

# Infrastructure Asset Management Policy

---

Adoption Date:  
**11 December 2018**

---

Review Date:  
**13 December 2022**

---

Version:  
**Draft 2.0**

---

Responsible Department:  
**City Services**

---

TRIM Document Number:  
**D03370995**

---

# Contents

---

<b>1. Policy Objective</b>	<b>3</b>
<b>2. Scope</b>	<b>3</b>
<b>3. Policy</b>	<b>3</b>
<b>4. Responsibilities</b>	<b>4</b>
<b>5. Legislation</b>	<b>5</b>
<b>6. Related Documents</b>	<b>5</b>
<b>7. Review</b>	<b>5</b>

---

## 1. Policy Objective

The Council is committed to managing its infrastructure assets in a structured and planned manner, using best practice to deliver and maintain, high quality and sustainable assets for the community.

The aim of this policy is to:

- Establish an asset management framework and develop a Strategy for achieving best practice asset management at Randwick City Council.
- Develop asset management plans for each asset class to establish frameworks that help deliver sustainable assets that meet the community's desired service levels.
- Establish the stewardship of asset management by assigning responsibilities relating to asset management functions across the organisation.
- Seek, review and adopt best practice in the undertaking of asset management functions.
- Ensure resources and funding are allocated for the sustainable planning and delivery of infrastructure assets.
- Ensure compliance with legislative requirements.

---

## 2. Scope

This policy applies to the delivery and management of Council's infrastructure assets. The key infrastructure assets include transportation assets (road pavement, kerb and gutter, footpath, traffic facilities), drainage, buildings, open space assets, street furniture, public lighting, retaining walls, signs and line marking.

---

## 3. Policy

Randwick City Council is committed to implementing a systematic asset management methodology to the \$1.7 Billion worth of infrastructure assets that are managed by Council. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed in accordance with best practice.

The asset management functions will ensure that Randwick City Council meets strategic and sustainable objectives whilst delivering the highest appropriate level of service through its infrastructure assets.

To ensure the objective of this policy are met, Council undertakes to:

- Consult with the community and key stakeholders to establish levels of service and appropriate intervention.
- Implement an inspection regime to monitor asset condition and service delivery.
- Use asset information to inform renewal priorities in line with agreed levels of service.

- Ensure that risk to the community, the environment and Council is a key consideration in decision making.
- Develop and commit to long term capital work plans and fund programs that support the needs of the community in accordance with Council's Strategic Plans.
- Allocate adequate resources for development and delivery of asset management functions in accordance with the asset management strategy, asset management plans, service level documents and Council strategies.
- Develop systems for the management of assets that are integrated across all areas of Council operations.
- Ensure that asset management practice reviews are undertaken to achieve best practice in asset accounting, lifecycle costing and alternative delivery models to ensure sustainability, value for money and social equity in asset service delivery.
- Ensure that asset management practices conform to legislative requirements.

---

## 4. Responsibilities

In order to achieve the intent of this policy, the organisation must embrace the asset management philosophy and support its implementation by assigning responsibilities across the organisation.

### **Executive Management**

- To adopt strategic direction for Council in relation to Asset Management as adopted by Council.
- Provide professional advice to Council to enable informed asset management decisions.
- Promotion of asset management across the organisation.
- To ensure consultation occurs between staff, Council and the community as required.
- Monitor progress and performance in the implementation of asset management plans.
- To allocate appropriate resources to achieve asset management objectives.
- Ensure outcomes support Council's Community Strategic Plan.

### **Asset Management Team**

- Implement asset management policies and strategies.
- Develop and implement asset management plans.
- Establish current levels of service for infrastructure assets, compare to benchmarks, assess against community needs and identify gaps or challenges.
- Manage asset systems and develop procedures to ensure compliance with standards, legislation and ensure consistent decision making.
- Ensure communication between staff and the Executive Management Team.
- Effectively and efficiently manage funds allocated for capital upgrades, renewal and maintenance.
- Develop forward operational programs in accordance with the long term financial plan.
- Promote and raise awareness of asset management in the organisation and the community.

### **Financial Accounting Team**

- To report accurately on the status of Council's infrastructure assets in line with standards and statutory requirements.
- Coordinating asset accounting deliverables and initiatives with Council's asset management team.

- Working with Council's asset management team to establish best practice procedures for the delivery and reporting on asset service delivery.

#### **Operational Teams**

- Consider the impacts to the life of the asset and delivery of service when considering procedural changes and when planning operational activities.
- Communicate with the asset management team to ensure that operational procedures and administration align and support asset management objectives.

---

## **5. Legislation**

This policy is to be read in conjunction with the following:

- Local Government Act (1993) NSW  
<http://www.legislation.nsw.gov.au/#/view/act/1993/30>
- Roads Act (1993) NSW  
<http://www.legislation.nsw.gov.au/#/view/act/1993/33>
- Local Government Amendment (Planning and Reporting) Act 2009  
<http://www.legislation.nsw.gov.au/#/view/act/2009/67>

---

## **6. Related Documents**

Please refer to the following policies, plans and procedures:

- Randwick City Plan
- Resourcing Strategy including the Asset Management Strategy, Long Term Financial Plan, Workforce Management Plan and Digital Strategy
- Asset Management Plans
- Risk Management Policy
- Local Government Code of Accounting Practice
- International Infrastructure Management Manual

---

## **7. Review**

This Policy has a life of 4 years. It will be reviewed by December 2022 or as required in the event of legislative changes. The Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of this Policy.

FOLLOW US ONLINE



1300 722 542  
council@randwick.nsw.gov.au  
www.randwick.nsw.gov.au

**Randwick City Council**  
30 Frances Street  
Randwick NSW 2031