

ASSET MANAGEMENT POLICY

June 2024

PREPARED BY:

ASSETS STRATEGY AND DELIVERY UNIT



4-20 Eton Street,
Sutherland NSW 2232
T 02 9710 0333
sutherlandshire.nsw.gov.au

SUTHERLANDSHIRE

1. PURPOSE

Council owns and is the custodian of a large portfolio of assets including roads, footpaths, stormwater drains, buildings, land, open space and plant and equipment. The purpose of this Policy is to articulate Council's commitment to the establishment of a clear direction and framework for asset management in line with the adopted strategic direction and to respond to the needs of our community.

2. APPLICATION

This Policy applies to all assets owned, controlled or managed by Council. It shall be applied by Councillors, staff, contractors and lessees (tenants) who conduct activities associated with the creation, acquisition, maintenance, operation, rehabilitation and disposal of Council's assets.

3. PRINCIPLES

The principles articulated here guide Council to meet desired outcomes for Council's assets consistent with the Community Strategic Plan, Integrated Planning and Reporting legislation and other strategic documents.

3.1 Application of Principles

No one principle should be applied to the detriment of another. Principles must be collectively considered and applied to the extent that is reasonable and practicable in the circumstances.

3.2 Value: Cost effective assets that meet service needs of current and future generations

- We will prioritise maintenance and renewal expenditure to keep assets in an acceptable condition and minimise any increase in the renewal backlog.
- We will acquire new assets only where there is demonstrable need in the community for the service; the need cannot be met by using, improving or repurposing existing assets; and the lifecycle costs of the asset can be afforded by Council.
- We will consider consolidating or disposing of assets where the costs and risks of keeping the asset exceed the benefits to Council and the community.

3.3 Alignment: Community and organisational priorities are considered in all decisions

- We will develop asset management plans informed by relevant Council plans and strategies, including demand forecasts, community surveys and technology changes.
- We will align Asset Management Plans and the Long-Term Financial Plan and any funding gaps will be addressed by balancing risk, lifecycle cost and service levels.

3.4 Leadership: Collective leadership and culture determine the realisation of value

- We will develop the capability and capacity of our business units and teams to deliver our asset management objectives and responsibilities.
- We will communicate and consult with stakeholders when making decisions about assets.



3.5 Assurance: Confidence in our decision making and our capacity to provide for community needs

- An asset management framework aligned with the requirements of ISO 55001 will be prepared, implemented, monitored and continually improved.
- We will regularly determine acceptable and affordable service levels in consultation with the community.
- We will apply the principles in Council's risk management framework to ensure community and environmental safety, and asset performance and availability.

4. RESPONSIBILITIES

4.1 Responsible Officer

The Director Shire Infrastructure and Operations is the Responsible Officer for this Policy and is responsible for its currency and communication.

4.2 Mayor and Councillors

Endorse the Policy and ensure that the Asset Management Strategy and Asset Management Plans align with the Policy.

4.3 Chief Executive Officer

Council has delegated the Chief Executive Officer the authority to exercise the responsibilities detailed in this Policy.

4.4 Directors

Directors are responsible for ensuring their Directorate adheres to the requirements of this Policy and providing guidance in respect of the strategic objectives of the Policy within their Directorate and the organisation.

4.5 Employees

Employees must adhere to the requirements of this Policy and operate within its authorities.

5. POLICY COMPLIANCE

Adherence to this Policy will be monitored by the internal steering group Asset Management and Delivery Committee.

Council will review this Policy once per Council term or at the request of Council or in response to legislative and statutory requirements.



6. RECORD KEEPING, CONFIDENTIALITY AND PRIVACY

Council adheres to and complies with the *NSW State Records Act 1998* and *Privacy and Personal Information Protection Act 1998* through its Access to Information Policy and Privacy Management Plan.

7. BREACHES OF POLICY

Breaches of this Policy will be dealt with in accordance with normal disciplinary procedures and will be advised to the Chief Executive Officer and / or Director Shire Infrastructure and Operations, via the Strategic Asset Manager, where appropriate.

8. RELATED DOCUMENTS

- Resourcing Strategy
- Asset Management Plans
- Procurement Policy
- Community Leasing Policy

9. RELEVANT LEGISLATION AND REGULATIONS

- *Local Government Act 1993 (NSW)*
- *State Records Act 1998 (NSW)*
- *Privacy and Personal Information Protection Act 1998 (NSW)*
- *Government Information (Public Access) Act 2009 (NSW)*

10. DEFINITION OF TERMS

Term	Meaning
Asset	1. An item, thing or entity that has potential or actual value to an organization (ISO 55000) 2. An item of Infrastructure, Property, Plant and Equipment (AASB 116)
Asset Management System	Management system for asset management whose function is to establish the asset management policy and asset management objectives
ISO 55000 ISO 55001	ISO 55000 is an international standard covering management of assets and ISO 55001 defines (Asset) Management Systems Requirements

End of Document

UNCONTROLLED COPY WHEN PRINTED - For up-to-date copy please refer to Sutherland Shire Council Intranet / Website			
Document Name: Asset Management Policy		Policy Accountability: Strategic Asset Manager	
Version: # 9.0	Approved by: Council	Minute No: 118	Date approved: 17 June 2024
Original: October 2009	Last Revision: September 2020	Next Revision: December 2027	