

**MINUTES** of a meeting of the Waters Governance Board Meeting of the Waikato District Council held via audio-visual conference on **TUESDAY, 30 MARCH 2021** commencing at **10.20am**.

**Present:**

Ms R Schaafhausen (Chair)  
Mr D Wright (*via Audio Visual Conference*)  
Mr G Dibley  
Mr GJ Ion (Chief Executive, Waikato District Council)

**Attending:**

Ms G Parson (Raglan Community Board Chair)  
  
Mr M Telfer (Watercare)  
Mr R Kumar (Watercare)  
  
Mr I Cathcart (Special Infrastructure Projects Manager)  
Ms C Nutt (Waters Contract Relationship Manager)  
Mr M Horsfield (Democracy Advisor)

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mr Ion/Mr Dibley)**

**THAT the apologies from Mr King and Ms Pidduck be received.**

**CARRIED**

**WGB2103/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Mr Ion/Ms Schaafhausen)**

**THAT the agenda for a meeting of the Waters Governance Board Meeting held on Tuesday, 29 March 2021 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**

**WGB2103/02**

## **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

## **CONFIRMATION OF MINUTES**

**Resolved: (Mr Ion/Mr Dibley)**

**THAT the minutes of a meeting of the Waters Governance Board Meeting held on Tuesday, 23 February 2021 be confirmed as a true and correct record of that meeting.**

**CARRIED**

**WGB2103/03**

## **REPORTS**

Actions Register

Agenda Item 5

The report was taken as read and the following matters were noted:

- Meeting with the Minister of Local Government – Meeting date yet to be formalised.

**ACTION:** The Chief Executive to include Raglan Wastewater Treatment Plant consultation group expectations within the draft letter outlining issues to be discussed at the proposed meeting with the Minister of Local Government and Water Governance Board representatives.

- Initial meeting has been held regarding the power outage at the Huntly Water Plant. The next meeting will be planned and action lies with Watercare.
- Te Akau water treatment plant – Resolution from previous meeting to shut down the plant were being actioned.

**Resolved: (Mr Ion/Ms Schaafhausen)**

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2103/04**

Health and Safety Audit

Agenda Item 6.1

The Special Infrastructure Projects Manager noted the following matters:

- Audit was conducted in February 2021 over a two day period.
- Outcome of the audit report was positive.
- Key areas addressed were inspections and health and safety audits. Recommendations were produced that more management should be involved with audits and inspections.
- Recommendations provided regarding the use of the Icare tool.
- Subcontractors management - recommendation provided that it should be included in more regular auditing.
- Critical risks:
  - Confined Spaces - Confined space activities were rare. Specific training for confined spaced entry has been undertaken.
  - Asbestos - Assessments completed of all sites. Risks are static. Current recommendation was to leave the sites undisturbed. Need to reinforce awareness of the existence of asbestos on site.
  - Lone working Recognised previous incidents. Educating staff to have phones available at all times for safety. Concern that areas of the district do not have phone coverage. Action within audit report to cease lone working if there isn't phone coverage.
- A diverse range of staff needed to be interviewed within the audit process.

**ACTION:** Next annual health and safety audit to include less infield analysis, address inconsistencies of personal protection equipment and public safety.

- Job safety analysis.

**ACTION:** Mr Telfer to discuss with the Watercare Health and Safety team regarding a simplified Job Safety Analysis for low risk work.

**Resolved: (Ms Schaafhausen/Mr Ion)**

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2104/05**

## Three Waters Performance Report for February 2021

### Agenda Item 6.2

The Special Infrastructure Projects Manager noted the following matters:

- There had been zero loss time due to injuries for February 2021.

**ACTION:** Mr Telfer to report back to the board regarding near-miss reporting data.

- Water faults attendance under 40 mins – Due to the travel time to Raglan and Port Waikato it was noted this measure was difficult to achieve in these areas. Process in place to extend the expected attendance time for water faults in Raglan and Port Waikato.
- Fibre-strike and third party damage.
- More information needed regarding the presence of indoor Asbestos.

**ACTION:** Watercare to report back to the board regarding the presence of indoor asbestos in the next Three Waters Performance Report.

- Te Akau Water Treatment Plant – Chlorine dosing requires close monitoring. Reduced flow through water treatment pumps. Damage to the bore lining restricted efforts to remove the pump last year. Inspection only reinforces decision to close the plant. Transition from treated water to tankered water nearly completed. Te Akau was now considered part of the Raglan catchment.

**ACTION:** Watercare to inform the board whether Chlorate or Bromate precipitates with other particles.

- Te Kauwhata Water Association Incident – Scouring work was not notified. Fault occurred but did not affect water supply to water treatment plant.
- Meremere Wastewater Treatment Plant upgrade making good process.
- Botulism – Wastewater Treatment Plants are being monitored for signs of botulism. Measures to scare birds away from the ponds were in place.
- Huntly Wastewater Treatment pond desludging has commenced.
- River intake screen cleaning has occurred in Huntly, Ngaruawahia and Te Kauwhata Water Treatment Plants.
- Reservoir rehabilitation work at Bow Street Reservoir in Raglan has been completed.
- Drone work to identify water leaks in Raglan completed. Investigations will now be undertaken in the areas identified by the drone.

- Ngaruawahia pump station and rising main upgrade concept was completed and detailed in March 2021.
- Stantec undertaking District-Wide Water Supply Demand Management Plan.
- Design for the pipeline for River Road North Development has been completed.
- Synlait future flows continue to be uncertain.
- Ongoing interaction with Northgate Development.
- Tuakau Interceptor Pump Station upgrade underway.
- Compliance Te Akau, in the interim before new supply is that it is compliant and safe.

**ACTION:** The Special Infrastructure Projects Manager to report back to the Water Governance Board regarding additional information relating to the Raglan compliance notice.

**Resolved: (Ms Schaafhausen/Mr Ion)**

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2103/06**

Small Water Treatment Plants

Agenda Item 6.3

The Special Infrastructure Projects Manager noted the following matters:

- Onewhero and Port Waikato Water Treatment Plants - Plants have different issues and need to be treated differently. Both plants do not meet new water quality standard but were currently compliant.

**Resolved: (Mr Ion/Mr Dibley)**

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2103/07**

Water Services Bill Submission  
Agenda Item 6.4

The Special Infrastructure Projects Manager noted the following matters:

- An update regarding the Central Government Water Reform Programme was given.

**Resolved: (Ms Schaafhausen/Mr Dibley)**

**THAT the report from the Special Infrastructure Projects Manager be received and retrospective approval given for the submission.**

**CARRIED**

**WGB2103/08**

Watercare Systems Transition Update  
Agenda Item 6.5

The Special Infrastructure Projects Manager noted the following matters:

- Retiring Council's asset information system and transferring to Watercare's asset management system.
- Transfer of three water assets GIS to Watercare's GIS platform. Council retaining it's own Waters GIS platform which is also available to the public.
- Customer service request two-way interface. Upgrade to TechOne system has gone live.
- Project teams have been established and a scoping meeting was held.

**Resolved: (Mr Ion/Mr Dibley)**

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2103/09**

Water charges and fair access to water in the Waikato District  
Agenda Item 6.6

The Chief Executive noted the following matters:

- Limited solutions available.
- Watercare to view the report.

- Difficulties surrounding variable conditions.

**Resolved: (Ms Schaafhausen/Mr Ion)**

**THAT the report from the Chief Executive be received.**

**CARRIED**

**WGB2103/10**

Water Supply and Stormwater Bylaws

Agenda Item 6.7

The Special Infrastructure Projects Manager noted the following matters:

- Council workshop – Divided discussion from Councillors regarding water leak relief. Another workshop will be held regarding the new draft policy with Councillors.

**Resolved: (Ms Schaafhausen/Mr Ion)**

**THAT the report from the Special Infrastructure Projects Manager be received.**

**AND THAT the Waters Governance Board provides guidance to staff on the content of the draft Water Supply Bylaw and the proposed Stormwater Bylaw.**

**CARRIED**

**WGB2103/11**

Hamilton – Waikato Metropolitan Area Wastewater Project Update

Agenda Item 6.8

The Chief Executive noted the following matters:

- Option 4A (Five Plant Option) was the preferred staff recommended wastewater servicing option.

**Resolved: (Ms Schaafhausen/Mr Dibley)**

**THAT the report from the Acting General Manager Community Growth be received.**

**CARRIED**

**WGB2103/12**

## **EXCLUSION OF THE PUBLIC**

Agenda Item 7

**Resolved: (Mr Ion/Ms Schaafhausen)**

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

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 1 Confirmation of Minutes	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item 2.1 Actions Report		
Item 2.2 Contract Financial Report – July 2020		
Item 2.3 3 Waters Long Term Plan Schedule		
Item 2.4 Te Kauwhata Waters Association Water Supply and Operations Agreement - Update		

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
I		Refer to the previous Public Excluded reason in the agenda for this meeting.



- |     |             |   |
|-----|-------------|---|
| 2.1 |             | Refer to the previous Public Excluded reason in the agenda for this meeting.  |
| 2.2 | 7(2)(b)(ii) | To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. |
|     | 7(2)(j)     | To prevent the disclosure or use of official information for improper gain or improper advantage.   |
| 2.3 | 7(2)(b)(ii) | To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. |
|     | 7(2)(j)     | To prevent the disclosure or use of official information for improper gain or improper advantage.   |
| 2.4 | 7(2)(b)(ii) | To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. |
|     | 7(2)(j)     | To prevent the disclosure or use of official information for improper gain or improper advantage.   |

**AND THAT Mr Telfer and Mr Kumar be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Watercare. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because of Watercare’s role and responsibility for those matters.**

**CARRIED**

**WGB2103/13**

