



DATE ADOPTED: 22 MAY 2018

VERSION: 3.0

POLICY OBJECTIVES

The objective of this policy is to articulate Council's commitment to the responsible management of Council assets. It sets the direction and framework for the management of Council's assets providing clear asset management objectives that will:

- Integrate asset management with Council's strategic planning
- Ensure there is an integrated and multi-disciplinary approach to asset management
- Enable the preparation of Council's asset management strategy and plans
- Confirm and reinforce that sound asset management is fundamental to Council's overall service delivery and resource planning
- Ensure that Council's services and infrastructure are provided in a sustainable manner with the appropriate levels of service to residents, visitors, and the environment
- Enable the development of long-term financial strategies to ensure the acquisition, maintenance, and disposal of assets is sustainable
- Ensure that the community's priorities and vision are an integral part of the asset management planning process
- Create an environment where all Council employees have an integral role in the overall management of Council's assets by creating and sustaining Asset Management awareness throughout the Council
- Maximise value for money spent through a 'whole of life cost' approach to asset management together with integrated performance measurement and improvement of asset management practices.

POLICY SCOPE

This policy applies to all physical assets owned or controlled by Council, assets which are critical to Council's service delivery and assets which are incorporated in the Community Strategic Plan and Delivery Program.

POLICY STATEMENT

The management of Council assets is a key function of Council. Assets are vital in the provision of a range of services for the community in areas like recreation and leisure, planning and development, roads and transport, waste management, culture and education, and environmental management. The successful delivery of these services relies on providing and managing a broad range of assets.

In order to realise this, Council is committed to the following principles:

- The Asset Management Strategy and planning will align with the vision and objectives of the Community Strategic Plan Maitland +10.
- Asset planning will recognise and reflect the infrastructure needs of our growing community.

- Strategic asset management underpins the delivery of the priorities, aspirations, and desired outcomes identified in the Community Strategic Plan Maitland +10.
- Active community engagement will be sought as a part of performance measurement of service delivery and establishment of new service levels.
- That a strategic and systematic approach to asset management that embraces industry standards and best practice will be applied throughout Council.
- Asset management planning will be integrated with other Council policies, strategies, and procedures.
- Asset Management Strategy and Asset Management Plans will be prepared to support the Community Strategic Plan and Delivery Program.
- Council supplied infrastructure will be designed, constructed, and maintained to ensure that the community's needs for these services are met in an economically sustainable fashion.
- Asset management practices will adhere to the underlying key principles of whole of life costing, performance measurement, and risk management. Life cycle costs will be considered in all decisions relating to new services and assets as well as upgrading existing services and assets.
- Assets will be optimally managed in accordance with the Asset Management Strategy and Plans to ensure they continue to function as built for the duration of their life and minimise Councils exposure to risk in regard to asset failure.
- All relevant legislative requirements together with environmental, social, economic, and governance standards will to be taken into account in asset management.
- Funding for all asset purchases, maintenance, rehabilitation, and replacement shall be guided by Councils Asset Management Plans and included in the Annual Operational Plan, 4 Year Delivery Program, and Long Term Financial Plan.
- Assets will be accounted for in accordance with the requirements of the appropriate accounting standards and reporting requirements.
- Council's asset management capabilities will be improved through necessary advances in technology, systems and processes and training.
- Annual review mechanism to monitor improvements in Councils asset management capabilities.
- Assets must be assigned to an asset manager who will be responsible for managing the assets in accordance with this Policy, Council's adopted Asset Management Strategy and related Asset Management Plans.

POLICY DEFINITIONS

Asset:

Is a physical component of a facility which has value and enables services to be provided. For the purposes of this policy Council 'assets' include but are not limited to:

- Buildings
- Roads and associated infrastructure including footpaths, kerb & gutter, bridges and car parks
- Land
- Stormwater infrastructure & drainage
- Recreation facilities such as pools, playgrounds, sportsfields, and parks
- Plant and equipment
- Waste facilities and works depots.

Asset Management:

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



Asset Management Strategy:

Is a strategy for asset management covering the development and implementation of plans and programs for asset creation, operation, maintenance, rehabilitation/replacement, disposal, and performance monitoring to ensure that the desired level of service and other operational objectives are achieved at optimum cost.

Community Strategic Plan – Maitland +10:

The City of Maitland 10 Year Community Strategic Plan is Council's highest level plan that identifies the community's priorities and aspirations for the future and the planned strategies for achieving these goals.

POLICY ADMINISTRATION

BUSINESS GROUP:	Infrastructure and Works
RESPONSIBLE OFFICER:	Group Manager Infrastructure and Works
COUNCIL REFERENCE:	Ordinary Council Meeting 22 May 2018 – Item 11.1
POLICY REVIEW DATE:	Three (3) years from date of adoption
FILE NUMBER:	12/1
RELEVANT LEGISLATION	<ul style="list-style-type: none">• NSW Local Government Act 1993 Sections 402-406
RELATED POLICIES / PROCEDURES / PROTOCOLS	<ul style="list-style-type: none">• Maitland +10 Community Strategic Plan• 4 year Delivery Program• Asset Management Strategy• Asset Management Plan/s

POLICY HISTORY

VERSION	DATE APPROVED	DESCRIPTION OF CHANGES
1.0	18 March 2011	New adopted policy
2.0	11 February 2014	Revised policy updated to comply with Integrated Planning and Regulation and minor formatting changes.
3.0	22 May 2018	Reviewed for compliance. No significant changes.