WAITĪ WATERS

Position Description

Position details

Position title	Asset Management Planning Lead
Reports to	General Manager, Infrastructure
Direct reports	5-7
Location	Masterton head office
Delegations	TBC



About Waitī Waters

Waitī Waters is a water services council-controlled organisation established under the Local Government (Water Services) Act 2025. We are owned by South Wairarapa, Carterton, Masterton, and Tararua District Councils, in partnership with Rangitāne and Ngāti Kahungunu.

Our Board of Directors governs Waitī Waters and the Stakeholders' Forum of Council and iwi representatives provides oversight on behalf of our owners and partners.

From 1 July 2027, we'll deliver drinking water, wastewater and stormwater services to around 25,000 connections and 70,000 people. We'll manage close to $700 million in water assets, and plan to invest around $400 million over the next decade. Our service promise is simple: delivering safe and sustainable water services our communities can count on.

Our name comes from the Matariki star linked to freshwater, and the role it plays sustaining life and wellbeing.

About your group

Waitī Waters is made up of five groups:

- Service Delivery
- Infrastructure
- Finance and Commercial
- Customer, People and Safety
- Strategy, Regulatory and Governance.

Your role sits in the Infrastructure group. This group helps ensure Waitī Waters can continue delivering safe, reliable and affordable water services today and into the future. The group translates service needs, community expectations, regulatory requirements and future growth into long-term investment decisions and infrastructure programmes that support sustainable service delivery.

The group balances levels of service, risk, compliance, resilience and affordability when deciding where and when to invest. It is responsible for strategic asset management, infrastructure planning, asset standards, lifecycle decision-making, capital programme delivery, developer-led growth, asset information management, and the successful handover of completed infrastructure into operation.

Working closely with Service Delivery, the group uses operational performance, customer needs and asset insights to inform future investment decisions. By taking a whole-of-life view, it helps ensure water services remain fit for purpose, resilient, cost-effective and responsive to the needs of current and future communities.

About your team

The Asset Management Planning team provides the long-term planning, engineering analysis and asset management expertise that supports infrastructure decision-making across Waitī Waters. It develops and maintains the frameworks, information and advice needed to help the organisation understand future infrastructure needs, risks, opportunities and investment choices.

The team is responsible for asset management planning, asset standards, asset information, asset condition and performance analysis, lifecycle planning, growth and capacity planning, resilience planning, regulatory planning, business case development and developer servicing. It works closely with operational teams, the capital delivery team, regulators, councils, iwi and hapū and developers to ensure infrastructure planning supports safe, reliable and affordable services over the long term.

About your role

The Asset Management Planning Lead leads Waitī Waters' asset management planning function and provides professional engineering leadership across asset management planning activities.

The role is responsible for developing asset management plans, lifecycle strategies, technical standards, business cases, investment recommendations and planning advice that support organisational decision-making. The role brings together information on asset condition, performance, risk, resilience, growth and affordability to help the organisation understand future infrastructure needs and make informed choices about infrastructure investment.

Working closely with Service Delivery, Capital Delivery and other business teams, the role helps ensure infrastructure planning is practical, evidence-based and aligned with long-term service outcomes.

What you'll do

Responsibility area	Key Deliverables
ROLE-SPECIFIC RESPONSIBILITIES	
Asset management planning and strategy	• Strategic Asset Management Plans, Asset Management Plans, Investment and Delivery Plans, Annual Delivery Plans, Annual Delivery Report and supporting planning documents are developed and maintained.

Responsibility area	Key Deliverables
	• Future infrastructure needs, risks and opportunities are identified and assessed. • Planning advice is supported by robust engineering analysis and evidence. • Decision-makers receive clear, practical and well-supported recommendations. • Asset management planning and implementation maturity is tracked, reported and improved over time.
Asset lifecycle planning and investment advice	• Asset condition, performance, criticality and risk information is actively gathered and applied, driving robust asset lifecycle planning. • Renewal, upgrade and replacement options are identified and evaluated using whole-of-life cost, service and risk considerations. • Business cases and investment recommendations are developed to support informed decision-making. • Asset management approaches support reliable, resilient and affordable services • Decommissioning and disposal of assets is planned and managed as part of lifecycle decision-making.
Technical standards and governance	• Asset management, engineering, design, operations and maintenance standards are maintained and continuously improved. • Professional engineering leadership is provided across the asset management planning function. • Technical advice is based on sound engineering judgement and recognised good practice. • Emerging technologies, methods and industry developments are assessed and applied where appropriate.
Asset information analytics	• Asset information, registers, GIS and supporting planning data remain fit for purpose and support decision-making. • Asset performance, condition and failure information is translated into meaningful planning insights. • Modelling, analysis and forecasting support long-term planning and prioritisation activities.

Responsibility area	Key Deliverables
	• Asset information supports regulatory, operational and planning requirements.
Growth, resilience and regulatory planning	• Growth, capacity, resilience and future service requirements are reflected in planning advice and recommendations. • Drinking Water Safety Plans, source water risk and catchment management plans, resilience planning and future infrastructure needs are supported through sound analysis and planning. • Working with Regulatory and Compliance, resource consent applications, renewals and forward consent obligations are managed and planned for. • Productive relationships are maintained with councils, regulators, developers and growth partners to ensure coordinated and timely infrastructure planning and delivery.
Developer services	• Developer servicing assessments, standards and connection requirements are applied consistently. • Development proposals are assessed against network capacity, infrastructure requirements and asset standards. • Developer-related planning advice supports sustainable growth outcomes. • The developer interface is coordinated through to vesting, with assets accepted into ownership against consistent standards.
COMMON RESPONSIBILITIES	
People leadership	• Clear performance expectations are set and regularly reviewed for all direct reports. • Staff are actively developed through coaching, feedback and development opportunities. • Poor performance is addressed promptly and fairly. • A positive, inclusive team culture, consistent with the Waitī Waters 'How We Work' principles is fostered and workloads are actively managed. • Own professional development is actively managed, including maintaining relevant technical and leadership capability. • Contribute to organisational priorities and as a visibly active member of the leadership cohort.

Responsibility area	Key Deliverables
Health and safety	• Own safety and the safety of others is actively managed at all times. • Full compliance with Waitī Waters health, safety and wellbeing policies and safe systems of work. • Incidents, near misses, hazards and risks are reported promptly through the designated system. • Health and safety risks within the team are identified, assessed and managed. • Team members are supported to complete required H&S training, inductions and emergency drills.
Emergency management	• Emergency management training and exercises are completed as required. • Roster, on-call or call-out duties applicable to the role are undertaken. • Role-specific responsibilities under Waitī Waters' emergency response plans are understood and carried out when activated. • Team readiness for emergency response is maintained, including training, rostering and coverage planning. • Team resources are coordinated during emergency activations.

Who you'll work with

Internal	External
General Manager Infrastructure	Regulators
Asset Management Planning team members	Councils and growth partners
Other Infrastructure Leads and teams	Developers
Service Delivery leads and teams	Consultants and engineers
Finance and Commercial	Infrastructure and utility partners
Strategy, Policy and Performance	Industry bodies and professional networks

Internal	External
Regulatory and Compliance	Mana whenua (Rangitāne and Ngāti Kahungunu) and other iwi and hapū
All Waitī Waters groups	Other water organisations

What you'll bring

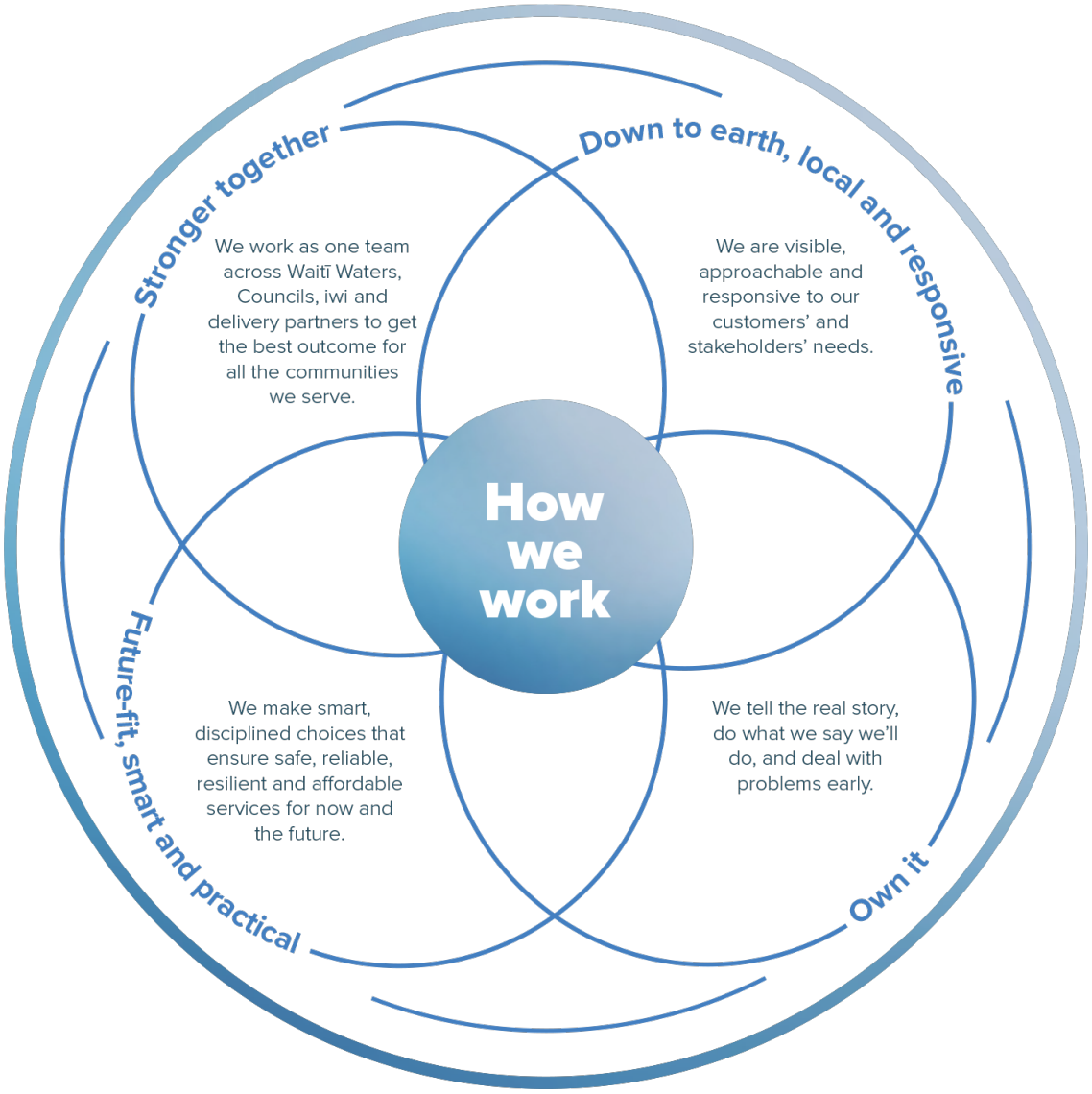
Essential

- Bachelor of Engineering (Civil, Environmental, Mechanical or similar recognised engineering qualification).
- Current Chartered Professional Engineer (CPEng) registration in New Zealand.
- Significant experience in asset management planning within water services, infrastructure, utilities or a comparable asset-intensive environment.
- Demonstrated experience developing Asset Management Plans, lifecycle strategies, investment recommendations and long-term infrastructure plans.
- Strong understanding of infrastructure asset management, risk management and whole-of-life decision-making.
- Experience using asset condition, performance, modelling and risk information to support planning and investment advice.
- Demonstrated ability to provide professional engineering leadership and technical governance.
- Strong understanding of water infrastructure systems and asset lifecycle management.
- Experience leading technical professionals and developing organisational capability.
- Strong stakeholder engagement and communication skills.
- Understanding of te ao Māori and a commitment to working in partnership with iwi and hapū.

Desirable

- Asset Management Professional (AMP) qualification or equivalent.
- Experience in a council-controlled organisation, local government or regulated utility environment.
- Experience with growth planning, developer servicing or network modelling.
- Experience improving asset management maturity, systems and frameworks.
- Knowledge of ISO 55000 asset management principles and practices.

How we work



Changing this position

Waitī Waters is a new organisation, and roles are expected to evolve as the organisation matures. Waitī Waters may, from time to time, make reasonable changes to this position description in consultation with the position holder.