

MINUTES for a meeting of the Waters Governance Board Meeting of the Waikato District Council held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 7 FEBRUARY 2023** commencing at **10.00AM**.

Present:

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

Attending:

Her Worship The Mayor Mrs J Church – *departed at 11.31am*
Cr V Reeve
Mr M Telfer (Watercare)
Mr R Puller (Watercare)
Mr P Crabb (Watercare)
Mr R Laurenson (Watercare)
Mr G Miers (Watercare)

Mr R MacCulloch (General Manager Service Delivery)
Mr D Sharma (Three Waters Reform Project Manager)
Ms E Saunders (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Wright/Ms Schaafhausen)

THAT an apology be received from Mr Keith Martin (Waters Manager) for non-attendance.

CARRIED

WGB2302/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Dibley/Mr Wright)

THAT the agenda for a meeting of the Waters Governance Board Meeting held on Tuesday, 7 February 2023:

- a. be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be discussed with the public excluded; and**
- b. all reports be received.**

CARRIED

WGB2302/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

ACTION: Democracy Team to include the Register of Interests on the next agenda.

CONFIRMATION OF MINUTES

Resolved: (Mr Ion/Ms Schaafhausen)

THAT the minutes of a meeting of the Waters Governance Board Meeting held on Tuesday, 22 November 2022 be confirmed as a true and correct record of that meeting.

CARRIED

WGB2302/03

REPORTS

Actions Register
Agenda Item 5

Mr M Telfer spoke to the report which was taken as read and highlighted some key points:

Te Kauwhata Wastewater Discharge:

- Site visit was undertaken with key stakeholders and two options were visited with it being decided that no decision was to be made on the day.
- Watercare were to go back and work on a concept design which would be presented to the key stakeholders.
- Watercare would continue to provide regular updates to the board on the progress and preferred option at each WGB meeting which the board agreed to.

- Mr Ion made the comment that the meeting with key stakeholders and mana whenua was really productive and a very positive experience.

Huntly & Ngaruawahia WWTP Resource Consents

- Separate reports have been prepared for the February meeting which will be spoken to throughout the meeting

Resolved: (Mr Wright/Mr Ion)

THAT the Waters Governance Board receives the Actions Register to January 2023.

CARRIED

WGB2302/04

Three Waters Governance Report – February 2023 Agenda Item 6.1

Mr Telfer spoke to the report which was taken as read and further discussion was held.

- Abatement Notice received for Raglan is disappointing particularly with no notice being given but has been looked at by Mr Ion and discussion has been held with WRC
- A comment was made about WRC potentially sending out more abatement notices particularly if timeframes aren't met. It isn't thought that this is the direction of WRC but the point is noted.
- Fire in the Ngaruawahia Water Pump Switchboard – firewall and fire protection was in place and incident was able to be taken care of quickly with minimal damage.
- The question was asked if there were any other water assets next to a public facility (like the Ngaruawahia switchboard) – it was confirmed that we don't have any other water assets like this and it's an exception.
- The Tuakau/Pokeno Pipeline has been completed and the next step is property acquisition. Work is underway with the Council property team to progress this.
- Staff movement is happening at Watercare which was made aware to the Board.

Key Discussion:

- The question was raised around water quality in Huntly & Ngaruawahia – is there any work underway to ensure this is being looked at and no breaches have been made?
- The issue remains significantly with Huntly and the treatment plant infrastructure in place. Mr Telfer spoke to options that are underway to make the infrastructure better to take care of water quality (in particular brown water) and in the meantime different ways to manage the water quality and other options for upgrading the infrastructure is underway.

- Timber Reservoirs; a report would come back to the board once discussions are completed (discussions are still ongoing). Significant rain event had occurred and an inspection needed to be undertaken to ensure compliance was being met.
- Te Kauwhata & Te Kowhai – update given by Mr Telfer and work to continue with both Waikato District Council (WDC) & Waikato Regional Council (WRC).
- The Service Delivery General Manager spoke to a conversation he had with WRC around service levels for significant rain events in the rural zone. WRC have a service level of 3 days of ponding before action which causes issues for land areas which have been recently re-zoned. A Multi Agency meeting is to be held with both WDC & WRC to discuss this issue further.

ACTION: Mr M Telfer to report back to the board via email once inspections have been undertaken at the timber reservoirs in the district and to advise any issues that need immediate action.

Resolved: (Mr Wright/Mr Ion)

THAT the Waters Governance Board receives the report.

CARRIED

WGB2302/05

Three Waters Reform Project Update
Agenda Item 6.2

The Three Waters Reform Project Manager spoke to the report which was taken as read and further discussion was held.

- A question was raised about where the board sits in relation to significant decision making and funding decisions. The Waters Manager is to speak to the implications that the Water Services Legislation Bill may have on the board at the next meeting and bring some clarity around this.

ACTION: The Waters Manager to have a look at the implications the Water Services Legislation Bill will bring to the WGB and what obligations there are moving forward.

Resolved: (Mr Ion/Mr Wright)

THAT the Waters Governance Board notes that the project management for Three Waters reform is ongoing.

CARRIED

WGB2302/06

Risk Register
Agenda Item 6.3

The report was taken as read and further discussion was held.

- Assets that are at risk of flooding did not appear to be addressed in the register.
- Reservoir Integrity; Risk to assets of flooding; Environmental Risk – these items also needed to be added to the risk register for reporting purposes.
- Underground assets – is there anything recorded for the risk of these? A discussion around underground assets and recording of these took place and was not required for the register.
- How often is the Risk Register reviewed and how often is the register being presented back to the board? The Risk Register is combined with both Watercare and Council and is reviewed every 6 months.

ACTION: Assets that are at risk of Flooding as well as Reservoir Integrity needs to be added to the risk register moving forward. The register is to be brought back to the board for review at the next WGB meeting.

Resolved: (Ms Schaafhausen/Mr Dibley)

THAT the Waters Governance Board notes the update on the risk register.

CARRIED

WGB2302/07

Ngaruawahia Wastewater Treatment Plant Headworks Upgrade
Agenda Item 6.4

Mr G Miers spoke to the report which was taken as read and further discussion was held.

- A concern was raised around works being progressed and further funding being required – is it known what is actually required? Is the damage that has been found a surprise or should we have seen this coming?
- Work on this project is intended to begin dependant on funding approval.
- The Tender process will need to be done and a full procurement process aswell and will look to be completed by next summer.
- Long Term Plan vs Waters Governance Board funding, how do we ensure there is funding available for projects and what is taking priority? A discussion around what we should know needs to be upgraded and what comes as a surprise took place. It needs to be ensured that funding is available for the projects that have been approved.
- Is the risk of this work not being undertaken immediately significant? Deferral is not an option and this work needs to be approved

Resolved: (Mr Wright/Ms Schaafhausen)

THAT the Waters Governance Board:

- a. approves the upgrade of the headworks at the Ngaruawahia Wastewater Treatment Plant; and
- b. approves a budget of \$1,200,000 to deliver the upgrade with funding available within the LTP.

CARRIED

WGB2302/08

At this time Mayor Jacqui addressed the Board in relation to Capital Projects and the need to have more detailed information (particularly around project status and money spent to date) presented at meetings so Council and the Board can make better informed decisions. It was confirmed that Capital Projects were going to be discussed further under Agenda Item PEX 3.5. A brief update for the Infrastructure Committee was requested which would be provided.

Inflow and Infiltration Plan 2023

Agenda Item 6.5

Mr M Telfer spoke to the report which was taken as read and no further discussion was held.

Resolved: (Mr Ion/Mr Wright)

THAT the Waters Governance Board supports the delivery of the planned Inflow & Infiltration programme in place for 2023.

CARRIED

WGB2302/09

Maramarua Treated Wastewater Disposal Upgrade

Agenda Item 6.6

Mr M Telfer spoke to the report which was taken as read and further discussion was held.

- Timeframe around completion of works – it will be completed within this financial year
- The budget requested – is it accurate? It has been quoted by the contractor doing the work and is accurate.
- A Cost breakdown was required for budget requests in order for the board to be able to make good decisions. The following questions need to be answered with funding requests moving forward:
 - What are the risks?
 - Where is the project currently at?
 - What are the costs that have been spent to date?
 - When will the projects be completed once budget is approved?
 - What are the contingency plans in place if the weather becomes a factor?

- This was a reoccurring theme through all the papers presented at the meeting today.
- When does the board want to see these projects and what budget do we have for the projects and where is the money coming from?

ACTION: All Staff (both Council and Watercare) are to ensure moving forward that all recommendations and reports that are sent to the Board include the key information points as outlined in the discussion to allow the Board to make better informed decisions.

Resolved: (Ms Schaafhausen/Mr Wright)

THAT the Waters Governance Board:

- approves the proposed upgrade in principal to the Maramarua Wastewater Treatment Plant Effluent Disposal Field subject to further detailed budget costing analysis and timeframes for project completion information being presented back to the board**

CARRIED

WGB2302/10

Hakanoa Stream Erosion Protection

Agenda Item 6.7

Mr M Telfer spoke to the report which was taken as read and further discussion was held.

- Mr Telfer outlined the key highlights of the report and it was resolved that further details will be provided at the next Board meeting.

Resolved: (Mr Dibley/Ms Schaafhausen)

That the Waters Governance Board:

- approves the proposed project in principal to address erosion in the Hakanoa Stream near Hakanoa Street, Huntly subject to further detailed budget costing analysis and timeframes for project completion information being presented back to the board.**

CARRIED

WGB2302/11

Cambrae Road, Raglan – Flood Remediation

Agenda Item 6.8

Mr M Telfer spoke to the report which was taken as read and further discussion was held.

- Concern was expressed around the WRC consent condition wording. Council would need to look at condition wording in future to ensure we understand the implications and what triggered the condition.
- The abatement notice needed to be addressed and the General Manager Service Delivery spoke to the history of the WRC consent condition and the reason behind it.

ACTION: Watercare to follow up with WRC around the condition of the consent to ensure it is being met and there is no longer any risks.

Resolved: (Mr Wright/Mr Dibley)

That the Waters Governance Board:

- a. **approves the proposed remedial works project in principal to address flooding at Cambrae Rd, Raglan subject to further detailed budget costing analysis and timeframes for project completion information being presented back to the board.**

CARRIED

WGB2302/12

Te Kauwhata Wastewater Treatment Plant Consent Application Preparation Project
Agenda Item 6.9

Mr R Pullar spoke to the report which was taken as read and further discussion was held.

- The Key Stakeholder meeting that was undertaken was very encouraging and positive.
- It was believed that the community was on board with the current outcomes along with the Waikato Regional Council. It is tracking as best as it can right now.
- Transition after 1 July 2024 – it would be good to have detailed reports for what was happening in all areas of Asset Management so there is consistency and continuity along with a paper which outlines:
 - Capital projects
 - Details of the project statuses
 - Consent projects and their status
- This will be very good for the incoming or next entity and will ensure that all council objectives and timeframes are captured.

Resolved: (Mr Dibley/Mr Ion)

THAT the Waters Governance Board support steps outlined within this paper, given that they will progress the discharge optioneering required for consent application preparation, in a manner that will be accepted by WRC.

CARRIED

WGB2302/13

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Mr Wright/ 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 PEX 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 number PEX 2 Action Register		
Item PEX 3.1 Waters Financial Results to 31 December 2022		
Item PEX 3.2 Raglan Wastewater Treatment Plant Consent Application Preparation Project		
Item PEX 3.3 Huntly Water Supply Reticulation Upgrades		
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 3.4 Network Renewals Programme 2021 – 2024	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 3.5 Capital Project Delivery 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
Item PEX 1 Confirmation of Minutes Item number PEX 2 Action Register	Refer to the previous Public Excluded reason in the agenda for this meeting.	
Item PEX 3.1 Waters Financial Results to 31 December 2022	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
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	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
Item PEX 3.2 Raglan Wastewater Treatment Plant Consent Application Preparation Project	48 (1)(d)	To enable deliberations in private on a decision or recommendation in any applicable proceeding
Item PEX 3.3 Huntly Water Supply Reticulation Upgrades	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(j)	To prevent use of the information for improper gain or advantage

Item No.	Section	Interest
Item PEX 3.4 Network Renewals Programme 2021 – 2024	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(j)	To prevent use of the information for improper gain or advantage
Item PEX 3.5 Capital Project Delivery Update	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(j)	To prevent use of the information for improper gain or advantage

CARRIED

WGB2302/14

The meeting adjourned at 12.16pm for lunch and resumed at 12.38pm.

Resolutions WGB2302/15 - WGB2302/22 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 2.01pm.

Minutes approved and confirmed this day of 2023.

Mr David Wright
CHAIRPERSON