

MINUTES of a meeting of the Waters Governance Board Meeting of the Waikato District Council held via audio-visual conference on **THURSDAY, 30 APRIL 2020** commencing at **12.32pm**.

Present:

Ms R Schaafhausen (Chair)
Mr D Wright [until 3.00pm]
Mr G Dibley
Mr GJ Ion (Chief Executive, Waikato District Council)
Ms J Colliar (Intern)

Attending:

Mr I Cathcart (Special Infrastructure Projects Manager)
Ms C Nutt (Waters Contract Relationship Manager)
Ms C Pidduck (Legal Counsel)
Mrs L Wainwright (Committee Secretary)
Ms G Brady (Democracy Advisor)
Mr N Pirsoul (Democracy Advisor)

Ms S Danks (Waikato Business Manager, Watercare)

APOLOGIES AND LEAVE OF ABSENCE

All members were present.

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 **Thursday, 30 April 2020** 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;

AND THAT the Board resolves that the following items be added to the agenda as a matter of urgency as advised by the Chief Executive:

- **Late Item 5.7 - Potential Shovel Ready Projects, and**
- **Public Excluded Late Item 2.13 - Force Majeure letter;**

AND FURTHER THAT the Board resolves that the following item be withdrawn from the agenda:

- **Public Excluded Item 2.11 - Amendment of the Agreement Relating to the Supply of Water and the Collection and Treatment of Wastewater.**

CARRIED

WGB2004/01

POST-MEETING NOTE: The Board considered the following Public Excluded Items together:

- Public Excluded Item 2.5 – [Shared Services Agreement for Trade Waste, Sampling, Analysis and Smart Water, and
- Public Excluded Item 2.12 – [Exiting Shared Services Agreement for Trade Waste, Sampling and Analysis].

DISCLOSURES OF INTEREST

There were no disclosures of interest (refer to Agenda Item 5.2).

CONFIRMATION OF MINUTES

Resolved: (Mr Wright/Mr Ion)

THAT the minutes of a meeting of the Waters Governance Board held on Thursday, 11 February 2020 be confirmed as a true and correct record of that meeting.

CARRIED

WGB2004/02

REPORTS

Actions Register
Agenda Item 5.1

The Special Infrastructure Projects Manager, supported by the Waters Contract Relationship Manager, summarised the Actions Register. The following matters were discussed:

- The Chair advised that she proposed the training session for Board members in relation to Maaori perspectives on water would take place on a quarterly basis, rather than be tagged on to each Board meeting. The Chair would liaise with the Chief Executive to confirm dates.

- Waikato Subregional Three Waters Study – Three Waters representative. The preference was for a Board member to be on the Governance Steering Group.

Action: The Chief Executive to discuss with His Worship the Mayor and report back to the Board.

- Risk Register.

Action: To be provided to the next meeting of the Board.

- Attendance of the Minister of Local Government had been postponed and would be rescheduled at a later date.

Resolved: (Mr Wright/Mr Dibley)

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

CARRIED

WGB2004/03

Register of Interests
Agenda Item 5.2

The Chair advised Board members to contact the Council's Democracy team if there were any updates to their respective interests.

Resolved: (Mr Wright/Mr Ion)

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

CARRIED

WGB2004/04

Waikato District Council Three Waters Performance Report – February 2020
Agenda Item 5.3

The Waikato Business Manager, Watercare, advised the Board that the March 2020 report was more up-to-date. The Board noted the contents of the February report.

Resolved: (Mr Ion/Mr Wright)

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

CARRIED

WGB2004/05

Waikato District Council Three Waters Performance Report – March 2020
Agenda Item 5.4

Ms Danks noted the following matters:

- Health & Safety KPI's currently on hold under the current pandemic conditions.
- New staff had started during COVID-19 and currently working from home.
- Watercare's consenting team working from home.
- March had a lower workload and no significant issues to report.
- The Te Kauwhata and Meremere consent notices are on hold until lockdown ceases.
- March water meter readings had not been carried out. Estimates had been made and readings would be completed the week commencing 11 May 2020.
- Customer complaints and faults had fallen, possibly due to lockdown.

Discussions were held on the following matters:

- Stormwater abatement notice. Waikato District Council non-compliance issues had arisen e.g. providing records to Waikato Regional Council. Watercare would hold a workshop once out of lockdown to work through the non-compliance issues. Lack of community consultation is a significant issue.

Action: Community Engagement Plan to be provided to the Board.

- Long Term Plan – Watercare would prepare the Waters AMP on behalf of Waikato District Council Three Waters and would provide technical information and funding programmes to the Board to enable input before being presented to the Council. A meeting could be required out-of-cycle.
- Huntly Wastewater Treatment Plant. Failures had recently occurred largely due to obsolete instrumentation and equipment. Electrical control system upgrades are due and should stop instrumentation failures which also cause other failures at the plant.
- Te Kauwhata water and wastewater would be considered in the mid Waikato Strategy. Discussions had been held with Watercare and Te Kauwhata Water Association on strategies for the resource consent process.

Action: The Board to be provided with:

- the proposed Te Kauwhata Watertake Consent Strategy;
- a schedule of strategic water consents held by the District, including the current status and lapse dates; and
- a list of abatement notices.

- The Board complimented Watercare in maintaining essential services during the current challenging period.
- Zoom stakeholder engagement meeting held with the Raglan Community. Watercare presented on the current position. Monthly meetings would continue via Zoom.

Resolved: (Mr Ion/Mr Dibley)

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

CARRIED

WGB2004/06

Maramarua Wastewater Treatment Plant Compliance
Agenda Item 5.5

The Special Infrastructure Projects Manager and Ms Danks, noted that a letter of direction had been received from Waikato Regional Council. Compliance issues had been resolved.

Action: Letter of response to be completed and forwarded to Waikato Regional Council.

Resolved: (Mr Ion/Mr Wright)

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

CARRIED

WGB2004/07

Water Services Bill Submission
Agenda Item 5.6

Resolved: (Mr Ion/Mr Dibley)

THAT the report from the Special Infrastructure Projects Manager be received;

AND THAT retrospective approval be given for the Water Services Bill submission (as attached to the staff report).

CARRIED

WGB2004/08

Potential Shovel Ready Projects

Late Agenda Item 5.7

The Chief Executive noted that Waikato District Council's shovel ready projects had been submitted to Crown Infrastructure Projects. Watercare had prepared a Three Waters Shovel Ready list (see attachment 5.7A) should there be further opportunity to submit projects.

Resolved: (Ms Schaafhausen/Mr Dibley)

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

CARRIED

WGB2004/09

EXCLUSION OF THE PUBLIC

Agenda Item 6

Public Excluded Item 2.11 - *Amendment of the Agreement Relating to the Supply of Water and the Collection and Treatment of Wastewater* – was withdrawn from the Agenda (ref WGB 2004/01).

Resolved: (Ms Schaafhausen/Mr Ion)

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
2.1 Actions Register 2.2 Contract Financial Report – February 2020 2.3 Contract Financial Report – March 2020 2.4 Meremere Wastewater Treatment Plant Discharge Consents Renewal	Good reason to withhold exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

2.5 Shared Services Agreement for Trade Waste, Sampling, Analysis and Smart Water		
2.6 Stormwater Status Update		
2.7 Pokeno/Tuakau Wastewater Servicing Update		
2.8 Te Kauwhata Water and Wastewater Treatment Plan Update		
2.9 Electricity Pricing Update		
2.10 SCADA Interim Update		
2.12 Exiting Shared Services Agreement for Trade Waste, Sampling and Analysis		
Late Item 2.13 Force Majeure		

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
2.1	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.

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| 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. |
| 2.5 | 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. |
| 2.6 | 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. |

2.7	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.
2.8	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.
2.9	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.
2.10	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.
2.12	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.
2.13	7(2)(g)	To maintain legal professional privilege.

AND FURTHER THAT Ms Danks be permitted to remain in the 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

WGB2004/10

The meeting adjourned at 1.28pm and resumed at 1.34pm for the public excluded session of the meeting.

Resolutions WGB2004/11 to WGB2004/24 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 3.14.

Minutes approved and confirmed this day of 2020.

Rukumoana Schaafhausen
CHAIRPERSON