

MINUTES of a meeting of the Waters Governance Board Meeting of the Waikato District Council held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **WEDNESDAY 18 SEPTEMBER 2019** commencing at **9.14am**.

Present:

Ms R Schaafhausen (Chair)
Mr D Wright
Mr GJ Ion (Chief Executive, Waikato District Council)

Attending:

Mr I Cathcart (General Manager Service Delivery)
Ms C Nutt (Project Manager)
Ms C Pidduck (Legal Counsel)
Mr K Pavlovich (Waters Manager)
Mrs L Wainwright (Committee Secretary)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Ms Schaafhausen/Mr Wright)

THAT an apology be received from Mr Dibley and Ms Colliar.

CARRIED on the voices

WGBI909/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Ms Schaafhausen/Mr Wright)

THAT the agenda for a meeting of the Waters Governance Board Meeting held on Wednesday 18 September 2019 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be discussed with the public excluded.

CARRIED on the voices

WGBI909/02

DISCLOSURES OF INTEREST

It is noted that Ms Schaafhausen is the Chair of the Freshwater Iwi Leaders Group.

It is noted that Mr Wright is the Chair of Wellington Water Limited and also a director of Waimea Water Ltd.

CONFIRMATION OF MINUTES

Resolved: (Mr Wright/Mr Ion)

THAT the minutes of a meeting of the Waters Governance Board Meeting held on Thursday 29 August 2019 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WGB1909/03

REPORTS

Risk Register Update

Agenda Item 5.1

The General Manager Service Delivery summarised the report and briefed the Board on the following key points:

- The top 10 Waikato Water Risks identified in the attachment to the staff report.
- Impact between HIF funding and slower than expected uptake of Kiwi Build in the Te Kauwhata area.
- Cost blowout different from LTP. Discussions had been held with Watercare on this matter.
- Asset conditions not agreed. Council had employed a Community Assets Manager who will be responsible for this risk in terms of the asset condition, methodology and repeatable methodology throughout the contract.
- Disjoint between Consents Planners and WSL Planning – Workshop had been held on Friday 20 September 2019.
- Delivery of smart water. Smart water is delivered by Shared Services and a letter had been sent to them advising that the Board would be supporting Shared Services until 2019/20 financial year.
- Risk rating - an explanation was provided on the difference between treated and untreated risks.

ACTION: Staff to clarify the difference between treated and untreated risk and report back to the next meeting of the Board.

- Raglan resource consent. Disposal options had been considered. Two options would require an upgrade to the existing treatment plant. Further work to be undertaken with Watercare to obtain the best outcome for the community.

- Council have sent a letter to Watercare which agreed that the content of the disengagement plan can be moved back until the end of November 2019. The ops mandates are delayed until the end of November 2019 unless they could be completed in a timely fashion. 2 or 3 ops mandates are approximately 70% done; the communications ops mandate is completed, which was noted as one of the most important in terms of visible external communication.
- The initial review of the asset management plan was currently being undertaken. The review would confirm whether what was recorded in the AMP was what could be done over the next 21 months. The innovative services around reducing discharges into the Raglan harbour, pursuing carbon neutrality and the hardship funding issue were noted.
- 4 significant risks have been identified through the mobilisation:
 - i. the resource consent application for Raglan R110;
 - ii. R111 and R112 - the abatement notices at Meremere and Te Kauwhata wastewater treatment plants.

These had been updated into the risk register and are awaiting input from Watercare.

A conversation may be required with the Regional Council, and possibly at a Ministerial level, to request leeway to allow Watercare to assist in implementing a solution.

Resolved: (Mr Wright/Mr Ion)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

WGB1909/04

Communications and Relationship Matrix

Agenda Item 5.2 The following matters were discussed:

- The General Manager Service Delivery advised that Sharon Danks was the confirmed Relationship Manager.
- The joint charter would be reviewed by Watercare in the early part of the contractual term.
- Majority of WDC staff were looking forward to the transition to Watercare.
- A hangi for Waters staff and their families would be held on Friday 27 September 2019.

Resolved: (Mr Wright/Mr Ion)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

WGBI909/05

Transition Plan Update

Agenda Item 5.3

A verbal report was presented on the following matters:

- Watercare were currently in negotiations with their insurance provider on a separate insurance package.
- People – There was one redundancy out of 29 roles offered by Watercare. Exit/entry medicals and background checks were completed.
- Health & Safety inductions would be completed with new staff on 23 September 2019 at the WDC offices.
- Property – lease completed for office staff to be based in Te Rapa. A move in mid-November would be expected.
- Licence to occupy for field staff was in place for Brownlee Ave, Ngaruawahia.
- Valuation of vehicles to be sold to Watercare was underway. The WDC tracking systems would be removed and Watercare's tracking systems installed.
- Health & Safety plan had been drafted by Watercare and would be made available to WDC.
- Customer stream. There would be no change in the way customers contact Council. Integration for complaints between the Council and Watercare would be critical to mitigate customer frustration.

- Asset stream. Asset remediation plan would be rolled up and treated as a project by Watercare.
- Procurement space. Council suppliers had been notified of the change and Watercare had identified the suppliers with which they wish to continue working.

2020 Schedule of Meetings

Agenda Item 5.4

ACTION: The Board requested staff to co-ordinate meeting and governance dates for the 2020 year through an online Doodle Poll and report back to the October Board meeting.

Resolved: (Mr Wright/Mr Ion)

THAT the report from the General Manager Service Delivery be received.

CARRIED on the voices

WGBI909/06

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Mr Wright/Mr Ion)

THAT the report from the Chief Executive be received;

AND THAT the public be excluded from the meeting during discussion on the following items:

Confirmation of Minutes dated 29 August 2019

REPORTS

a. Te Kauwhata Water Supply Network – Verbal Report

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

**Section 7(2)(b)(i),(ii)
Section 7(2)(i)**

Section 48(1)(a)

CARRIED on the voices

WGBI909/07

Resolutions WGB1909/08 - WGB1909/09 are contained in the public excluded section of these minutes.

GENERAL BUSINESS

The Chief Executive discussed future reports required to be presented to the Board as follows:

- Health & Safety reports – to include lead and lag key indicators.
- Key operational and financial matrix.
- How to give effect to the roles and responsibility of the Board.
- Compliance - abatement notices, water consents, customer service requests/problems.
- 23 October 2019 meeting date to be retained.
- Risk report to be on a quarterly basis.
- CAPEX and OPEX vs budgets.

ACTION: Ms Schaafhausen to invite the Minister of Local Government to the November 2019 Board meeting.

Having resumed open meeting and there being no further business the meeting was declared closed at 10.42am.

Minutes approved and confirmed this day of 2019.

Rukumoana Schaafhausen
CHAIRPERSON