



## AGFMA • FACT SHEET

# Services Scope – Sites and Assets

## Audience

Participating Agencies
  AGFMA FMSP
  Contractors

## Purpose

This Fact Sheet provides information regarding sites and assets that are serviceable under the Across Government Facilities Management Arrangements (AGFMA).

## What sites are in-Scope

Maintenance of all government owned sites, occupied by Participating Agencies are In-Scope of the AGFMA. Maintenance for government owned sites operated by private entities will generally remain the responsibility of government through tenancy agreements, and if so, will be carried out through the AGFMA.

A flowchart documenting the process to determine if Participating Agency sites are In-Scope of the AGFMA is available at **Attachment A**.

## What services are available at In-Scope sites

**Figure 1** is a visual representation of services that must, can, or will not occur under the AGFMA.

## Service Levels for assets at In-Scope sites

For sites which are In-Scope of the AGFMA, maintenance requirements for assets on those sites are categorised as one of the following:

- a) Core Assets;
- b) Agency Nominated Assets; or
- c) Out of Scope Assets.

Definitions of each asset category are defined in **Table 1**. The level of services available for each category and the service responsibility for those assets are detailed in **Table 2**.

Participating Agencies will work with Ventia as the government appointed Facilities Management Service Provider to define the servicing requirements for Core Assets, as well as the servicing requirements/responsibilities for Agency Nominated Assets.

Agreements regarding servicing requirements/responsibilities between Participating Agencies and Ventia will be formalised in an annual plan, endorsed by Participating Agency Executives. This annual plan will then be applied consistently across all In-Scope sites for the Participating Agency.

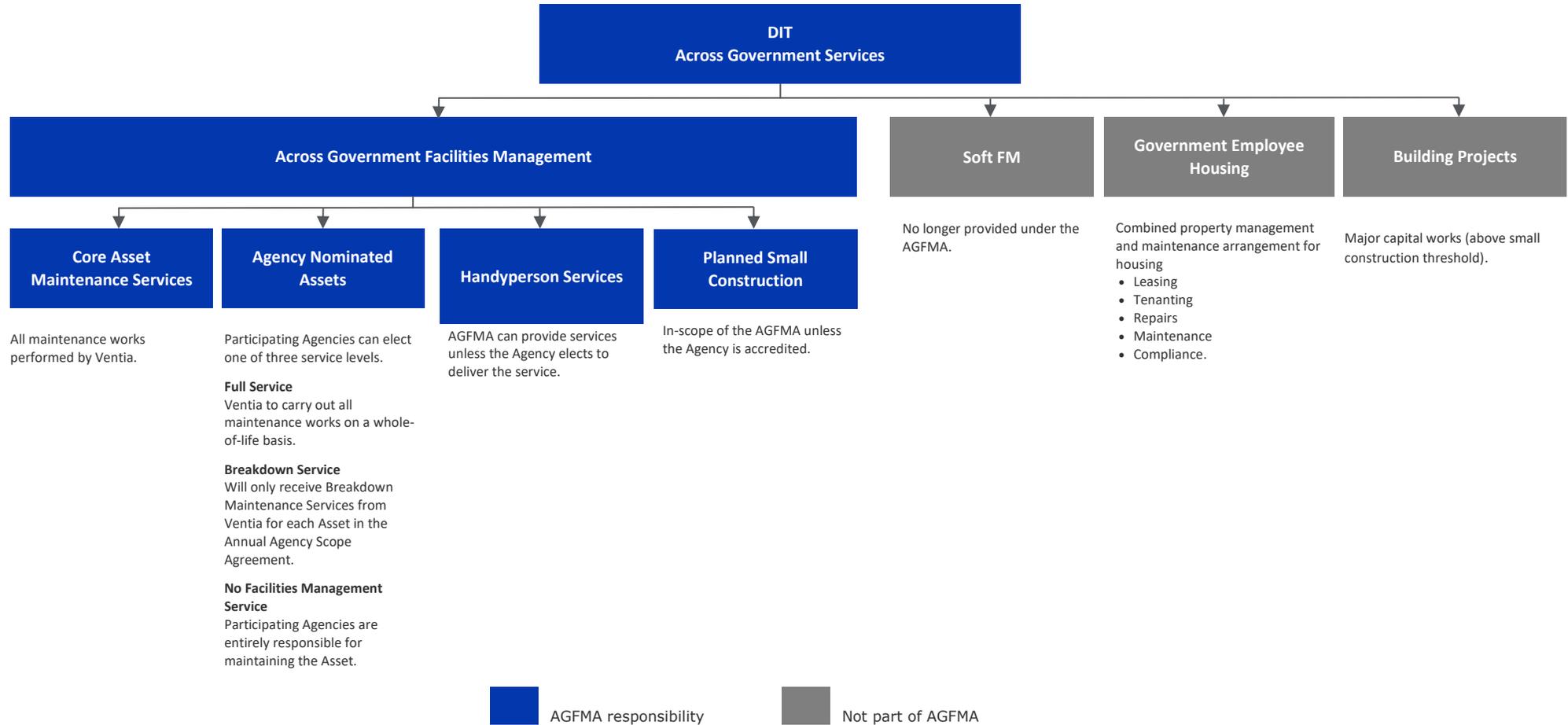
## For More Information

Contact the AGFMA Team - [DIT.AGFMA@sa.gov.au](mailto:DIT.AGFMA@sa.gov.au)



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Figure 1: Service Tree





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Table 1: Asset Category Definitions

Asset Category	Definition
<b>Core Assets</b>	<p>Core Assets are Assets that generally require legislative servicing and are integral to the building. They are fixed assets that form part of a Location and include:</p> <ul style="list-style-type: none"> <li>• Building sub-structures (footings and slab);</li> <li>• Building superstructure (solid walls and framing, stairs, upper floors);</li> <li>• Building fabric including; <ul style="list-style-type: none"> <li>○ Building envelope (roof, gutter, downpipe, external walks, external doors, external windows, external finishes); and</li> <li>○ Internal components (internal walls, doors, windows, built-in fixtures and fittings, finishes);</li> </ul> </li> <li>• Building services including; installations of water, electricity, gas, sewer, fire, vertical transport, heating and cooling HVAC;</li> <li>• Site fabric including fences, gates, pavements (roads, paths), signage, shelters (covered ways, shade structures); and</li> <li>• Site infrastructure including; water mains (pipes, pumps, water towers), electricity mains (including HV switches, transformers, main switchboard, gas main, sewer main, fire main and communications).</li> </ul> <p>DIT retain a list of all of the Core Assets that exist within the AGFMA which will be updated as required.</p> <p>Examples of Core Assets include HVAC Systems and Building Sewer Systems.</p>
<b>Agency Nominated Assets</b>	<p>Agency Nominated Assets are key functional assets (required for the agency or facility to perform its function) but do not qualify as Core or Out of Scope Assets, in respect of which a Participating Agency has elected to receive services.</p> <p>Examples of Agency Nominated Assets include Workshop Equipment and Recreational Site Equipment such as Playground Equipment.</p>
<b>Out of Scope Assets</b>	<p>Out of Scope Assets are assets that are <b>not</b> a key functional asset or facility related asset. They include highly specialised or low-value assets. These assets do not qualify as Core or Agency Nominated Assets and would not require building related Legislative maintenance. No services are provided under the AGFMA, Participating Agencies are responsible for maintaining these assets, as required.</p> <p>Example of Out of Scope assets are Biomedical Equipment such as an MRI Machine at a hospital.</p>



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Table 2: Level of Service for Asset Categories

Asset Category	Level of Service Explanation
<b>Core Assets</b>	All maintenance works on Core Assets must be carried out by Ventia through the AGFMA. Core Assets will be assigned a maintenance level following discussions between Participating Agencies and Ventia. Maintenance levels may be amended in these discussions however, legislative maintenance (minimum required service) for those assets must always be performed.
<b>Agency Nominated Assets</b>	<p>Participating Agencies can elect one of three service levels for Agency Nominated Assets, as follows:</p> <ul style="list-style-type: none"> <li>• <b>Full Service Agency Nominated Assets</b> – Agency Nominated Assets which an Agency requires Ventia to carry out all maintenance works on a whole-of-life basis, as nominated by the Participating Agency for each asset in the Annual Agency Scope Agreement.</li> <li>• <b>Breakdown Service Agency Nominated Assets</b> – Agency Nominated Assets which <b>only receive Breakdown Maintenance</b> Services from Ventia as nominated by the Participating Agency for each asset in the Annual Agency Scope Agreement.</li> <li>• <b>No Facilities Management Service</b> – The Agency is entirely responsible for the asset.</li> </ul>
<b>Out of Scope Assets</b>	Agency Non-Core Assets which cannot be nominated as Agency Nominated Assets. Participating Agencies will be responsible for maintaining these assets, as required.



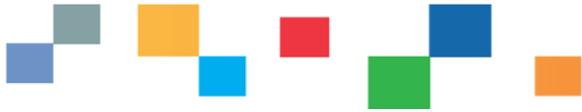
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### Summary of Service Inclusions for Elected Service Levels

Fully managed services under the AGFMA receive a range of additional services focussed on providing optimal whole of life management of assets, as highlighted in **Table 3**. Assets not included in Ventia's maintenance regime do not receive any of these benefits.

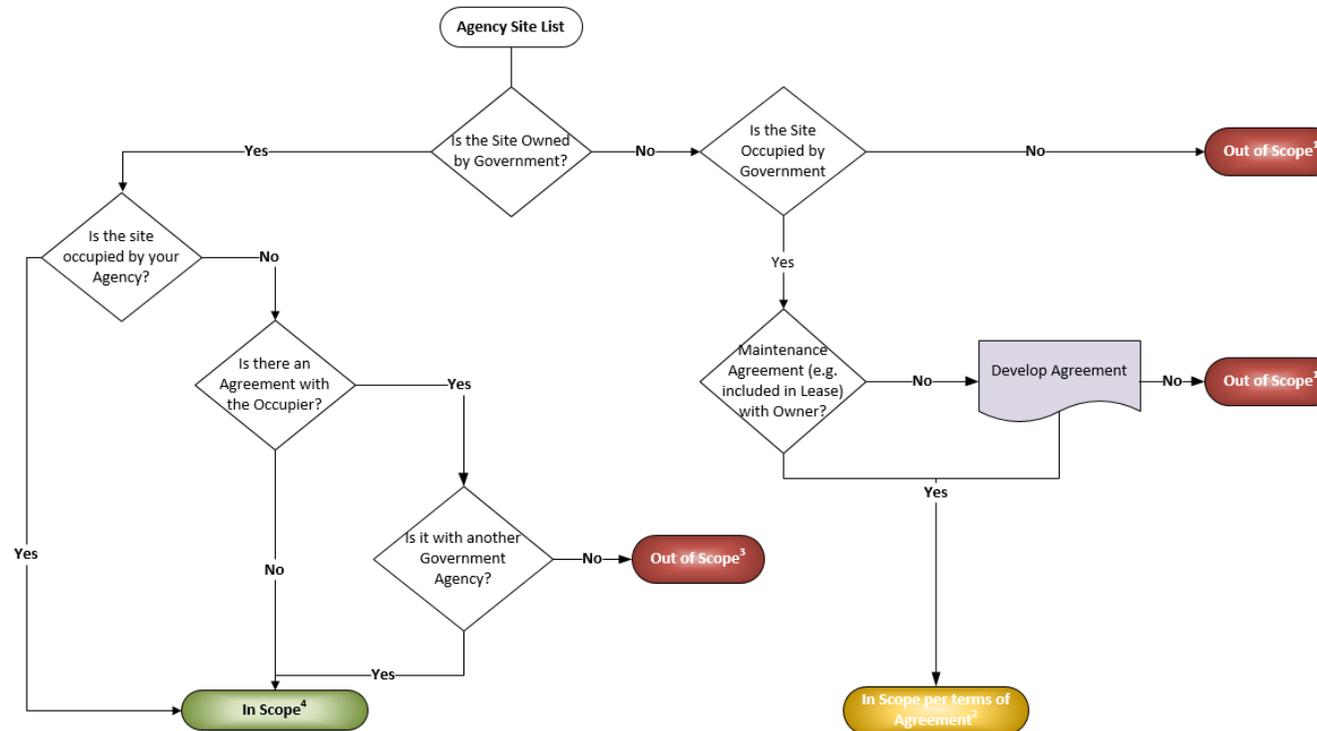
**Table 3: Service Inclusions for Elected Service Levels**

	Core Assets	Core Assets – Minimum required service	Full Service - Agency Nominated	Breakdown Service - Agency Nominated
Optimal whole of life maintenance strategy to reduce maintenance costs	✓		✓	
Improved asset quality	✓		✓	
Improved asset information, including asset condition and long term asset maintenance plan	✓	✓	✓	✓
KPIs on asset quality and cost effectiveness measured and reported	✓		✓	
KPIs on Asset safety	✓	✓	✓	
Regular Asset inspection and audit	✓	✓	✓	✓
Ensure Assets are safe	✓	✓	✓	
Real time information on work requests and works in progress	✓	✓	✓	✓
Strategic asset advice provided to Agencies	✓	✓	✓	
Breakdown maintenance service in accordance with the Priority Levels (see separate fact Sheet)	✓	✓	✓	✓
Advice and business cases to improve sustainability and innovation	✓	✓	✓	



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## Attachment A: How to determine if a Government Agency occupied site is serviceable under the AGFMA



**Notes**

1. If a site is not owned, occupied or has an existing agreement, it should not be occupied by a Government Agency until the situation is rectified
2. Maintenance for sites occupied under other agreements (i.e. leased sites) should be the responsibility of the Lessor, unless an alternate agreement exists due to Agency owned, specific assets requiring AGMFA maintenance which are outside the scope of the agreement.
3. If the maintenance remains the responsibility of Government through the tenancy agreement (which is generally the case), maintenance will be carried out through the Future AGFMA.
4. Sites which are owned and occupied by Government Agencies fall In Scope of the Future AGFMA.

**Additional Information**

By default, all Government owned and occupied sites fall under the Future AGFMA as prescribed in the cabinet decision. If sites are exempted due to alternate arrangements, the proper process must be followed, including notifying the Department of Infrastructure and Transport, and noting the exclusions during the Annual Agency Asset Scope process.

Where 'split' arrangements are in place (i.e. Agency retains part of the site for use, or breakdown / minor works only come under the AGFMA), this information must be disclosed and included in the Annual Agency Scope process.

Sites who's maintenance will transition into the Future AGFMA on completion of their current agreements will be treated as new sites under the AGFMA, requiring an initial inspection.