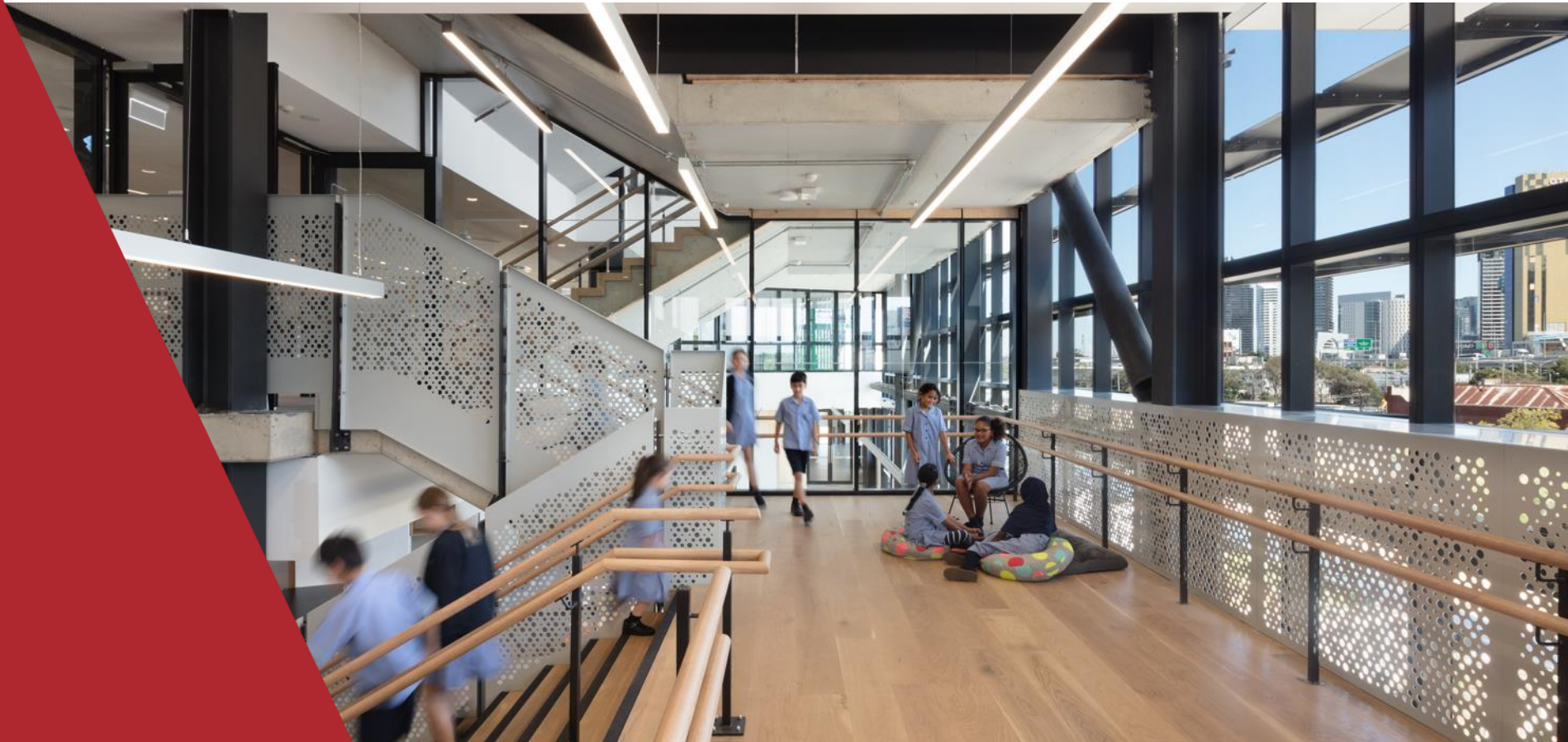


# Asset Management Reform Program

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# Agenda

1. Maintenance Blitz Update
2. Essential Safety Measures Overview
3. Asset Management Reform Overview
4. AIMS – what is it and what do I need to know?
5. Questions and Comments

# Maintenance Blitz Update



# What does this mean for the State?

- In September 2019 the Victorian Government announced that every government school will receive a share of **\$515 million** over **five years** in the single largest boost to school maintenance ever undertaken.
- This funding will enable schools to carry out maintenance works such as painting, the replacement of carpet and windows, landscaping, tree inspections and the upkeep of infrastructure such as septic systems and water services.
- The funding will ensure that existing buildings at over 1,500 public schools across Victoria are safe, modern and properly maintained. This additional resourcing builds on the Government's historic \$5.6 billion investment in new and upgraded schools.

# What does this mean for schools?

## Additional Student Resource Package (SRP) funding (all schools)

- Additional funding for the Maintenance and Minor Works; Grounds Allowance; Annual Contracts and Essential Safety (ACES) Measures.
- This is a once-off addition to what schools would already receive in 2019 and 2020.

## Application based programs

- Safe Trees Program (new)
- Asbestos Incident Response
- Emergency Maintenance Program
- Make Safe Program

## Other programs

- Safety Switch Upgrades (new)
- Gas Supply Upgrades (new)
- Audits of potable water and septic tanks (new)
- Contaminates in water (new)
- Bushfire Preparedness
- Relocatable Buildings Program
- Planned Maintenance Program
- Underground Petroleum Storage System Removal



# What can additional SRP funding be used for?

## Maintenance and Minor Works

- Fulfill tasks outlined in School Maintenance Plans (SMP)
- Complete routine maintenance tasks to prevent new maintenance issues (where no SMP is developed)
- Complete recommended maintenance tasks listed in the 'Maintenance and Minor Works' factsheet (e.g repairing ceilings, walls and flooring)

## Grounds Allowance

- Fulfill tasks outlined in School Maintenance Plans (SMP)
- Maintain school grounds
- Address longstanding site issues (eg drainage/flooding)

## Annual Contracts and Essential Safety (ACES) Measures

- Undertake services necessary to meet mandated OHS or other compliance requirements (Annual Contracts)
- Ensure fire and life safety legislative requirements are complied with (ESM)

## Additional information

### When will you receive maintenance blitz funding?

- Schools will begin to receive their additional SRP allocations from Term 4, 2019 as part of the quarterly SRP cash payment.
- Funding for other programs will be distributed depending on the requirements of each program (eg application based/school-led).

### What are the reporting requirements for maintenance blitz funding?

- The regularly reporting requirements for SRP funding applies for this additional allocation.
- Schools must ensure funds are acquitted against the relevant expense charge account in **CASE21**.
- For other programs that have received increased funding under the Maintenance Blitz, reporting requirements can be found on the specific factsheets made available to schools.

# Need further help?

## Contact details:

- For general enquiries about the maintenance blitz contact the VSBA on 1800 896 950 or via email at [vsba.asset.management@edumail.vic.gov.au](mailto:vsba.asset.management@edumail.vic.gov.au)

## Online Resources:

- For information on the maintenance blitz and copies of all the fact sheets for the various programs please search '*maintenance blitz*' on the Intranet or go to the **Support and Services > School Facilities Management > Manage > School Maintenance Blitz** page on **Edugate**



# Essential Safety Measures Framework



# All about Essential Safety Measures

## What is ESM?

- Essential Safety Measures (ESM) are the fire and life-safety items installed or constructed in a building.
- In schools, examples of ESM items may include:
  - exit signs
  - emergency lighting
  - fire hydrant system
  - sprinkler system
  - portable fire extinguisher
  - smoke and heat alarm system.



# All about Essential Safety Measures

## Why is ESM important?

- When correctly maintained, ESMs aid the safe evacuation of students, staff and visitors in the event of a fire.
- Under the *Building Regulations 2018* principals are responsible for ensuring ESM items are regularly inspected, tested and maintained.
- Schools must arrange for these activities to be undertaken by a sufficiently qualified person and maintain up-to-date records of such. An annual ESM report – demonstrating all relevant ESM activities have been done within the time required– should be lodged with the VSBA.
- ESM management is included in the Victorian Registration and Qualification Authority's (VRQA) minimum standards. Schools must satisfy VRQA requirements to maintain their annual registration.

# How the Department is helping schools with ESM

## ESM Framework:

- The VSBA has developed the Essential Safety Measures in Victorian Government Schools Compliance and Guidance Framework (ESM Framework) to help schools manage their ESM responsibilities.
- The ESM Framework provides step-by-step guidance for schools to meet their ESM requirements, including additional information about safety measures, ESM activities and associated timeframes.
- You can find the ESM Framework (and other useful ESM resources) by going to the **Schools Facilities Management > Manage > Safety and Compliance > Essential Safety Measures** page on **Edugate**

# How the Department is helping schools with ESM

## ESM Maintenance Schedule:

- All Victorian government schools were assessed in 2018 to establish their ESM requirements.
- ESM items for each school are detailed in an ESM Maintenance Schedule. This is located in the Department intranet within the **Reports and Plans > Specialist Files** section of the **School Facilities Profile Website**.
- Schools should download this ESM maintenance schedule and complete the actions detailed within it.

# ESM Maintenance Schedule – an example

Essential Safety Measure	Reference	Frequency and Type of Maintenance Required	BLD No.
<b>BUILDING FIRE INTEGRITY</b>			
1.2 Materials and assemblies required to satisfy prescribed fire hazard properties.	C1.10	Annual inspection for damage, deterioration or un authorised alteration.	
<b>MEANS OF EGRESS</b>			
2.1 Paths of travel to exits.	D1.6	Inspection every three months to ensure there are no obstructions and no alterations.	
2.2 Discharge from exits (including paths of travel from open spaces to the public roads to which they are connected).	D1.7, D1.9 To D1.11	Inspection every three months to ensure there are no obstructions and no alterations.	
2.6 Doors (other than fire or smoke doors) in a required exit, forming part of a required exit or in a path of travel to a required exit, and associated self-closing, automatic dosing and latching mechanisms.	D1.6, D2.19 to D2.21, D2.23	Inspection every three months to ensure doors are intact, operational and fitted with conforming hardware.	
<b>SIGNS</b>			
3.1 Exit Signs (including directional signs).	E4.5, E4.6, E4.8	Six monthly to AS 2293.2 – 1995.	
<b>LIGHTING</b>			
4.1 Emergency lighting.	E4.2, E4.4	Every six months to AS 2293.2 - 1995	
<b>FIRE FIGHTING SERVICES &amp; EQUIPMENT</b>			
5.1 Fire hydrant system (including on-site pump set and fire-service booster connection).	E1.3	Monthly to AS 1851 - 2012 Section 3 where pumps are installed or six monthly to AS 1851 - 2012 Section 4.	
5.2 Fire hose reel system.	E1.4	Six monthly inspections to AS 1851 - 2012 Section 9.	
5.4 Portable fire extinguishers and /or fire blankets.	E1.6	Six monthly inspections to AS 1851 - 2012 Section 10.	
<b>OTHER</b>			
12.1 Classification and use of building.	A3.2 to A3.4	Annual inspection to confirm the class and use does not differ from the Building Permit or Maintenance Determination.	
Emergency Evacuation Diagrams and Procedures	AS 3745	Annual Inspection exercise as prescribed in AS 3745 and inspection	

# How the Department is helping schools with ESM

## ESM Panel of Service Providers:

- The VSBA has established an Essential Safety Measures Panel to support principals in undertaking the ESM Activities at their schools.
- The Panel comprises of Service Providers who are pre-approved to perform the following activities:
  - inspection and testing in accordance with the ESM Register
  - preparation of an AESMR; and
  - updates to existing ESM Registers.
- For information on this panel go to the **Schools Facilities Management > Manage > Safety and Compliance > Essential Safety Measures** page on **Edugate**



## Need further help?

### ESM Coordinator:

- The VSBA now has a dedicated ESM Coordinator who can offer advice and support to schools on all things ESM.
- Contact the ESM Coordinator by calling 03 8688 7836 or via email at [essential.safety.measures@edumail.vic.gov.au](mailto:essential.safety.measures@edumail.vic.gov.au)

### Online Resources:

- For a suite of online resources (including the ESM Framework and ESM panel guidelines) go to the **Schools Facilities Management > Manage > Safety and Compliance > Essential Safety Measures** page on **EduGate**

# Asset Management Reform Overview



# What is Asset Management Reform (AMR)?

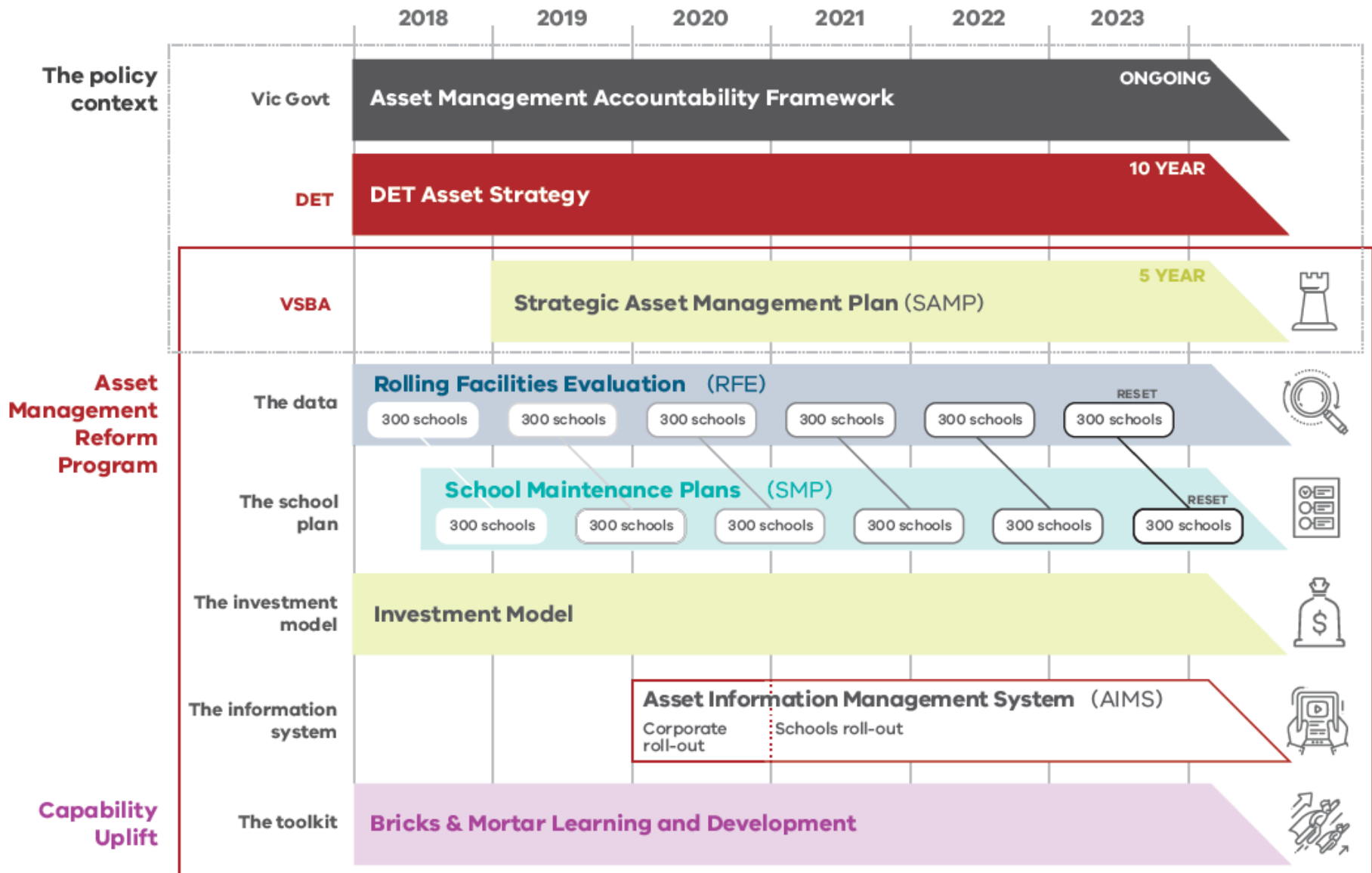
## AMR vision:

- Equip schools and the Department with the information, tools and capability to effectively manage schools assets in order to meet service delivery needs across the school portfolio.

## What success looks like:

- Schools understand their asset management roles and responsibilities
- Schools have the tools and systems to allow them to meet these responsibilities
- Schools are capable and empowered to meet these responsibilities
- Schools know where to go for help and assistance when needed
- Schools have the information to make informed decisions about their facilities

# Asset Management Reform key components



# Asset Management Reform in action – our video

- The VSBA has developed a video that show a school's journey through the Rolling Facilities Evaluation and School Maintenance Plan process.

[Watch the video here](#)

# Outcomes and benefits for schools

- Schools are supported to manage their assets through the provision of asset information, tools and advice from a dedicated VSBA team that includes ex-principals and corporate staff
- Shifting from a reactive to preventative approach to asset maintenance
- Creating a shared understanding of the condition and maintenance needs of schools – a single source of truth
- Strong succession planning – a new or acting principal/business manager can step in the role with clarity on maintenance issues and planned activities
- Improving VSBA program offerings
- Strengthening the evidence-base used to inform recommendations to government about school infrastructure planning and investment

# Future State: Good Asset Management





# Need further help?

## RFE project team:

- Email: [rfeproject@edumail.vic.gov.au](mailto:rfeproject@edumail.vic.gov.au)
- Phone: (03) 7022 2221

## SMP project team:

- Email: [Maintenance.Plan@edumail.vic.gov.au](mailto:Maintenance.Plan@edumail.vic.gov.au)
- Phone: (03) 7022 2212

## Online Resources:

- Both RFE and SMP have a page on the Intranet - go to **Support and Services > School Facilities Management > Manage** and then select either **Rolling Facilities Evaluation** or **School Maintenance Plans**

# AIMS – what is it and what do I need to know?



# What is AIMS?

- AIMS stands for Asset Information Management System.
- AIMS will replace multiple older systems that both schools and the VSBA currently use, including School Facilities Profile Website (SFPW) and School Maintenance System (SMS).
- Once implemented, this new central AIMS IT system will be used by both the VSBA and schools across Victoria each and every day.



# Why are we developing AIMS?

- Both schools and the VSBA use numerous IT systems to manage information for the land and buildings assets we look after.
- This makes it difficult to know where to find the information we need, and leads to inefficiencies and inconsistencies.
- By integrating this asset information into a single system, information will be more accessible and you will be using the same information as the VSBA.
- This new IT system will support you to undertake your work in a timely and accurate manner.



## Next steps

- VSBA is close to finalising the procurement process for the supplier of AIMS. This will be announced shortly.
- VSBA will then work closely with the supplier to design a system that meets the needs of both VSBA and schools.
- An AIMS school reference group with representative schools will be created to help inform the design process.
- The VSBA rollout of AIMS will commence in 2020 and will allow us to test and iron out any issues prior to school release.
- School rollout will commence in 2021 and will be progressive - you will be provided with training and support for this transition.

# Need further information?

## Watch this space!

- VSBA will be providing regular updates to schools as AIMS progresses – keep an eye out on the Schools Update and your school Inbox.

## Contact details:

- If you have a particular query or concern, you can contact the VSBA on 1800 896 950 or via email at [vsba.asset.management@edumail.vic.gov.au](mailto:vsba.asset.management@edumail.vic.gov.au)

# Any Questions?





