

# ATTACHMENT 1

## Compliance to NAMAF and IIMM Frameworks

DRAFT

(Appendix is current at March 2016)

**A) National Asset Management Assessment Framework expectations of Asset Management Plans**

NAMAF Question	Typical evidence required	Reference in this Asset Management Plan
The Asset Management Plans define which asset groups are covered by each Plan in accordance with a clearly documented Infrastructure Asset Hierarchy.	1. Asset structure (Asset Plan/Group/Category/Component) documented in AMP	Section 2.1
With respect to the content of the Asset Management Plans, they:		
a. Refer to Council's Asset Management Policy and Asset Management Strategy;	1. AMP makes reference to AM Policy & AM Strategy 2. AMP describes relationship between AM Policy, AM Strategy and AMP.	Section 1.2
b. Include all assets and document asset inventory information for the asset group/category as recorded in the asset register;	1. Asset structure documented that covers all council assets 2. AMPs document asset system/register applicable as reference for asset inventory information 3. AMP lists all asset inventory information	Sections 2.1 and 2.2
c. Document the asset hierarchy within each asset group;	1. Asset functional (service) hierarchies are documented for each asset Category level 2. Asset classifications, as required, are documented	Section 2.5
d. Document the current condition of assets;	1. Reference is made to the location of condition graphs or tables 2. Condition graphs or tables are included in the plan 3. Comments by exception are provided in the AMP	Section 4.2
e. Document the adopted useful lives of assets;	1. Reference is made to the location of the useful lives of the assets 2. Asset lives are documented in the plan 3. Comments on factors effecting asset useful lives are included in the plan	Section 2.3
f. Include risk assessment and criticality profiles;	1. Definition of critical assets is provided 2. Critical assets are identified and listed in the plan 3. Asset risks are identified and listed in the plan 4. A risk assessment of the identified risks has been included in a Risk Register	Section 2.5 and 3.4
g. Provide information about assets, including particular actions and costs to provide a defined (current and/or target) level of service in the most cost effective manner.;	1. Service plans clearly articulate the assets required to deliver the desired level of service 2. Asset replacement costs, to achieve the level of service, are assessed on a regular basis (Valuations Attachment) 3. Renewal forecasts for all assets completed 4. Capital works programs developed 5. Capital works programs and maintenance costs are documented in the service plan	Sections 6.2, 6.3 and 7.4

NAMAF Question	Typical evidence required	Reference in this Asset Management Plan
h. Include demand management forecasts;	<ol style="list-style-type: none"> <li>1. Population and demographic forecasts have been documented</li> <li>2. Factors effecting demand on each asset group have been identified and listed</li> <li>3. The impact of the identified factors has been determined and documented</li> <li>4. Actions (eg works programs, improvement actions) have been identified</li> </ol>	Section 5.1
i. Address life cycle costs of assets;	<ol style="list-style-type: none"> <li>1. The AMP includes within the Lifecycle Management section renewal, maintenance, new and upgrade and asset operational planning and costs</li> </ol>	Sections 6.2, 7.2, 7.3 and 7.4
j. Include forward programs identifying cash flow forecasts projected for:		
i. Asset Renewals;	<ol style="list-style-type: none"> <li>1. The AMP identifies asset renewal capital works programs</li> <li>2. Establishes how renewal programs are prioritised</li> <li>3. Documents a current capital works program in priority order covering a minimum 10 years period</li> <li>4. Includes indicative timing and costs</li> </ol>	Sections 6.3 and 7.4
ii. New Assets and Upgrades of existing assets;	<ol style="list-style-type: none"> <li>1. The AMP identifies asset new and upgrade capital works programs</li> <li>2. Establishes how the programs are prioritised</li> <li>3. Documents a current capital works program in priority order covering a minimum 10 years period</li> <li>4. Includes indicative timing and costs</li> </ol>	Sections 6.3 and 7.4
iii. Maintenance expenditure;	<ol style="list-style-type: none"> <li>1. The AMP identifies or references maintenance activities</li> <li>2. Documents current maintenance costs</li> <li>3. Includes forecasts of future maintenance costs covering a minimum 10 year period</li> </ol>	Sections 6.3 and 7.4
iv. Operational expenditure (including depreciation expense);	<ol style="list-style-type: none"> <li>1. The AMP identifies asset operational activities</li> <li>2. Identifies current asset operational costs</li> <li>3. Includes forecasts of future operational costs covering a minimum 10 year period</li> <li>4. <del>Depreciation expense N/a Non cash entry</del></li> </ol>	Sections 6.3 and 7.4
k. Address asset performance and utilisation measures and associated targets as linked to levels of service;	<ol style="list-style-type: none"> <li>1. Relevant Technical Levels of Service are documented in the AMP</li> <li>2. The AMP identifies assets that do not meet the target LoS (assets under-capacity)</li> </ol>	Sections 3.6, 4.2 and 4.3
l. Include an asset rationalisation and disposal program; and	<ol style="list-style-type: none"> <li>1. Potential rationalisation/disposal opportunities are identified and listed in the plan</li> </ol>	Section 6.3
m. Include an asset management improvement plan.	<ol style="list-style-type: none"> <li>1. Each AMP identifies improvement actions through its development</li> <li>2. Improvement actions are collated and assigned a timeframe, responsibility, resources</li> </ol>	Chapter 8

NAMAF Question	Typical evidence required	Reference in this Asset Management Plan
n. Include consideration of non-asset service delivery solutions (leasing private/public partnerships)	<ol style="list-style-type: none"> <li>1. Service Plans consider non-asset delivery solutions</li> <li>2. Service plans document Levels of Service which clearly identifies the assets required to meet the LoS target</li> </ol>	Section 3.6
o. Recognise changes in service potential of assets through projections of asset replacement costs, depreciated replacement cost and depreciation expense.	<ol style="list-style-type: none"> <li>1. Council regularly assesses asset replacement costs (Valuation Attachment)</li> <li>2. Council undertakes renewal forecasts and refers to LTFP</li> <li>3. Council has Capital Works Programs that are referred to the LTFP</li> <li>4. Funded capital projects are listed in the Service Plan</li> <li>5. Service Plans detail the cost of the service</li> <li>6. Service plans develop actions required to continue to deliver the service</li> </ol>	Sections 7.3 and 7.4
The Asset Management Plans link to the Council's Asset Management Policy, Asset Management Strategy, Strategic Longer Term Plan, Long Term Financial Plan and other relevant Council Policy objectives.	<ol style="list-style-type: none"> <li>1. General AMP describes related documents and the relationship between each</li> </ol>	Sections 1.2 and 1.4
The Asset Management Plans have all been prepared in association with community consultation.	<ol style="list-style-type: none"> <li>1. Council has an adopted community engagement plan for services</li> <li>2. Service plans have been completed and address community expectations</li> </ol>	Section 1.5

## B) International Infrastructure Management Manual (2011)

### Section 4.2.6 – Example of an Asset Management Plan Structure

Structure of an Asset Management Plan	Reference in this Asset Management Plan
<ol style="list-style-type: none"> <li>1. Executive Summary               <ol style="list-style-type: none"> <li>1.1 Purpose of the Plan</li> <li>1.2 Asset Description</li> <li>1.3 Levels of Service</li> <li>1.4 Future Demand</li> <li>1.5 Lifecycle Management Plan</li> <li>1.6 Financial Summary</li> <li>1.7 Asset Management Practices</li> <li>1.8 Monitoring and Improvement Programme</li> </ol> </li> </ol>	Executive Summary Executive Summary Executive Summary Executive Summary Executive Summary Executive Summary Executive Summary Executive Summary
<ol style="list-style-type: none"> <li>2. Introduction               <ol style="list-style-type: none"> <li>2.1 Background</li> <li>2.2 Goals and Objectives of Asset Ownership</li> <li>2.3 Plan Framework</li> <li>2.4 Core and Advanced AM</li> </ol> </li> </ol>	Sections 1.1 to 1.6 Sections 1.1 and 1.2 Section 1.3 Section 1.3
<ol style="list-style-type: none"> <li>3. Levels of Service               <ol style="list-style-type: none"> <li>3.1 Customer Research and Expectations</li> <li>3.2 Strategic and Corporate Goals</li> <li>3.3 Legislative Requirements</li> <li>3.4 Current Levels of Service</li> <li>3.5 Desired Levels of Service</li> </ol> </li> </ol>	Section 3.3 Section 3.4 Section 3.5 Sections 3.6, 4.1 and 4.2 Section 3.6
<ol style="list-style-type: none"> <li>4. Future Demand               <ol style="list-style-type: none"> <li>4.1 Demand Drivers</li> <li>4.2 Demand Forecasts</li> <li>4.3 Demand Impact on Assets</li> <li>4.4 Demand Management Plan</li> <li>4.5 Asset Programmes to meet Demand</li> </ol> </li> </ol>	Section 5.1 Section 5.1 Section 5.1 Section 5.1 Section 5.1
<ol style="list-style-type: none"> <li>5. Lifecycle Management Plan               <ol style="list-style-type: none"> <li>5.1 Background Data                   <ol style="list-style-type: none"> <li>5.1.1 Physical Parameters</li> <li>5.1.2 Asset Capacity/Performance</li> <li>5.1.3 Asset Condition</li> <li>5.1.4 Asset Valuations</li> <li>5.1.5 Historical Data</li> </ol> </li> <li>5.2 Infrastructure Risk Management Plan</li> <li>5.3 Routine Operations and Maintenance Plan                   <ol style="list-style-type: none"> <li>5.3.1 Operations and Maintenance Plan</li> <li>5.3.2 Operations and Maintenance Strategies</li> <li>5.3.3 Summary of Future Costs</li> </ol> </li> <li>5.4 Renewal/Replacement Plan                   <ol style="list-style-type: none"> <li>5.4.1 Renewal Plan</li> <li>5.4.2 Renewal Strategies</li> <li>5.4.3 Summary of Future Costs</li> </ol> </li> <li>5.5 Creation/Acquisition/Augmentation Plan                   <ol style="list-style-type: none"> <li>5.5.1 Selection Criteria</li> <li>5.5.2 Capital Investment Strategies</li> <li>5.5.3 Summary of Future Costs</li> </ol> </li> <li>5.6 Disposal Plan</li> </ol> </li> </ol>	Sections 2.1, 2.2 and 2.4 Section 4.2 Section 4.2 Section 2.6 Section 2.7 and 4.2 Section 3.4 Section 6.3 Section 6.3 Section 6.3 Section 6.3 Section 6.3 Section 6.3 Section 6.3 Section 6.3 Section 6.3 Section 6.3
<ol style="list-style-type: none"> <li>6. Financial Summary               <ol style="list-style-type: none"> <li>6.1 Financial Statements and Projections</li> <li>6.2 Funding Strategy</li> <li>6.3 Valuation Forecasts</li> <li>6.4 Key Assumptions Made in Financial Forecasts</li> <li>6.5 Forecast Reliability and Confidence</li> </ol> </li> </ol>	Section 7.4 Section 7.2 Section 7.4 Section 7.3 Section 7.3

Structure of an Asset Management Plan	Reference in this Asset Management Plan
7. Plan Improvement and Monitoring 7.1 Status of AM Practices 7.2 Improvement Programme 7.3 Monitoring and Review Procedures 7.4 Performance Measures	Section 1.3 Section 8.2 Section 8.3 Section 8.3
8. References	Bibliography
9. Appendices	Appendices

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