



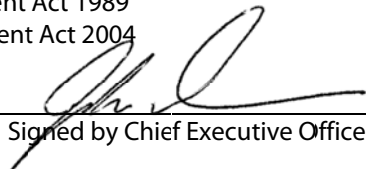
# ASSET MANAGEMENT POLICY

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RELATED STRATEGIC DOCUMENTS,  
POLICIES OR PROCEDURES:  
RELATED LEGISLATION:

Local Government Act 1989  
Road Management Act 2004

EVIDENCE OF APPROVAL:



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Signed by Chief Executive Officer

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**Policy documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the Policy and Procedure Register on the Loddon Shire Intranet to ensure that the version you are using is up to date.**

**This document is available in alternative formats (e.g. larger font) if requested.**

## 1 PURPOSE

The purpose of this policy is to outline a framework for the sustainable management of Council's infrastructure to meet the needs of current and future generations.

## 2 SCOPE

This policy applies to all council employees responsible for the management of infrastructure assets.

The infrastructure assets considered in this policy include roads, footpaths, kerb and channel, bridges, buildings, drainage, playgrounds, parks and sporting reserve buildings.

## 3 POLICY

Council will ensure that appropriate infrastructure is developed and maintained to facilitate the delivery of programs, services and activities to the community.

Council will:

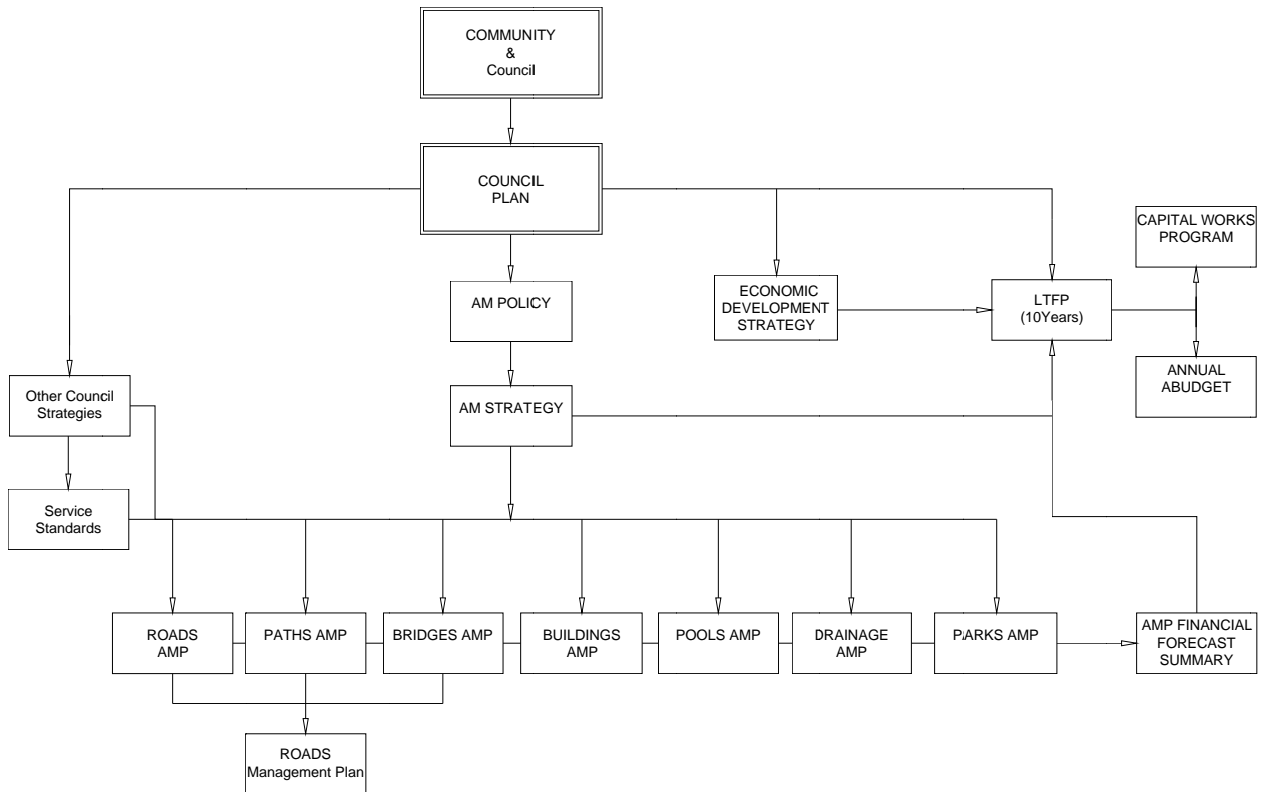
- deliver financial sustainability by making decisions that lead to a cost effective asset base, by focussing on asset renewal before new assets, rationalising under-utilised assets and limiting asset expansion unless justified
- provide a level of service to the community that responds to community needs
- ensure the services currently provided are available for future generations
- provide infrastructure in a condition that supports the services provided
- identify funding to support and maintain our infrastructure
- manage locally while planning regionally.

To achieve this, Council will:

- set strategic priorities for asset management development including timelines, responsibilities and resources required for implementation, which will be detailed in Council's Asset Management Strategy
- complete asset management plans for all infrastructure categories, informed by community input and local government financial reporting guidelines
- use asset management plans as a core input to development of Council's long term financial plan
- contribute to regional asset management.

### 3.1 Asset management framework

Asset management within the Loddon Shire works with various plans and documents as represented in the following diagram.



Council’s Asset Management Strategy provides a road map for the delivery of the objectives under this policy.

Asset management plans articulate how the assets will be managed long term, and will be developed for individual asset groups, using principles of lifecycle analysis.

Maintenance programs, capital works programs, operational plans etc. will be implemented in accordance with asset management plans, Council’s long term financial plan and the annual budget.

An Asset Management Working Group (AMWG) will monitor and facilitate the development and implementation of the Asset Management Strategy by providing support, advice and assistance to ensure the necessary resources are available for implementation of prioritised improvement opportunities.

Accounts and related business processes will be structured to recognise lifecycle costs.

Asset management is supported by the following tools:

- Asset Management Roles and Responsibility Matrix
- operational plans that assist in the ongoing operation and maintenance of Council’s infrastructure
- a computerised asset management system that will store the core asset data
- a Geographical Information System that visually represents attributes of Council’s infrastructure
- a customer request management system that records and tracks service requests in relation to assets and provides an opportunity to measure performance.

### 3.2 Capacity building

Council will build internal capacity to undertake asset management and financial functions, and provide training that addresses gaps in capability. Capacity building will include training for Councillors and Council personnel.

## 4 DEFINITIONS OF TERMS OR ABBREVIATIONS USED

Term	Definition
Infrastructure Asset	a physical component of a facility which has value, enables services to be provided and has an economic life of greater than 12 months. Dynamic assets have some moving parts, while passive assets have none.  - International Infrastructure Management Manual

## 5 HUMAN RIGHTS STATEMENT

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007). Loddon Shire Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee Health and Safety Representatives in any workplace change that may affect the health and safety of any of its employees.

## 6 REVIEW

The Director Operations will review this policy for any necessary amendments no later than 4 years after adoption of this current version.