

MINUTES of a meeting of the Waters Governance Board Meeting of the Waikato District Council held in Committee Rooms 1 & 2, Waikato District Council Head Office; 15 Galileo Street, Ngaruawahia on **WEDNESDAY, 14 JUNE 2023** commencing at **10.00am**.

Present:

Mr D Wright (Chair)
Mr G Dibley – *via audio visual link (from 11.02am)*
Mr GJ Ion (Chief Executive, Waikato District Council)
Ms J Colliar (Intern) – *via audio visual link from 10.43am*

Attending:

Cr C Beavis
Cr E Patterson
Cr V Reeve – *via audio visual link*
Cr P Thomson
Cr D Whyte – *from 10.29am*

Mr M Bourne (Chief Operations Officer - Watercare)
Mr J Grant (Head of Commercial - Watercare)
Mr M Telfer (Operations Manager – Watercare)
Mr B Edwards (Watercare)
Mr J Turner (Watercare)
Mr Robert Ball (Watercare)
Mr R Pullar (Watercare)
Mr P Crabb (Watercare)
Mr R Bax (Richard Bax Consulting)

Ms M May (Service Delivery General Manager)
Mr K Martin (Waters Manager)
Mr J Baldwin (Waters Engineering Manager)
Mr D Sharma (Three Waters Reform Project Manager)
Ms P Pandiarajan (Waters Contract Support Co-ordinator)
Ms E Saunders (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Wright/Mr Ion)

THAT the apologies for:

- a. non-attendance from Ms R Schaaflausen be accepted;**
- b. lateness from Mr G Dibley be accepted.**

CARRIED

WGB2306/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Wright/Mr Ion)

THAT the agenda for a meeting of the Waters Governance Board Meeting held on Wednesday, 14 June 2023 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 THAT in accordance with Standing Order 9.4 the order of business be changed with agenda item PEX3.1 [*Te Kauwhata Water Association Resource Consent Renewal Report*] being considered after agenda item PEX1 [*Confirmation of Minutes*].

CARRIED

WGB2306/02

DISCLOSURES OF INTEREST

It was noted by Ms J Colliar that she is a trustee of Nga Muka for the purposes of the Te Kauwhata Water Association Water Take Resource Consent Report (Item PEX3.1).

CONFIRMATION OF MINUTES

Resolved: (Mr Ion/Mr Wright)

THAT the minutes of a meeting of the Waters Governance Board Meeting held on Tuesday, 2 May 2023 be confirmed as a true and correct record of that meeting.

CARRIED

WGB2306/03

REPORTS

Actions Register Agenda Item 5

The Waters Manager spoke to the report which was taken as read and highlighted some key points:

Key Highlights:

- The Waters Manager will continue to work on creating a list of the retired assets.
- A updated report on Compliance and Abatements will be coming to the board in August along with the Communications update.
- Maramarua Treated Water – at the final hurdle and works are expected to begin next week. The team are currently engaging with the community to keep them updated and will also touch base with mana whenua to keep them in the loop. The works are a like for like replacement so should go smoothly.
- Mr M Telfer provided a verbal update on the Water Meter Replacement Program and confirmed that there was a component for the ongoing replacement of meters in the current Asset Management Plan (AMP).
- A brief update on Cambrae Road, Raglan was also provided to the Board and it was advised that discussions with the property owners are taking place in relation to the design.
- An update was given by the Waters Manager on the Memorandum of Understanding (MOU) for the Raglan Wastewater Treatment Plant and it was noted that the delegation for signing the MOU sits with the Chief Executive. Further testing on the site will be undertaken once the MOU is finalised. The MOU will be presented back to the Board for their information before going to Council for final approval.

ACTION: The PA to the General Manager Service Delivery to update the Actions Register to reflect the next meeting being held in August and not July 2023.

Resolved: (Mr Wright/Mr Ion)

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

CARRIED

WGB2306/04

Three Waters Governance Report
Agenda Item 6.1

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

Key Highlights:

- There were two Health & Safety incidents during the month and whilst both incidents required first aid there was no lost time.
- There had been two additional stormwater aspects added to the report along with increased Stormwater information and Mr Telfer gave an overview to the Board.
- Construction was progressing well at the Te Kauwhata Wastewater Treatment Plant and was on track for a December 2023 completion date. It was noted that whilst visually it doesn't look very different from the last update but work is progressing.
- Complex meters had now been completed.

Questions:

- *What is the issue with the instability at the Meremere Wastewater Treatment Plant?* It was noted that it's a new plant with new technology for the team and some of the issues experienced have been a result of that i.e - aerobic levels in tanks. This is an operational issue which was being worked on and not an ongoing risk

Resolved: (Mr Wright/Mr Ion)

THAT the Waters Governance Board receives the Three Waters Governance report for June 2023.

CARRIED

WGB2306/05

Water, Wastewater & Stormwater Planned Maintenance Schedule - 2023
Agenda Item 6.2

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

Key Highlights:

Water:

- Backflow testing was going to carry on as planned and 100% of the backflows in the last year was done.
- 15 year old meter replacements are on the maintenance schedule.

- A question was raised from the Board around anomalies with Water Billing and it was confirmed that meters were read every 6 months and it was at this time that meters were potentially checked for any deficiencies. It was also confirmed that the decision to keep meter reading at 6 monthly intervals was made by the previous Council.
- *It was further asked by the Board if Smart Meters would improve any anomalies picked up during readings?* It was noted that you can read Smart Meters more frequently and they were more accurate. It also takes Meters from being a cash revenue instrument to an actual information gathering device.
- The decision for smart metering needs to be considered in more wide terms rather than just the meter itself. It was noted that so far Watercare deployed 40,000 smart meters across Auckland with the intention to roll this out across all residential customers in the Auckland area. The purpose of Smart Meters is not to change the water meter checking frequency but to interpret the information that is being read and providing that information to users.
- Leak detection was another big piece of work that Watercare are really driving with drone technology being used in Raglan. Mr Ball gave a brief overview of Leak Detection with the Board showing an interest in seeing the outcome of this.

ACTION: Watercare to report back to the Board on the results of the Leak Detection work that is currently being undertaken.

Wastewater & Stormwater:

- Mr Ball gave the Board an update on the Jetting work that was undertaken on an annual basis.
- Northern Station deep cleaning was done on a four monthly basis and an explanation was provided by Mr Telfer.
- The CCTV inspection and cleaning programme had been hugely successful and staff are keen to keep this going. The team are now in Year seven of undertaking this work (Year two of the 2nd phase).
- An update on the Flapgates was provided by Mr Telfer and it was noted that Watercare had identified a total of 29 flap gates located at the end of outlet pipes. The majority of these flap gates are situated in Huntly, along the Waikato River. Appropriate maintenance measures will be undertaken to prevent backwater flow from the river if deemed necessary.
- Mr Telfer confirmed that the work Mr Ball has described and given an overview of in the report is Network works and a large amount of time and work goes into the planning.

Questions:

- *Is the preventative work being done with jetting producing any dividends?* It was confirmed that it absolutely was producing dividends and it was particularly noticeable during Covid when the work could not be undertaken.

- *Is the frequency of the flushing work being undertaken at Huntly Wastewater Treatment Plant reflective of the same Levels of Service at other plants in the district? If not than this was reflective of the condition the assets in Huntly are in. Huntly does get this flushing treatment more frequently.*
- It was noted that whilst it was good to see the critical manholes within a 100m radius of the Raglan harbour being inspected it would be good to know if the manholes in close proximity to the awa (Waikato River) are also critical and being inspected.
- The integration between Roding activities and Water Activities was discussed and it was noted the Watercare team do indeed work closely with the Roding Alliance Team. There were quite a few Stormwater issues that were raised in the system which get allocated to Mr Balls team when it should actually be getting sent to the Roding Team – stormwater doesn't automatically mean it's a Waters Team job. It was confirmed that communication between teams are always happening to ensure work is getting done.
- It was noted that it may be a good idea for the Waters Team to work closely with the Roding Alliance Team in terms of upcoming works in the Long Term Plan. It would be a good idea to look particularly at those land based activities that can possibly affect water outcomes. There is quite a lot of evidence across the country which shows the benefits of the Roding and Waters teams working closely together.
- It was noted that it would be nice to see the “next step” in the report with regards to the Strategic Objectives. It would be beneficial to see what the actual results are of the work that is being undertaken and to see that higher level summary
- A brief discussion about Reservoirs was had with an Action Item being noted in regards to Dam Safety Regulations 2022.

ACTION: Confirmation to be provided to the Board as to whether any of the districts Reservoirs fit into the dam safety regulations 2022.

Resolved: (Mr Ion/Mr Wright)

THAT the Waters Governance Board:

- receives the report on the Water, Wastewater and Stormwater Planned Maintenance Schedule 2023/24, and**
- supports the continued delivery of planned maintenance for the reticulation network as detailed in the report.**

CARRIED

WGB2306/06

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Mr Ion/Mr Wright)

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

- 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 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 TKWA Resource Consent Renewal Report		
Item PEX 3.2 Presentation – Pukekohe Wastewater Treatment Plant		
Item PEX 3.3 Waters Financial Results – May 2023		
Item PEX 3.4 Three Waters Reform Project Update – May 2023		
Item PEX 3.5 Capital Project Delivery Update – May 2023		
Item PEX 3.6 Te Kauwhata Treated Water Conveyance Solution		

- 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 Confirmation of Minutes	Refer to the previous Public Excluded reason in the agenda for this meeting.	
Item number PEX 2 Action Register		
Item PEX 3.1 TKWA Resource Consent Renewal Report	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(c)(i)	To protect information that is subject to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so.
	7(2)(c)(ii)	To protect information that is subject to an obligation of confidence and to protect the public interest
	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.
Item PEX 3.2 Presentation – Pukekohe Wastewater Treatment Plant	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.
Item PEX 3.3 Waters Financial Results – May 2023	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.

Item PEX 3.4 Three Waters Reform Project Update – May 2023	7(2)(c)(i)	To protect information that is subject to an obligation of confidence and to ensure the information avenue remains open, when it is in the public interest for it to do so.
	7(2)(c)(ii)	To protect information that is subject to an obligation of confidence and to protect the public interest
	7(2)(j)	To prevent use of the information for improper gain or advantage
Item PEX 3.5 Capital Project Delivery Update – May 2023	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.
Item PEX 3.6 Te Kauwhata Treated Water Conveyance Solution	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.
	48(1)(d)	To enable deliberations in private on a decision or recommendation in any applicable proceeding

- c. **Mr R Bax (Richard Bax Consulting) be permitted to remain at this meeting, after the public has been excluded to discuss Item PEX3.1 – Te Kauwhata Water Association Water Take Resource Consent Renewal Progress Update because of his knowledge and work on this Item and the assistance being provided.**

CARRIED

WGB2306/07

The meeting adjourned at 11.05am for morning tea and resumed at 11.15am.

Resolutions WGB2305/08 – WGB2305/18 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 2.00PM.

Minutes approved and confirmed this day of 2023.

David Wright
CHAIRPERSON