

## 1. SCOPE

- 1.1 This policy applies to all the Waratah-Wynyard Council's departments, officers, employees and contractors.

## 2. PURPOSE

- 2.1 The purpose of this policy is to set guidelines for implementing consistent asset management processes throughout the Waratah-Wynyard Council.

## 3. POLICY STATEMENT

### 3.1 Objectives

To ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
- Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- 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 by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice and the principles of continuous improvement.

### 3.2 Background

Asset management practices impact directly on the core business of the Waratah-Wynyard Council and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist in achieving Strategic Long-Term 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.

### 3.3 Principles

The Waratah-Wynyard Council's 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 capital assets by:

1. Ensuring that the Waratah-Wynyard Council's capital assets are provided in a manner that respects financial, cultural, economic and environmental sustainability and promotes community resilience;
2. Meeting all relevant legislative and regulatory requirements;
3. Demonstrating transparent and responsible Asset Management processes that align with demonstrable best-practices and the principles of continuous improvement;
4. Implementing sound Asset Management plans and strategies and providing sufficient financial resources to accomplish them such that:
  - a. An accurate and up-to-date asset register is maintained;
  - b. Asset Management plans will be completed for all major asset / service areas;
  - c. Expenditure projections from Asset Management Plans will be incorporated into the Waratah-Wynyard Council's Financial Management Strategy;
  - d. 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;
  - e. 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;
  - f. Asset renewals required to meet agreed service levels and identified in adopted asset management plans, and when applicable long term financial plans, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented;
  - g. 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;
  - h. Future service levels with associated delivery costs will be determined in consultation with the community;
  - i. Planning for climate change adaptation and mitigation is integrated into the asset management process;
  - j. The necessary capacity and other operational capabilities are provided and Asset Management responsibilities are effectively allocated;
  - k. A corporate culture is created where all employees play a part in overall care for the Waratah-Wynyard Council's assets by providing necessary awareness, training and professional development; and
  - l. Those we serve are provided with services and levels of service for which they are willing and able to pay.

### 3.4 Responsibility

**Councillors** are responsible for adopting the policy, allocating resources, and providing high level oversight of the delivery of the Waratah-Wynyard Council's asset management strategy and plans. The council is also responsible for ensuring that organisational resources are appropriately allocated to ensure sustainable service delivery.

The **Chief Executive Officer** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within the organisation.

#### LEGISLATIVE REQUIREMENTS/TERMINOLOGY:

- *Local Government Act 1993*
- *Local Government (Content of Plans and Strategies) Order 2014*
- *Chief Executive Officer/General Manager - At the Waratah-Wynyard Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993; and carries the same meaning for the purposes of the Local Government Act 1993 and all other legislation administered by or concerning the Council.*

#### RELATED DOCUMENTS:

- Waratah-Wynyard Asset Management Plans
- Waratah-Wynyard Council Strategic Asset Management Plan
- Waratah-Wynyard Council Financial Management Strategy

#### Acknowledgement:

*The Institute of Public Works Engineering Australasia and NAMS Canada*

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