DUBBO REGIONAL COUNCIL

Council Policy

Asset Management

ED25/62470

Document Overview

Document Category	Council Policy
Policy Title	Asset Management
Policy Statement	Dubbo Regional Council ensures the necessary systems, processes, organisational structure, resources, and a strong commitment to consistently deliver services that meet community expectations. The Asset Management Policy provides a framework for understanding the long-term impacts of managing public infrastructure and enables effective and efficient service delivery while mitigating risks and losses.
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Accountable Position	Manager Project Management Office
Responsible Position	Business Analytics and Asset Specialist
Branch	Project Management Office
Division	Organisational Performance
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Consultation	Executive Leadership Team Asset Management Group

Document Revision History	**Date**

Purpose

To ensure Dubbo Regional Council develops and maintains the necessary systems, processes, organisational structure, resources (both financial and human), and a strong organisational commitment (culture) to consistently deliver services that meet community expectations. The Asset Management Policy also ensures that the Council has the knowledge and understanding of the long-term and cumulative impacts of managing public infrastructure.

Related Information

The Asset Management Policy provides a structured approach to sustainable infrastructure management. It supports the reliable delivery of infrastructure-related services while reducing risks and potential losses. The policy informs the development of the Asset Management Strategy and specific Asset Management Plans in alignment with the Towards 2040 Community Strategic Plan.

Council's vision for asset management is to, ensure compliance with legislative requirements, responsiveness to community needs, financial sustainability, and effective risk management. Under this framework, the Council will implement an Asset Management Framework to promote consistent and integrated asset management practices across all operations.

Related Legislation

Councils must comply with various legislative requirements and codes of practice for asset management. Key examples include:

Integrated Planning and Reporting Framework:

- Under the Local Government Amendment (Governance and Planning) Act 2016, councils must have a long-term Resourcing Strategy for implementing their Community Strategic Plan, including asset management planning.
- This legislation requires an Asset Management Policy endorsed by the Council, and Asset Management Strategy, which must support the Community Strategic Plan and Delivery Program for at least 10 years.

Local Government Act 1993:

- Councils have statutory responsibilities for asset management, including providing and maintaining community infrastructure.
- Councils must consider the long-term and cumulative effects of their decisions, act as custodians of public assets, and manage these assets effectively.

Other Acts and Regulations:

- Relevant NSW and Federal Acts include the Roads Act 1993, Environmental Planning and Assessment Act 1979, Work Health and Safety Act 2011, and Protection of the Environment Operations Act 1997.
- The Civil Liability Act 2002 requires councils to minimise public liability risks and manage public assets prudently.

Scope

Towards 2040 Community Strategic Plan, Council develops and implements a Resourcing Strategy that includes the Asset Management Framework. This framework comprises the following documents to guide and ensure effective asset management:

- Asset Management Policy (this document)
- Asset Management Strategy
- Combined Asset Management Plan
- Specific Asset Management Plans

The policy outlines the Council's service delivery objectives for asset management. The Asset Management Strategy supports this policy by identifying strategic priorities for implementation across the Council. The Combined Asset Management Plan details the Council's entire asset portfolio, while the Specific Asset Management Plans provide detailed insights based on asset life cycle modelling.

The framework covers all assets owned or managed by the Council, regardless of their purpose or source of acquisition. It is supported by other elements of the Resourcing Strategy, including the Long-Term Financial Plan and Workforce Management Strategy.

Objectives to ensure adequate provision is made for the long-term replacement of major assets by:

- Ensuring that services and infrastructure are provided in a financially sustainable manner, with the appropriate levels of service to customers and the environment.
- Safeguarding infrastructure assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all employees take an integral part in overall management of infrastructure assets by creating and sustaining an asset management awareness throughout the organisation by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.

Policy

Background

Asset management practices impact directly on the core business of the Dubbo Regional Council and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist in achieving Strategic Long-Term Plan and Long-Term Financial objectives.

Sustainable Service Delivery ensures that services are delivered in a socially, economically and environmentally responsible manner in such a way that does not compromise the ability of future generations to make their own choices.

Sound Asset Management practices enable sustainable service delivery by integrating customer values, priorities and an informed understanding of the trade-offs between risks, costs and service performance.

Principles

The Dubbo Regional council's sustainable service delivery needs will be met by ensuring adequate provision is made for the long-term planning, financing, operation, maintenance, renewal, upgrade, and disposal of capital assets by:

1. Ensuring that the Dubbo Regional Council's capital assets are provided in a manner that respects financial, cultural, economic and environmental sustainability;
2. Meeting all relevant legislative and regulatory requirements;
3. Demonstrating transparent and responsible Asset Management processes that align with demonstrable best-practices;
4. Implementing sound Asset Management plans and strategies and providing sufficient financial resources to accomplish them by:
    i. Asset Management plans will be completed for all major asset / service areas.
    ii. Expenditure projections from Asset Management Plans will be incorporated into the Dubbo Regional Council's Long-Term Financial Plan.
    iii. Regular and systematic reviews will be applied to all asset plans to ensure that assets are managed, valued, and depreciated in accordance with appropriate best practice.
    iv. Regular inspection will be used as part of the asset management process to ensure agreed service levels are maintained and to identify asset renewal priorities.
    v. Asset renewals required to meet agreed service levels and identified in adopted asset management plans, and when applicable long term financial plans, will form the basis of annual budget estimates with the service and risk consequences of variations in defined asset renewals and budget resources documented.
    vi. Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.
    vii. Future service levels with associated delivery costs will be determined in consultation with the community.
    viii. Ensuring necessary capacity and other operational capabilities are provided and Asset Management responsibilities are effectively allocated;
    ix. Creating a corporate culture where all employees play a part in overall care for the Dubbo Regional Council's assets by providing necessary awareness, training and professional development; and
    x. Providing those we serve with services and levels of service for which they are willing and able to pay.

Responsibilities

Position	Responsibility
Councillors	**Councillors** are responsible for adopting the policy, allocating resources, and providing high level oversight of the delivery of the Dubbo Regional Council's asset management strategy and plans. The council is also responsible for ensuring that Dubbo Regional Council resources are appropriately allocated to ensure sustainable service delivery.
Chief Executive Officer	The **Chief Executive Officer** has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within the Dubbo Regional Council.

Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
Council	Dubbo Regional Council
Statutory Responsibilities	Legal Obligations that are required to be fulfilled
Custodians	Person or people responsible for taking care of something
Asset	Resource owned or controlled by Council

Document Control

Responsible Officer:	Business Analytics and Asset Specialist
Division:	Organisational Performance
Prepared by:	Business Analytics and Asset Specialist
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