



## Building Renewal Policy

Policy Type:	Policy		
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<b>Department:</b>	City Projects	<b>Division:</b>	Capital Works
<b>Function:</b>	14 - Infrastructure	<b>Responsible Officer:</b>	Manager, Capital Works

### A - PREAMBLE

1. Building renewal is a program of physical work on building assets to re-establish function and amenity commensurate with the pre-existing state.
2. The City's building assets vary in size, purpose, utilisation, age and condition, and a rational approach needs to apply in prioritising annual programs of work.

### B - SCOPE

1. This Policy applies to employees of the City of Salisbury.

### C - POLICY PURPOSE/OBJECTIVES

1. This Policy sets out the responsibilities of the City of Salisbury in relation to the conduct of the building renewal program.

### D - DEFINITIONS

1. **Asset** – property including improvements recorded on the City's asset database or otherwise in possession of the City.
2. **Building** – A structure with a roof and walls, such as a house, library, recreation centre, or sporting club, not including smaller structures such as, coaches' boxes, lighting towers etc.
3. **Compliance** – conformity with current statutory requirements.
4. **Condition** – condition of an asset is a measure of the cost to carry out work identified in routine inspection over a set period against the insurance valuation. Inspection elements include building fabric, electrical, mechanical and hydraulic services, fire and safety services, heritage, pest control and essential regulatory compliance. The higher the index the poorer the condition.
5. **Disposal** – a program of sale, demolition or relocation of decommissioned building assets.
6. **Exceptional maintenance** – unforeseen/unprogrammed building maintenance effort more cost effectively elevated to renewal work.
7. **Future demand** – growth forecasts which affect the management and utilisation of assets.
8. **Renewal** – extensive work which does not increase the asset's design capacity but restores or rehabilitates, replaces or renews an existing asset to its original capacity.

9. **Risk** – Potential for adverse effect on the use of a facility, assessed as a function of probability and severity of occurrence.
10. **Upgrade planning** – planning for new capital works to existing facilities which may involve some renewal work.

## **E - POLICY STATEMENT**

1. The Council of the City of Salisbury will consider the allocation of funds to carry out a building renewal program annually as part of the budget process, and including forward commitments of four years.
2. Annual building renewal programs will be determined by staff and reported to Council following rational analysis of the following criteria:
  - Condition
  - Risk
  - Future demand
  - Upgrade planning
  - Exceptional maintenance
  - Access issues
  - Compliance
3. 'Condition' will provide the initial basis for renewal ie buildings in poorest condition will be reviewed against the other criteria and the renewal program refined accordingly.
4. Risk ratings will be determined by assessment of risk probability and severity. Buildings with higher risk factors will have priority over lower rated buildings.
5. 'Future demand' will be assessed in terms of demand forecast, changes in technology and non-asset based alternatives available. Trends will be used in assigning renewal work priorities.
6. In conjunction with planned new capital building upgrade works to existing facilities consideration will be given to simultaneously undertaking renewal works which would otherwise not be comprised in the new work.
7. Exceptional maintenance effort required to building components and which arises unforeseen will be considered for inclusion in the renewal program in the year in which it arises. Any variations to the program caused by the need for exceptional maintenance shall be reported to Council.
8. Rectification of non conformance with the provisions of the Disability Discrimination Act will be considered in developing building renewal programs.
9. Compliance with current statutory requirements will be considered in developing building renewal programs.
10. Building assets determined by stakeholders to have no further value to Council will be considered for disposal.

## **F - LEGISLATION**

1. AASB116 compliance – Australian Accounting Standard (Property, Plant and Equipment) July 2004
2. BCA – Building Code of Australia
3. DDA – *Disability Discrimination Act 1992*

## **G - REFERENCES**

1. City of Salisbury Building Asset Management Plan
2. Building Condition Audit

## H - ASSOCIATED PROCEDURES

### 1. Building Inspection Procedure

#### Document Control

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