

Implementing Asset Management

What is Asset Management Implementation?

Implementing your program is about making asset management part of your every day business. It's about establishing a governance structure that enables you to have 'boots on the ground'.

Why is it important?

- ▶ Outlines asset management business processes
- ▶ Maps roles and responsibilities with actions and timeframes
- ▶ Used for inter-departmental coordination
- ▶ Flexible (set up as a living document or process)

What is a Playbook?

The Playbook is a tool for **doing** asset management, which involves implementing processes that enable the whole organization to be more effective and efficient – in an iterative way. Think of it as the framework for your asset management governance system.

NRRM's Concept for an Asset Management Playbook

The Playbook concept was an evolution of Northern Rockies Regional Municipality's (NRRM) asset management program. It was originally brought up by Northern Rockies' Director of Finance (Toni Pike) because there was a desire to represent decisions in a way that everyone can visualize. The concept resonated with the team, and became the basis for filling an operational gap in their asset management program.

The "Playbook" theme and name may not resonate with every team or community, but the concepts for organizing asset management governance and mapping processes together using visuals should be universal. It's about clearly illustrating the key actions required to translate your strategy into action.

NRRM developed their governance framework around the Playbook. They initiated the process following completion of their core Asset Management Plans. The Playbook is centred around a flowchart-based document for inter-departmental business planning. It is used by the asset management team as well as and others across the organization that deal with sustainable service delivery.

Can we help with your Asset Management Program?

Northwest Territories Association of Communities
Phone: (867) 8359
Fax: (867) 873-3042
www.nwtac.com

Tools and Resources for Operationalizing Asset Management

Think of your municipal management team like a football team: everyone has a specific role, but if one person doesn't execute the whole play falls apart. Consider what will resonate best with your community.

Tools and resources to “implement” will likely include the following:

- ▶ Coordination of departmental roles or sub-teams via an Asset Management Team and/or Steering Committee
- ▶ Annual calendar of tasks, timing and dependencies
- ▶ Documenting the scope of each task/meeting/deliverable
- ▶ Identifying who is responsible for each task

A Playbook template, worksheet, and associated guide, have been prepared to support communities in developing operationalizing asset management.

