

LIVERPOOL PLAINS SHIRE COUNCIL




AIRPORT AND FACILITIES

ASSET MANAGEMENT PLAN



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ABBREVIATIONS

AAAC	Average annual asset consumption
AMP	Asset management plan
ARI	Average recurrence interval
BOD	Biochemical (biological) oxygen demand
CRC	Current replacement cost
CWMS	Community wastewater management systems
DA	Depreciable amount
DoH	Department of Health
EF	Earthworks/formation
IRMP	Infrastructure risk management plan
LCC	Life Cycle cost
LCE	Life cycle expenditure
MMS	Maintenance management system
PCI	Pavement condition index
RV	Residual value
SS	Suspended solids
vph	Vehicles per hour

GLOSSARY

Annual service cost (ASC)

An estimate of the cost that would be tendered, per annum, if tenders were called for the supply of a service to a performance specification for a fixed term. The Annual Service Cost includes operating, maintenance, depreciation, finance/ opportunity and disposal costs, less revenue.

Asset class

Grouping of assets of a similar nature and use in an entity's operations (AASB 166.37).

Asset condition assessment

The process of continuous or periodic inspection, assessment, measurement and interpretation of the resultant data to indicate the condition of a specific asset so as to determine the need for some preventative or remedial action.

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 effective manner.

Assets

Future economic benefits controlled by the entity as a result of past transactions or other past events (AAS27.12).

Property, plant and equipment including infrastructure and other assets (such as furniture and fittings) with benefits expected to last more than 12 month.

Average annual asset consumption (AAAC)*

The amount of a local government's asset base consumed during a year. This may be calculated by dividing the Depreciable Amount (DA) by the Useful Life and totalled for each and every asset OR by dividing the Fair Value (Depreciated Replacement Cost) by the Remaining Life and totalled for each and every asset in an asset category or class.

Brownfield asset values**

Asset (re)valuation values based on the cost to replace the asset including demolition and restoration costs.

Capital expansion expenditure

Expenditure that extends an existing asset, at the same standard as is currently enjoyed by residents, to a new group of users. It is discretionary expenditure, which increases future operating, and maintenance costs, because it increases council's asset base, but may be associated with additional revenue from the new user group, eg. extending a drainage or road network, the provision of an oval or park in a new suburb for new residents.

Capital expenditure

Relatively large (material) expenditure, which has benefits, expected to last for more than 12 months. Capital expenditure includes renewal, expansion and upgrade. Where capital projects involve a combination of renewal, expansion and/or upgrade expenditures, the total project cost needs to be allocated accordingly.

Capital funding

Funding to pay for capital expenditure.

Capital grants

Monies received generally tied to the specific projects for which they are granted, which are often upgrade and/or expansion or new investment proposals.

Capital investment expenditure

See capital expenditure definition

Capital new expenditure

Expenditure which creates a new asset providing a new service to the community that did not exist beforehand. As it increases service potential it may impact revenue and will increase future operating and maintenance expenditure.

Capital renewal expenditure

Expenditure on an existing asset, which returns the service potential or the life of the asset up to that which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. As it reinstates existing service potential, it has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time, eg. resurfacing or resheeting a material part of a road network, replacing a material section of a drainage network with pipes of the same capacity, resurfacing an oval. Where capital projects involve a combination of renewal, expansion and/or upgrade expenditures, the total project cost needs to be allocated accordingly.

Capital upgrade expenditure

Expenditure, which enhances an existing asset to provide a higher level of service or expenditure that will increase the life of the asset beyond that which it had originally. Upgrade expenditure is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in the council's asset base, eg. widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility. Where capital projects involve a combination of renewal, expansion and/or upgrade

expenditures, the total project cost needs to be allocated accordingly.

Carrying amount

The amount at which an asset is recognised after deducting any accumulated depreciation / amortisation and accumulated impairment losses thereon.

Class of assets

See asset class definition

Component

An individual part of an asset which contributes to the composition of the whole and can be separated from or attached to an asset or a system.

Cost of an asset

The amount of cash or cash equivalents paid or the fair value of the consideration given to acquire an asset at the time of its acquisition or construction, plus any costs necessary to place the asset into service. This includes one-off design and project management costs.

Current replacement cost (CRC)

The cost the entity would incur to acquire the asset on the reporting date. The cost is measured by reference to the lowest cost at which the gross future economic benefits could be obtained in the normal course of business or the minimum it would cost, to replace the existing asset with a technologically modern equivalent new asset (not a second hand one) with the same economic benefits (gross service potential) allowing for any differences in the quantity and quality of output and in operating costs.

Current replacement cost "As New" (CRC)

The current cost of replacing the original service potential of an existing asset, with a similar modern equivalent asset, i.e. the total cost of replacing an existing asset with an as NEW or similar asset expressed in current dollar values.

Cyclic Maintenance**

Replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including repainting, building roof replacement, cycle, replacement of air conditioning equipment, etc. This work generally falls below the capital/ maintenance threshold and needs to be identified in a specific maintenance budget allocation.

Depreciable amount

The cost of an asset, or other amount substituted for its cost, less its residual value (AASB 116.6)

Depreciated replacement cost (DRC)

The current replacement cost (CRC) of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset

Depreciation / amortisation

The systematic allocation of the depreciable amount (service potential) of an asset over its useful life.

Economic life

See useful life definition.

Expenditure

The spending of money on goods and services. Expenditure includes recurrent and capital.

Fair value

The amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties, in an arms length transaction.

Greenfield asset values **

Asset (re)valuation values based on the cost to initially acquire the asset.

Heritage asset

An asset with historic, artistic, scientific, technological, geographical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture and this purpose is central to the objectives of the entity holding it.

Impairment Loss

The amount by which the carrying amount of an asset exceeds its recoverable amount.

Infrastructure assets

Physical assets of the entity or of another entity that contribute to meeting the public's need for access to major economic and social facilities and services, eg. roads, drainage, footpaths and cycleways. These are typically large, interconnected networks or portfolios of composite assets. The components of these assets may be separately maintained, renewed or replaced individually so that the required level and standard of service from the network of assets is continuously sustained. Generally the components and hence the assets have long lives. They are fixed in place and are often have no market value.

Investment property

Property held to earn rentals or for capital appreciation or both, rather than for:

- (a) use in the production or supply of goods or services or for administrative purposes; or
- (b) sale in the ordinary course of business (AASB 140.5)

Level of service

The defined service quality for a particular service against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental, acceptability and cost).

Life Cycle Cost **

The life cycle cost (LCC) is average cost to provide the service over the longest asset life cycle. It comprises annual maintenance and asset consumption expense, represented by depreciation expense. The Life Cycle Cost does not indicate the funds required to provide the service in a particular year.

Life Cycle Expenditure **

The Life Cycle Expenditure (LCE) is the actual or planned annual maintenance and capital renewal expenditure incurred in providing the service in a particular year. Life Cycle Expenditure may be compared to Life Cycle Expenditure to give an initial indicator of life cycle sustainability.

Loans / borrowings

Loans result in funds being received which are then repaid over a period of time with interest (an additional cost). Their primary benefit is in 'spreading the burden' of capital expenditure over time. Although loans enable works to be completed sooner, they are only ultimately cost effective where the capital works funded (generally renewals) result in operating and maintenance cost savings, which are greater than the cost of the loan (interest and charges).

Maintenance and renewal gap

Difference between estimated budgets and projected expenditures for maintenance and renewal of assets, totalled over a defined time (eg 5, 10 and 15 years).

Maintenance and renewal sustainability index

Ratio of estimated budget to projected expenditure for maintenance and renewal of assets over a defined time (eg 5, 10 and 15 years).

Maintenance expenditure

Recurrent expenditure, which is periodically or regularly required as part of the anticipated schedule of works required to ensure that the asset achieves its useful life and provides the required level of service. It is expenditure, which was anticipated in determining the asset's useful life.

Materiality

An item is material if its omission or misstatement could influence the economic decisions of users taken on the basis of the financial report. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances.

Modern equivalent asset.

A structure similar to an existing structure and having the equivalent productive capacity, which could be built using modern materials, techniques and design. Replacement cost is the basis used to estimate the cost of constructing a modern equivalent asset.

Non-revenue generating investments

Investments for the provision of goods and services to sustain or improve services to the community that are not expected to generate any savings or revenue to the Council, eg. parks and playgrounds, footpaths, roads and bridges, libraries, etc.

Operating expenditure

Recurrent expenditure, which is continuously required excluding maintenance and depreciation, eg power, fuel, staff, plant equipment, on-costs and overheads.

Pavement management system

A systematic process for measuring and predicting the condition of road pavements and wearing surfaces over time and recommending corrective actions.

Planned Maintenance**

Repair work that is identified and managed through a maintenance management system (MMS). MMS activities include inspection, assessing the condition against failure/breakdown criteria/experience, prioritising scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.

PMS Score

A measure of condition of a road segment determined from a Pavement Management System.

Rate of annual asset consumption*

A measure of average annual consumption of assets (AAAC) expressed as a percentage of the depreciable amount (AAAC/DA). Depreciation may be used for AAAC.

Rate of annual asset renewal*

A measure of the rate at which assets are being renewed per annum expressed as a percentage of depreciable amount (capital renewal expenditure/DA).

Rate of annual asset upgrade*

A measure of the rate at which assets are being upgraded and expanded per annum expressed as a percentage of depreciable amount (capital upgrade/expansion expenditure/DA).

Reactive maintenance

Unplanned repair work that carried out in response to service requests and management/supervisory directions.

Recoverable amount

The higher of an asset's fair value, less costs to sell and its value in use.

Recurrent expenditure

Relatively small (immaterial) expenditure or that which has benefits expected to last less than 12 months. Recurrent expenditure includes operating and maintenance expenditure.

Recurrent funding

Funding to pay for recurrent expenditure.

Rehabilitation

See capital renewal expenditure definition above.

Remaining life

The time remaining until an asset ceases to provide the required service level or economic usefulness. Age plus remaining life is economic life.

Renewal

See capital renewal expenditure definition above.

Residual value

The net amount which an entity expects to obtain for an asset at the end of its useful life after deducting the expected costs of disposal.

Revenue generating investments

Investments for the provision of goods and services to sustain or improve services to the community that are expected to generate some savings or revenue to offset operating costs, eg public halls and theatres, childcare centres, sporting and recreation facilities, tourist information centres, etc.

Risk management

The application of a formal process to the range of possible values relating to key factors associated with a risk in order to determine the resultant ranges of outcomes and their probability of occurrence.

Section or segment

A self-contained part or piece of an infrastructure asset.

Service potential

The capacity to provide goods and services in accordance with the entity's objectives, whether those objectives are the generation of net cash inflows or the provision of goods and services of a particular volume and quantity to the beneficiaries thereof.

Service potential remaining*

A measure of the remaining life of assets expressed as a percentage of economic life. It is also a measure of the percentage of the asset's potential to provide services that is still available for use in providing services (DRC/DA).

Strategic Management Plan (SA)**

Documents Council objectives for a specified period (3-5 yrs), the principle activities to achieve the objectives, the means by which that will be carried out, estimated income and expenditure, measures to assess performance and how rating policy relates to the Council's objectives and activities.

Sub-component

Smaller individual parts that make up a component part.

Useful life

Either:

- (a) the period over which an asset is expected to be available for use by an entity, or
- (b) the number of production or similar units expected to be obtained from the asset by the entity.

It is estimated or expected time between placing the asset into service and removing it from service, or the estimated period of time over which the future economic benefits embodied in a depreciable asset, are expected to be consumed by the council. It is the same as the economic life.

Value in Use

The present value of estimated future cash flows expected to arise from the continuing use of an asset and from its disposal at the end of its useful life. It is deemed to be depreciated replacement cost (DRC) for those assets whose future economic benefits are not primarily dependent on the asset's ability to generate new cash flows, where if deprived of the asset its future economic benefits would be replaced.

Source: DVC 2006, Glossary

Note: Items shown * modified to use DA instead of CRC
Additional glossary items shown **

1. EXECUTIVE SUMMARY

What Council Provides

Council provides an Airport and Facilities network to enable light aircraft operations. The majority of aircraft movements are for pilot training which is conducted by the Flying College based at Tamworth. Aerial agriculture is the other significant component of the flying activities at the aerodrome. Charter aircraft, and privately owned aircraft account for a small percentage of movements.

Quirindi Aerodrome is owned, operated and maintained by the Liverpool Plains Shire Council. It is located approximately 20km west of the township of Quirindi along the Quirindi to Pine Ridge Road (SR1), and is surrounded by open grazing and farming land. The access road from SR1 is gravel and terminates at the car park. The aerodrome site covers about 87 hectares.

What does it Cost?

There are two key indicators of cost to provide the Airport and facilities service.

- The life cycle cost being the average cost over the life cycle of the asset, and
- The total maintenance and capital renewal expenditure required to deliver existing service levels in the next 10 years covered by Council's long term financial plan.

The life cycle cost to provide the Airport and facilities service is estimated at \$155,237 per annum. Council's planned life cycle expenditure for year 1 of the asset management plan is \$121,657 which gives a life cycle sustainability index of 80%.

The total maintenance and capital renewal expenditure required to provide the Airport and facilities service in the next 10 years is estimated at \$463,821. This is an average of \$46,382 per annum.

Council's maintenance and capital renewal expenditure for year 1 of the asset management plan of \$68,000 giving a 10 year sustainability index of 146%.

Plans for the Future

Council plans to operate and maintain the Airport and facilities network to achieve the following strategic objectives.

1. Ensure the Airport and facilities network is maintained at a safe and functional standard as set out in this asset management plan.
2. Provide a safe and functional aerodrome for light aircraft activities
3. Ensure Quirindi Aerodrome meets all accountability, responsibility and reporting requirements to CASA.

Measuring our Performance

Quality

Airport and facilities assets will be maintained in a reasonably usable condition. Defects found or reported that are outside our service standard will be repaired. See our maintenance response service levels for details of defect prioritisation and response time.

Function

Our intent is that an appropriate Airport and facilities network is maintained in partnership with other levels of government and stakeholders to provide a safe and functional aerodrome.

Airport and facilities asset attributes will be maintained at a safe level and associated signage and equipment be provided as needed to ensure public safety. We need to ensure key functional objectives are met:

- The safe operation of the aerodrome, and
- All reporting standards are met for CASA

The main functional consequence of the Quirindi Aerodrome is to ensure safety, reporting and maintenance is maintained to an acceptable and functional standard.

Safety

We inspect all Airport and facilities regularly and prioritise and repair defects in accordance with our inspection schedule to ensure they are safe.

The Next Steps

This actions resulting from this asset management plan are:

- Compliance to CASA standards
- Maintain aerodrome infrastructure to acceptable standards
- Maintain safety for aerodrome operators, and
- Report and repair defects

2. INTRODUCTION

2.1 Background

This asset management plan is to demonstrate responsive management of assets (and services provided from assets), compliance with regulatory requirements, and to communicate funding required to provide the required levels of service.

The asset management plan is to be read with the following associated planning documents:

Liverpool Plains Shire Council, Quirindi Aerodrome Manual

This asset management plan covers the following infrastructure assets:

- Runways – sealed and unsealed
- Runway Aprons – sealed and unsealed
- Runway line marking – sealed surface
- Windsock and Signal area
- Runway, taxiway and apron lighting
- Terminal Building and Storage sheds
- Entrance gates and signage
- Fencing- perimeter and terminal
- Car Park and Access Road

Table 2.1. Assets covered by this Plan

Asset category	Dimension		Replacement Value (\$)
Runways Sealed	43,308 m2		4,000,000
Runways Unsealed	33,300 m2		2,000,000
Taxiways and Aprons	Sealed	Unsealed	2,500,000
	19,506 m2	13,176 m2	
Lighting	multiple		150,000
Fencing	multiple		38,000
Car parks			64,000
Buildings			128,000
TOTAL			8,880,000

Key stakeholders in the preparation and implementation of this asset management plan are:

Director Works
Aerodrome Reporting Officer
Assets Engineer

2.2 Goals and Objectives of Asset Management

The Council exists to provide services to its community. Some of these services are provided by infrastructure assets. Council has acquired infrastructure assets by 'purchase', by contract, construction by council staff and by donation of assets constructed by developers and others to meet increased levels of service.

Council's goal in managing infrastructure assets is to meet the required level of service in the most cost effective manner for present and future consumers. The key elements of infrastructure asset management are:

- Taking a life cycle approach,
- Developing cost-effective management strategies for the long term,
- Providing a defined level of service and monitoring performance,
- Understanding and meeting the demands of growth through demand management and infrastructure investment,
- Managing risks associated with asset failures,
- Sustainable use of physical resources,
- Continuous improvement in asset management practices.¹

This asset management plan is prepared under the direction of Council's vision, mission, goals and objectives.

Council's vision is:

That Liverpool Plains Shire area achieves higher levels of growth and generates improved quality of life through expanded opportunities for economic and social development being realised within an environmentally and financially sustainable framework.

Council's mission is:

To achieve the Liverpool Plains Shire Council vision through a proactive community focus delivering best value and practice service that are recognised by the community and our peers for their quality and positive impact on development.

Relevant Council goals and objectives and how these are addressed in this asset management plan are:

¹ IIMM 2011 Sec 1.1.3, p 1.3

Table 2.2. Council Goals and how these are addressed in this Plan

Focus Areas	Objective
Environment	To protect and enhance environmental values and provide for sustainable growth and development
Social	To facilitate access to a range of Services and facilities, recognising the importance of social well being and ensuring a safe, inclusive and equitable community
Economic	To facilitate economic growth through the provision of quality services, strategies and infrastructure for the betterment of the community
Governance	To provide leadership and effective decision making, sound financial and resource management, To undertake the role of advocacy and promote communication and consultation, and To provide a safe working environment and value teamwork in all that we do

2.3 Plan Framework

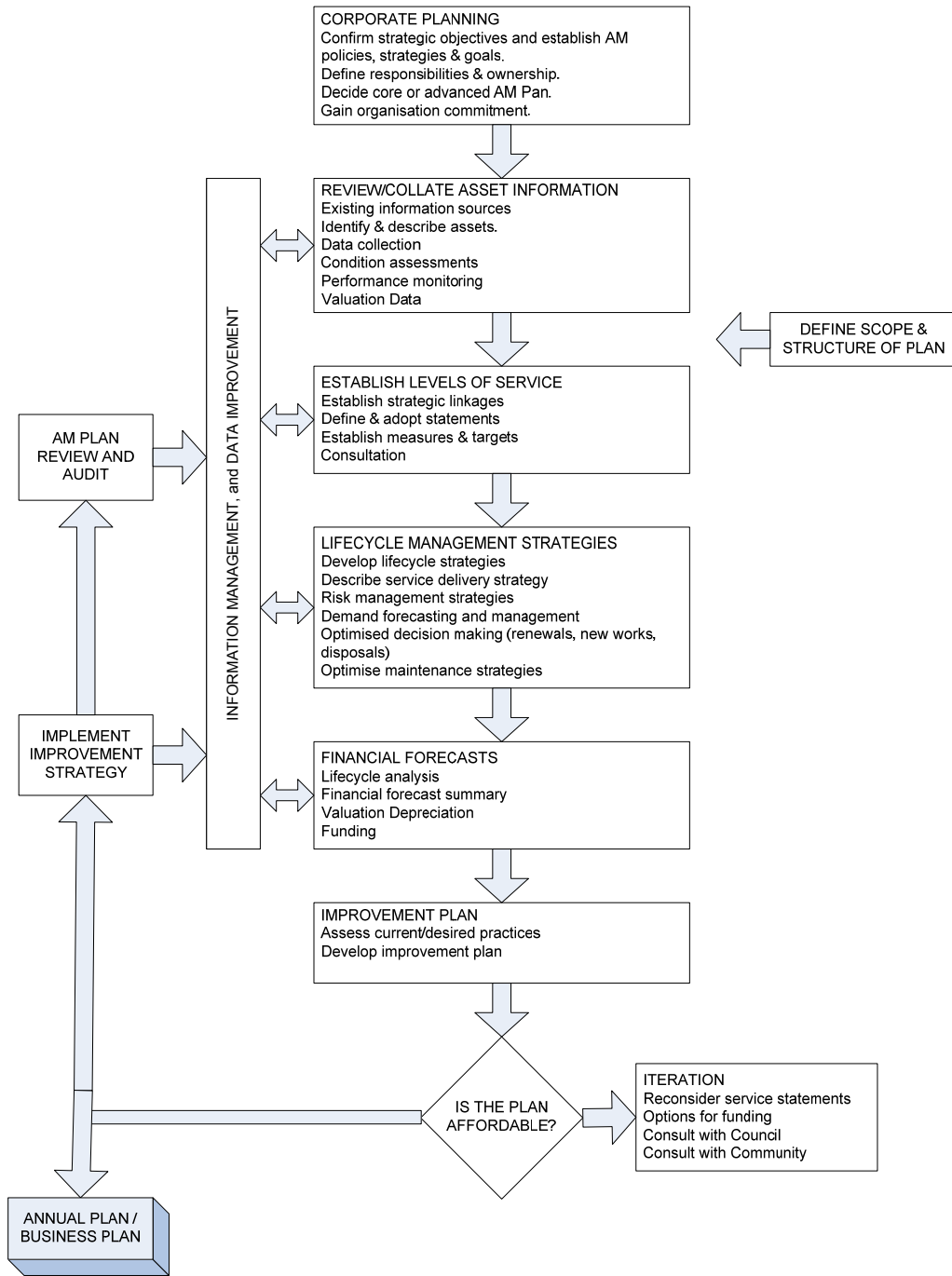
Key elements of the plan are

- Levels of service – specifies the services and levels of service to be provided by council.
- Future demand – how this will impact on future service delivery and how this is to be met.
- Life cycle management – how Council will manage its existing and future assets to provide the required services
- Financial summary – what funds are required to provide the required services.
- Asset management practices
- Monitoring – how the plan will be monitored to ensure it is meeting Council's objectives.
- Asset management improvement plan

A road map for preparing an asset management plan is shown below.

Road Map for preparing an Asset Management Plan

Source: IIMM Fig 1.5.1, p 1.11



2.4 Core and Advanced Asset Management

This asset management plan is prepared as a 'core' asset management plan in accordance with the International Infrastructure Management Manual. It is prepared to meet minimum legislative and organisational requirements for sustainable service delivery and long term financial planning and reporting. Core asset management is a 'top down' approach where analysis is applied at the 'system' or 'network' level.

Future revisions of this asset management plan will move towards 'advanced' asset management using a 'bottom up' approach for gathering asset information for individual assets to support the optimisation of activities and programs to meet agreed service levels.

3. LEVELS OF SERVICE

3.1 Customer Research and Expectations

Liverpool Plains Shire Council sought to examine community attitudes and satisfaction with a broad range of issues that will assist with the development of council's future plans.

To facilitate this Micromex, research was contracted to develop a survey template that enabled council to effectively analyse trends and attitudes within the community.

A sample size of 200 Residents was examined in April 2010.

Table 3.1. Community Satisfaction Survey Levels

Performance Measure	Satisfaction Level				
	Very Satisfied	Fairly Satisfied	Satisfied	Somewhat satisfied	Not satisfied
5.2.5. Community satisfaction with asset management			√		
Aircraft Operator satisfaction with Airport facilities			√		

Council uses this information in developing the Strategic Management Plan and in allocation of resources in the budget.

3.2 Legislative Requirements

Council has to meet many legislative requirements including Australian and State legislation and State regulations. These include:

Table 3.2. Legislative Requirements

Legislation	Requirement
Local Government Act	Sets out role, purpose, responsibilities and powers of local governments including the preparation of a long term financial plan supported by asset management plans for sustainable service delivery.
Roads Act 1993	Regulates the carrying out of various activities on public roads.

Occupational Health & Safety Act 2000	To secure and promote the health, safety and welfare of people at work
Civil Aviation Safety Authority (CASA) Manual of Standards	An advisory document that provides information and guidance to the aviation industry in support of Civil Aviation Regulations 1988.

3.3 Current Levels of Service

Council has defined service levels in two terms.

Community Levels of Service relate to how the community receives the service in terms of safety, quality, quantity, reliability, responsiveness, cost/efficiency and legislative compliance.

Supporting the community service levels are operational or technical measures of performance developed to ensure that the minimum community levels of service are met. These technical measures relate to service criteria such as:

Service Criteria	Technical measures may relate to
Quality	Smoothness of roads
Quantity	Area of parks per resident
Availability	Distance from a dwelling to a sealed road
Safety	Number of injury accidents

Council's current service levels are detailed in Table 3.3.

Table 3.3. Current Service Levels

Key Performance Measure	Level of Service	Performance Measure Process	Performance Target	Current Performance
COMMUNITY LEVELS OF SERVICE				
Quality	Provide smooth walking surface	Customer action requests	Less than 20 per year	
Function	Ensure paths meet requirements of customers	Customer surveys	90% Satisfied or higher	
Safety	Footpath free from hazards	Number of injury accidents	Less than 20 per year	
TECHNICAL LEVELS OF SERVICE				
Condition of Runways	Smooth surface	Weekly survey of Runways	No big loose gravel on surface of runway	
	Lighting	Weekly Survey of lighting	Not less than 90 % of lighting working	

3.4 Desired Levels of Service

At present, indications of desired levels of service are obtained from various sources including the most current Customer Satisfaction survey, residents' feedback to Councillors and staff, service requests and correspondence. Council has yet to quantify desired levels of service. This will be done in future revisions of this asset management plan.

4. FUTURE DEMAND

4.1 Demand Forecast

Factors affecting demand include population change, changes in demographics, seasonal factors, vehicle ownership, consumer preferences and expectations, economic factors, agricultural practices, environmental awareness, etc.

Demand factor trends and impacts on service delivery are summarised in Table 4.1.

Table 4.1. Demand Factors, Projections and Impact on Services

Demand factor	Present position	Projection	Impact on services
Population	7940	10551 (2026)	Low Impact, possible small increase in recreational use.

4.2 Changes in Technology

Technology changes are forecast to have little effect on the delivery of services covered by this plan.

Table 4.2. Changes in Technology and Forecast effect on Service Delivery

Technology Change	Effect on Service Delivery
NIL	NIL

4.3 Demand Management Plan

Demand for new services will be managed through a combination of managing existing assets, upgrading of existing assets and providing new assets to meet demand and demand management. Demand management practices include non-asset solutions, insuring against risks and managing failures.

Opportunities identified to date for demand management are shown in Table 4.3. Further opportunities will be developed in future revisions of this asset management plan.

Table 4.3. Demand Management Plan Summary

Service Activity	Demand Management Plan
Runway Lighting	Upgrade current lights to a higher standard of light structure
Unsealed Runway	Upgrade the unsealed runway surface to a sealed surface
Terminal Building	Update / refurbish current building
Storage Sheds	Update / refurbish current buildings

4.4 New Assets from Growth

The new assets required to meet growth will be acquired from land developments and constructed by Council. The new asset values are summarised in Fig 1.

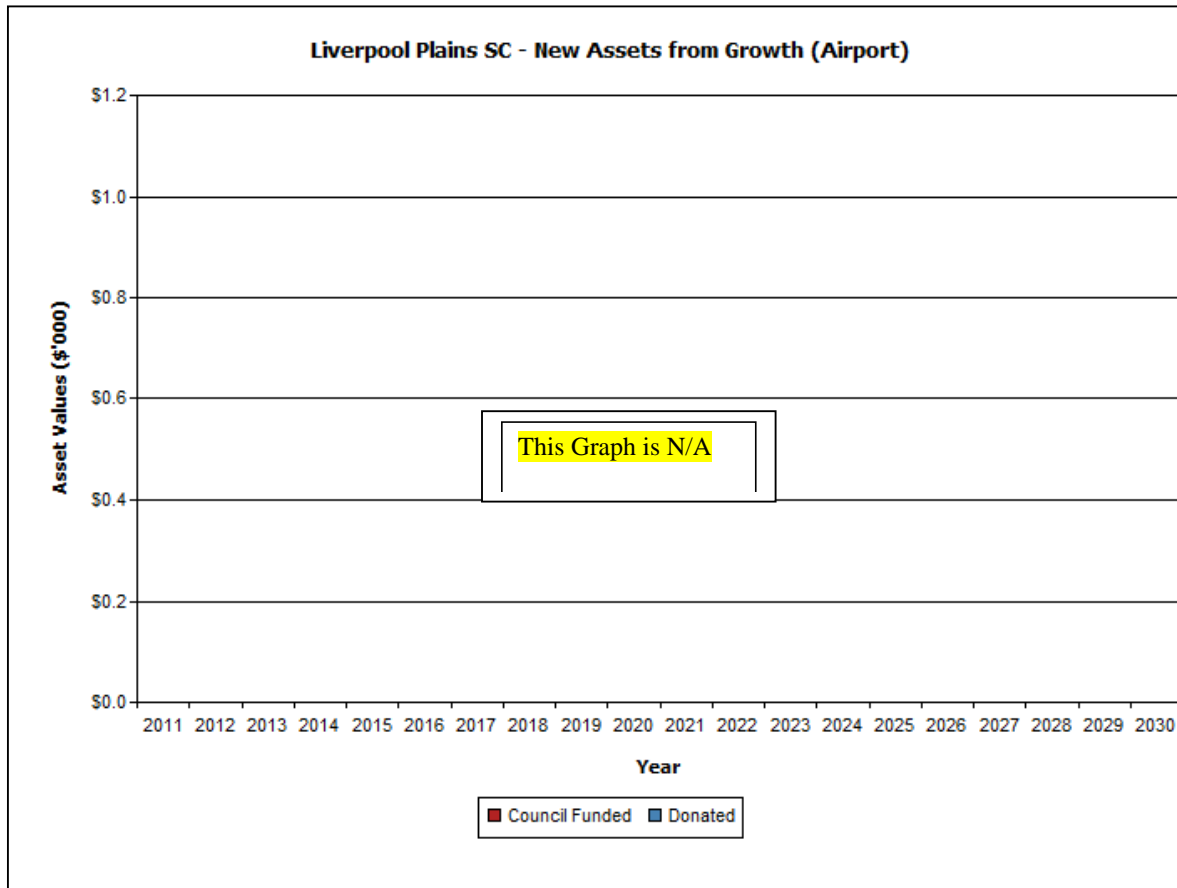


Fig 1. New Assets from Growth

No new assets from growth have been identified for the Aerodrome.

5. LIFECYCLE MANAGEMENT PLAN

The lifecycle management plan details how Council plans to manage and operate the assets at the agreed levels of service (defined in section 3) while optimising life cycle costs.

5.1 Background Data

5.1.1 Physical parameters

The assets covered by this asset management plan are shown below.

Runways Sealed	43,308 m2	
Runways Unsealed	33,300 m2	
Taxiways and Aprons	Sealed	Unsealed
	19,506 m2	13,176 m2
Lighting	multiple	
Fencing	multiple	
Car parks	1	
Buildings	2	

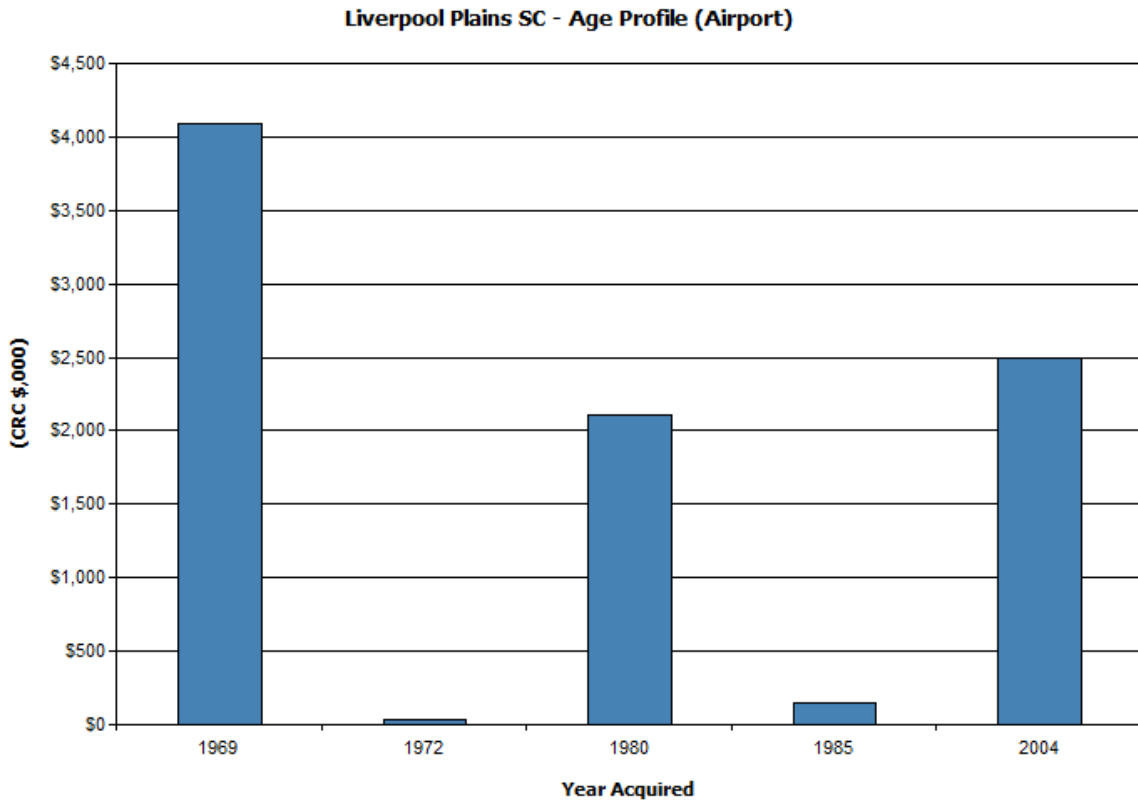
Quirindi Aerodrome is located approximately 20km west of Quirindi within the Liverpool Plains Shire Council area. Access to the Aerodrome is via SH29 Kamilaroi Highway, Shire Road 1 Bundella Road and Shire Road 114 Aerodrome Road. SR114 Aerodrome Road is a gravel unsealed surface.

The Aerodrome was registered to CASA Standards in 2010. The two main entities who occupy the Aerodrome are the BAE Flight Training School primarily based in Tamworth and Patton Air spray, a pasture / crop dusting contractor based at Quirindi Aerodrome. Angel Flights and other private aircraft operators utilise the Aerodrome on an intermittent basis.

The Aerodrome is made up of two runways, one sealed and one unsealed, runway and taxiway lights, a small weatherboard terminal building, older style steel sheds, a signal area, two sealed taxiways, sealed hard stand (parking) areas and a Non Directional Radio Beacon electrical signal area. The internal road is an unsealed surface with access directly from SR114 Aerodrome Road, via a cattle ramp. Additional buildings occupy sites at the Aerodrome, however these are privately owned by the relevant operators. Aviation fuel is stored and dispensed on-site, with the system owned and operated by Patton Air Spray.

The age profile of Council's assets is shown below.

Fig 2. Asset Age Profile



5.1.2 Asset capacity and performance

Council's services are generally provided to meet design standards where these are available.

Locations where deficiencies in service performance are known are detailed in Table 5.1.2.

Table 5.1.2. Known Service Performance Deficiencies

Location	Service Deficiency
Runway – unsealed surface	The unsealed runway requires maintenance grading on a regular basis to control the large exposed aggregate.
Lights - runway, taxiway & apron	The runway, taxiway and apron lights require regular monitoring and bulb changing. The old light infrastructure is known to deteriorate and allow ants to nest within the light structure.
Terminal building	The terminal building requires upgrade to a suitable standard to allow patrons a comfortable and convenient area in which to visit.

The above service deficiencies were identified during regular aerodrome inspections.

5.1.3 Asset condition

The condition profile of Council's assets is shown below.

Fig 3. Asset Condition Profile

This graph is not available

Overall condition of the Airport is rated as Rating 3

Condition is measured using a 1 – 5 rating system.²

Rating	Description of Condition
1	Excellent condition: Only planned maintenance required.
2	Very good: Minor maintenance required plus planned maintenance.
3	Good: Significant maintenance required.
4	Average: Significant renewal/upgrade required.
5	Poor: Unserviceable.

5.1.4 Asset valuations

The value of assets as at July 2011 covered by this asset management plan is summarised below. Assets were last revalued at July 2011. Assets are valued at greenfield rates.

Current Replacement Cost	\$8,880,000
Depreciable Amount	\$1,180,412
Depreciated Replacement Cost	\$7,699,588
Annual Depreciation Expense	\$65,000

Council's sustainability reporting indicates the rate of annual asset consumption and compares this to asset renewal, asset upgrade and expansion.

Asset Consumption	5.51%
Asset renewal	0.02%
Annual Upgrade/expansion	0.02%

5.2 Risk Management Plan

An assessment of risks³ associated with service delivery from infrastructure assets has identified critical risks to Council. The risk assessment process identifies credible risks, the likelihood of the risk event occurring, the consequences should the event occur, develops a risk rating, evaluates the risk and develops a risk treatment plan for non-acceptable risks.

² IIMM 2006, Appendix B, p B:1-3 ('cyclic' modified to 'planned')

³ Liverpool Plains Shire Councils' Infrastructure Risk Management Plan

Critical risks, being those assessed as 'Very High' - requiring immediate corrective action and 'High' – requiring prioritised corrective action identified in the infrastructure risk management plan are summarised in Table 5.2.

Table 5.2. Critical Risks and Treatment Plans

Asset at Risk	What can Happen	Risk Rating (VH, H)	Risk Treatment Plan
Exposed large aggregate on unsealed runway	Aggregate flicks up and hits the plane undercarriage, with potential to do harm to the plane structure/body.	H	Intermittent re-sheeting and regular maintenance grading
Lights – runway, taxiway and signal area	Runway and taxiway not exposed for night time landings. The signal area not exposed.	H	Regular checks and maintenance of lights to ensure they remain at a satisfactorily level of operation.

5.3 Routine Maintenance Plan

Routine maintenance is the regular on-going work that is necessary to keep assets operating, including instances where portions of the asset fail and need immediate repair to make the asset operational again.

5.3.1 Maintenance plan

Maintenance includes reactive, planned and cyclic maintenance work activities.

Reactive maintenance is unplanned repair work carried out in response to service requests and management/supervisory directions.

Planned maintenance is repair work that is identified and managed through a maintenance management system (MMS). MMS activities include inspection, assessing the condition against failure/breakdown experience, prioritising, scheduling, actioning the work and reporting what was done to develop a maintenance history and improve maintenance and service delivery performance.

Cyclic maintenance is replacement of higher value components/sub-components of assets that is undertaken on a regular cycle including repainting, building roof replacement, etc. This work generally falls below the capital/maintenance threshold.

Maintenance expenditure trends are shown in Table 5.3.1

Table 5.3.1. Maintenance Expenditure Trends

Year	Maintenance Expenditure		
	Reactive	Planned	Cyclic
2008/09	\$38,122	\$	\$
2009/10	\$20,473	\$	\$
2010/11	\$28,591	\$	\$

Planned maintenance work is 0 % of total maintenance expenditure.

Maintenance expenditure levels are considered to be inadequate to meet required service levels. Future revision of this asset management plan will include linking required maintenance expenditures with required service levels.

Assessment and prioritisation of reactive maintenance is undertaken by Council staff using experience and judgement.

5.3.2 Standards and specifications

Maintenance work is carried out in accordance with the following Standards and Specifications.

Roads Act 1993

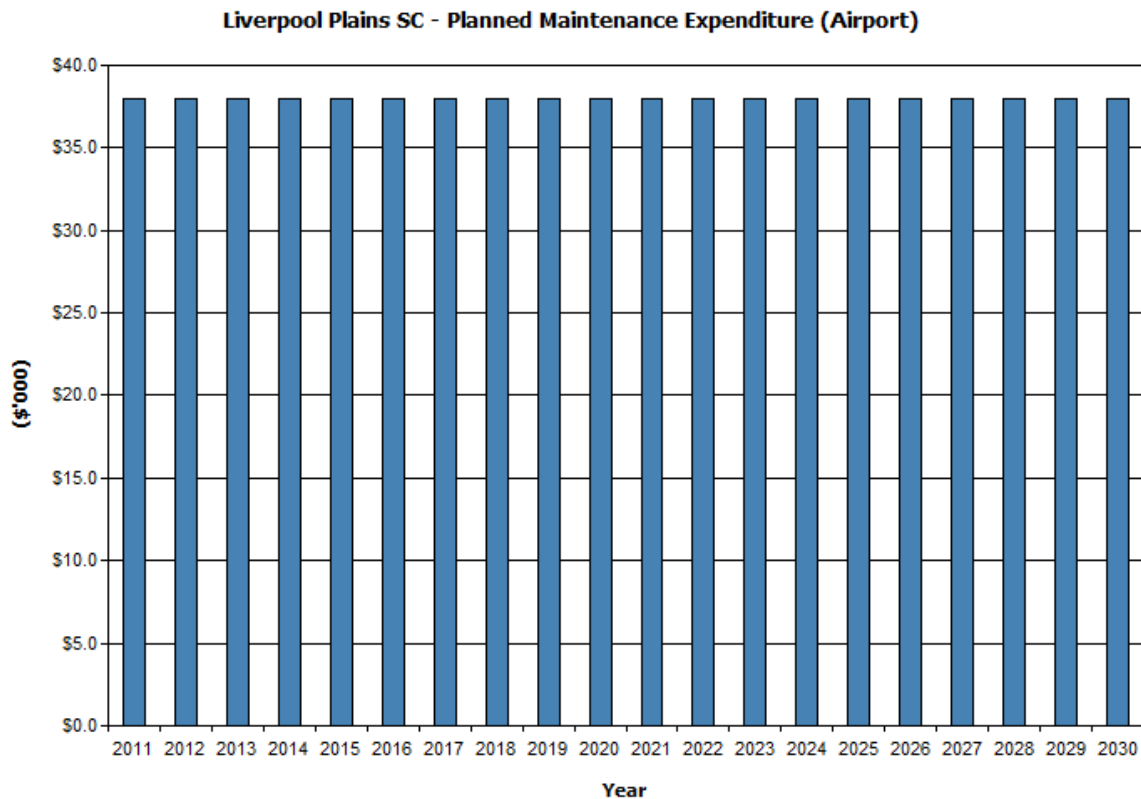
Occupational Health & Safety Act 2000

Civil Aviation Safety Authority (CASA) Manual of Standards

5.3.3 Summary of future maintenance expenditures

Future maintenance expenditure is forecast to trend in line with the value of the asset stock as shown in Fig 4. Note that all costs are shown in current 2011-12 dollar values.

Fig 4. Planned Maintenance Expenditure



Deferred maintenance, ie works that are identified for maintenance and unable to be funded are to be included in the risk assessment process in the infrastructure risk management plan.

Maintenance is funded from Council's operating budget and grants where available. This is further discussed in Section 6.2.

5.4 Renewal/Replacement Plan

Renewal expenditure is major work which does not increase the asset's design capacity but restores, rehabilitates, replaces or renews an existing asset to its original service potential. Work over and above restoring an asset to original service potential is upgrade/expansion or new works expenditure.

5.4.1 Renewal plan

Assets requiring renewal are identified from estimates of remaining life obtained from the asset register worksheets on the '*Planned Expenditure template*'. Candidate proposals are inspected to verify accuracy of remaining life estimate and to develop a preliminary renewal estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed in Table 5.4.1.

Table 5.4.1 Renewal Priority Ranking Criteria

Criteria	Weighting
CASA Requirements	50%
Visual Defects	50%
Total	100%

Renewal will be undertaken using 'low-cost' renewal methods where practical. The aim of 'low-cost' renewals is to restore the service potential or future economic benefits of the asset by renewing the assets at a cost less than replacement cost.

Examples of low cost renewal include painting of buildings as required.

5.4.2 Renewal standards

Renewal work is carried out in accordance with the following Standards and Specifications.

Building Code of Australia

Plumbing and Drainage AS3500

Occupational Health & Safety Act 2000

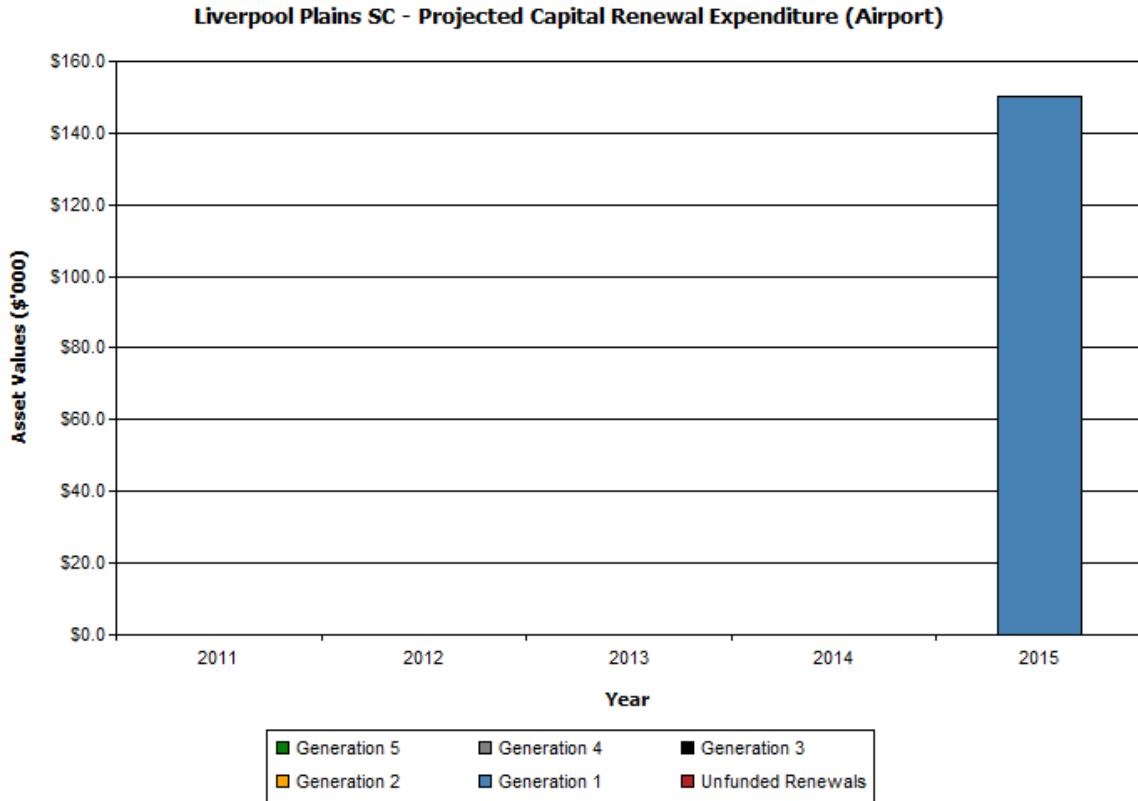
Civil Aviation Safety Authority (CASA) Manual of Standards

5.4.3 Summary of future renewal expenditure

Projected future renewal expenditures are forecast to increase over time as the asset stock ages. The costs are summarised in Fig 5. Note that all costs are shown in current 2011 dollar values.

The projected capital renewal program is shown in Appendix B.

Fig 5. Projected Capital Renewal Expenditure



Deferred renewal, ie those assets identified for renewal and not scheduled for renewal in capital works programs are to be included in the risk assessment process in the risk management plan.

Renewals are to be funded from Council's capital works program and grants where available. This is further discussed in Section 6.2.

5.5 Creation/Acquisition/Upgrade Plan

New works are those works that create a new asset that did not previously exist, or works which upgrade or improve an existing asset beyond its existing capacity. They may result from growth, social or environmental needs. Assets may also be acquired at no cost to the Council from land development. These assets from growth are considered in Section 4.4.

5.5.1 Selection criteria

New assets and upgrade/expansion of existing assets are identified from various sources such as councillor or community requests, proposals identified by strategic plans or partnerships with other organisations. Candidate proposals are inspected to verify need and to develop a preliminary renewal

estimate. Verified proposals are ranked by priority and available funds and scheduled in future works programmes. The priority ranking criteria is detailed below.

Table 5.5.1 New Assets Priority Ranking Criteria

Criteria	Weighting
Condition	50%
Value For Community	20%
Community Need	30%

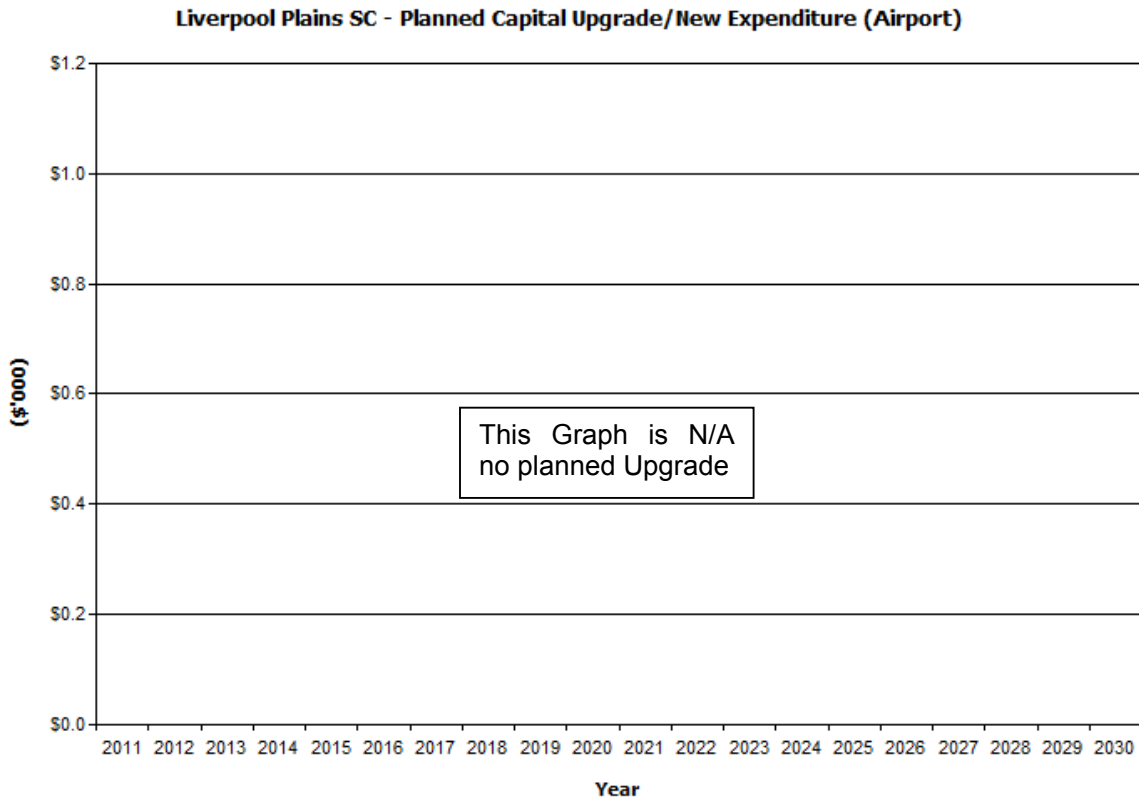
5.5.2 Standards and specifications

Standards and specifications for new assets and for upgrade/expansion of existing assets are the same as those for renewal shown in Section 5.4.2.

5.5.3 Summary of future upgrade/new assets expenditure

Planned upgrade/new asset expenditures are summarised in Fig 6. The planned upgrade/new capital works program is shown in Appendix C. All costs are shown in current 2011 dollar values.

Fig 6. Planned Capital Upgrade/New Asset Expenditure



New assets and services are to be funded from Council's capital works program and grants where available. This is further discussed in Section 6.2.

5.6 Disposal Plan

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition or relocation. Assets identified for possible decommissioning and disposal are shown in Table 5.6. These assets will be further reinvestigated to determine the required levels of service and see what options are available for alternate service delivery, if any.

Table 5.6 Assets identified for Disposal

Asset	Reason for Disposal	Timing	Cashflow from disposal
Nil			

Where cashflow projections from asset disposals are not available, these will be developed in future revisions of this asset management plan.

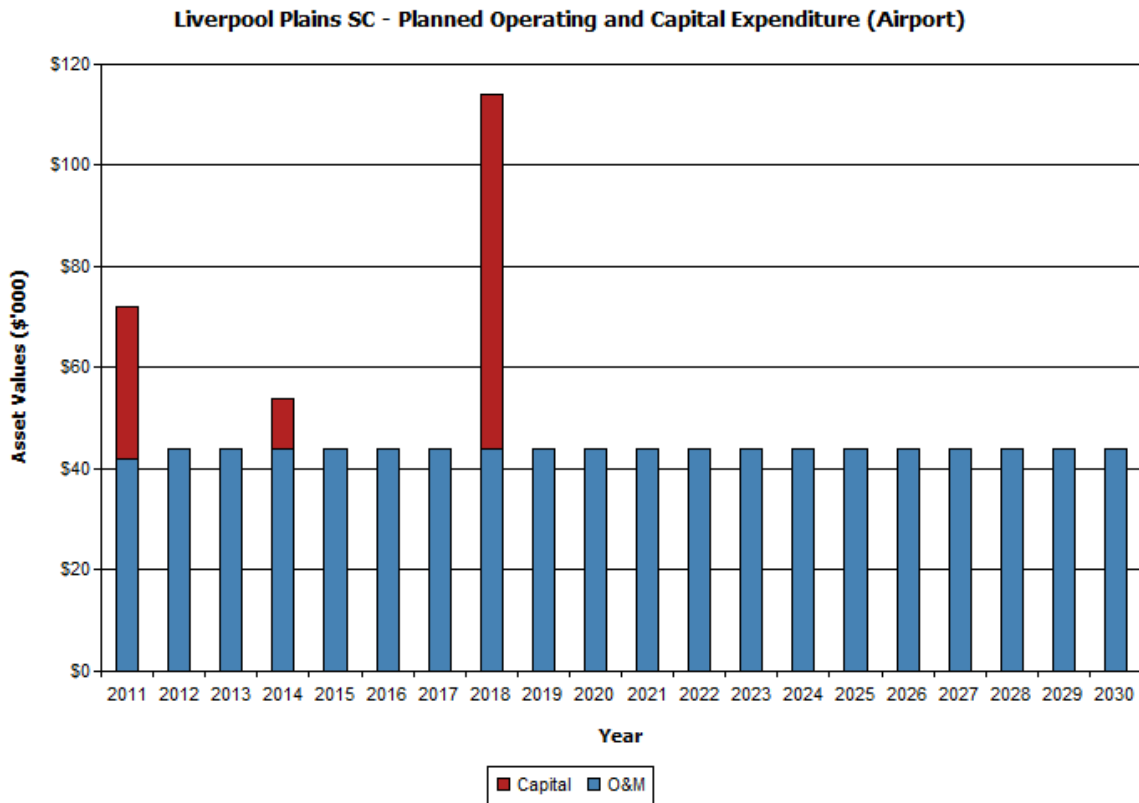
6. FINANCIAL SUMMARY

This section contains the financial requirements resulting from all the information presented in the previous sections of this asset management plan. The financial projections will be improved as further information becomes available on desired levels of service and current and projected future asset performance.

6.1 Financial Statements and Projections

The financial projections are shown in Fig 7 for planned operating (operations and maintenance) and capital expenditure (renewal and upgrade/expansion/new assets).

Fig 7. Planned Operating and Capital Expenditure



Note that all costs are shown in current 2011 dollar values.

6.1.1 Sustainability of service delivery

There are two key indicators for financial sustainability that have been considered in the analysis of the services provided by this asset category, these being long term life cycle costs and medium term costs over the 10 year financial planning period.

Long term - Life Cycle Cost

Life cycle costs (or whole of life costs) are the average costs that are required to sustain the service levels over the longest asset life. Life cycle costs include maintenance and asset consumption (depreciation expense). The annual average life cycle cost for the services covered in this asset management plan is \$113,800.

Life cycle costs can be compared to life cycle expenditure to give an indicator of sustainability in service provision. Life cycle expenditure includes maintenance plus capital renewal expenditure. Life cycle expenditure will vary depending on the timing of asset renewals. The life cycle expenditure at the start of the plan is \$74,000.

A gap between life cycle costs and life cycle expenditure gives an indication as to whether present consumers are paying their share of the assets they are consuming each year. The purpose of this Airport and Facilities asset management plan is to identify levels of service that the community needs and can afford and develop the necessary long term financial plans to provide the service in a sustainable manner.

The life cycle gap for services covered by this asset management plan is \$39,800 per annum. The life cycle sustainability index is 66%

Medium term – 10 year financial planning period

This asset management plan identifies the estimated maintenance and capital expenditures required to provide an agreed level of service to the community over a 20 year period for input into a 10 year financial plan and funding plan to provide the service in a sustainable manner.

This may be compared to existing or planned expenditures in the 20 year period to identify any gap. In a core asset management plan, a gap is generally due to increasing asset renewals.

Fig 8 shows the projected asset renewals in the 20 year planning period from the asset register. The projected asset renewals are compared to planned renewal expenditure in the capital works program and capital renewal expenditure in year 1 of the planning period as shown in Fig 8. Table 6.1.1 shows the annual and cumulative funding gap between projected and planned renewals.

Fig 8. Projected and Planned Renewals and Current Renewal Expenditure

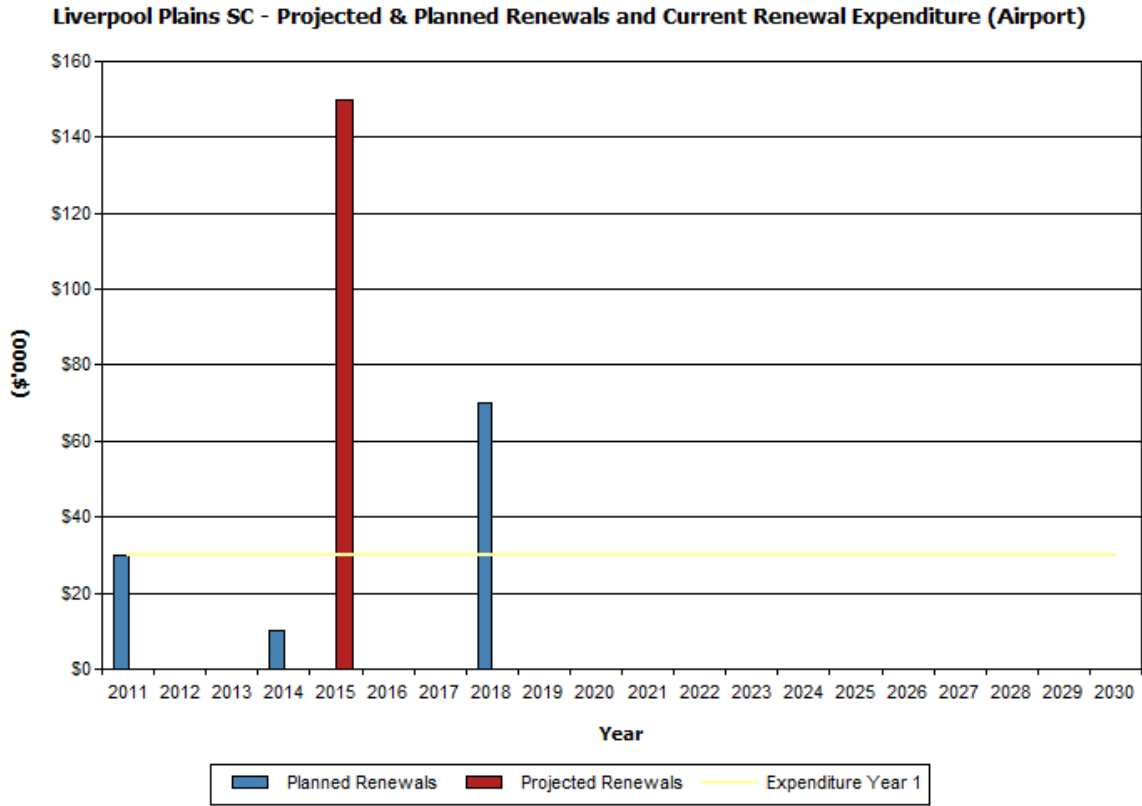


Table 6.1.1 shows the gap between projected and planned renewals.

Table 6.1.1 Projected and Planned Renewals and Expenditure Gap (\$'000)

Year	Projected Renewals	Planned Renewals	Renewal Funding Gap	Cumulative Gap
2011	\$0.00	\$30.00	-\$30.00	-\$30.00
2012	\$0.00	\$0.00	\$0.00	-\$30.00
2013	\$0.00	\$0.00	\$0.00	-\$30.00
2014	\$0.00	\$10.00	-\$10.00	-\$40.00
2015	\$150.00	\$0.00	\$150.00	\$110.00
2016	\$0.00	\$0.00	\$0.00	\$110.00
2017	\$0.00	\$0.00	\$0.00	\$110.00
2018	\$0.00	\$70.00	-\$70.00	\$40.00
2019	\$0.00	\$0.00	\$0.00	\$40.00
2020	\$0.00	\$0.00	\$0.00	\$40.00

2021	\$0.00	\$0.00	\$0.00	\$40.00
2022	\$0.00	\$0.00	\$0.00	\$40.00
2023	\$0.00	\$0.00	\$0.00	\$40.00
2024	\$0.00	\$0.00	\$0.00	\$40.00
2025	\$0.00	\$0.00	\$0.00	\$40.00
2026	\$0.00	\$0.00	\$0.00	\$40.00
2027	\$0.00	\$0.00	\$0.00	\$40.00
2028	\$0.00	\$0.00	\$0.00	\$40.00
2029	\$0.00	\$0.00	\$0.00	\$40.00
2030	\$0.00	\$0.00	\$0.00	\$40.00

INSERT projected and planned renewals in Table 6.1.1 and calculate yearly and cumulative renewal funding gaps.

Providing services in a sustainable manner will require matching of projected asset renewals to meet agreed service levels with planned capital works programs and available revenue.

A gap between projected asset renewals, planned asset renewals and funding indicates that further work is required to manage required service levels and funding to eliminate any funding gap.

Council will manage the 'gap' by developing this asset management plan to provide guidance on future service levels and resources required to provide these services, and future revenue streams will have to be sought to fund the required maintenance needs .

Council's long term financial plan covers the first 10 years of the 20 year planning period. The total maintenance and capital renewal expenditure required over the 10 years is \$490,000.

This is an average expenditure of \$49,000. Estimated maintenance and capital renewal expenditure in year 1 is \$68,000. The 10 year sustainability index is 138%

6.2 Funding Strategy

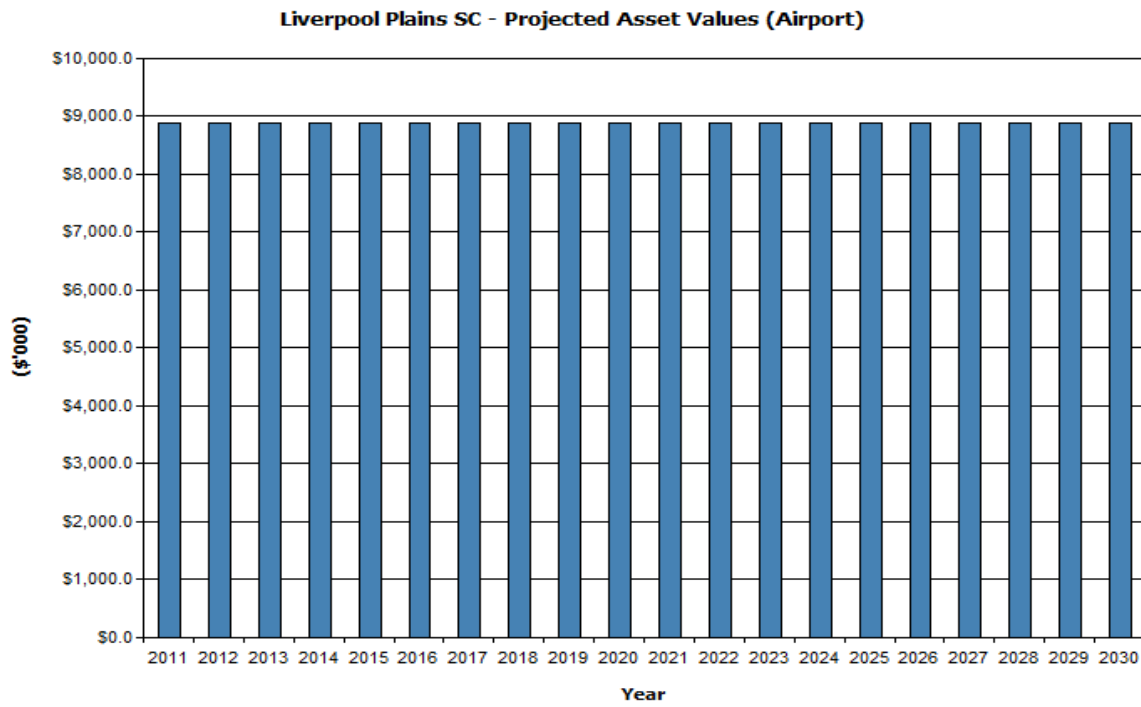
Projected expenditure identified in Section 6.1 is to be funded from Council's operating and capital budgets. The funding strategy is detailed in the Council's 10 year long term financial plan.

Achieving the financial strategy will require the sourcing of increased revenue and the sourcing of government grants to allow the Airport asset to remain at the required service level.

6.3 Valuation Forecasts

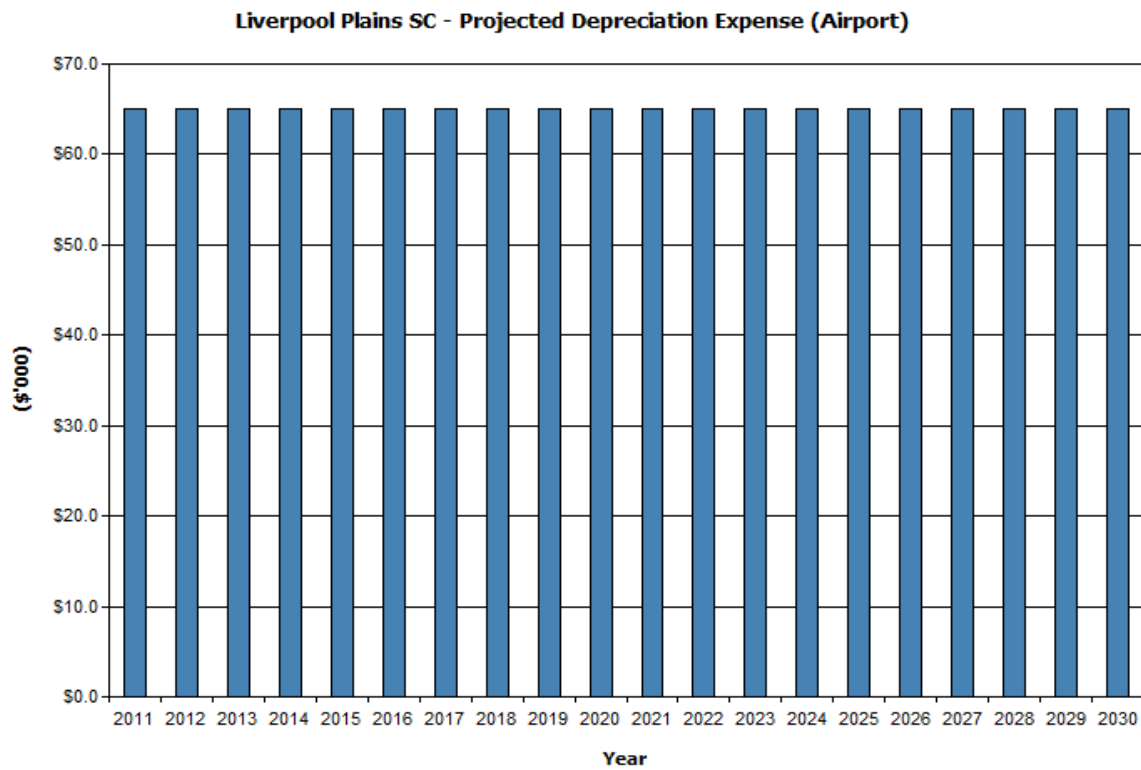
Asset values are forecast to increase as additional assets are added to the asset stock from construction and acquisition by Council and from assets constructed by land developers and others and donated to Council. Fig 9 shows the projected replacement cost asset values over the planning period in current 2011 dollar values.

Fig 9. Projected Asset Values



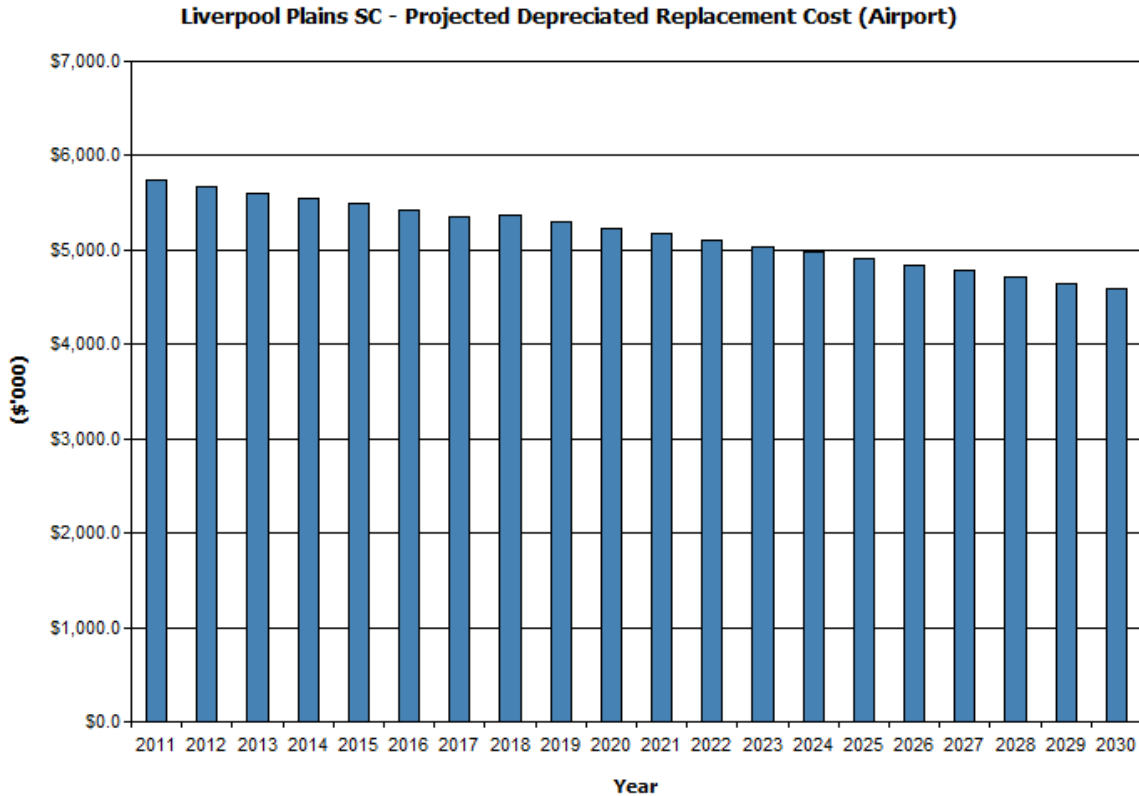
Depreciation expense values are forecast in line with asset values as shown in Fig 10.

Fig 10. Projected Depreciation Expense



The depreciated replacement cost (current replacement cost less accumulated depreciation) will vary over the forecast period depending on the rates of addition of new assets, disposal of old assets and consumption and renewal of existing assets. Forecast of the assets' depreciated replacement cost is shown in Fig 11.

Fig 11. Projected Depreciated Replacement Cost



6.4 Key Assumptions made in Financial Forecasts

This section details the key assumptions made in presenting the information contained in this asset management plan and in preparing forecasts of required operating and capital expenditure and asset values, depreciation expense and carrying amount estimates. It is presented to enable readers to gain an understanding of the levels of confidence in the data behind the financial forecasts.

Key assumptions made in this asset management plan are:

- Capital Works expenditure is indexed by 3.5% pa,
- Wages and Contributions to Council are indexed at 3% pa,
- Zero Dividend return to Council, and
- Energy and other utility costs are indexed by 3.5% pa

Accuracy of future financial forecasts may be improved in future revisions of this asset management plan by the following actions.

- Refining the required renewal expenditure based upon improved data within the asset register,

- Provision of modelling and reporting capabilities within the asset register,
- Trending actual planned and reactive maintenance expenditure, and
- Investigate asset renewal profile and depreciation calculations.

7. ASSET MANAGEMENT PRACTICES

7.1 Accounting/Financial Systems

As well as complying with Australian Accounting Standards, Liverpool Plains Shire Council must comply with The Local Government Act and various other issued guidance such as “Circulars to Councils” from the Department of Local Government. The Department of Local Government has an Asset Accounting Manual that Council complies with. In addition to this accounting standard AASB 116 – “Property, Plant and Equipment” is the significant regulatory requirement relevant to accounting for assets.

The Council uses Authority software provided by Civica and Assetic for all asset accounting purposes. In addition to acquisition, disposal, revaluation and depreciation transactions, the system also tracks expenditure on maintenance and capital renewal projects via a Work Order system. Where appropriate, these costs are then transferred by journal to the Assetic Asset Register. The Authority system is controlled by the Corporate & Business Services Division of Council under the supervision of the Director Corporate Services and the Chief Financial Officer.

Accountabilities and responsibilities are divided between Corporate & Business Services and the asset owner (responsibility area) according to function. The asset owners provide information on the relevant assets and identify expenditure with the relevant Work Orders. Corporate & Business Services staff creates the records within the Asset Register and process expenditure to work orders or direct to the Asset Register where appropriate.

While Council has employed a \$5,000 capitalisation threshold for several years, the Asset Management Policy had previously adopted lower thresholds to cater for individual items including water meters, which due to their significant numbers represent a large asset value.

ASB 116 revaluation requirements and asset management planning have identified shortcomings in this approach, which was revised during 2009/10. This will constitute one component of Asset Accounting Policy and Procedures which were developed during 2009/10.

7.2 Asset Management Systems

- Authority - customer billing, water meter register and customer water consumption information
- Assetic - Asset Register
- Predictor- Asset management system
- Tr@cer Weeds- Asset capture software
- Financial System - Authority

7.3 Information Flow Requirements and Processes

The key information flows *into* this asset management plan are:

- The asset register data on size, age, value, remaining life of the network;
- The unit rates for categories of work/material;
- The adopted service levels;
- Projections of various factors affecting future demand for services;
- Correlations between maintenance and renewal, including decay models;
- Data on new assets acquired by council.

The key information flows *from* this asset management plan are:

- The assumed Works Program and trends;

- The resulting budget, valuation and depreciation projections;
- The useful life analysis.

These will impact the Long Term Financial Plan, Strategic Business Plan, annual budget and departmental business plans and budgets.

7.4 Standards and Guidelines

Liverpool Plains Shire Council Asset Management Policy, 2.19

Civil Aviation Safety Authority (CASA) Manual of Standards

8. PLAN IMPROVEMENT AND MONITORING

8.1 Performance Measures

The effectiveness of the asset management plan can be measured in the following ways:

- The degree to which the required cashflows identified in this asset management plan are incorporated into council's long term financial plan and Strategic Management Plan;
- The degree to which 1-5 year detailed works programs, budgets, business plans and organisational structures take into account the 'global' works program trends provided by the asset management plan;

8.2 Improvement Plan

The asset management improvement plan generated from this asset management plan is shown in Table 8.2.

Table 8.2 Improvement Plan

Task No	Task	Responsibility	Resources Required	Timeline
1.	Weekly Airport inspections	ARO		
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

8.3 Monitoring and Review Procedures

This asset management plan will be reviewed during annual budget preparation and amended to recognise any changes in service levels and/or resources available to provide those services as a result of the budget decision process.

The Plan has a life of 4 years and is due for revision and updating within 2 years of each Council election.

REFERENCES

Liverpool Plains Shire Council, 'Strategic Management Plan 2010 – 2019,

Liverpool Plains Shire Council, 'Annual Plan and Budget.

DVC, 2006, 'Asset Investment Guidelines', 'Glossary', Department for Victorian Communities, Local Government Victoria, Melbourne,
<http://www.dvc.vic.gov.au/web20/dvclgv.nsf/allDocs/RWP1C79EC4A7225CD2FCA257170003259F6?OpenDocument>

IPWEA, 2011, 'International Infrastructure Management Manual', Institute of Public Works Engineering Australia, Sydney, www.ipwea.org.au

Civil Aviation Safety Authority (CASA) Manual of Standards

APPENDICES

Appendix A Projected 20 year Capital Renewal Works Program

Liverpool Plains SC >> Renewal Program (Airport)									
UID	Asset ID	Sub Category	Asset Name	From	To	Rem	Planned	Renewal	Useful
						Life	Renewal	Cost	Life
						(Years)	Year	(\$)	(Years)
22583503	4	lighting	lighting	0	1	4	2015	\$150,000.00	30
Subtotal								\$150,000.00	
22583504	CRC3	Paint	Termanal	0	1	5	2016	\$30,000.00	10
Subtotal								\$30,000.00	
Program Total								\$180,000.00	