

ASSET MANAGEMENT POLICY

Intent: To provide clear direction and define the key principles that underpins Asset Management for Cairns Regional Council.

Scope: This Policy applies to all Cairns Regional Council Asset Classes.

PROVISIONS

Cairns Regional Council is committed to implementing a systematic asset management methodology to ensure that all Council assets are planned, created, operated, maintained, replaced and disposed of in accordance with Council's priorities for cost effective service delivery.

PRINCIPLES

Council supports a consistent corporate asset management approach across all asset classes. A 10-year Asset Management Strategy will be prepared, reviewed and adopted annually by Council which articulates how Council carries out asset management activities. The Asset Management Strategy will summarise the following:

- The condition status of the assets;
- The levels of service framework to be applied to assets;
- How future demand for assets will be met;
- The lifecycle management of assets from planning through to asset disposal;
- Financial forecasts for operations and maintenance expenditure;
- Financial forecasts for capital renewal and construction of new assets.

Asset Management Plans will be prepared and reviewed annually for all core asset classes. Asset Management Plans will identify:

- Specific levels of service for the assets;
- The condition status of the assets;
- Critical assets;
- Asset maintenance strategies;
- Future operational budget requirements;
- Capital budget requirements for renewal and construction of new assets so that the assets are capable of effectively providing the required levels of service;
- Any asset management improvement actions that will be implemented.

Asset management data from the Asset Management Plans shall be used to inform the Long-term financial plan for Council. Asset renewals identified from the Asset Management Plans should be considered as the baseline for future capital planning. Council will ensure that all employees are appropriately trained in asset management principles, practices and processes in order to effectively deliver asset management objectives.

Relevant legislative requirements and political, social and economic environments are to be taken into account in asset management decision making.

All asset renewal, upgrade or new projects are to include full lifecycle costs including maintenance as part of the project evaluation phase. Systematic and cyclic reviews will be undertaken for all asset classes to ensure that the assets are managed, valued, and depreciated in accordance with appropriate good practice and applicable Australian Standards.

Council's Asset Management System will be overseen by an Asset Steering Committee comprised of Executive Management or their delegates.

ROLES AND RESPONSIBILITIES

Councillors adopt the Asset Management Policy and Asset Management Strategy and ensure sufficient resources are applied to manage the assets.

Chief Executive Officer has overall responsibility for developing asset management business processes, systems, organisational policies and procedures and reporting on the status and effectiveness of asset management within Council.

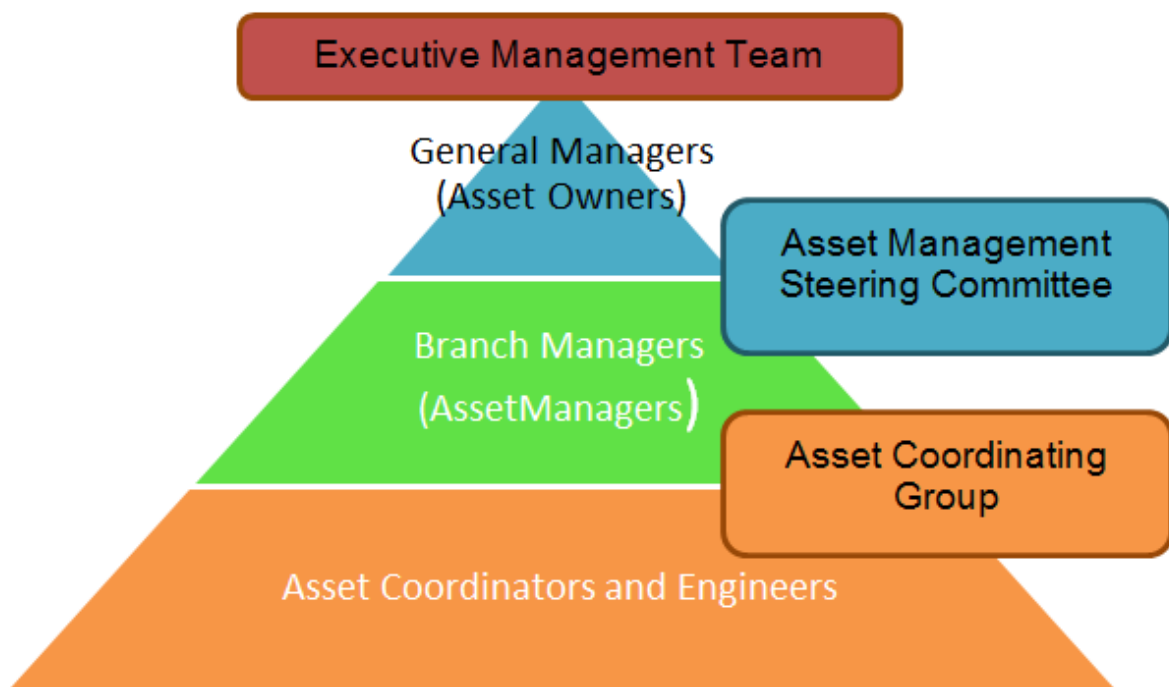
General Managers and **Branch Managers** are responsible for developing asset management plans, implementing asset management business processes, systems, organisational policies and procedures.

Employees with management or supervisory responsibilities will ensure the appropriate level management is applied to assets within their areas of responsibility as determined under the asset management plans.

Employees will be tasked based on the relevant Asset Management Plans and will be responsible for the timely completion of activities contained within these plans.

GOVERNANCE FRAMEWORK

The following governance structure has been established to ensure alignment of asset related activities to Council's Corporate Plan and objectives:



Related Documents

The Asset Management Policy is supported by:

- Cairns Regional Council Asset Management Strategy (#5735224) which is reviewed annually
- Asset Management Admin Instruction - #1000613

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The policy to remain in force until otherwise determined by Council

General Manager Responsible for Review:

Infrastructure Services

A handwritten signature in black ink, appearing to read 'John', written over a large, hand-drawn oval shape.

ORIGINALLY ADOPTED: 24/02/2005
CURRENT ADOPTION: 20/06/2018
DUE FOR REVISION: 20/06/2022
REVOKED/SUPERSEDED:

John Andrejic
Chief Executive Officer