

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 **TUESDAY, 24 OCTOBER 2023** commencing at **9.30am**.

Present:

Cr J Gibb (Chairperson)
Cr M Raumati (Deputy Chairperson)
Cr C Beavis
Her Worship the Mayor, Mrs JA Church
Cr CA Eyre
Cr M Keir
Cr P Matatahi-Poutapu
Cr K Ngataki
Cr EM Patterson
Cr V Reeve
Cr P Thomson
Cr LR Thomson
Cr T Turner
Cr D Whyte

Attending:

Mr G Ion (Chief Executive Officer)
Mr T Whittaker (Chief Operating Officer)
Ms A Diaz (Chief Financial Officer)
Mr W Gauntlett (Acting General Manager Community Growth)
Mr C Bailey (Finance Manager)
Mr J Ebenhoh (Policy & Planning Manager)
Ms N Hubbard (Corporate Planning Team Leader)
Mr R Turner (Customer Experience Manager)
Ms E Saunders (Senior Democracy Advisor)

The meeting was opened with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Ngataki/Patterson)

That the apologies for:

- a. lateness from Cr Reeve be accepted.**

CARRIED

P&S2310/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Ngataki/Patterson)

THAT the agenda for a meeting of the Performance & Strategy Committee held on Tuesday, 24 October be confirmed:

- a. **with all items therein being considered in open meeting with the exception of those items detailed at agenda item 8 which shall be considered with the public excluded; and**
- b. **all reports be received.**

CARRIED

P&S2310/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Raumati/P Thomson)

THAT the Performance & Strategy Committee confirms:

- a. **the minutes for a meeting held on Monday, 11 September 2023 be confirmed as a true and correct record, and**
- b. **the minutes for a meeting (to recommend to Council to adopt the Annual Report) held on Monday, 9 October 2023 be confirmed as a true and correct record.**

CARRIED

P&S2310/03

REPORTS

Actions Register

Agenda Item 5

The report was received [*P&S2310/02 refers*] and the Chief Financial Officer provided a brief update on the items in the report and the following discussion was held:

- It was confirmed that there are no elected members of the working group for the residents survey.

ACTION: Finance Manager to provide information offline in relation to Item 10 on Page 23.

STRATEGY REPORTS

Long Term Plan 2024-2034 Work Update Agenda Item 6.1

The report was received [*P&S2310/02 refers*] and the Corporate Planning Team Leader spoke to the report. The following discussion was held:

- It was noted that a Risk Assessment had been undertaken since the report was written.
- An update was provided on the Long Term Plan workshops that were conducted last week and it was noted that work was being done around consultation with our communities how the story of the LTP could be told.
- The Committee were pleased to hear that suggestions from the Community Consultation have been taken on board, particularly since the rates increases.
- It was noted in relation to the Key Project Risks that this report was written prior to the LTP workshops that were undertaken last week and Councillor feedback for mitigations would be taken into account moving forward.
- The Committee agreed that a consultation period with a six week timeframe would be good as Council do not want to leave things until the last minute, however it was noted that the process is audited so consultation could not be undertaken until sign-off from Audit NZ was received.
- It was noted that in relation to the financial strategy and the Executive Leadership Team and staff are working hard and are confident in the process going ahead. There was a brief discussion around rate increases and property valuations and the possibility of having a Rates 101 workshop for elected members to get a good understanding of the needs in our communities was suggested.

ACTION: Rates 101 Workshop to be organised for elected members along with Community Board and Community Committee Chairpersons.

- Page 28 - It was noted that whilst it would be tight timeframes for Consultations, the Hearings and Deliberations it was the usual timeframe and Council were comfortable that these could be met.
- Page 29 – It was queried what are the costs for the contractor resourcing for delivery of the LTP? The Chief Operating Officer provided some context to the consultant fees and what the goal was for staff (the creation of an LTP project manager) and the LTP process moving forward.
- It was further queried what the overall costs of Consultants are to the business? This conversation would be taken offline and further information to be provided.

ACTION: Consultant fees from across the business for all general services to be provided offline to elected members.

Timing of the next 2070 Waikato Review

Agenda Item 6.2

The report was received [P&S2310/02 refers] and the Policy & Planning Manager spoke to the report. The following discussion was held:

- It was queried what the costs were for producing this report from the Consultant BECA? It was noted that the initial document was done in a format that Council could not edit so moving forward the document could now be updated and edited by Council staff and work could be done internally.
- It was queried whether staff were confident that the risk to the business was less than minor? There is still so much to come in the pipeline like Proposed District Plan (PDP) appeals and future zoning – cannot be completely confident.
- It was noted that Council needed to be aware as we go through the Long Term Plan (LTP) that we have the right staff to not only manage but implement any changes. Elected members would like to be kept informed as the process moves forward.
- The resolution was discussed and it was decided to change the wording slightly from “at least” to “until early” 2025 – this allows for better timeframes and the opportunities for workshops to occur throughout 2024.
- It was noted that the biggest opportunity for our district is growth but is also our biggest risk and staff need to ensure that we have navigated the risks of not keeping this document updated.

ACTION: Workshops to take place throughout 2024 in preparation for the formal review in early 2025

Resolved: (Crs Keir/Patterson)

THAT the Performance and Strategy Committee:

- a. **approves the deferral of the review of Waikato 2070 until early 2025.**

CARRIED

P&S2310/04

PERFORMANCE REPORTS

Resident Satisfaction Survey – Quarter 1 Results

Agenda Item 7.1

The report was received [*P&S2310/02 refers*] and the Customer Experience Manager spoke to the report. The following discussion was held:

- It was noted by the elected members that it would be good to have a highlight in the report of the changes that have occurred since the last update – to make it easier to navigate.
- It was noted that the sample number of participants in this survey reflect the fact this is the first quarter and the numbers will increase as the year goes on.
- There was surprise noted at the response to the Civil Defence question considering all the work that had been done in this space.
- It was queried what the difference was for dissatisfied customers between each survey and this was clarified by the Customer Experience Manager. The full breakdown would be supplied to the elected members offline via email.

ACTION: Microsoft Excel Spreadsheet to be circulated by the Customer Experience Manager to the elected members for their review and they can send any questions directly to the Customer Experience Manager to answer in the next report to the Committee.

Financial Performance Summary – September Quarter

Agenda Item 7.2

The report was received [*P&S2310/02 refers*] and the Finance Manager spoke to the report. The following discussion was held:

- It was noted that some of the figures in the report were subject to final audit clearance.
- It was confirmed by the Finance Manager that changes to the formatting of the report were still being worked through and there would be updated reports and dashboards soon.
- It was noted that assets are typically vested at the end of the financial year. It was further noted that the figures on Page 114 are a snapshot in time and that the borrowings are there but are in the balance sheet as part of the Annual Report.
- The Finance Manager provided an overview of the surplus from the first three (3) months that was supposed to come from the surplus of the previous financial year and provided the details around this.
- It was confirmed that Council are awaiting on the Annual Report to confirm the depreciation schedules.

- It was advised that the mileage figures had increased and it would be good to get an understanding on this figure along with some of the other figures in the report.
- It was queried how efficient and robust the vesting process is? The Finance Manager advised that Finance picks up the assets that are vested at valuation time at the end of the financial year and the Chief Financial Officer gave an overview of the vesting process, noting that it is a very challenging area as you have to show your assets as income.

ACTION: Elected members to frame up questions for the different figures and results in the report and send through to the Chief Financial Officer for collation and response.

Treasury Risk Management Policy Compliance – September Quarter Agenda Item 7.3

The report was received [*P&S2310/02 refers*] and the Finance Manager spoke to the report. The following discussion was held:

- An overview of the forecasted debt and the figures on Page 122 was provided by the Chief Operating Officer and the maximum and minimum policy lines.
- A query around the Liquidity ratio and the percentages noted was raised and it was noted by the Finance Manager that these figures were normal for this time of year.
- The Chief Financial Officer provided detail on what the Tamahere Community Loan was for the elected members.

Non-Financial Performance Results – September Quarter Agenda Item 7.4

The report was received [*P&S2310/02 refers*] and the Corporate Planning Team Leader spoke to the report. The following discussion was held:

- It was queried when and what was the process that would be formulated to ensure we were not on the back foot at Long Term Plan (LTP) time? The Corporate Planning Team Leader provided an overview of the process moving forward and what steps would be taken.
- It was noted in years past that there might be one or two measures that are not achieved all the way through the last triennium which could mean they are not achieved at all for the coming year – are there any measures in this situation? The Corporate Planning Team Leader provided an overview and stated that there are no measures to date that are absolutely not achieved.
- It was noted that in regards to the Noise Complaint Key Performance Indicator (KPI) on Page 133 that there could be a narrative around Contractor issues.

- It was queried whether these results go through to the Risk & Assurance Committee for their information, particularly in case there is any organisational risks?
- It was queried further as to the graph on Page 129 and whether these results were monitored for any potential organisational risks?
- The graph on Page 129 was explained by the Corporate Planning Team Leader and what each figure represents.

ACTION: Further information to be provided by the Corporate Planning Team Leader in relation to the results as noted on Page 129 and whether these are submitted through to the Risk & Assurance Committee and what monitoring of the results are undertaken to negate any potential organisational risk.

Chief Executive Business Plan Update – October 2023 Agenda Item 7.5

The report was received [*P&S2310/02 refers*] and the Chief Executive Officer spoke to the report. The following discussion was held:

- It was noted that there was one change to make in the report – the Three Waters item (1.2A) – the target to complete for Capital Project Delivery was \$48 million which had been agreed to by the Waters Governance Board.
- It was queried whether there was any concern that if staff brought forward any projects for completion that it could impact on targeted rates? It was confirmed that there will be no impact on targeted rates and the \$48 million figure is from a much larger number that was already budgeted.
- A query was raised in relation to Point 4.2B on Page 148 and the meeting held with Ironduke in September. A brief discussion was held in relation the meeting and the outcomes from that.
- A query was raised in relation to the Better Off Funding and it was confirmed that there is a Better Off Funding report being presented at the next Sustainability & Wellbeing Committee meeting.
- A query was raised in relation to Community resilience and connectivity (point 3.1B) however the Chief Executive advised he would come back to the Committee with further information.

ACTION: Further detail and information to be provided to the Elected Members in regards to Community Resilience & Connectivity (point 3.1B).

- A brief discussion around Electric Vehicle Emissions was held by the Committee and no further questions were had.

EXCLUSION OF THE PUBLIC

Resolved: (Crs Patterson/Raumati)

THAT the public be excluded from the following parts of the proceedings of this meeting.

- a. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 1. Minutes from meeting held on Tuesday, 20 June 2023	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 2.1 Abandoned Land & Rating Sales		

- b. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
Item PEX 1. Minutes from meeting held on Tuesday, 20 June 2023	Refer to the previous Public Excluded reason in the agenda for this meeting.	
Item PEX 2.1 Abandoned Land & Rating Sales	7(2)(a)	To protect a persons privacy

CARRIED

P&S2310/05

Resolutions P&S2310/06 – P&S2310/08 are contained in the public excluded section of these minutes.

