - iv. Kerb & Gutter
 - v. Road pavements and surfaces
 - vi. Street Furniture and Streetscapes
 - vii. Bulk Earthworks
 - viii. Stormwater & flood mitigation
- c) Plant
 - i. Minor Plant - equipment.
 - ii. Major Plant & Trucks – graders, loaders, rollers, tippers, crew cab trucks.
 - iii. Vehicles - cars, twin cabs, utilities.
- d) Sewer Assets
 - i. Lockhart Sewerage Scheme - gravity mains rising mains, pump stations and trickling filter sewerage treatment works, low pressure systems and pump units.
 - ii. The Rock Sewerage Scheme - gravity mains, rising mains, pump stations and aeration ponds filter sewerage treatment works, low pressure systems and pump units.
 - iii. Yerong Creek Sewerage Scheme - low pressure system including rising mains, sewerage pumps on individual properties and sewerage treatment works.

POLICY STATEMENT

1. Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.
2. Council will adopt a strategic approach to asset management which will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on:-
 - a) Members of the public and staff;
 - b) Council's financial position;
 - c) The ability of Council to deliver the expected level of service and infrastructure;
 - d) The political environment in which Council operates; and
 - e) The legal liabilities of Council.

PRINCIPLES

1. A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.
2. As custodian of a wide range of assets Council will adopt the following principles:
 - a) Sustainability – preserving Council's assets (maintaining their overall condition) for future generations.
 - b) Planning - development and maintenance of asset management plans for each class of asset to which this Policy applies.
 - c) Integration – incorporating asset management plans and asset management principles into long term financial and corporate planning including the Community Strategic Plan and Delivery Plan.
 - d) Liability management – ensuring that existing assets are safe for use by the current generation with particular reference to the Civil Liability Act 2002.
 - e) Monitoring - an inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.

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- f) Prioritisation - asset renewals required to meet agreed service levels and identified in infrastructure and asset management plans and long term financial 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.
- g) Review - systematic and cyclic reviews will be applied to all asset classes to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.
- h) Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
- i) Consultation - future service levels will be determined in consultation with the community.
- j) Training – ensure that staff with asset management responsibilities are trained in asset management principles, practices and processes.

RESPONSIBILITY

1. Council is responsible for adopting the Asset Management Policy and Asset Management Plans, determining levels of service in consultation with the community, and allocating resources for the management of Council's assets.
2. The General Manager is responsible for overseeing and implementing the Asset Management Policy and Asset Management Plans with the agreed resources and reporting on the status and effectiveness of asset management within Council.

LEGISLATION

Legislation applicable to this policy includes:

- Local Government Act 1993.
- Local Government (General) Regulation 2005.
- Civil Liability Act 2002

RELATED DOCUMENTS

- Community Strategic Plan – 2017 to 2027
- Delivery Plan - 2017 to 2021
- Long Term Financial Plan – 2018 to 2027
- Asset Management Plan – Community Facilities
- Asset Management Plan – Transport
- Asset Management Plan – Sewerage Services
- Asset Management Plan – Plant

*Reviewed by Council 16 May 2022
Refer minute 103/22*

*Reviewed by Council 18 March 2019
Refer minute 67/19*

*Adopted by Council 19 October 2009
Refer minute 375/09*