

**MINUTES OF CENTRAL HAWKES BAY DISTRICT COUNCIL
FINANCE AND INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, 28-32 RUATANIWHA STREET, WAIPAWA
ON THURSDAY, 24 FEBRUARY 2022 AT 9:00AM**

PRESENT: Mayor Alex Walker
Deputy Mayor Kelly Annand
Chairperson Brent Muggeridge
Cr Tim Aitken
Cr Gerard Minehan
Cr Jerry Greer
Cr Kate Taylor (via zoom)
Cr Pip Burne

IN ATTENDANCE: Monique Davidson (Chief Executive)
Doug Tate (Group Manager, Customer and Community Partnerships)
Nicola Bousfield (Group Manager, People and Business Enablement)
Brent Chamberlain (Chief Financial Officer)
Darren de Klerk (Director Projects & Programmes)
Caitlyn Dine (Governance and Support Officer)

1 KARAKIA

Mayor Walker lead the karakia

2 APOLOGIES

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Jerry Greer

That the apology of Councillor Wichman and Dr Maaka be noted.

CARRIED

2 DECLARATIONS OF CONFLICTS OF INTEREST

NIL

3 STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Pip Burne

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

- 21.2 Time limits on speakers
- 21.5 Members may speak only once
- 21.6 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 Pip Burne

That the minutes of the Finance and Infrastructure Committee Meeting held on 7 October 2021 as circulated, be confirmed as true and correct.

CARRIED

5 REPORT SECTION

6.1 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 Gerard Minehan

Seconded: Cr Tim Aitken

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

CARRIED

Mrs Davidson presented this report.

6.2 FINANCE AND INFRASTRUCTURE COMMITTEE PRIORITY REPORT

PURPOSE

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

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

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

CARRIED

Mrs Davison presented this report.

6.3 ELECTED MEMBERS EXPENSES FOR SEPTEMBER 2021 TO DECEMBER 2021**PURPOSE**

The purpose of this report is to update the Committee on the Elected Members' Expenses for the four months covering September 2021 to December 2021.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Cr Jerry Greer

That, having considered all matters raised in the report, the Elected Members Expenses for September 2021 to December 2021 report be noted.

CARRIED

Mr Chamberlain presented this report.

6.4 HALF YEAR FINANCIAL REPORTING TO DECEMBER 2021**PURPOSE**

The purpose of this report is to provide the Committee with a summary of Council's financial performance and highlight the key financials for the first half of 2021/22 financial year.

COMMITTEE RESOLUTION

Moved: Cr Tim Aitken

Seconded: Cr Pip Burne

That, having considered all matters raised in the report, the report on Council's second quarter financial performance for the 2021/22 financial year be noted.

CARRIED

Mr Chamberlain presented this report.

6.5 REVIEW OF TREASURY MANAGEMENT POLICY
PURPOSE The matter for consideration by the Finance and Infrastructure Committee is to consider the attached draft Treasury Policy (incorporating Investment and Liability policies) for adoption as recommended by Risk and Assurance.
COMMITTEE RECOMMENDATION Moved: Chairperson Brent Muggeridge Seconded: Mayor Alex Walker That having considered all matters raised in the report: a) That Finance and Infrastructure adopt the revised Treasury Policy (incorporating Investment and Liability policies).
ADDITIONAL RESOLUTION b) That Finance and Infrastructure Committee note a further review of the treasury management Policy with a focus on the integration of a wider investment strategy and any future carbon credit policy. CARRIED

Mr Chamberlain presented this report.

6.6 ADOPTION OF FEES AND CHARGES 2022/23**PURPOSE**

The matter for consideration by the Committee is the adoption of the Fees and Charges for 2020/21.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Deputy Mayor Kelly Annand

1. That having considered all matters raised in the report:
2. That the Finance and Infrastructure Committee recommend to Council the adoption of the Fees and Charges for the financial year dated 2022/23 as set out in Attachment 1.
3. That in making this recommendation, note that Council give notice pursuant to Section 103 of the Local Government Act 2002 of its intention to prescribe the fees payable for the period 1 July 2022 to 30 June 2023 in respect of certificates, authorities, approvals, consents, and services given or inspections made by the Council under the Local Government Act 2002, the Building Act 2004, the Building (Infringement Offences, Fees, and Forms) Regulations 2007, the Amusement Devices Regulations 1978, the Resource Management Act 1991, Health (Registration of Premises) Regulations 1966, Sale and Supply of Alcohol (Fees) Regulations 2013, the Gambling Act 2003, the Burial and Cremation Act 1964, and the Central Hawke's Bay District Council Bylaws as set out in the Fees and Charges Schedule 2022/23.
4. That in making this recommendation, note that Council give notice pursuant to Section 103 of the Local Government Act 2002 of its intention to prescribe the fees payable relating to the solid waste activity as set out in the Fees and Charges Schedule 2022/23 be effective from 6th April 2021.

CARRIED

ADDITIONAL RESOLUTIONS

5. That officers present further advice to the council meeting on the 6th April on options for timing of retirement housing fees and charges for 2022/23/24, in order to meet the objectives of the outcome of the retirement housing section 17a review.
6. That office present further advice on the potential of how gold card benefits could be reflected across the Solid Waste fees and charges, for Council to consider on the 6th April Council meeting and following council guidance from a workshop.

CARRIED

Mr Chamberlain presented this report.

Mr Chamberlain noted two errors in the cemeteries section of the report. The correct price for 8 plot family garden area is \$3000. The 10 plot should be \$3750.

Meeting adjourned for morning tea break 10:20am.

Meeting resumed at 10:53am.

6.7 KEY PROJECT STATUS REPORT - BIGWATERSTORY

PURPOSE

Following the conception of **#thebigwaterstory**, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

More recently in mid 2020, Council created a project management office (PMO) to oversee and deliver the growing capital programme.

The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects in the relevant programme and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

COMMITTEE RESOLUTION

Moved: Deputy Mayor Kelly Annand

Seconded: Cr Pip Burne

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

CARRIED

Mr de Klerk presented this report alongside Mr Swinburne.

6.8 KEY PROJECT STATUS REPORT - BIGWASTEWATERSTORY**PURPOSE**

Following the conception of #thebigwaterstory, Council set about implementing the programme. A programme manager was appointed and focus given to defining the projects that form the programme in greater detail.

Council have recognised the growing programme, and in mid 2020 a project management office (PMO) was established and is growing as the programme and opportunities grow.

The six wastewater plants form a significant programme of works themselves, and we have prudently decided to report on the progress of these six wastewater plants and their subsequent upgrades and re-consenting separately from #thebigwaterstory. This programme has been named **#thebigwastewaterstory**.

The purpose of this key project status report serves as an opportunity to formally report to elected members on the progress of each of the projects and their expected delivery against time, scope, budget and quality standards against the larger programme objectives.

COMMITTEE RESOLUTION

Moved: Cr Gerard Minehan

Seconded: Mayor Alex Walker

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

CARRIED

Mr Swinburne presented this report alongside Mr de Klerk.

6.9 KEY PROJECT STATUS REPORT - 3 WATERS TRANCHE ONE**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 programme of works.

COMMITTEE RESOLUTION

Moved: Mayor Alex Walker

Seconded: Deputy Mayor Kelly Annand

That having considered all matters within this report, the report be noted.

CARRIED

Mr de Klerk presented this report alongside Mr Swinburne.

6.10 KEY PROJECT STATUS REPORT - PŌRANGAHAU TO WIMBLEDON PGF PROGRAMME
<p>PURPOSE</p> <p>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 programme of works.</p>
<p>COMMITTEE RESOLUTION</p> <p>Moved: Cr Kate Taylor Seconded: Cr Pip Burne</p> <p>That, having considered all matters raised in the report, the report be noted.</p> <p style="text-align: right;">CARRIED</p>

Mr de Klerk presented this report.

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION		
<p>Moved: Chairperson Brent Muggeridge Seconded: Cr Jerry Greer</p> <p>That the public be excluded from the following parts of the proceedings of this meeting.</p> <p>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:</p>		
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
7.1 - Public Excluded Resolution Monitoring Report	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - the withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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
7.2 - Government's Emissions Trading Scheme and Impact on Council's Landfill Carbon	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would

<p>Credit Liability</p>	<p>without prejudice or disadvantage, commercial activities</p> <p>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)</p>	<p>be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>CARRIED</p>		

6 DATE OF NEXT MEETING

<p>COMMITTEE RESOLUTION</p> <p>Moved: Chairperson Brent Muggeridge Seconded: Cr Pip Burne</p> <p>THAT the next meeting of the Central Hawke's Bay District Council Finance and Infrastructure Committee be held on 21 April 2022.</p> <p style="text-align: right;">CARRIED</p>
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7 TIME OF CLOSURE

The Meeting closed at 12:07pm.

The minutes of this meeting were confirmed at the Finance and Infrastructure Committee Meeting held on 21 April 2022.

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CHAIRPERSON