

# Croydon Shire Council

## Policy

**Policy Name:** Asset and Services Management Policy

**Policy History:** February 2010

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### Intent

A whole of organization approach to best appropriate asset and services management which will sustain service provision according to community needs.

### Definitions

Assets – are defined as:

- a physical item of significant value;
- possessing service potential or future economic benefit;
- controlled by the entity; and
- originating as a result of a past transaction or event.

Asset Management – is a systematic process of effectively managing assets throughout the planning, creation, operations, maintenance and disposal of assets.

Services Management – the supply of appropriate services to the community, which is consistent with the Council's corporate goals and community needs.

### Criteria for Asset Management

The following criteria apply to the management of all assets within the scope of normal programs:

- Council facilitates the structured and coordinated management of assets;
- all corporate responsibilities are identified and acknowledged;
- all relevant legislative and regulatory requirements are acknowledged;
- risk management is an integral component of total asset management;
- sustainability of the service standards provided is a key driver for competent asset management.

Best appropriate asset and services management for Croydon Shire Council means that the Council:

- clearly articulates in the Corporate Plan and Operational Plan that Council will provide quality infrastructure and assets that support services that are appropriate, accessible, responsive and sustainable to the community;
- applies this Policy to all proposals for asset and services renewal and development;

- involves and consults with the community and key stakeholders in determining levels of service related to use of the assets;
- will maintain Asset and Services Management Plans for each asset class and competently apply those plans;
- diligently applies the Asset and Services Management Practices Improvement Strategy and Performance Management Framework;
- maintains up to date and accurate asset information;
- supports a whole of organization approach to asset and services management;
- provides appropriately skilled and trained resources for asset and services management;
- ensures that 'whole-of-life' costs are formulated for all asset based proposals prior to consideration of any major works/renewal or improvement to an asset;
- undertakes a critical review of the need for and the application of that asset;
- applies the philosophy of 'renew before new' for all asset related programs;
- applies risk management criteria in all asset related proposals and programs;
- continually seeks opportunities for multiple uses of assets; and
- examines non-asset based solutions for service provision.

## **Responsibilities**

Defining and applying standards for asset management means that the Council:

- identifies and assesses asset and services needs and sets priorities within the total Council program;
- consistently applies asset and services management criteria to Council and community programs;
- establishes appropriate affordable levels of service for the type and use of assets in consultation with the community.

The Chief Executive Officer is responsible for the application of this policy across Council, and shall review compliance with this policy on an on-going basis and report to Council on an annual basis as part of the Asset and Services Performance Management Framework.

## **Conclusion**

The draft Asset and Services Management Policy is recommended to Council for endorsement.

MOVED:

SECONDED:

RESOLUTION:

That Council endorses the Croydon Shire Council Asset and Services Management Policy.