



## Item 6 Appendix D

## DORSET & WILTSHIRE FIRE AND RESCUE AUTHORITY

### Asset Management Policy

The Dorset & Wiltshire Fire and Rescue Authority (DWFRA) is the combined fire and rescue authority for its area as defined within Sections 1 and 2 of the Fire and Rescue Services Act 2004. This document contains the Authority's policy on how it will manage its physical assets such as estate, vehicles, work wear and equipment. Through this policy DWFRA will meet its legal requirements under the Fire and Rescue Services Act 2004 and Civil Contingencies Act 2004 to secure the provision of services and equipment necessary to meet all normal requirements. We will also take all reasonable measures to secure an adequate supply of water for the Authority's use in the event of fire. The policy is underpinned by a set of procedures.

Our premises, fleet, equipment and information delivery systems need to operate to maximum efficiency at all times, often in situations that place them under duress. It is therefore essential that we manage our assets in an integrated, efficient, and effective way so we maximise value for money for all asset classes across each stage of the life cycle. The policy will also ensure that we deliver best value and secure continuous improvement in the use of our assets.

Effective asset management information systems will be established, embedded and managed throughout the organisation. These systems will directly support our strategic intent and the need to ensure compliance against a range of statutory requirements. Through this policy and its associated procedures, we will ensure that our assets have the capabilities required to deliver our vision and to meet the requirements set out in our Community Safety Plan and that they are suitable and safe to be used by our diverse workforce.

We will follow the principles of PASS55-1:2008 and the Royal Institution of Chartered Surveyors (RICS) guidance on Public Sector Property Asset Management. This will enable us to ensure that our assets are managed in a way that reduces their impact on the environment, contributes to reducing our carbon footprint and preserves their long term viability and value. Through following the principles and guidance, we will ensure that we balance quality and cost to secure value for money in all our procurement decisions and that this results in transparency in the use of public assets.

We will collaborate with other public sector and third sector partners, seeking to maximise value and community use of publicly-funded assets and the achievement of economies of scale in purchasing.

## Why is this policy needed?

We need to make sure:

- We have the assets required to deliver our vision.
- We comply with all relevant statutory and regulatory requirements.
- We achieve the highest possible standards of health, safety and sustainability.
- We maximise value for money.
- We maximise the use of our facilities and increase efficiency (including addressing under-utilisation).
- We achieve high standards of stewardship and identify opportunities for continuous improvement across all our services.
- We have robust and resilient asset management arrangements in place.
- We respond dynamically to external factors; such as changes in technology or best practice which affect our asset management.
- As far as reasonably possible, all of our assets are secure from attack or interference.
- Our assets are suitable and safe to be used by our diverse workforce/ communities.

## How we will meet the above requirements?

We will adopt the principles of PASS 55-1:2008, which is an internationally recognised standard setting out the specification for an effective asset management system.

We will follow the Royal Institution of Chartered Surveyors (RICS) guidance for Public Sector Property Asset Management.

Our asset requirements will be re-evaluated as part of our on-going strategic assessment and the results will feed into our Community Safety Plan and our Medium Term Finance Plan. Through our Asset Management Group chaired by the Brigade Manager for Support Services, we will ensure that this policy is implemented effectively and efficiently. This will enable us to ensure that our asset management system is:

- Consistent with all our organisational policies and overall risk management framework.
- Documented, implemented and maintained.
- Communicated to all relevant stakeholders, including contracted service providers
- Periodically reviewed to make sure it remains relevant.

## Success of the Policy – How is this Policy assured?

We will separate our objectives into targets for each asset class, covering all four stages of the asset life cycle.

Each objective has measures for monitoring and reporting performance:

### 1. Effectiveness – We will:

- Continually assess the effectiveness, safety and suitability of our assets, in terms of their ability to deliver our vision. We will consult with those that use them and monitor feedback loops; such as, those for reporting operational effectiveness and reporting accidents and near misses.

## **Asset Management Policy**

- Monitor and report on the availability of our assets and our defect rectification performance.
- 2. Legislative compliance – We will:**
- Maintain a register of our statutory/regulatory duties and record our compliance against each one.
  - Monitor and report on our planned maintenance procedures.
- 3. Value for money – We will:**
- Measure value for money in terms of economy and efficiency, by looking at the cost of inputs and the use of inputs in delivering outputs.
  - Monitor and report on the costs of our services.
  - Benchmark ourselves against other fire and rescue services.
- 4. Stewardship – We will monitor and report:**
- On the condition of our assets and the value of work identified to keep them in good order.
  - On our consumption of utilities and our carbon production.

The Finance and Audit Committee will scrutinise our performance in delivering this policy and its associated Asset Management Strategy.

### **Review Date**

This policy will be reviewed at least every three years or will be brought back to Members if requirements change.