

Minutes for a meeting of the Performance & Strategy Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY, 27 MARCH 2023** commencing at **9.30am**.

**Present:**

Cr JM Gibb (Chairperson)  
Cr C Beavis  
Cr M Keir  
Cr EM Patterson  
Cr V Reeve  
Cr LR Thomson  
Cr P Thomson  
Cr T Turner

**Attending:**

Mr T Whittaker (Chief Operating Officer)  
Ms A Diaz (Chief Financial Officer)  
Mrs S O’Gorman (General Manager Customer Support)  
Ms M May (General Manager – Service Delivery)  
Ms M Rinaldi (Long Term Plan Project Manager)  
Ms E Saunders (Democracy Advisor)

The Chairperson led the committee in opening the meeting with a karakia.

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Cr L Thomson/Turner)**

**That the apologies for:**

- a. non-attendance as absent on Council business from Her Worship the Mayor, Mrs JA Church and Cr K Ngataki be accepted; and
- b. non-attendance from Cr M Raumati (Deputy Chairperson), Cr C Eyre (Deputy Mayor) and Cr D Whyte be accepted.

**CARRIED**

**P&S2303/01**

## **CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Cr L Thomson/Patterson)**

**THAT the agenda for a meeting of the Performance & Strategy Committee held on Monday, 13 February 2023 be confirmed:**

- a. with all items therein be considered in open meeting; and**
- b. all reports be received;**

**CARRIED**

**P&S2303/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Cr Beavis/Keir)**

**THAT the minutes of a meeting of the Performance & Strategy Committee held on Monday, 13 February 2023 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**P&S2303/03**

It was at this time that a brief discussion was held in relation to the Action Items from the previous meeting. The Chief Financial Officer gave an update to the Committee on the Action Items and it was noted that an Actions Register would be created and be included in the Agenda for all future meetings.

**ACTION:** Actions Register to be created for the Performance & Strategy Committee and to be included as a standing item for all future meetings.

## **PERFORMANCE REPORTS**

### 2024-34 Long Term Plan Introduction & Work Programme

#### Agenda Item 5.1

The report was received [*P&S2303/02 refers*] and The Long Term Plan Project Manager gave a powerpoint presentation and answered questions of the committee.

- An overview of the Long Term Plan (LTP), including the planning cycle and the key steps that will be undertaken over the next few months was provided to the Committee along with an explanation on the difference between a Long Term Plan and an Annual Plan. It was confirmed that the LTP was updated every 3 years and when the next cycle begins.
- Work on the Annual Plan was underway and will be adopted at the end of June 2023.
- Taituaraa (SOLGM) provides guidance and direction as to what should be included in an LTP.
- A question was raised around Community Engagement and how Council intends to connect with and capture the voice of our communities. The development of the Community Engagement Strategy was underway and, along with advertising on the website, social media forums and planned workshops, there were multiple options that Council will explore to ensure our communities will be well informed. This can include a presence at local community events and meetings and engaging with our Community Boards and Committees with information for discussion.
- LTP planning updates and status reports will be regularly provided to the Performance & Strategy Committee to keep them informed.
- It was confirmed that Asset Management Plans for Three Waters had already been prepared in the case that the Three Waters Reform doesn't proceed as scheduled at the end of June 2024.
- Issues with drainage and Stormwater Assets and maintenance are part of the Three Waters Reform.
- Mr Whittaker clarified that the LTP is Councils document and this presentation outlines how council staff will support the Councillors in preparing for this document to go live.
- It was confirmed that the upcoming workshops will be presented to ALL Councillors along with Community Board and Community Committee Chairpersons who have all been invited to attend.
- Cr Turner discussed the Mana Whenua Forum and whether these forums can be included in the discussion and engagement for the LTP. The Long Term Plan Project Manager will follow up with relevant staff to engage particularly with the 5 constituency areas represented by our Maori Councillors and their contact details so they can be included in this engagement.

**ACTION:** All Councillors were to encourage the Chairpersons of their respective Community Boards and Community Committees to attend the upcoming Community Outcomes workshops scheduled for Friday, 31 March and Tuesday, 4 April 2023 in the Council Chambers.

### Council Controlled Organisations Half-Yearly Reports Agenda Item 5.2

The report was received [*P&S2303/02 refers*] and the Chief Financial Officer gave a verbal update and answered questions of the committee.

#### WRAL Discussion:

- A brief discussion around the shareholding and dividends of the Airport and what Councils share could potentially be – further clarification may be required.
- An involved discussion and explanation occurred around the original investment that Council put into the Airport and what Councils stake was in that moving forward.

#### COLAB Discussion:

- Was there value for money out of Co-Lab and being part of this? Are Council sure they are getting value for money and how is this funded? All partners within Co-Lab fund the business case process but each individual council can either opt in or opt out of different projects depending on relevance to their business.
- Was the Co-Lab model something that will be used more and more across councils for projects? It will vary going forward and in some cases it will be used and in others it won't be used.
- The benefit of the cadetships programme is consistency in training and being able to look for other opportunities across councils to retain talent that had been invested in.
- Cadets being contracted to stay within Council once training has been given is something that was being looked at but not confirmed as yet.
- Cadets were currently being recruited from educational institutes along with existing building firms but can also come from other avenues.

**ACTION:** An invitation from the Chief Financial Officer to the next Performance & Strategy meeting to be issued to both Waikato Regional Airport Ltd and Co-Lab to provide further information and answer questions of the Committee.

Council Controlled Organisations Draft Statements of Intent  
Agenda Item 5.3

The report was received [*P&S2303/02 refers*] and the Chief Financial Officer gave a verbal update presentation and no further discussion was held.

**Resolved: (Cr Patterson/P Thomson)**

**THAT the Performance & Strategy Committee:**

- a. has considered and is supportive of the draft statement of Intent for **Waikato Local Authority Shared Services Limited trading as Colab;**
- b. has considered and is supportive of the draft **Statement of Intent for Waikato Regional Airport Limited;** and
- c. notes that the **Chief Financial Officer will document the response to the respective boards.**

**CARRIED**

**P&S2303/04**

Local Government Funding Agency Half Yearly Report & Draft Statement of Intent  
Agenda Item 5.4

The report was received [*P&S2303/02 refers*] and the Chief Financial Officer gave a verbal update and answered questions of the committee.

- The majority of borrowing comes from the Local Government Funding Agency.
- The Chief Financial Officer gave a brief overview of borrower notes and how they work.
- It was noted there was a discrepancy in the totals on Page 108 which the Chief Financial Officer will seek clarification on.

**ACTION:** Chief Financial Officer will clarify the underlying reasons for the different totals in the spreadsheet on Page 108 of the Half-Yearly Report.

Chief Executives Business Plan  
Agenda Item 5.5

The report was received [*P&S2303/02 refers*] and further discussion was held.

- Regular updates will be provided to Performance & Strategy Committee moving forward.
- The General Manager Service Delivery provided clarification on Kalista and Huntly Recycling.



