



Meeting minutes
Asset Management
Special Interest Group

MINUTES
MEETING OF THE
Asset Management Special Interest Group
Thursday July 29, 2021
Meeting held via Teams

Meeting opened 4.30pm

1. Attendance

1.1. Present

Chair - NAMS SA Representative, Chris Haskas

4 Representatives – Adelaide Region

Michael Bennett, City of Marion

Ben Clark, Town of Walkerville

Caitlin Evans, City of Adelaide

Andrew Smith, Department for Infrastructure and Transport

2 Representatives – Regional South Australia

Govind Narayan, Light Regional Council

Jean-Pierre Koekemoer, City of Port Lincoln

2 Observers – LGA(SA) and LGFMG

LGASA - Rebecca Muller, Senior Policy Officer

1.2. Apologies

LGFMG - Annette Martin, Manager Financial Services, City of Charles Sturt

1.3. Absent

LGFMG - David Harman, Financial Transformation Lead, City of Marion

1.4. In attendance

Andrew Craig, Executive Officer

Julie Kerr, Executive Officer IPWEA SA (left meeting at 5.00pm)

David Jenkins, CEO IPWEA Australasia

Jonathan Jones, Head of Education IPWEA Australasia

2. Declaration of Interests

Nil

3. Confirmation of Minutes

3.1 Inaugural meeting – no previous minutes

4. Items for discussion

4.1 Introduction – Members of group

Chris invited all attendees to introduce themselves, and discuss what they hope the



Special Interest Group (SIG) can do.

Action: *Comments and ideas to be included in a SIG Workplan to be developed.*

4.2 Governance – Terms of Reference

Taken as read.

Moved: Ben Clark

That the Terms of Reference be accepted.

Seconded: Jean-Pierre Koekemoer

CARRIED

4.3 Asset Management Survey Results

Taken as read.

Chris summarised the results of the survey, which was for the IPWEA SA November 2020 conference Asset Management workshop. Chris highlighted key interests and topics, which can feed into the SIG Workplan.

4.4 Future of Education

David Jenkins introduced the IPWEA Asset Management Pathway.

Jonathan Jones presented and discussed the 'Future of Learning' developments. Questions and then explanation on IPWEA course / publication updates to ensure materials and knowledge eg IPWEA IIMM guide updates.

Action: *Jonathan to provide the presentation, which will be attached to the meeting minutes.*

4.5 New IPWEA Asset Management Pathway

Covered in Item 4.4.

4.6 NAMS Update

Chris, as the IPWEA SA NAMS representative, provided some background and an update which is covering a review of NAMS. David added the review is underway due to IPWEA organisation changes and it is time a review is to ensure changes in advocacy, technical information and education are covered.

Chris discussed other division Asset Management groups and collaboration.

Action: *Chris and David to advise the next meeting of the NAMS review progress.*

4.7 Asset Management Training

Chris discussed some forthcoming training schedule as follows -



Course dates:

- i. Asset Management Foundations
 1. Monday, 16th August 2021
 2. Monday 14th March 2022
- ii. Fleet Management Certificate
 1. Tuesday 7th September 2021
 2. Tuesday 8th February 2022
- iii. Professional Certificate in Asset Management Planning
 1. 30 August - 20 October 2021
 2. 4 April - 20 May 2022
- iv. Professional Certificate in Infrastructure Financial Management
 1. 6 September - 18 October 2021
 2. 18 April - 30 May 2022
- v. Integrating Asset Management and Governance
 1. Monday, 8th November 2021
 2. Monday, 6th June 2022

Action: Julie Kerr to provide IPWEA SA members the confirmed details, as they become available.

4.8 IPWEA Australasia Asset Management Projects

Chris shared some information on the following IPWEA projects -

List of all the Asset Management project work IPWEA has in the pipeline over the coming 12 months

- a. Emerging Technology: Asset Tracking and Monitoring
- b. LGASA R&D ideas – keen to hear from the group what is possible.
- c. NAMS+ development
 - i. New IIMM Maturity Assessment
 - ii. New Onboarding and Mentoring Program
 - iii. Information and Guidance Papers on key practice areas
 - iv. Combine lifecycle models to create your SAMP
 - v. Infrastructure risk management wizard to create your prioritised treatment plan
- d. Update of existing Practice Notes
- e. National State of the Assets

4.9 LGA SA – Asset Management Projects

Rebecca presented 'Asset Management - LGA Perspective'. Information was shared on LG Reform and various Integration projects / information papers to be prepared.

Actions: Rebecca to provide the presentation and LGA website links on information discussed, which will be attached to the meeting minutes.

Model Financial Statements, link - <https://www.lga.sa.gov.au/news-and-events/news/latest-news/2021/june/2021-model-financial-statements>

Chris asked that the SIG be asked to review the information papers.

4.10 Asset Management Event

Chris shared to IPWEA Qld Asset Management symposium held May 2021. Short and long events could be held in SA and opportunities already exist such as the Tech Talks being held.

Actions: SIG members to assist with topics / issues that could be for forums / workshops. Events to be recorded for regional attendees.



5. Items for noting

Nil

6. Other Business

Meeting attendees discussed feedback, ideas and support needed.

Discussion included shared services, education, predictive modelling, visualisation for better engagement, Tech Talk topics, Asset Management IT systems, manuals for condition assessments, consistency for ratios, support for regional councils

Actions: *SIG members to review the LGA careers page and Chris to discuss with Rebecca opportunities to discuss Asset Management with universities.*

Chris to further discuss financial ratios with Steve Verity and provide any feedback to Rebecca that could be used for information the LGA provides councils.

Rebecca to provide links on how the LGA supports regional councils.

All SIG members to send Chris an email on event ideas and top 3 benefits of their ideas by next Monday.

Draft workplan to be developed for next SIG meeting.

7. Next Scheduled Meeting

The next meeting of the Asset Management SIG will be held 4:30pm to 6:30pm Thursday October 21, 2021.

8. Meeting closed 6.30pm

Chris thanked the presenters and the SIG members for their contributions.