



BOARD REPORT

TO: Chair and Directors

File No: 0115 20

SUBJECT: **Asset Management Policy A-70**

DESCRIPTION: Report from Darcy Mooney, Manager, Operations Management, dated January 4, 2018. Asset Management Policy No. A-70

RECOMMENDATION #1: THAT: the Board endorse Policy No. A-70 "Asset Management" and approve its inclusion into the CSR Policy Manual this 18th day of January, 2018.

SHORT SUMMARY:

Asset management incorporates planning, finance, engineering and operations to effectively manage new and existing infrastructure to maximize benefits and reduce risk. An integrated asset management system includes the development of policies, plans, strategies and long term financial plans. The CSR has worked on and completed many aspects of its Asset Management System and an Asset Management Policy is the cornerstone in the development of the overall Asset Management Program implementation. An Asset Management Policy articulates an organization's broad commitment to asset management and provides policy statements which will help guide staff in carrying out business strategies, plans and activities. Staff will implement the policy through the development and use of guidelines and practices.

VOTING: Unweighted Corporate LGA Part 14 (Unweighted) Weighted Corporate Stakeholder (Weighted)

BACKGROUND:

The CSR manages and operates a wide array of infrastructure assets. These assets include: water distribution systems, vehicle and equipment fleets, parks infrastructure, civic facilities, waste receiving sites, fire halls and other apparatus. These assets are located throughout the entire CSR. An asset management system integrates the process of inventory, valuation, use, strategic reviews, reporting and auditing of fixed assets. For strategic, operational and financial reasons, asset management is becoming an increasingly important and fundamental tool in decision making.

Since 2015, staff has been working on the development of an Integrated Asset Management Program. This program includes the development of an Asset Management Policy, a Corporate Asset Management Strategy and Framework, Program Business Plans and an effective asset management software and database, with a clear business process on how data is collected, retrieved and analyzed. A programing tool is also being developed that will provide dashboard reports on progress.

POLICY:

The creation of an Asset Management policy meets the overall objective in the development of the CSR's Asset Management Strategy and Plans.

FINANCIAL:

Ongoing financial commitments have been made by the Board through allocations from the Community Works Funds (All Areas) and through the application and receipt of grant funding. To date, the CSRD has received over \$70,000 in grants and has allocated approximately \$90,000 in Community Works Fund monies to overall asset management.

KEY ISSUES/CONCEPTS:

Asset Management systems should be integrated into local government processes in order to make informed decisions that will ensure the sustainable delivery of services, both today and into the future.

KEY ISSUES/CONCEPTS:

The policy will be included in the CSRD Policy Manual and distributed to staff. All policies are also available on the CSRD website for public reference.

DESIRED OUTCOMES:

The Board approve the Asset Management Policy, which is a key component in building the overall Asset Management Program.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF: