

# Asset Management Policy

<b>Policy Reference Number</b>	5977577
<b>Responsible Department</b>	Infrastructure, Planning and Sustainability Services
<b>Related Policies</b>	Budget Preparation Policy; Internal Control Policy; Procurement Policy
<b>Related Plans</b>	Community Land Management Plan, Asset Management Strategy, Infrastructure Asset Management Plans, Asset Maintenance Plans
<b>Related Procedures</b>	Nil
<b>Date of Initial Adoption</b>	04 October 2005
<b>Last Reviewed by Council</b>	15 August 2023

## 1. Purpose

Campbelltown City Council is the custodian of an array of assets including roads, footpaths, drains, buildings, land, open space, plant and equipment. This Policy sets out Council's commitments and management practices in relation to its infrastructure and asset service delivery.

## 2. Introduction

Asset management practices impact directly on the core business of Council. Appropriate asset management assists Council to meet Community expectations and achieve its strategic objectives thereby having a positive impact on

- Council's capacity to deliver a sustainable level of service and infrastructure
- Community wellbeing and confidence in Council
- Council's financial sustainability
- The political environment in which Council operates; and
- The legal liabilities of Council.

## 3. Power to Make the Policy

This Policy is made as provided for by Section 6(b) and (e), Section 7(b), (f) and (j) of the Local Government Act 1999.

## 4. Strategic Plan Link

This Policy has the following link to Council's Strategic Plan 2024:

- Enhancing Our Assets ( Goal 3)

## 5. Principles

The primary intent of asset management is to meet a required level of service in the most cost effective way, through the creation, acquisition, maintenance, operation, rehabilitation and disposal of assets to provide for present and future community needs.

Council is committed to:

- Adopting asset management plans that contribute to achieving its Strategic Plan and Long Term Financial Plan objectives. Council will undertake transparent and responsible asset management processes that align with demonstrated best practice
- Taking into account the political, social, environmental and economic environments relevant to asset management along with legislative requirements and relevant risks when planning and/or undertaking asset management. Community need and sustainable use will be considered prior to creating new assets
- Preparing a strategy to facilitate integration of asset management principles into existing planning and operational processes
- Preparing and adopting new Infrastructure Asset Management Plans for asset classes in accordance with legislative requirements, and defined Council and Community needs
- Using the recommendations contained within the adopted Infrastructure Asset Management Plans to determine capital renewal and replacement expenditure in Annual Business Plans
- Applying systematic and cyclic reviews to all asset categories to ensure that assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Accounting Standards
- Improving its reporting on future life cycle costs and considering the results in all decisions relating to new services and assets and upgrading of existing services and assets.

## 6. Definitions

**Infrastructure Asset Management Plans** means the following plans collectively:

- Infrastructure Asset Management Plan – Bridge Assets
- Infrastructure Asset Management Plan – Building Assets
- Infrastructure Asset Management Plan – Footpath Assets
- Infrastructure Asset Management Plan – Stormwater Assets
- Infrastructure Asset Management Plan – Transport Assets
- Infrastructure Asset Management Plan – Bus Stop Assets
- Infrastructure Asset Management Plan – Open Space Assets

## 7. Policy

- 7.1 Council will implement a systematic asset management methodology, in order to apply appropriate asset management best practices across all areas of the organisation. Employees will ensure that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery. Acquisition and disposal of assets will be in accordance with Council's Procurement Policy.
- 7.2 Council will only acquire or create assets after due consideration has been given to the service needs of the community and the operating needs of the Council. Ongoing service levels will be determined in consultation with the community.
- 7.3 Council will develop and implement an inspection regime to ensure assets are proactively maintained and to identify efficient asset renewal priorities.
- 7.4 Council will prepare Management Plans for all major asset categories. Each Infrastructure Asset Management Plan will follow the template and guidelines as recommended by the Local Government Association/Institute of Public Works Engineer (NAMS) in line with legislative requirements and be informed by community engagement,
- 7.5 Council will monitor and review its Infrastructure Asset Management Plans in accordance with legislation requirements and in pursuit of best practice as its information base improves.
- 7.6 Council will ensure that the Infrastructure Asset Management Plans regularly inform its Long Term Financial Plan.
- 7.7 Implementation of the Infrastructure Asset Management Plans will ultimately rest with Council through the budgeting process but the philosophies contained within the Plans will guide service delivery throughout the organisation.
- 7.8 The acquisition, renewal or retention of assets will be considerate of whether an asset solution is, or remains, the most effective method of meeting the service needs of the community and operating needs (including climate change implications) of Council.
  - 7.8.1 Council will use a risk management approach when considering the need for installing new fencing / barriers (excluding the use of perma-pine) within its parks or reserves, and if an installation is required, it will be considered at the time of formulating the draft Annual Business Plan and Budget.
  - 7.8.2 The Disability Access & Inclusion Advisory Committee will be consulted regarding accessibility issues around fencing of parks and playgrounds, and explore what options may be available to provide access where fencing is deemed to be required.
- 7.9 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.
- 7.10 Assets will be provided in a sustainable manner; the service levels will be appropriate for residents, visitors and the environment.

## **8. Election Signs on Council land**

- 8.1 Staff will guide candidates to comply with the 'LGA Guidelines and General Approval for the Placement or Affixation of Election Signs for State and Federal Elections' in regard to placement of election signs within the Council area.
- 8.2 Requests to place election signs on Council land other than roads will not be approved to avoid perception that Council is facilitating advantage to a candidate or group or candidates, or endorsing a candidate or group of candidates during an election.

## **9. Review & Evaluation**

Within six months of each new Council term Council will review this policy. Following this initial review this policy will be reviewed annually by Employees with minor administrative adjustments being approved by the Chief Executive Officer.

## **10. Availability of the Policy**

Copies of this Policy will be available at Council's principal office during ordinary business hours and at Council's website [www.campbelltown.sa.gov.au](http://www.campbelltown.sa.gov.au).