



Parks Practice Note: Inventories, Condition and Performance Grading

Parks Professionals: Invitation to Submit Interest in Volunteer Reference Group

Great News!

IPWEA has initiated a project to prepare a series of Practice Notes specifically for practitioners in the Parks and Open Space sector. The first Practice Note deals with the establishment of asset inventories, condition and performance assessment.

Invitation to participate in Industry Reference Group

To ensure we represent current best practice, from across the industry, we are inviting volunteer parks practitioners with experience in parks asset management to join a reference group to provide input and feedback to the development of the Practice Note. You will be required to respond to draft documents via email and skype conference calls in a timely manner as the Practice Note is developed over the next six months.

If you are interested submitting an expression of interest to participating in the Reference Group, please provide a brief resume of your skills, experience and interest, particularly related to the area of parks asset management by the 31st May, 2013 to Lita Somogyi, litasomogyi@ipwea.org.au.

It may be necessary to limit numbers on the reference group.

For further information on the project, please refer to [additional information over](#).

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ADDITIONAL INFORMATION

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1. PROJECT PURPOSE

To prepare a Practice Note document that outlines parks specific best practice complimented with examples to provide an introduction to asset management and provides a template for asset information collection and recording.

It will provide guidance relating to the structure, collection and maintenance of asset registers. It will explain the purpose of condition and performance assessment and how these concepts are practically applied to the parks industry.

It will provide condition and performance grading guidelines within the 1-5 grading system for all common park asset types including both hard and soft assets.

Practice Note One will included the following:

Title	Description
Overview	Overview and explanation of key tasks. Intended to give practical parks examples which are not catered for in IIMM 2011
Asset inventory	Asset inventories and asset management systems, identifying appropriate levels of detail and keeping it up to date
Condition and performance	Purpose of condition and performance, assessment process and methodology
Detailed scoring guideline	Detailed description of condition and performance scoring for all common park asset types including hard and soft assets
Useful remaining life	How to assess and record useful remaining life

2. WHAT ARE PRACTICE NOTES

IPWEA is developing a series of Practice Notes across the range of community infrastructure activities that its members are commonly involved with. The Practice Notes are intended to provide practical guidance with real life examples, to assist practitioners in implementing the principles and requirements of asset management outlined in the IIMM 2011.

3. REFERENCE GROUP REQUIREMENTS

A working reference group is being formed to assist the project managers with the development of the resource. This group will be required to be active; there will be work to do! The preparedness to meet reply deadlines will be critical. The reference group will be asked to use their knowledge, experience and networks to assist with the development of the resource. This will primarily take the form of responding to drafts developed by the project manager. They will also be requested to assist in supplying and reviewing working templates and examples.

4. TIMEFRAMES

The intention is to complete Practice Note One by the end of October 2013. The Reference Group will have approximately 10 working days to respond with feedback to the various draft stages as they are developed. A group Skype call will follow this feedback. The project plan identifies 3 stages requiring feedback in June, July and August.

5. PROJECT MANAGERS

IPWEA has appointed Xyst Limited to work with industry representatives to develop the Parks Practice Notes. If you wish to contact the project manager for further information please contact Brian Milne brian@xyst.biz.

For further information regarding Xyst, please refer to their website www.xyst.biz

6. EXPRESSIONS OF INTEREST TO JOIN REFERENCE GROUP

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