

	<b>COUNCIL POLICY</b>	<b>POLICY NUMBER</b>
	ASSET MANAGEMENT	C 020
<b>RESPONSIBLE OFFICER</b>	<b>FIRST APPROVED</b>	<b>REVIEW DATE</b>
General Manager	September 2012	April 2026

### 1. PURPOSE

The purpose of this policy is to set guidelines for implementing consistent Asset Management processes throughout the Tasman Council.

### 2. SCOPE

This policy applies to all Council departments, officers, employees, contractors and Councillors.

### 3. OBJECTIVES

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 ratepayers, 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 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.

### 4. POLICY

#### 4.1 Background

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

Adopting Asset Management principles will assist Council in achieving its Strategic Long-Term Plans 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.

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## 4.2 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.

Asset Management Plans will be developed for major service/asset categories. The plans will be informed by community consultation and financial planning and reporting.

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 adopted asset management plans and 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 in budget documentation.

Service levels defined in adopted Asset Management plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined services levels and budget resources documented in budget documentation.

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 Council and the community.

Training in Asset and Financial Management will be provided for councillors and relevant staff.

## 5. LEGISLATION

*Local Government Act 1993*

*Local Government (Content of Plans and Strategies) Order 2014*

*Local Government (Highways) Act 1982*

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*Roads and Jetties Act 1935*  
*Highways Act 1951*

## 6. RELATED COUNCIL DOCUMENTS

Strategic Plan 2021-2031  
Financial Management Strategy (FMS)  
Long Term Financial Plan (LTFP)  
Asset Management Strategy and Plans

## 7. RESPONSIBILITY

**Councillors** are responsible for adopting the policy, allocation of resources, providing high level oversight of the delivery of the organisation's Asset Management Strategy and Plans. The Council is responsible for ensuring that the organisation's resources are appropriately allocated to ensure sustainable service delivery.

The **General Manager** has overall responsibility for developing an Asset Management Strategy, Plans and procedures, and the reporting on the status and effectiveness of asset management within Council.

## 8. APPROVAL

*This policy was endorsed the Senior Management Team (SMT) on 29<sup>th</sup> March 2022.*

*This policy was adopted by the Tasman Council, resolution number 13/04.2022/C on 27<sup>th</sup> April 2022.*

Signed -



Kim Hossack  
**General Manager**

Policy Approved – September 2012

Policy Reviewed – September 2016

Policy Reviewed – November 2017

Policy Reviewed – April 2022

Policy to be reviewed – April 2026

### **Disclaimer**

That this policy be read in conjunction with any or all other Council and/or Management Policies.