

Policy:	Asset Management
Department:	Assets
Approved by:	Policy and Services Committee
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1. Background

- 1.1 The Stratford District Council (SDC) is charged with the prudent stewardship and management of infrastructure assets, which deliver services to the community. These assets represent a significant investment by the Stratford District community, built up over the last 100 years or more.
- 1.2 SDC recognises its on-going responsibility and is committed to sustainable asset management practices to meet the needs of the community, now and in the future.
- 1.3 SDC will achieve this by maintaining the required levels of service (LoS) identified in the Long-Term Plan (LTP) while minimizing lifecycle costs.

2. Purpose

- 2.1 The purpose of this policy is to set SDC's asset management framework for managing infrastructure assets in a structured, integrated, cost-effective and sustainable manner.
- 2.2 This policy covers infrastructure assets in the following areas:
 - Roading;
 - Water Supply
 - Wastewater
 - Stormwater;
 - Property;
 - Parks, Reserves and Cemeteries; and
 - Solid Waste.

3. Scope

- 3.1 SDC will manage infrastructure assets in a coordinated, cost-effective, and sustainable manner to meet the current and future needs of the community.
- 3.2 SDC will develop and maintain Asset Management Plans (AMPs) for the activity areas described in Section 2 above as the means to fulfil its statutory obligations for compliance with all relevant legislation and the expectations of the office of the Auditor General for the optimum delivery of services and activities through optimal management of infrastructure assets.

4. Objectives

- 4.1 The objectives of this policy are to:
 - Provide a consistent approach to asset management planning to ensure AMPs reflect the strategic direction of Council.

- Demonstrate to the community that the management of assets and activities is undertaken in a cost-effective, safe and sustainable manner, to deliver agreed levels of service (LoS) to current and future generations.
- Set principles and framework for the development of AMPs for areas described in Section 2.2, which align with SDC's Community Outcomes, agreed specific LoS performance requirements and desired improvement priorities.

5. Principles

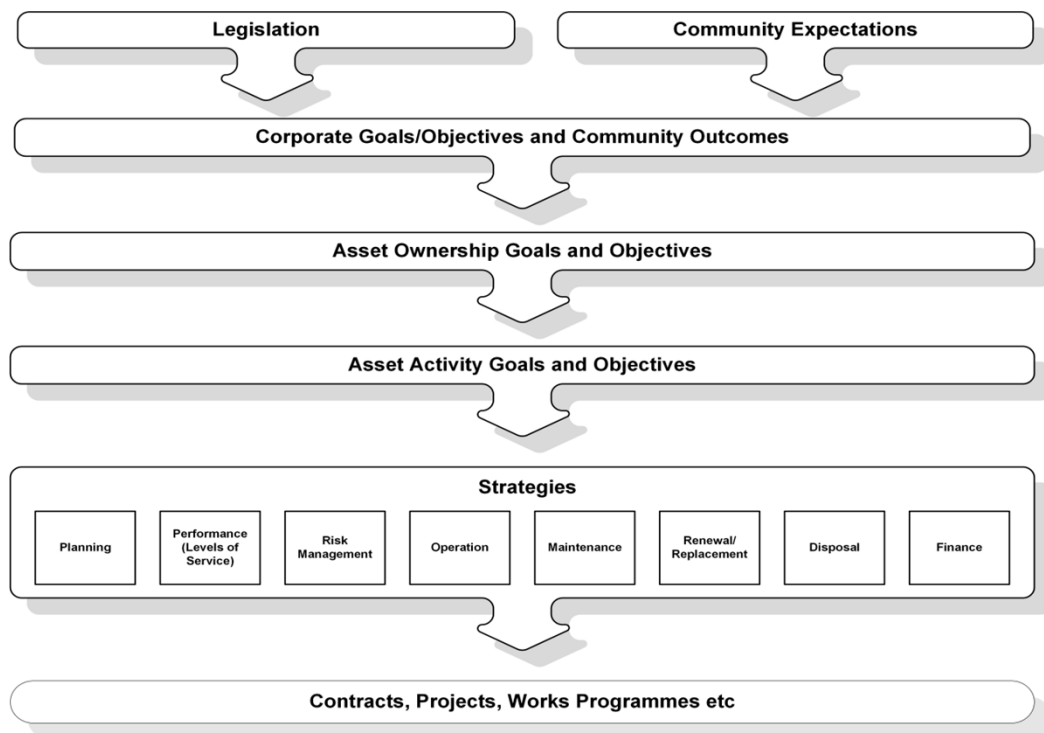
5.1 SDC will adhere to the following principles in its asset management planning process:

- Goals and objectives in the AMPs are aligned with corporate objectives and community outcomes.
- The risk management approach drives all asset management planning, ensuring that comprehensive risk identification and robust risk mitigation inform the development of work programmes to support the delivery of agreed LoS;
- Financially sustainable AMPs are developed in accordance with best practice principles and are appropriate for the scale of assets and associated risks being managed.
- AMPs reflect the priorities of the Council and support the management of assets and the delivery of services;
- Capital, operation and maintenance, and renewal/replacement works are aligned with asset management objectives.
- Sustainability and sustainable development are considered in the selection of options for asset creation and service delivery.
- Asset management strategies are established on optimised lifecycle management and costing principles.
- Funding is allocated at the appropriate level for asset maintenance necessary to deliver the required LoS.
- Accurate, up-to-date asset data is collected for analysis and use throughout the asset management planning processes.
- A strategic management approach is taken to improvement planning, asset management plan development and implementing improvement practices.
- Growth and demand forecasting are integrated as part of all asset management planning to meet current and future needs of the community.
- Design, construction and maintenance of assets, so far as reasonably practical, are without risk to the health or safety of any person.

6. Framework

6.1 SDC adopts the asset management framework below across all infrastructure assets and activities for integrated planning, decision-making and information dissemination.

6.2 The framework provides a management structure within which requirements, goals, objectives, strategies and tactics are brought together to enable a balanced and consistent approach to asset management and the provision of infrastructure and services.



7. Consultation Process

- 7.1 SDC will undertake public consultation on its AMPs as part of its Long-Term Plan consultation process, in accordance with the Local Government Act 2002 and SDC's Significance and Engagement Policy.
- 7.2 Levels of service will be formally consulted on either as part of the AMPs and/or as a separate document.
- 7.3 Significant changes to asset activities will be highlighted in the LTP consultation document.
- 7.4 AMPs will be available to the public as supporting documents to the LTP consultation document.

8. Review Process

- 8.1 AMPs will be reviewed every three years in line with the long-term planning process.
- 8.2 AMPs will be adopted by Council within the year leading up to commencement of the next Long-Term Plan.
- 8.3 Adopted AMPs will align with the adopted Long-Term Plan for the same period. Where there is a misalignment between adopted AMPs and subsequent Annual Plans (APs), the discrepancies will be identified in the relevant AP.

9. Roles and Responsibilities

- 9.1 Elected Members and Council Officers are the custodians of Council assets on behalf of the Stratford District community.
- 9.2 Elected Members' responsibilities include to:
 - Represent the best interest of ratepayers (as asset owners) and residents (as customers of services).

- Enable asset management decisions that provide for good quality local infrastructure and local public services that are efficient, effective, sustainable, and appropriate for the current and foreseeable future needs of the community.
- Support the planning, creation, maintenance replacement and disposal of assets in accordance with Council priorities as determined by the LTP.

9.3 Council Officers responsibilities include to:

- Ensure legal obligations are met.
- Provide technical and professional advice that enables elected members to make well-informed decisions about the management of assets.
- Manage assets to ensure they provide the agreed LoS.
- Maintain assets and deliver activities in accordance with the AMPs.
- Ensure practical systems are in place to collect, store, and maintain data necessary to inform future asset planning.
- Ensure that procurement and operational spending meet the requirements of Council policies and delegations.
- Provide regular performance information on asset and activities against planned LoS and Council's performance targets.