

ASSET MANAGEMENT POLICY

OBJECTIVE

This policy provides the framework and guiding principles so that Dulverton Waste Management's (DWM) assets are sustainably managed for the benefit of current and future generations whilst meeting community needs and expectations. Asset management ensures that the appropriate infrastructure are available now and into the future for the benefit of the community and to support the delivery of services whilst balancing service, risk and whole of life-cycle asset costs.

LEGISLATION

- Local Government Act 1993
- Asset Management Standards ISO 55000
- Australian Accounting Standards

SCOPE

- This policy applies to all of DWM's tangible assets which are owned or under the care, control and management of DWM including:-Roads;
- Leachate infrastructure including pipe network, pump stations and treatment plants;
- Stormwater infrastructure;
- Buildings;
- Land;
- Land improvements including all assets not recognised by the above classifications where the structure of improvement increases the value of the land;
- Office furniture and equipment;
- Plant and minor plant; and
- Weighbridge and associated hardware.

This policy also applies to the Board, employees, contractors and subcontractors of DWM involved in the creation, acquisition, operation, maintenance, rehabilitation and disposal of DWM assets.

DEFINITIONS

Policy

A statement of DWM's perspective and preference of direction

Asset Management

The combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost-efficient manner

Asset Management Plan

A specific plan developed with guidelines for acquiring, operating, maintaining, renewing and disposing of the assets within the asset class in the most cost-effective manner possible, whilst providing a specific level of service.

Level of Service

the standard to which the service should operate

Long Term Financial Plan

A summary of the financial projections and impact of DWM's strategic and operational activities including proposed operating and capital investment for a minimum period of 10 years.

Other terms relating to asset management have the same meaning as defined in the *International Infrastructure Management Manual (Australia/New Zealand Edition) 2015*.

RESPONSIBILITIES

Board

- To act as custodians of DWM assets;
- Represent needs of the community;
- Allocate resources to meet DWM's objectives in providing services while managing risks; and
- Ensure DWM is financially sustainable.

Chief Executive Officer

- To recognise and adopt Asset Management as a function of the organisation;
- Overall responsibility for developing asset management systems, policies and procedures and financial models and reporting on the status and effectiveness of DWM asset management;
- Ensure asset management is aligned with DWM's services requirements and community expectations;
- Allocate resources to meet DWM's objectives in providing services whilst managing risks;
- To monitor and review the performance of DWM employees in achieving sound Asset Management practices;
- To provide accurate and reliable information to the DWM Board for decision-making;
- To procure, renew and maintain assets with due regard to safety, quality and the environment; and
- Develop long-term financial plans to support the delivery of asset management plans.

Chief Finance Officer

- Maintenance of asset registers and corporate system;
- Financial accounting for assets;
- Develop long-term financial plans in conjunction with the Chief Executive Officer to support the delivery of asset management plans.

POLICY STATEMENT

DWM is committed to the application of the discipline of Asset Management to achieve agreed levels of service in the most effective and efficient way through the acquisition, maintenance, operation, renewal and disposal of assets on a sustainable basis for current and future generations.

DWM's Asset Management policy is based on the following principles to guide sustainable management of its assets. They are:

- A lifecycle approach – DWM applies a whole of life methodology for managing its assets including planning acquisition, operation, maintenance, renewal and disposal

- Sustainable environmental performance—DWM considers the long term cumulative impacts of its assets and how they are managed
- Best value—balancing financial, environmental and social outcomes
- Evidence based decision making—core systems will include up to date asset information to inform decisions
- Alignment with long term financial planning
- Addressing community needs—including as they change over time through transparent service levels and the provision of services that are relevant with clear community benefit and value
- Continuous Improvement – in governance, developing integrated systems, operations, improving quality, compliance and reporting
- Training – DWM staff to be appropriately trained in sound asset management practices
- Timely and proper operation and maintenance procedures – continuous use of assets and periodic refurbishment, service and repair of assets including maintenance of adequate capital spares
- Post life cycle analysis and management – identification of improvement opportunities and review of usage and manage post life cycle liabilities including rehabilitation and aftercare costs
- Effective management of risk

POLICY NON-COMPLIANCE

Failure to comply with this Policy is likely to result in increased risk of:

- Unsafe infrastructure;
- Assets that are not fit for purpose;
- Assets that do not adhere with DWM’s social, environmental and economic priorities;
- Assets with excessive on-going operational costs;
- Failure to rationalise surplus assets;
- Damage to property;
- Service disruption;
- Failure to comply with statutory reporting requirements;
- Performance management for staff who fail to adhere to the Policy.

OTHER KEY RELATED POLICIES

Fixed Asset Policy

REVIEW

This policy will be reviewed every four years or as required by the Board.

REFERENCE	
APPROVED BY: DWM Board of Directors	MINUTE NO: MFID 1570156
APPROVAL DATE: August 2024	REVIEW DATE: August 2028