

ADDENDUM F: 22/23 ANNUAL PLANNING

SM018 THREE-YEAR PLAN INSTRUCTIONS MANUAL 2021–24

8 November 2021

Version 1

Purpose

The purpose of this clarification is to give guidance to Maintenance and Operations teams in delivering the 2021-24 NLTP programmes.

Background

Following moderation, the allocations for the 21-24 NLTP period were released in July 2021 based on the 21-24 NLTP submissions, that included detailed Annual Plans (programmes) for years 1, 2 and 3 (21/22, 22/23 and 23/24 respectively) as per SM018.

Funding for 21/22 was confirmed at this time and the year 1 programmes were finalised, with September baselines being established in both our financial and programme achievement systems.

Subsequent to this the Board approved additional debt funding (refer [Addendum E](#)), increasing the 21-24 NLTP to \$2.804 billion, for investment in various activities, predominantly Sealed Road Surfacing and Rehab renewals, Drainage renewals, and Structure renewals.

As year 1 funding and baselines were already established this additional investment is only reflected in 22/23 and 23/24. Revised Allocation tables were released 18th October 2021.

Annual Plan requirements

This additional funding provides an opportunity to reinstate a significant proportion of renewal activities to the year 2 and 3 programmes that had previously been tensioned.

As the 21-24 NLTP, its programmes and subsequent changes have been prepared in partnership by Contract Teams we do not anticipate the need for further detailed and/or prolonged reviews of years 2 and 3. But rather a 'light-touch' approach to smooth out a return to much of the March optimised programmes for these activities, where possible, to meet new allocation values.

An updated copy of 21-24 NLTP reflecting these changes to renewals allocation to be held in infoHub.

A sound and diligent Asset Management approach should still be taken to rebase the 22.23 and 23.24 Annual Plans so that they are robust should any site be selected for review or QA audit, and to prevent unnecessary rework or churn.

Sealed Road Surfacing and Sealed Road Rehabilitation renewals

- An exercise has already been undertaken by each Network's Asset Investment Advisor (AIA), Network Manager (SNM or NM) and in some cases suppliers, to revisit the increased investment for years 2 and 3; preparing an indicative "October" 3-year programme in Juno for Sealed Road Surfacing and Rehabilitation renewals.
- While there are no planned RAPT tours, you are still able to request AIA input, feedback, joint visit of specific sites and the like as required.
- Rebased year 2 and 3 programmes to be completed no later than 15th March 2022.

Drainage renewals

- A return to Drainage renewal programme of work associated with Sealed Road Surfacing and Rehab renewals, from March optimised programme, is anticipated as priority for this funding.

- Other Drainage renewal work identified is expected to have been prioritised in accordance with MMP and associated supporting evidence, such as condition rating reports.
- Rebased year 2 and 3 programmes to be completed no later than 15th March 2022

Structure renewals

- The additional funding for structures renewals (WC215) brings the total allocation for 21-24 generally in line with original NLTP requests, but with funds more heavily loaded in 22.23 and 23.24. There is also a modest increase in funding in structures maintenance (WC114) to allow for maintenance works to be undertaken in conjunction with renewals.
- For non-NOC Structures Management Consultant (SMC) WC114 and WC215 works, including ASM/AHB, SAPRs for 22.23 shall be submitted to the national structures team for works over \$20k by 1st February (earlier submissions welcome).
- Full programmes for WC114, WC151, and WC215 for 22.23 shall be submitted by 15th March. Emphasis shall be placed on the deliverability of this extended programme. Existing templates shall be used for SAPRs and works programmes.

Timeline and key dates

Action	Detail	By Who	By When
October JUNO programmes prepared	Updated 3-year sealed road surfacing and rehabilitation renewal forward works programme prepared.	AIA and NM	30 th October COMPLETE
Centrally Held funding release requests (NTC)	Requests from Networks to release the Centrally Held funds for Road Surfacing renewals, as per NTC, to be made.	SM, NM and Contract Team	30 th November
Change Management Record requests	Deadline for submission of CMRs, to adjust programmes prior to the setting of December baseline	NM and Contract Team	15 th December
22.23 and 23.24 NLTP Programmes	All other programmable activities updated from 21-24 NLTP to be reviewed and confirmed.	NM and Contract team	15 th March

Revised and agreed Annual Plan programmes (all activities) submitted

For further information see also [HIP - Annual Planning](#) or contact Performance and Standards NOC.Performance@NZTA.govt.nz