# Asset Management Policy guide for NSW Councils

## Intent

The Asset Management Policy defines the intent of the organisation and its guiding principles for sustainable asset management planning.

# Essential Elements

*The following essential elements should be considered when developing the principles for an asset management policy suitable for a NSW Council. The principles developed from each of the elements need to be concise and achievable.*

|  |  |
| --- | --- |
|  | Purpose and objectives of what the policy is designed to achieve |
|  | What assets the policy applies to eg. infrastructure asset owned by the organisation |
|  | Responsibilities |
|  | Reference other key organisational asset management planning document development and implementation eg. Strategy, Asset Management Plans |
|  | Lifecycle management and decision making |
|  | Sustainable financial management |
|  | Renewals, maintenance, operations and disposal |
|  | Level of Service focus |
|  | Risk Management |
|  | Demand Management |
|  | Training commitment by the organisation |
|  | Considers intergenerational issues |
|  | Monitoring and Evaluation |
|  | Annual review and updated at least every 4 years |

## desirable elements

|  |  |
| --- | --- |
|  | Definitions (not everyone understands asset management or local government talk) |
|  | Reference to the framework that is guiding the organisation eg. IIMM, ISO 5500 |

## Tips

* Align the policy to other policy documents with the organisation. Looking for integration not separation.
* Apply the KISS principles when developing the policy.
* Be careful not to write how the organisation will do asset management planning.
* Write the principles in logical order
* Use templates and guidelines to guide the organisation in preparing the policy eg. IIMM, NamsPlus, NSW Integrated Planning and Reporting Manual
* Read other organisation’s asset management policies for inspiration

## Examples of Policies

Blayney Shire Council – [www.blayney.nsw.gov.au](http://www.blayney.nsw.gov.au)

Blue Mountains Council – [www.bmcc.nsw.gov.au](http://www.bmcc.nsw.gov.au)

City of Sydney – [www.cityofsydney.nsw.gov.au](http://www.cityofsydney.nsw.gov.au)

Eurobodalla Shire Council – [www.esc.nsw.gov.au](http://www.esc.nsw.gov.au)

Moree Plains Shire Council – [www.mpsc.nsw.gov.au](http://www.mpsc.nsw.gov.au)

Port Stephens Council – [www.portstephens.nsw.gov.au](http://www.portstephens.nsw.gov.au)

***Disclaimer:*** *The IPWEA (NSW) is not suggesting that these policies are best practice but rather they are a good representation of asset management policies from city, regional and rural Councils in NSW.*

If you have any feedback on the draft *Asset Management Policy Guide for NSW Councils*, please send comments to [nsw@ipwea.org](mailto:nsw@ipwea.org). Your submission will be considered by the Working Panel and the IPWEA NSW Board. The final document is expected to be released in late 2018.