



# Asset Management Policy

Council Date: September 26, 2017

# Main Presentation Points

1. High level overview of Asset Management – What it means for Sturgeon County
2. A look at the Asset Management Policy
3. Questions

# What Is Asset Management (AM)

- Asset management (AM) is a **structured** approach to long-term management of assets to achieve a **desired** Level of Service.
- Asset Management is a business model. It's not something we do; it's the way we do everything.
- Most municipalities conduct AM as part of their operation ... but not in the most structured way.
- Asset Management provides significant opportunity to increase overall value, efficiency and benefit to the public.
- Long-term strategy for managing assets:
  - Lifecycle optimization
  - Reduced risk
  - Eliminate silo effect
- Long-term funding strategy:
  - Balance needs and revenue
  - Reduce competition for funds
  - Achieve sustainability
  - Plan for growth

# Corporate Goal

- Infrastructure Asset Management was identified as a Corporate Initiative (Goal 1.2.B) in 2015 - 2016 Corporate Business Plan.
- To achieve this goal, the initiative was broken into three (3) phases:
  - o Phase 1 – Policy and Plan – Engineering Services
  - o Phase 2 – Planning of Implementation – Municipal Services
  - o Phase 3 – Implementation – Municipal Services

Asset Gathering, including but not limited to:

- 1) Develop a State of the Infrastructure Report by completing an inventory and condition assessment of all Sturgeon County infrastructure assets;
- 2) Develop the desired level of service and determine the risk levels and infrastructure deficit associated with the inventory.

# Phase 1 - AM Policy and Strategy Update

Phase 1 was delivered by Engineering Services and Phases 2 and 3 by Municipal Services.

- The purpose of having an Asset Management Policy and plan in place is to provide overarching guiding principles and direction to manage County Infrastructure assets.
- SLT has reviewed and approved the Policy.
- COW presentation to Council July 10, 2017.
- Upon acceptance, the Asset Management Policy will guide future strategic Plans.



# Phase 1 : Communication/ Financial

## **Phase I: Policy**

- Communication during this project consisted of coordination and engagement with several internal stakeholders and was required to achieve the milestones and deliverables. The primary departments that were engaged were:
  - Senior Leadership Team
  - Engineering
  - Transportation
  - Fleet and Building Maintenance
  - Legislative Services
  - Information Services
  - Economic Development
  - Agriculture Services
  - Community Services
  - Finance
  - Current Planning and Development
  - Emergency Services
- The financial and human resource impacts will need to be determined as part of Phase 2 (Implementation).

# AM Policy: Purpose and Statement

## **Policy Purpose**

- The Asset Management Policy describes Sturgeon County's intentions and directions for asset management. It describes the principles and framework to be adopted in applying asset management to achieve the County's strategic objectives.

## **Policy Statement**

- Council's mission and goal is to provide quality, cost-effective services and infrastructure to meet the diverse needs of Sturgeon County, while improving competitiveness and sustainability.
- The Asset Management Policy describes Sturgeon County's intentions, commitment and directions for asset management. Asset management practices implemented in accordance with this policy will provide information for evidence-based decision-making which will drive quality, cost-effective services that can be sustainably delivered to the community.
- This policy applies to those areas or business units within the County that manage tangible capital assets or asset systems that deliver services to the citizens of Sturgeon County.
- This policy and related asset management procedures and practices integrate with, but do not replace, existing corporate strategic, business planning and budget management systems and processes already in place.

# AM Policy: Responsibilities

## Responsibilities

- The County Commissioner will be responsible for implementation and compliance of this policy.
- The Senior Leadership Team (SLT) will be responsible for:
  1. Administering the Asset Management Policy.
  2. Establishing an Asset Management Governance structure, and assigning roles and responsibilities.
  3. The implementation and continuous improvement of asset management procedures, practices, and systems.
  4. Maintaining the necessary corporate capacity (including, but not limited to, resourcing, financial support, staff competencies, business processes, data and integrated information systems) to implement and improve the elements and practices of asset management to support the achievement of Sturgeon County's organizational objectives.



# AM Policy: Principles

## Principles

- To attain the County's goal of asset management, the following principles are to be applied to all elements, documents, procedures, tools, and practices of asset management within the County's asset management system:
  - Corporate
  - Systematic
  - Systemic
  - Risk-based
  - Optimal
  - Sustainable
  - Integrated
  - Aligned

# AM Policy: Procedures

## Procedures

- The implementation and improvement plan for Sturgeon County's asset management practices will incorporate the following procedures:
  - Make informed evidence-based decisions
  - Use lifecycle costing
  - Integrate planning for assets
  - Establish organizational accountability and responsibility
  - Define and articulate service, maintenance and replacement levels
  - Optimize total life cycle costs of assets
  - Manage assets to be sustainable
  - Consider financial, environmental and social sustainability goals.
  - Minimize risks
  - Pursue best practice
  - Better reporting on County's Assets

# AM Policy: Expected Outcomes

## Outcomes

- Implementation and adherence to this policy is expected to result in reduced asset risk in:
  - Investments
  - Planning
  - Maintenance
  - Replacement Programing
  - Service levels
  - Capital Budgeting

# Summary

Questions?