

Minutes of a meeting of the Infrastructure Committee of Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY, 7 SEPTEMBER 2020** commencing at **9.32am**.

Present:

Cr EM Patterson (Chairperson)
Cr CA Eyre (Deputy Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr AD Bech
Cr JA Church
Cr JM Gibb
Mr B Green (Maangai Maaori)
Cr SL Henderson
Cr SD Lynch
Cr RC McGuire
Cr FM McInally
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson [*until 11.02am*]
Cr CT Woolerton

Attending:

Mr G Ion (Chief Executive)
Mr T Whittaker (Chief Operating Officer)
Mr R MacCulloch (General Manager Service Delivery)
Mr C Morgan (General Manager Community Growth)
Mr I Cathcart (Special Infrastructure Projects Manager)
Ms A Diaz (Chief Financial Officer)
Mr V Ramduny (Strategic Projects Manager)
Mr P McPherson (Community Projects Manager)
Ms M May (Community Connections Manager)
Ms J Bishop (Contracts and Partnering Manager)
Mr R Bayer (Roading Team Leader)
Mr N Wells (Strategic Property Manager)
Mr P Ellis (Solid Waste Team Leader)
Mr B Stringer (Democracy Manager)

Ms E O'Dwyer (Waikato Times Reporter)

APOLOGIES AND LEAVE OF ABSENCE

All members were present

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Sedgwick/Church)

THAT the agenda for a meeting of the Infrastructure Committee held on Monday, 7 September 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 considered with the public excluded;

AND THAT all reports be received.

CARRIED

INF2009/01

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Crs Gibb/McGuire)

THAT the minutes of a meeting of the Infrastructure Committee held on Monday, 27 July 2020 be confirmed as a true and correct record of that meeting.

CARRIED

INF2009/02

REPORTS

Solid Waste Steering Group Update
Agenda Item 5.1

The report was received [*INF2009/01 refers*] and the Special Infrastructure Projects Manager spoke to his presentation. The following items were discussed:

- Phase I Key Areas and Approach – importance of flexibility being built into contracts; subject matter support being provided by Morrison Low.
- Dates and timeframes for delivery of contracts.
- Cross-boundary discussions with other territorial authorities had taken place.
- Resource recovery centre in Huntly was still being explored.
- Communication with residents on impact of changes to services, as a result of contractual changes.

Minutes (Unconfirmed) of the Waikato Regional Transport Committee held on 27 July 2020
Agenda Item 5.2

The report was received [*INF2009/01 refers*] and the Strategic Projects Manager spoke on his report. The following items were discussed:

- New Zealand Transport Agency Update
 - expected delay on completion to the Hamilton Bypass beyond 2021 due to impact of Covid-19 lockdown.
 - FAR rate decrease from 52% to 51% for 2022/23 financial year; the funding envelope might also change depending on outcome of general election. It was also noted there had been a drop in tax collection for roading.
- Regional Road Safety Report

ACTION: Staff to provide data behind the statistics around rural crashes to clarify where drivers involved in crashes were resident.

- Regional Transport Story – prepared for elected members, as well as the public.
- Regional Public Transport Plan – concept plan needed to be updated to reflect Hamilton Spatial plan.
- Boundary issue with DHBs – focus of discussion at the RTC meeting was on the Taupo/Turangi area.

ACTION: Staff/Council representatives on the RTC, at its next meeting, to highlight the other authorities (including DHBs, education etc) that should be referenced as transport partners as well.

Service Delivery Project Status Report (August 2020)
Agenda Item 5.3

Tabled Item: Project Delivery Status Report

The report was received [*INF2009/01 refers*]. The General Manager Service Delivery spoke to his PowerPoint Presentation and highlighted the following:

- Project Delivery Review
 - Previous discussions with elected members on prioritisation of projects.
 - Covid-19 Recovery Plan work provided an opportunity to identify gaps and problems.
 - Carry-forward work programme.
 - Work programme for 2020/21 still to be finalised.

- Service Delivery Capital Dashboard – an explanation of financials and focus areas.
- Initiatives to improve project delivery
 - work done to define roles and responsibilities; allocation of projects to the right roles.
 - PMO role.
 - Delivery partner via Alliance and how to improve leverage from the partnership.
- 2020/21 Capital Work Programme – different levels of monitoring and reporting against performance.
- Project Delivery Status report
 - Version in agenda was the ‘first draft’; would be perfected over time.
 - Committee should gauge number of projects recorded as “off track”.
 - Incomplete projects carried forward from previous years should be expected to decrease.
 - Discussion of the different project phases and impact of poor scoping at an early stage.
 - Feedback welcomed on how much detail was required; it was not envisaged to provide 10 pages to the Committee at each meeting.
 - Discussion of the ‘traffic light’ reporting.
 - Practicalities of Committee members contacting the project sponsor with queries.
 - Still work to be done to better align financial information in CAMMS with actual budgets/spend.

The following matters were discussed in response to questions from Committee members:

- Staff had considered identifying projects by Ward, though logistically not possible at the moment as primary information was not recorded in CAMMS.
- Systems in place to ensure maintaining project records was not dependent on a specific project sponsor (e.g. CAMMS, Promapp).
- Number of projects presented in the Status report; focus should be had staff correctly identified a project from the LTP. Staff more confident now as aware of size of issue and had a strategy in place to monitor.
- Status report reflected projects from previous years and from the current financial year.
- Work ongoing between Finance and Service Delivery in relation to budgeted dollars for projects that were not completed within a designated financial year.
- It was expected that staff would now proactively approach Council where there was a potential mismatch between funding and project cost, rather than simply shifting funds between project budgets.
- Factoring for carry-forwards in each Annual Plan as accurately as possible, and impact on rates collected.

- Staff and external resources behind the delivery of projects; the importance that processes designed to appropriately resource Community Connections and Contracts and Partnering teams.
- It was suggested that:
 - Project Status and Project Phases graphs were presented to reflect the two tranches of projects (Community Connections and Contracts and Partnering).
 - A metric was included to monitor delivery of projects against timeframes and budget overall.
 - Service programme alignment with aspirations of JMA; to identify the linkages.
- Recognition that working with/co-designing projects with communities took longer to deliver and costed more.
- Earthquake prone buildings (Actions Register) – whether just meeting required standards was appropriate.
 - A separate report would be presented to provide a status update on what work had been done and what still needed to be done; a further conversation would then take place as to the standards and work Council wanted to undertake.
 - An upcoming LTP workshop on Levels of Service would also address this matter.

Cr Thomson retired from meeting at 11.02am during the above item.

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Crs Gibb/Lynch)

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
Agenda 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)
Agenda Item 2.1 Purchase of Land – 36 Buckland Road, Tuakau		

