

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 13 AUGUST 2020 AT 09:00AM**

PRESENT: Cr Brent Muggeridge (Chair)
Mayor Alex Walker
Cr Tim Aitken
Deputy Mayor Kelly Annand
Cr Gerard Minehan
Kaiārahi Matua Roger Maaka
Cr Jerry Greer
Cr Kate Taylor
Cr Exham Wichman

IN ATTENDANCE: Monique Davidson (Chief Executive)
Joshua Lloyd (Group Manager, Community Infrastructure and Development)
Doug Tate (Group Manager, Customer and Community Partnerships)
Brent Chamberlain (Chief Financial Officer)
Darren De Klerk (Director Projects and Programmes)
Bridget Gibson (Governance and Support Officer)
Shawn McKinley (Land Transport Manager)

The meeting opened at 9:05am with karakia led by Dr Maaka – Kaiārahi Matua, followed by Council waiata.

1 APOLOGIES

Nil.

2 DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Tim Aitken

THAT the following standing orders are suspended for the duration of the meeting:

- 20.2 Time limits on speakers
- 20.5 Members may speak only once
- 20.6 Limits on number of speakers

And that Option C under section 21 General procedures for speaking and moving motions be used for the meeting.

Standing orders are recommended to be suspended to enable members to engage in discussion in a free and frank manner.

CARRIED

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand
Seconded: Cr Jerry Greer

That the minutes of the Finance and Infrastructure Committee Meeting held on 18 June 2020 as circulated, be confirmed as true and correct.

CARRIED

5 REPORT SECTION

5.1 FINANCE AND INFRASTRUCTURE COMMITTEE MONITORING REPORT

PURPOSE

The purpose of this report is to present to the Finance and Infrastructure Committee an update on key priorities.

COMMITTEE RESOLUTION

Moved: Cr Kate Taylor
Seconded: Deputy Mayor Kelly Annand

That, having considered all matters raised in the report, the report be noted.

CARRIED

5.2 RESOLUTION MONITORING REPORT

PURPOSE

The purpose of this report is to present to the Committee the Finance and Infrastructure Resolution Monitoring Report. This report seeks to ensure the Committee has visibility over work that is progressing, following resolutions from Council.

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer
Seconded: Cr Exham Wichman

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

5.3 2018-19 RCA REPORT

PURPOSE

The purpose of this report is provide the Committee with the results of the 2018-19 Road Controlling Authority (RCA) report created by the Road Efficiency Group (REG) prepared on behalf of Local Government New Zealand and Waka Kotahi, New Zealand Transport Agency (NZTA).

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

That, having considered all matters raised in the report, the report be noted.

CARRIED

Officers to encourage road safety promotion in CHB in collaboration with external organisations.

5.4 RATES REMISSION, POSTPONEMENT, DISCOUNTS, AND COLLECTION POLICY

PURPOSE

The matter for consideration by the Council is the adoption of an overarching rating policy.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Cr Tim Aitken

That having considered all matters raised in the report:

- a) That the report titled "Rates Remission, Postponement, Discounts, and Collection Policy" be received.
- b) That the policy "Rates Remission, Postponement, Discounts, and Collection Policy" be adopted, and the existing 14 individual rating policies this replaces be deleted.

CARRIED

5.5 ANNUAL EMERGENCY EVENT WORK PROCUREMENT PLAN

PURPOSE

The matter for consideration by the Council is the procurement of physical works to repair roading assets following weather and emergency events.

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Mayor Alex Walker

That having considered all matters raised in the report:

- a) That the Committee adopt the attached procurement plan for road repairs following weather and emergency events.

CARRIED

Mr Lloyd and Mr McKinley presented the report.

Officers stated that NZTA has seen the procurement plan and endorse it.

Pre-qualifying process is open ended therefore new contractors are not prohibited from qualifying.

We currently have 5 NZTA credited consultants/contractors. Wording in the framework to be clarified around current consultants to the Council.

The maximum emergency procurement contract amount has not been capped at this time, advice was taken from the table as to a potential cap being specified in the Plan. If work is over the Chief Executive's 1 million dollar delegation to approve procurement, delegations go to the Finance and Infrastructure Committee, and over 4 million dollars to the Council table for approval.

More detail surrounding the procurement plan will be brought to the Committee at a future meeting.

5.6 CHB WASTEWATER PROGRAMME

GOVERNANCE GROUP (TERMS OF REFERENCE)

PURPOSE

The matter for consideration by the Council is adopting the Wastewater Project Governance Group (PGG) terms of reference to support the commitment to increase the level of detail and oversight of the wastewater programme of works.

COMMITTEE RESOLUTION

Moved: Cr Brent Mugeridge

Seconded: Mayor Alex Walker

That having considered all matters raised in the report:

- a) The Finance and Infrastructure Committee adopt the Wastewater Project Governance Group terms of reference.

CARRIED

The governance group would receive information from the project control group and decide on what the final business case to be presented to Council will look like, providing oversight and confidence of the project's journey.

The meetings will not be public as they are operational decision-making meetings. Any decisions needing to be made outside the delegations of the group would be brought to Committee or Council.

Advice will be acquired from Kaiārahi Matua Maaka as to what level of tangata whenua representation is needed on the PGG.

5.7 KEY PROJECT STATUS REPORT - PORANGAHAU TO WIMBLEDON ROADS PGF PROGRAMME

PURPOSE

To add a level of oversight on this significant programme for CHBDC, this report aims to inform and keep Council and the community updated on the progress of this important externally funded project.

COMMITTEE RESOLUTION

Moved: Cr Jerry Greer

Seconded: Cr Exham Wichman

That, having considered all matters raised in the report, the report be noted.

CARRIED

As the development progresses there will be ongoing communication with those of the community affected by the work. An interactive map of the work will be provided via the CHBDC website as part of the communications plan for this project.

RESOLUTION TO EXCLUDE THE PUBLIC**COMMITTEE RESOLUTION**

Moved: Cr Kate Taylor

Seconded: Cr Jerry Greer

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

The general subject matter 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 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 for the passing of this resolution
6.1 - Water and Tradewaste Rates Remission due to water leak	s7(2)(b)(ii) - the withholding of the information is necessary 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	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
6.2 - Procurement Plan - PGF Programme (Design and Investigations)	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
6.3 - Strategic Property Matters	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The meeting broke for a refreshment break at 10:28am.

The meeting resumed in the Public Excluded forum at 10:52am.

6 DATE OF NEXT MEETING

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Kate Taylor

THAT the next meeting of the Finance and Infrastructure Committee be held on 8 October 2020.

CARRIED

7 TIME OF CLOSURE

The Meeting closed at 12:18pm.

The minutes of this meeting were confirmed at the Finance and Infrastructure Committee Meeting held on 8 October 2020.

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CHAIRPERSON