

STRATFORD DISTRICT COUNCIL

POLICY: <u>ASSET MANAGEMENT</u>	
DEPARTMENT: Assets	RESPONSIBILITY: Director Assets
SECTION: Assets	
REVIEW DATE: 2019/2020	NEXT REVIEW: 2023/2024
VERSION: 2	APPROVAL DATE: 26 May 2020

1. INTRODUCTION

The Stratford District Council is charged with the prudent stewardship and management of infrastructure assets. These assets are part of the Stratford District's physical infrastructure. They are important because many public services rely upon them, and they represent a significant investment by the Stratford District community, built up over the last 100 years or more.

Council recognizes its on-going responsibility and is committed to sustainable asset management practices to meet the needs of the Stratford District community now and in the future. This we will achieve by minimizing lifecycle costs while maintaining the required levels of service (LoS) identified in the Long Term Plan (LTP).

2. PURPOSE

The purpose of this policy is to set the Council's asset management framework for managing infrastructure assets in a structured, integrated, cost-effective and sustainable manner. This policy covers Infrastructure assets in the following areas:

- Parks, Reserves and Cemeteries;
- Property;
- Roading;
- Solid Waste;
- Stormwater;
- Wastewater; and
- Water Supply.

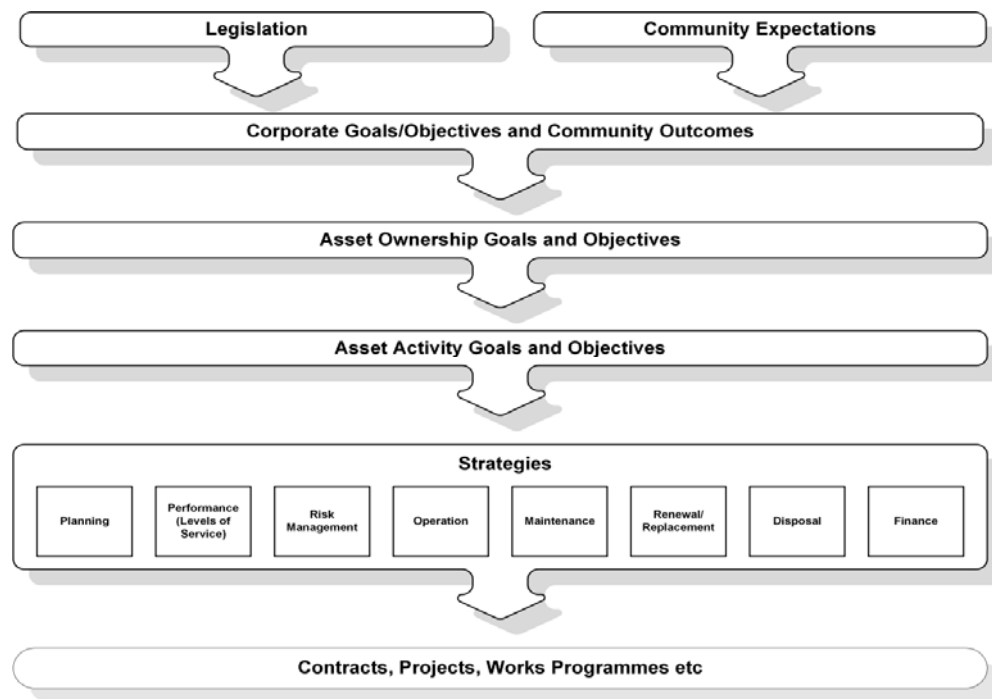
3. OBJECTIVES

The objectives of this policy are to:

1. Provide for a consistent approach to asset management planning to ensure plans reflect the strategic direction of Council.
2. Demonstrate to the community that Council will manage the District's assets and related activities in a safe, cost-effective and sustainable manner to deliver agreed LoS to current and future generations.
3. Confirm a coordinated process for each asset/activity area that links their contribution to the Community Outcomes with specific LoS performance requirements and desired improvement priorities and strategies.

4. FRAMEWORK

The Asset Management framework integrates planning processes, decision-making and information across all infrastructure assets and activities. It 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.



5. POLICY STATEMENTS

1. Stratford District Council will manage infrastructure assets in a coordinated, cost-effective, and sustainable manner to meet the current and future needs of the Stratford District community.
2. Stratford District Council will use Asset Management Plans (AMPs) as the means to fulfil its statutory obligations for compliance with the Local Government Act 2002, Resource Management Act 1991, Building Act 2004, Land Transport Management Act 2003, Health Act 1956 and the requirements of the office of the Auditor General for optimum delivery of services and activities through optimal management of its assets.

6. PRINCIPLES

The Council will adhere to the following principles in its asset management planning:

1. Asset management goals and objectives are aligned with corporate objectives and community outcomes.
2. Affordable and financially sustainable AMPs are developed to industry standard appropriate for the scale of assets and associated risks being managed.
3. AMPs reflect the priorities of the Council and are used to drive the day to day management of assets and the associated services;
4. Capital, operation and maintenance, and renewal/replacement works are aligned with asset management objectives.
5. Sustainability and sustainable development are considered in the selection of options for asset development and service delivery.
6. Asset management strategies are established through the use of optimised lifecycle management and costing principles.

7. Funding is allocated for the appropriate level of maintenance for assets to deliver the required LoS.
8. Accurate, up to date asset data is collected for analysis and use throughout asset management planning processes.
9. A strategic management approach is taken to improvement planning, asset management plan development and implementing improvement practices.
10. Growth and demand forecasting will be integrated as part of all asset management planning to meet current and future needs of the community.
11. Risk management will be integrated as part of all asset management planning to recognise the risks associated with the delivery of agreed LoS and manage them appropriately;
12. Design, construction and maintenance of assets, so far as reasonably practical, are without risk to the health or safety of any person.

7. CONSULTATION PROCESS

1. Stratford District Council will not undertake general public consultation on individual AMPs, but may use a targeted consultation of user/focus groups to test the proposed LoS for key assets/activities
2. Levels of Service will formally be consulted on through the draft Long Term Plan, in accordance with the Local Government Act 2002 and the Stratford District Council Significance and Engagement Policy 2018. Significant changes to asset activities will be highlighted in the Consultation Document.
3. AMPs will be available to the public as supporting documents for the LTP consultation document.

8. REVIEW PROCESS

1. AMPs will be reviewed every three years in line with the long term planning process.
2. AMPs will be adopted by Council within the year leading up to commencement of the next Long Term Plan.
3. Adopted AMPs will align with the adopted Long Term Plan for the same period, however misalignment between adopted AMPs and subsequent Annual Plans is likely to occur. Discrepancies between AMPs and subsequent Annual Plans will be identified in the relevant Annual Plan. A statement highlighting this situation will be included in the introduction of all Annual Plans.

9. ROLES AND RESPONSIBILITIES

1. Elected Members and Council Officers are the custodians of Council assets on behalf of the Stratford District community.
2. Elected Members have the responsibility to:
 - Represent the best interests of ratepayers (as asset owners) and residents (as customers of services).
 - Make decisions for the overall benefit of the entire district - as opposed to the ward they were elected within - not only for the current generation, but for generations to come.
 - Ensure asset management decisions 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.
 - Ensure that assets are planned for, created, maintained, replaced and disposed of in accordance with Council priorities as determined by the LTP.

3. Council Officers have the responsibility 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 guidance provided in 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 of asset activities against planned LoS and Council's performance targets.