

OFFICIAL

Strathbogie Shire Council

Asset Management Policy

December 2023



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Asset Management Policy

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Next Scheduled Review Date:	November 2025
Responsible Officer:	Director Sustainable Infrastructure

PART 1 POLICY

1. PURPOSE

This policy affirms the Strathbogie Shire Council's commitment to applying world class asset management practises to support the achievement of our Council Plan's future vision:

Engage. Create. Unite: In the future we foster and support creative responses in the community,

Live. Access. Connect: In the future our people and places are connected,

Protect. Enhance. Adapt: In the future we consider Climate Change in everything we do,

Inclusive. Productive. Balanced: In the future we involve the community in decisions that affect them,

Strong. Healthy. Safe: In the future our communities are filled with happy, healthy people.

...whilst ensuring we, as the elected Council, remain transparent, accountable, and responsible, behaving without bias or prejudice.

2. POLICY STATEMENT

We will achieve world class asset management practices by focusing on the whole Asset Lifecycle, from inception, long term planning, renewal, operation, maintenance, life extension works thru to disposal, analysing cost, service levels and available resources.

In this way we will ensure our decision-making outcomes are built on a sound analytical base of asset knowledge.

Community Focus

In line with our vision, we will manage our assets with consideration of the Community, respecting feedback and establishing and delivering to service level expectations.

Setting a Standard

To ensure the highest standard of our asset management process, we will align ourselves to AS ISO 55001:2014 Asset Management – Management System.

In addition, we will satisfy the requirements included in the Asset Management Accountability Framework (AMAF) as issued by the Department of Treasury and Finance (Victoria Government).

Empowering People

We will develop asset management awareness with all our staff ensuring everyone has the appropriate level of asset management competence, understanding and resources to meet their responsibilities.

Sustainability and Climate Change

As leaders in Climate Change action the Council is committed through the Climate Change Action Plan 2022-2027 to the application of principles including promoting environmental, social and economic sustainability, mitigating and planning for climate change risks / events, achieving the best outcomes for our community, including future generations.

Management Oversight

The Asset Management Steering Group, represented by all Council Management, will provide oversight of the asset management process, systems, and information quality.

Asset Management Maturity Audits will provide this group ongoing assessments of the completeness, efficiency, and effectiveness of our success.

Risk Management

The Asset Management system will apply risk management methodologies, in line with the Council approach, to ensure the safety and continuity of the asset management processes, behaviours, Information and the assets themselves, applying mitigation and or intervention as required.

Continuous Improvement

Council welcomes feedback from all staff and the community on the performance of our assets, processes or information quality and will adopt a continuous improvement review process to capture and assess opportunities.

The Asset Management Maturity Audits will also be used to drive improvements.

Change Management

A change management process will be applied, as appropriate, to all significant Asset Renewal Projects, as well as any significant changes to processes, procedures, or the Asset Management Information system.

Asset Management System (AMS)

Our Asset Management System (AMS) will be subject to continuous review to ensure Information is complete and stored in secure medium, available to all forms of interrogation.

Adding, updating or inquiry on data can be completed where and when required. Applications applied to data promote sound, modern processes that support quality outcomes and improve employee performance thru a positive user experience.

Strathbogie Shire Council is committed to achieving the best asset performance outcomes for the Shire that reflect maximum benefit from the effort and resources expended.

3. ACCOUNTABILITY AND RESPONSIBILITIES

Role	Responsibilities
Chief Executive Officer	<ul style="list-style-type: none"> • Promoting positive decision-making behaviours and practices relating to asset management in line with this Policy. • Supporting service improvements that arise from asset management analysis.
Executive Leadership Team and Management Group	<ul style="list-style-type: none"> • Advocating full lifecycle asset management considerations to Councillors • Recruiting, training and empowering staff to apply this Asset Management Policy in line with subsequent strategies, plans and procedures.

	<ul style="list-style-type: none"> • Managing and supporting conflicts, roadblocks and issues relating to the implementation of this Policy. • Reporting on and identifying improvements that arise from asset management decisions and activities.
Director Sustainability and Infrastructure	<ul style="list-style-type: none"> • Providing prime leadership to asset management at Strathbogie Shire Council • Leading the timely coordination and approval of new capital investment
Manager Asset Planning	<ul style="list-style-type: none"> • Manage the production and maintenance of all asset management strategies, plans and procedures. • Provide support and oversight of the whole of life asset management process, any conflicts or concerns that may impede the integrity of the system.
Asset Management Steering Committee	<p>Assist and advise the Director and Manager by:</p> <ul style="list-style-type: none"> • Demonstrating leadership and commitment, as visible champions, to the organisation with respect to the implementation and operation of asset management. • Ensuring all internal stakeholders are engaged. • Ensuring the Asset Management Policy and Strategy align with the Council's stated vision, culture, goals and objectives. • Supporting the integration of asset management into business processes, creating vertical and horizontal alignment. • Recognising and resolving any conflicts that block the successful implementation and operation of asset management • Promoting the availability of resources, be it funding, competent human resources or information technology and tools.
Councillors	<ul style="list-style-type: none"> • Familiarising themselves with the policy and the Council's asset management process • Identify full lifecycle asset management implications in decision making.
All Council Staff	<ul style="list-style-type: none"> • Familiarising themselves with the policy and the Council's asset management process • Implement the asset management process per their responsibilities to the best of their abilities. • Notify their Manager where asset management processes are not being followed or the integrity of the system is compromised.

Contractors and Volunteers	<ul style="list-style-type: none"> • Familiarise themselves with this policy and the Council’s asset management process. • Comply with Council’s asset management compliance requirements and support Council staff in meeting asset management process.
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4. RELATED POLICIES AND LEGISLATION

The following Council, State, regional and national plans and policies are relevant to this policy under each subtitle:

Legislation

- *Local Government Act 2020.*

Other Related Documents

- Asset Management Accountability Framework
- Strathbogie Shire Council Plan 2021-2025
- Climate Change Action Plan 2022 - 2027
- Financial Plan 2021-2031
- Asset Management Plan 2021-2031
- Asset Management Strategy
- Road Management Plan 2021
- Risk Management Policy
- Disposal and Sale of Council Assets Policy

5. POLICY REVIEW

Council may review this policy at any time and at least two years from the date of adoption. Minor amendments to the policy may be authorised by the CEO at any time where such changes do not alter the substance of the policy (e.g. a change to the name of a related document, or a change in legislation).

6. CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006 AND THE EQUAL OPPORTUNITY ACT 2010

The Council acknowledges the legal responsibility to comply with the *Charter of Human Rights and Responsibilities Act 2006* and the *Equal Opportunity Act 2010*. The *Charter of Human Rights and Responsibilities Act 2006* is designed to protect the fundamental rights and freedoms of citizens. The Charter gives legal protection to 20 fundamental human rights under four key values that include freedom, respect, equality and dignity. This policy supports Human Rights principles and responsibilities.