

# AUDIT AND RISK COMMITTEE

## Open Minutes Attachments

---

Meeting Date: Friday 31 March 2023

---

Time: 9.30am – 12.50pm

---

Venue: Small Exhibition Hall  
War Memorial Centre  
Marine Parade  
Napier

---

### TABLE OF CONTENTS

<b>Item 9</b>	<b>Verbal Update - Asset Management Roadmap</b>
Attachment 1	Asset Management Roadmap ( <i>Doc Id 1647667</i> ).....2

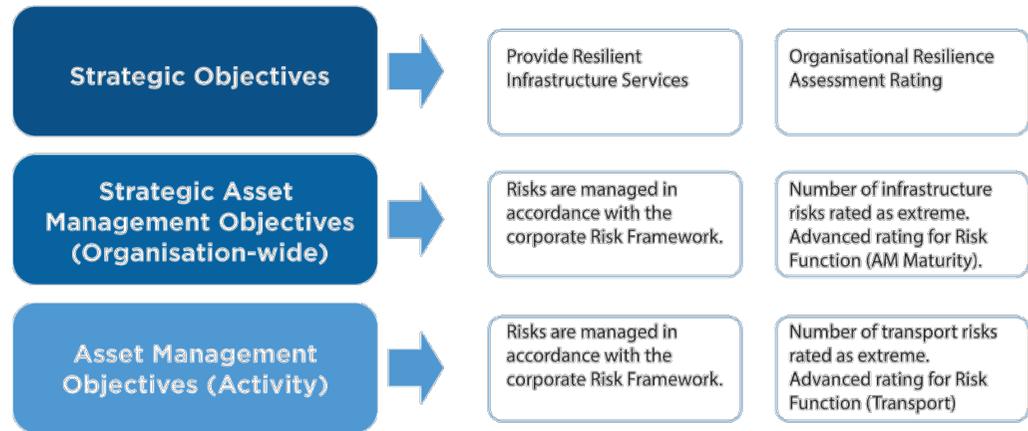
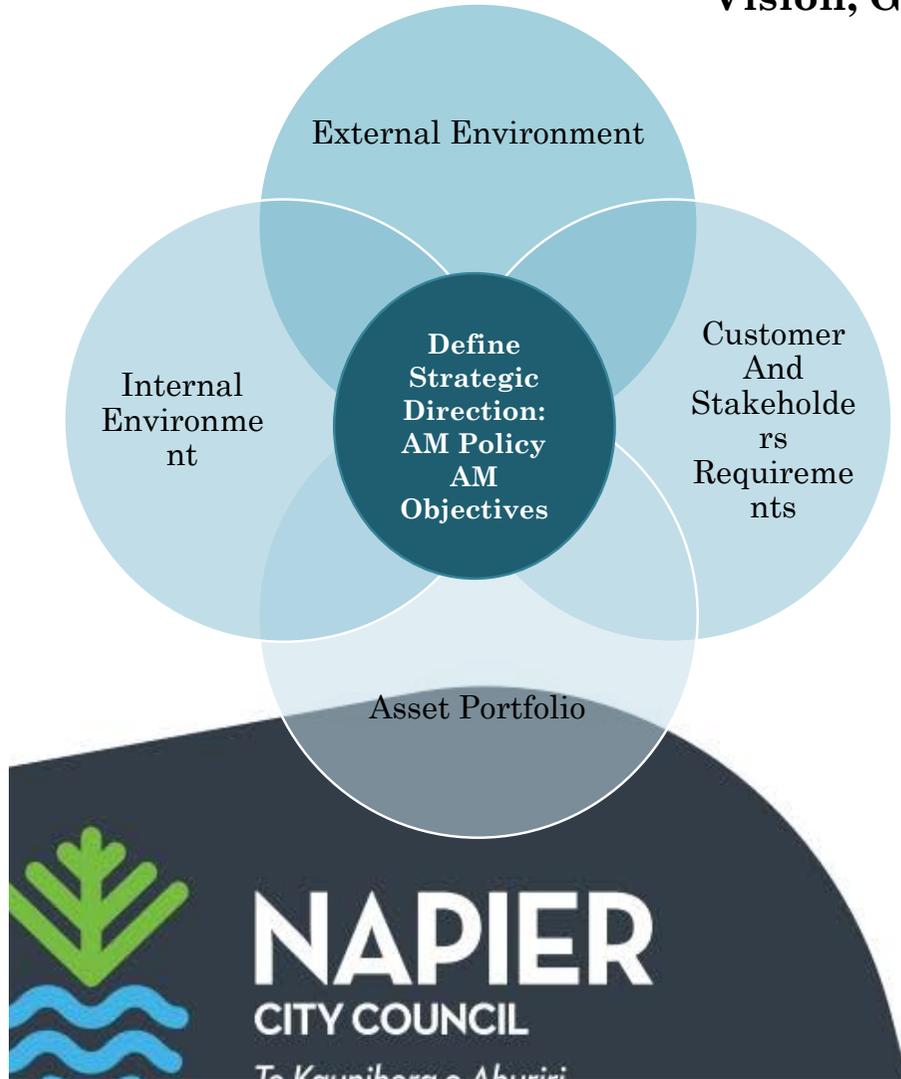
# Asset Management Roadmap update

Kate Ivicheva



**NAPIER**  
CITY COUNCIL  
*Te Kaunihera o Ahuriri*

## Vision, Goals And Objectives



# Asset Management Policy

Address gaps and inefficiencies in the current policy 2016

Align with the organization's overall strategic goals and city's current and future needs, priorities, and budget constraints.

Describe of the AM processes through the AM lifecycle including planning, acquisition, operation, maintenance, and disposal

Commitment to continuously improve the asset management system

Definition of the roles and responsibilities



Asset Management Policy 2023 (Proposed)			
Approved by	Council		
Department	Infrastructure		
Original Approval Date	29 June 2016	Review Approval Date	30 March 2023
Next Review Deadline	30 June 2026	Document ID	
Key Legislation	Local Government Act 2004, Building Act 2004, Resource Management Act 1991, Health Act 1956, Civil Defence Emergency Management Act 2002, Land Transportation Act 2003, Water Services Act 2021		
Documents Referenced and Related	Asset Management Strategy, Asset Management Plans, NCC Long-term Plan, LTP Infrastructure Strategy, Financial Strategy, Napier Disability Strategy, Risk Management Strategy, Procurement Strategy, Information Systems Strategy, ISO 55000, ISO 55001, IIMM		
<b>Strategic Context</b>			
<i>"Providing infrastructure and physical assets that supports and enhances the quality of life in our city"</i>			
Infrastructure and physical assets underpin our standard of living and so the Asset Management Policy supports Napier City Council's community outcomes and the four well-beings as set out in the Local Government Act 2002.			
1. Social		3. Environmental	
2. Economic		4. Cultural	
<b>Purpose of this Policy</b>			
The objective of asset management is:			
<i>To meet specified levels of service which are set out in the Activity Management Plans, in the most cost-effective manner, through the management of assets for present and future customers/communities.</i>			
The purpose of this policy is to define the 1. Principles, 2. Objectives, 3. Responsibilities for implementing Asset Management across Council. Doing so, recognizes the value that good Asset Management practise provides as a critical planning, financial and risk management tool.			
<b>Scope of Application</b>			
The scope of this Asset Management Policy covers all activities that rely heavily on assets to deliver service levels AND, upon the functions that have a large influence on the cost and quality of service output.			
<b>Scope of Activities</b>			
This policy incorporates all Council activities that own or operate assets to deliver Council's levels of service. Specifically, this includes:			
<ul style="list-style-type: none"> <li>&gt; Transportation</li> <li>&gt; Water Supply</li> <li>&gt; Wastewater</li> <li>&gt; Stormwater</li> </ul>		<ul style="list-style-type: none"> <li>&gt; Parks, Reserves and Sportsgrounds</li> <li>&gt; Buildings and Facilities</li> <li>&gt; Solid Waste</li> <li>&gt; Libraries, Cemeteries and Public Amenities</li> </ul>	

# Asset Management Strategy

DRAFT

Objective and actions

Current Risks and Issues

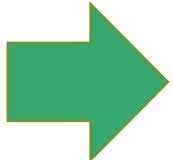
Improvement Programme

Steering Committee

AM Framework



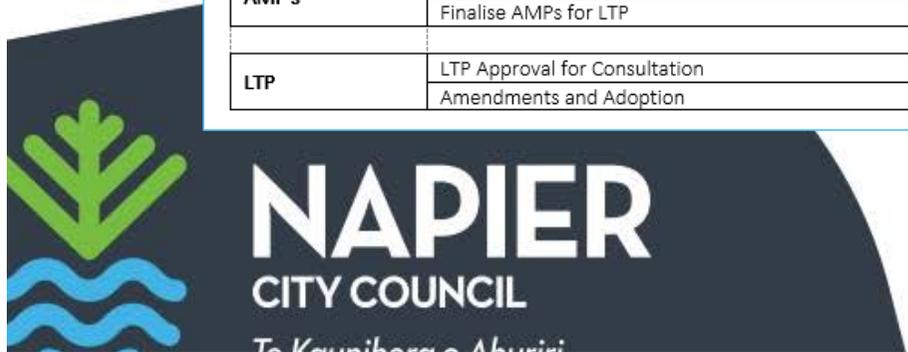
Asset Management Strategy	
Approved by	Council
Department	Infrastructure
Original Approval Date	xxxx
Review Approval Date	xxx
Next Review Deadline	xxxx
Document ID	xxx
Relevant Legislation	Local Government Act, Resource Management Act 1991, Building Act 2004, Land Transportation Act 2003, Health Act 1956.
NCC Referenced	Documents Not Applicable



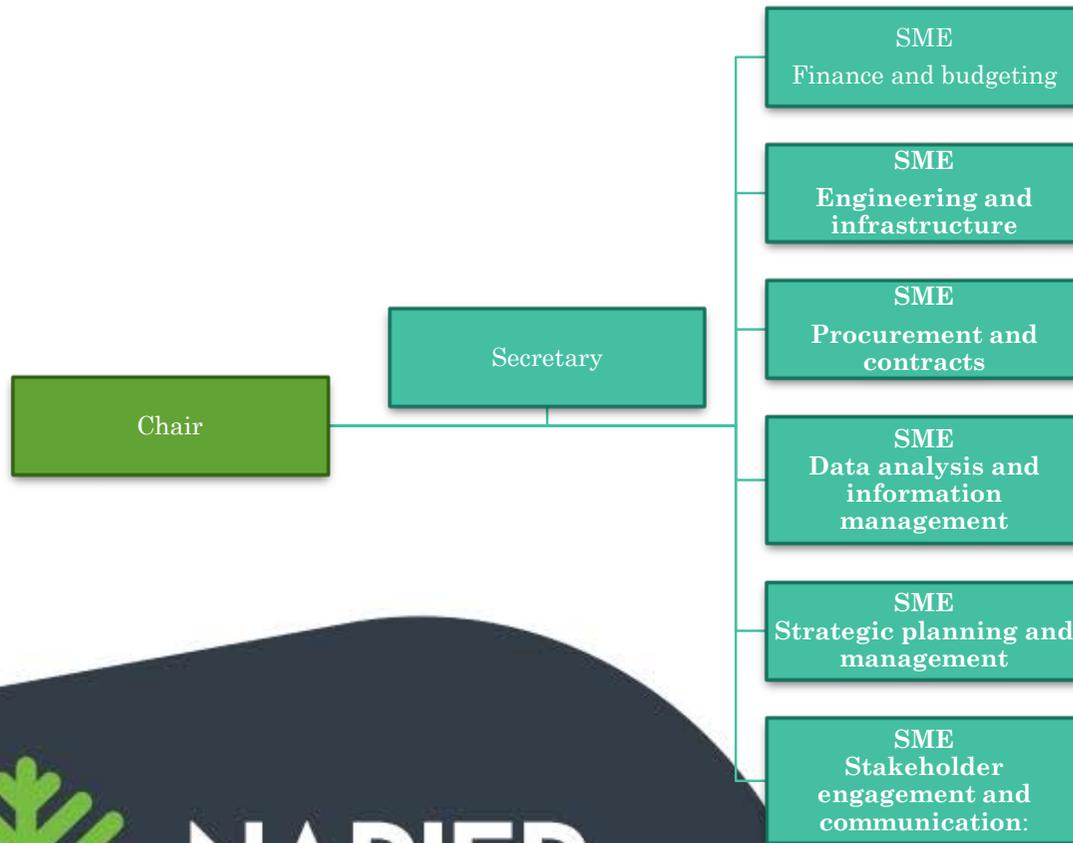


## 2024 AM Short-Term Plan Delivery Schedule

Deliverables	Description	2023				2024	
		Jan - Mar	Apr - Jun	Jul - Sept	Oct - Dec	Jan - Mar	Apr - Jun
<b>AM Policy and Strategy</b>	Present and adopt AM Policy and AM Strategy with ELT	x					
	Present and adopt AM Policy and AM Strategy with Council	x					
<b>Strategic Context of Activities</b>	Present current situation, the status of existing LTP and future challenges.		x				
	Set Infrastructure Strategic Direction with Council						
	Set Financial Strategy from Council						
<b>Levels of Service</b>	Present levels of service options for varying future scenarios of funding, demand and condition, affordability, and deliverability.		x				
	Recommend preferred way forward for LoS and Funding envelope		x				
	Advise strategic and financial issues back to Council and Corporate. Revise Infrastructure Strategy and Fin Strategy		x				
<b>Programmes of Work</b>	Based on levels of service and financial envelope						
	Detailed 3-year plans, Indicative 10-year plans, Projected 30-year plans			x	x		
<b>AMP's</b>	Present programmes to Council				x		
	Finalise AMPs for LTP					x	
<b>LTP</b>	LTP Approval for Consultation					x	
	Amendments and Adoption						x



## 2023 AM Steering committee formation



### Steering committee responsibility with a focus on monitoring and delivery

Monitoring the performance and progress

Delivery in a way that meets the needs of stakeholders and the organisation

Communication

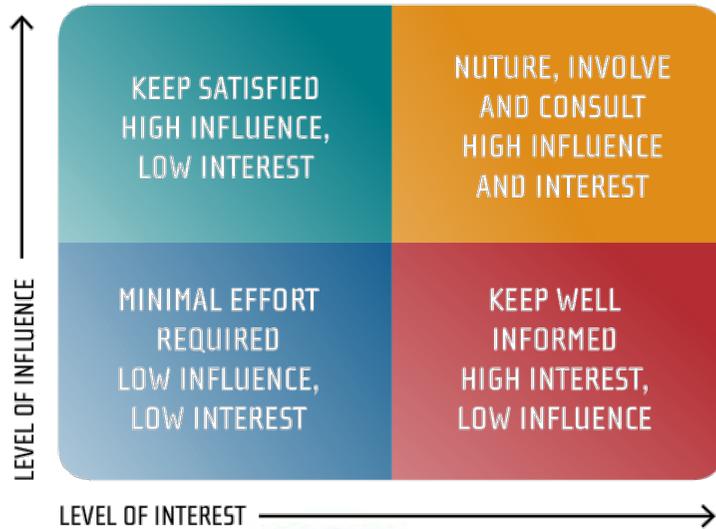
Decision-making; prioritization of initiatives and recommendations for future improvement.

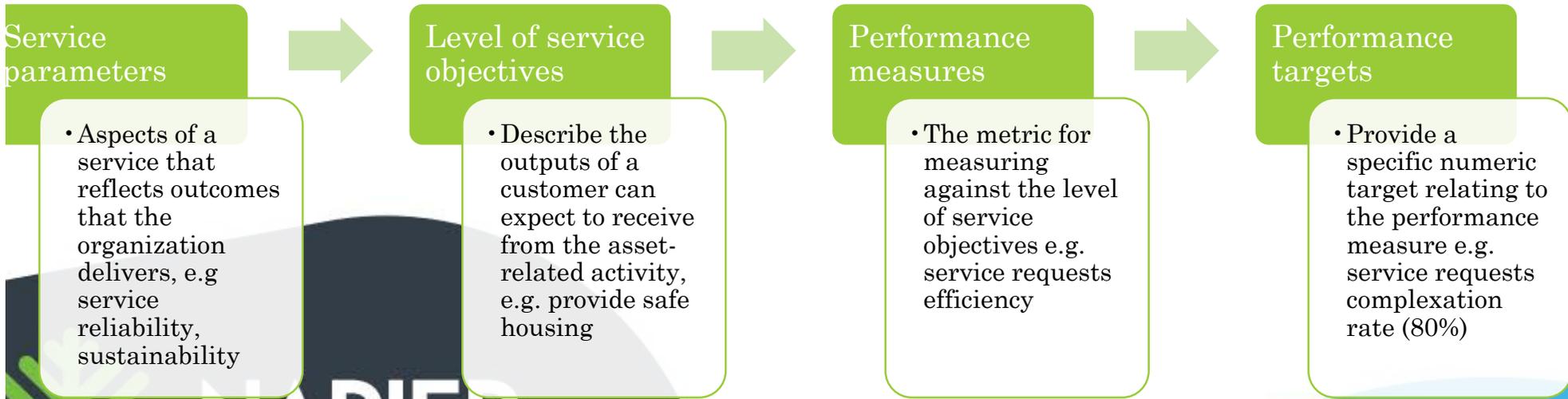
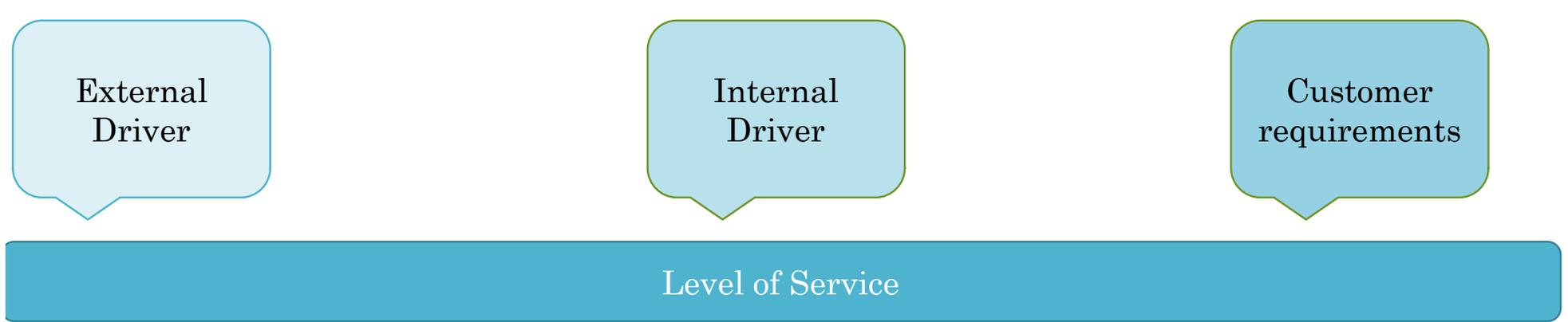
Risk identification

Stakeholder engagement



# CRITICAL FACTORS IN THE STRATEGIC PLANNING IMPLEMENTATION





# HOLISTIC APPROACH TO ASSET MANAGEMENT

ISO 55011 - Guidance for development and application of public policy to enable asset management

ISO 55013 - Guidance on the management of Data Assets in asset management



ISO 55012 - People involvement and competence

ISO 55011 - Guidance for development and application of public policy to enable asset management

**Why ISO 55011?**

For governments and public policy authorities, good asset management is a key enabler for those seeking to balance investment in immediate needs with long-term goals to achieve desired societal outcomes, including achievement of the United Nations' Sustainable Development Goals. Developing public policy in a way that promotes good asset management is important for governments and their public policy authorities to make the best use of public resources while maximizing social and financial return on investments.

**Who is leading the development of ISO 55011?**

ISO TC 251's WG7 is working on ISO 55011 to provide guidance for establishing and sustaining an enabling environment for asset management through public policy - applicable to national, provincial or local governments or their agencies.

ISO 55012 - People involvement and competence

"People involvement and competence" is sought to be an International Standard which provides guidance on engaging people in an organization's asset management system, and on enhancing their involvement and competence within it.

This standard will be applicable to any organization, regardless of its size, type, or activity.

The following specific objectives are to be achieved developing "People involvement and competence" standard:

- Establish a good asset management culture, cultivate peoples' awareness of asset management, and support for achieving organizational strategic goals;
- Provides guidelines for human factors which influence people involvement and competence and creates value that helps to achieve the organization's objectives;
- Provides guidelines for an organization's asset management system to achieve outcomes which are consistent and aligned with their strategies and values;
- Identify, develop and evaluate the knowledge, skills, behavior and work environment required for the effective involvement of people with the necessary competence;
- Enhance the people involvement and competence to provide support for the establishment, implementation, maintenance and improvement of asset management system.

ISO 55013 - Guidance on the management of Data Assets in asset management

"Guidance on the management of Data Assets in asset management" is an international guidance standard, which aims to provide guidance to organizations on factors to consider in increasing and sustaining the usefulness of data assets to meet asset management objectives, and by extension, organizational objectives.

The guidance standard broadly will focus on:

1. Definition of factors and the range of factors that can be generally applied to data across many types of assets in varied business contexts.
2. Definition of usefulness and guidance on how data assets become useful to an organization in relation to its objectives and in aligning asset management objectives with stated or unstated organizational objectives.
3. Definition of the types of value that data assets could hold and the types of stakeholders relevant to each type of value.
4. Alignment with other bodies of knowledge in relation to definition of key terms such as data asset, asset data, data quality, data governance, etc.

This international standard applies to data assets supporting asset management objectives of organizations. It can be used for the management of data assets.

