



POLICY 7-4

VERSION 3

MAINTENANCE OF PORT FACILITIES

Approved: Brad Fish
Chief Executive Officer

Date: 1 / 11 / 2006

Considered by the Board at the July 2006 Board meeting (Board minute 4869).

PURPOSE:

To ensure that maintenance of port facilities is undertaken such that:

- facilities are fit for purpose and meet the needs of customers.
- PCQs exposure to legal liability is managed.
- optimum levels of maintenance in terms of cost effectiveness are achieved.
- the value of asset to PCQ is enhanced.

The policy also defines responsibilities for maintenance.

POLICY FRAMEWORK:

is required to conform with statutory requirements with respect to the maintenance of its facilities. PCQ has a very significant investment in port facilities which requires further consideration of matters such as rate of return on investment, useability and operational availability.

APPLICATION:

This policy applies to all PCQ facilities.

POLICY:

PCQ will ensure an appropriate standard of maintenance is established through the Asset Management Program.

The extent, frequency and quality of maintenance of an asset will involve consideration of:

- value of the asset
- the use of the asset and its service condition
- the risk of failure balanced against the consequences of failure
- expected useful life
- importance of function
- replacement cost/ alternative options
- projected demands
- obsolescence

- use of cost effective technology
- community expectation

Licensed port facilities

Where PCQ assets are operated by a licensee/contractor, the operator is responsible for general maintenance. Existing arrangements may attribute maintenance responsibilities between the operator and PCQ in relation to different assets within the port. PCQ will ensure a reasonable standard of maintenance is provided by licensed operators through the Asset Management Program.

Asset Maintenance the Responsibility of PCQ

Where PCQ is responsible for maintenance, the requirements are determined through:

- logging and assessing reported incidents, breakdowns and failures
- a planned program of inspections and investigations by either PCQ personnel or consultants
- consideration of requests from asset users
- external party advice (eg regulatory bodies)
- inspection periods specified by suppliers /manufacturers

Inspections will take place according to a regime established in conjunction with the Asset Management Program. The frequency, reporting and consequential actions shall be in accordance with the criteria in the PCQ Asset Maintenance Program (MEX).

- Where maintenance is of a minor type, it will normally be undertaken or facilitated by port staff acting in consultation with the Port Superintendent. Minor maintenance would usually include work that is not complex, is low risk and limited in financial cost (less than \$10 000).

Where maintenance is complex or is to be performed to an engineering standard it would normally be done by a contractor under supervision of the Engineering Manager.

PROCEDURAL IMPLICATIONS:

Related policies:

- Standards of Construction
- Engagement of Consultants, Engagement of Contractors.

REVIEW DATE: This policy should be reviewed by June 2011.