# 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.*

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|[ ]  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

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|[ ]  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. 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.