

	<h1>District Council of Cleve</h1>	<b>Version No:</b>	18.4
		<b>Issued:</b>	June 2021
		<b>Next Review:</b>	June 2024

Policy Name: **18.3 - Asset Management**

## 1. PURPOSE

To set guidelines for implementing consistent asset management processes throughout the District Council of Cleve.

## 2. OBJECTIVE

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

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council assets including physical assets and employees by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining an asset management awareness throughout the Council.
- 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.

## 3. SCOPE

This policy applies to all Council activities.

## 4. POLICY

### Background

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.

Council owns and uses approximately \$51,060,420 of non-current assets to support its core business of delivery of service to the community.

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

Asset management relates directly to the District Council of Cleve Strategic Plan 2020-2025, Goal 4 – Quality Services and Infrastructure.

A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;

- Members of the public and staff;
- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates; and
- The legal liabilities of Council.

### **Principles**

A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all departments of Council.

All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.

Asset management principles will be integrated within existing planning and operational processes.

An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.

Asset renewals required to meet agreed service levels and identified in infrastructure and asset management plans and long term financial plans will be fully funded in the annual budget estimates.

Service levels agreed through the budget process and defined in Infrastructure and Asset Management Plans will be fully funded in the annual budget estimates.

Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.

Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

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.

Future service levels will be determined in consultation with the community.

## **5. LEGISLATION**

Local Government Act 1999 and Regulations.

6. **RELATED DOCUMENTS**

Infrastructure and Asset Management Plan 2022-2031 & Long Term Financial Plan 2022-2031.

7. **RESPONSIBILITY**

**Councillors** are responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.

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 Council.

8. **AVAILABILITY OF THE POLICY**

This Policy will be available for inspection at the Council's offices during ordinary business hours and via the Council's website <http://www.cleve.sa.gov.au>. Electronic versions are the controlled version. Printed copies are considered uncontrolled. Before using a printed copy, verify that it is the current version.

9. **ADOPTION OF POLICY**

This Policy was adopted by the Council at its Ordinary Council meeting on 14 December 2021.



Rob Donaldson  
Acting Chief Executive Officer

10. **DOCUMENT REVIEW**

The Council may review this policy from time to time, however, it is anticipated that a review of the policy will be undertaken every three (3) years. Council has the right to review this policy at any time, if considered desirable.

11. **REVIEW HISTORY**

Version	Issue Date	Author	Reason for Change
18.4	14/12/2021	M Quinn	Minor updates following Council election 2018 Formatting Added legislation, availability of policy, adoption of policy, document review and review history sections. Updated reference to value of non-current assets as per AFS 2020-21. Updated strategic document references.