

## ASSET MANAGEMENT POLICY

<b>Policy Type</b>	Council
<b>Responsible Department</b>	City Development
<b>Responsible Officer</b>	Manager Assets and Infrastructure
<b>Related Policies and Procedures</b>	<ul style="list-style-type: none"> <li>Asset Management Plans and supporting documentation</li> </ul>
<b>Community Plan Link</b>	<ol style="list-style-type: none"> <li>Community Living               <ol style="list-style-type: none"> <li>Our Community meets the needs of all generations.</li> <li>Our City is connected and accessible.</li> </ol> </li> <li>Civic Leadership               <ol style="list-style-type: none"> <li>We have strong leadership and governance.</li> <li>Our business systems are effective and transparent.</li> </ol> </li> </ol>
<b>Date Originally Adopted</b>	22 October 2012
<b>Last Review Date</b>	24 June 2024
<b>Next Review Date</b>	April 2028
<b>ECM Document No.</b>	8997029

### 1. PREAMBLE

- As custodian of community assets, the City of Unley will apply a transparent, consistent, strategic and sustainable approach to asset management, to ensure all existing and newly created assets are maintained to remain fit for purpose at an agreed service level, in order to maximise asset life at minimal cost both financially and environmentally.

### 2. SCOPE

- This Policy relates to all infrastructure assets owned and managed by Council such as roads, footpaths, signs, lighting, kerbs, traffic management devices, drainage, bridges, buildings, structures, street and park furniture, open space and reserves and playgrounds. It will also provide high-level guidance to Council and its officers in order to develop and implement Asset Management Systems and processes to inform the development of individual asset management plans and an overarching strategy.

### 3. PURPOSE/OBJECTIVES

3.1. A strategic approach to asset management will ensure that the Council delivers the level of service expected by the community through its assets in a sustainable and cost effective manner. This will provide a positive impact on:

- Members of the public and staff;
- Council's financial sustainability;
- The ecological footprint left for future generations;
- Intergenerational equity;
- The ability for Council to deliver and maintain the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

### 4. POLICY PRINCIPLES

Council's Asset Management Policy is based on the following principles:

- 4.1 A lifecycle approach – Council applies a whole of life methodology for managing infrastructure assets including planning, acquisition, operation, maintenance, renewal and disposal
- 4.2 Sustainable environmental performance – Council considers the long term cumulative impacts of its assets and how they are managed
- 4.3 Best value – balancing financial, environmental and social outcomes
- 4.4 Evidence based decision making – core systems will include up to date infrastructure asset data and information to inform decisions
- 4.5 Alignment with long term financial planning
- 4.6 Addressing community needs – including how that may change over time
- 4.7 Effective management of risk

### 5. DEFINITIONS

<u>Term</u>	<u>Definition</u>
<b>Ecological Footprint</b>	is a measurement of how much we use and consume, in relation to our environment's capacity to provide and support our needs.
<b>Intergenerational Equity</b>	involves the costs associated with expenditure being spread over time in accordance with the distribution of the benefits that are being generated.
<b>Sustainability Index</b>	is an indication of whether a Council is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out. It is calculated by measuring capital expenditure on renewal or replacement of assets relative to the recorded rate of depreciation of assets for the same period.

## 6. ROLES AND RESPONSIBILITIES

This policy will be administered on behalf of Council by the Manager Assets and Infrastructure and:

- General Manager City Development
- Chief Financial Officer

<u>Role</u>	<u>Responsibilities</u>
Elected Members	Adopt the policy objectives and asset management principles and ensure sufficient resources are applied to manage Council assets.
Chief Executive Officer (CEO) & Executive Management Team	Overall responsibility for developing and implementing infrastructure asset management systems, policies and procedures and financial models.
Chief Financial Officer	Preparing the Long-Term Financial Plan to support the delivery of the asset management plans.
Manager Assets and Infrastructure	Manage, develop, update and implement the asset management plans including specifying asset renewal requirements, levels of service, maintenance standards and lifecycle costs for new and upgraded assets.
Employees	Collect and manage all required asset data and information to inform the development asset management plans. Review and update Estimated Useful Life, Unit rates for major asset classes for valuation purposes. Implement and review asset management plan improvement programs to ensure continuous improvement.

## 7. STATEMENT

- 6.1 A strategic and systematic approach to asset management that embraces industry standards and best-practice to ensure sustainability will be employed at the City of Unley.
- 6.2 Assets that are to be maintained or renewed must be fit for purpose, fulfil a recognised need and consider future demand as identified by Council.
- 6.3 Cyclic inspection programs and asset condition data & ratings will be obtained and used to ensure agreed service levels, intervention methods and renewal priorities can be determined across all asset categories.
- 6.4 Maintenance and renewal activities and expenditure required to meet agreed service levels identified in the asset management plans will be forecast in Council's Long Term Financial Plan and be fully funded in the annual budget development process.
- 6.5 Council will determine a defined level of service and measure performance against that level.
- 6.6 Levels of Service will be defined based on an ongoing process of community engagement ensuring community expectations are understood and documented.
- 6.7 Maintenance and renewal actions must minimise Council's exposure to risk in regard to asset failures.

- 6.8 Asset management plans will be cognisant of the changing environment and ensure that the decisions we make with respect to repairs, renewal and new construction minimise our ecological footprint.
- 6.9 Future life cycle costs and future demand will be considered in all decisions relating to new services and assets, and upgrading of existing services and assets.
- 6.10 Asset ‘Renewal’ requirements will be separately identified from ‘New’ asset requirements.
- 6.11 Council recognises the need to maintain its asset base and will target a long-term asset sustainability index of approximately 90%.
- 6.12 Council will consider circular economy initiatives to encourage the re-use of material in the construction of assets to minimise waste.
- 6.13 Council will design and construct infrastructure that manages risks associated climate change.
- 6.14 All legislative requirements will be met with regard to asset management.

## 8. DELEGATIONS

- 8.1. Full information about the sub-delegated powers and duties is contained in the Council Delegations Register.

## 9. LEGISLATION

- *Local Government Act (1999), Section 122*
- *Information Paper 9 Local Government Financial Indicators, November 2006*

## 10. AVAILABILITY OF POLICY/PROCEDURE

- 10.1. The Policy is available for public inspection during normal office hours at:

The Civic Centre,  
181 Unley Road, Unley SA 5061.

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council’s website [www.unley.sa.gov.au](http://www.unley.sa.gov.au).

## 11. DOCUMENT HISTORY

Date	Version No.	Comment
22 October 2012	Version 1	C564/12
9 December 2019	Version 2	C0148/19
24 June 2024	Version 3	C1312/24