



**AGENDA FOR THE
ORDINARY MEETING OF THE
LOCAL WATER DONE WELL SUBCOMMITTEE
TO BE HELD IN THE COUNCIL CHAMBERS
WEDNESDAY 5 MARCH 2025
COMMENCING AT 9AM**

Local Water Done Well Subcommittee - 5 March 2025

Attendees: Mayor Sam Broughton (Chair); Councillors, L L Gliddon, M B Lyall, R H Mugford & S G McInnes & Ms M McKay

05 March 2025 09:00 AM - 11:00 AM

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Public portions of this meeting are audio-recorded and livestreamed via the Council's YouTube channel.

OPENING KARAKIA

Whakataka te hau ki
te uru

Cease the winds from
the west

Whakataka te hau ki
te tonga

Cease the winds from
the south

Kia mākinakina ki uta

Let the breeze blow over
the land

Kia mātaratara ki tai

Let the breeze blow over
the sea

E hī ake ana te
atakura

Let the red-tipped dawn
come with a sharpened
air

He tio, he huka, he
hau hū

A touch of frost, a
promise of a glorious
day

Tīhei mauri ora!

**MINUTES OF AN ORDINARY MEETING OF THE
LOCAL WATER DONE WELL SUBCOMMITTEE
HELD ON WEDNESDAY 12 FEBRUARY 2025
COMMENCING AT 1PM**

PRESENT

Mayor S T Broughton (Chair), Councillors, L L Gliddon, M B Lyall, S G McInnes, R H Mugford

ATTENDEES

Mrs S Mason (Chief Executive), Messrs. M Strong (Establishment Chairperson); S Gibling (Executive Director People, Culture and Capability), C Lammers (Senior Communications Advisor), M England (Head of Asset Management); T Mason (Executive Director Infrastructure and Property); T Harris (Executive Director Strategy and Engagement); Mesdames S Carnoutsos (Communications Manager), J Hands (Head of Legal and Risk); and K Hill (Consultant); and Ms T Davel (Senior Governance Advisor)

The meeting was opened with a karakia.

APOLOGIES

There was an apology from Ms McKay.

CONFLICTS OF INTEREST

None.

CONFIRMATION OF MINUTES

Public and public excluded minutes were approved, as there were no reports in public excluded.

Moved – Councillor McInnes / **Seconded** – Councillor Lyall

‘That the Local Water Done Well Subcommittee approves and public and public excluded minutes as circulated, in respect to 11 December 2204; 6 & 29 January 2025.’

CARRIED

REPORTS

1. UPDATE FROM ESTABLISHMENT CHAIRPERSON

Mr Strong observed that the team has been working very hard. Ms Katherine Hill noted the key points captured in the report and also acknowledged the substantial work done so far. She told the subcommittee there will be further details shared about the consultation document. She responded to a question about any particular governance support required to assist with removing any barriers, by noting the key issue was to look at the cost associated with establishing the programme. The current budget of up to \$2m will potentially be exceeded.

Moved – Councillor Lyall / **Seconded** – Councillor Mugford

That the Subcommittee:

- a) *“receives the Local Water Done Well Update report.”*

CARRIED

2. COUNCIL SUBMISSION LOCAL GOVERNMENT (WATER SERVICES) BILL #3 *(circulated under separate cover)*

The Chief Executive Officer and the Head of Legal and Risk explained some of the background information clarifying how this Bill came about. The Head of Legal and Risk said it was a very long Bill containing much detail and is reflective of setting out how water services will work in future.

Head of Legal and Risk, Ms Hands, noted that the preliminary act did not require consultation on each option. This Bill, however, contemplates that you would potentially need to go back and consult on each option if you have not decided to implement a CCO.

The Bill also looks at how a CCO will need to operate different to how a Council would need to and the impact on the Long-term Plan.

Members agreed it was a well written submission and that it gave them a great deal of confidence. It was agreed to strengthen wording around the mana whenua relationships as this may not necessarily come through as strongly as intended.

Staff noted there will be no staff losses but that there may be a change-over of staff from council to another organization. There will be full consultation with staff as and when appropriate. Regarding a dividend, Ms Hands said the Bill was unclear but it anticipated that there could be a dividend paid to council, which will be determined via a statement of intent between the council and the board.

Moved – Councillor Lyall / **Seconded** – Councillor McInnes

‘That the Local Water Done Well Subcommittee:

- *Approve the draft Council submission on the Local Government (Water Services) Bill (**Appendix 1**).*
- *Authorise the Chief Executive to make any minor amendments on form or content required prior to submission date, provided such will not change the substance of the submission.*
- *Authorise the Mayor as representative to speak to the submission at the Finance and Expenditure Select Committee hearings for the Local Government (Water Services) Bill supported by appropriate Council staff as he designates.*

CARRIED

3. CCO CONSULTATION

Communications Manager, Ms Carnoutsos noted the timeline for consultation. Council’s Head of Asset Management, Mr England told the subcommittee the history of how water had been dealt with until this point, basically starting in 2015 with the Long-term Plan. The Chief Financial Officer noted baseline numbers will change on the budget and population growth will be considered.

Staff also said the Act around this was quite prescriptive in relation to what must be consulted on, and specifically modelling noting the impact on rates and impact on debt.

The Subcommittee wanted the words ‘status quo’ removed as they said it wasn’t an option. There were minor amendments proposed and a request that any amendments, questions or comments be shared and asked as soon as possible for staff to incorporate these before it goes to Council next week

Moved – Councillor Lyall / **Seconded** – Councillor McInnes

‘That the Local Water Done Well Subcommittee recommend that Council:

- *Adopt the draft Consultation Document (**Appendix 1**).*
- *Authorise the Chief Executive Officer to make any necessary minor changes to the Consultation Document prior to its release for consultation.*
- *Endorse the proposed process for public consultation to take place between 20 February 2025 and 12 March 2025, with hearing of submissions on 20 March 2025.*

CARRIED

The meeting closed at 2.07pm

DATED this day of 2025

CHAIRPERSON

REPORT

TO: Chief Executive

FOR: LWDW Subcommittee Extraordinary Meeting – 5 March 2025

FROM: Murray Strong – Establishment Chair, Water Services CCO

DATE: 26 February 2025

SUBJECT: **Local Water Done Well Committee – Update on progress**

RECOMMENDATIONS

That the Subcommittee:

- a) *“receives the Local Water Done Well Update report.”*

1. PURPOSE

The purpose of this report is to provide the Subcommittee with an update on progress towards meeting requirements in respect to the Government’s Local Water Done Well water services reforms and the associated legislation.

2. PROGRESS UPDATE

The following table provides a high-level overview of key activities undertaken to date for each workstream noting that this is occurring simultaneously with public consultation ahead of a final decision by Council:

Workstream	Key activities to date
Planning	<ul style="list-style-type: none">Continued review of programme to refine and ensure alignment with key milestones and decision points.The Project Management Office has been mobilised, reinforcing structured oversight and coordination of activities, including consolidating operations in a centralised and functional workspace.Resource requests are under assessment to optimise allocation and support operational priorities
Assets & operations	<ul style="list-style-type: none">Development of detailed operating model, scoping current state of service provision and operations, to inform transition and transfer planningPreparation of background material for Water Services Delivery Plan

Workstream	Key activities to date
People	<ul style="list-style-type: none"> • Internal communications and engagement plan being refined • Potential transition options reviewed and organisation design options being explored • LWDW PMO resourcing requirements scoped and, where appropriate engaged (this includes a combination of internal secondments, backfill, consultants) resourcing and associated costs tracked • Preparation for People workstream requirements to be implemented dependant on Council decision
Governance & legal	<ul style="list-style-type: none"> • Constitution development underway • Term sheet development for transfer agreement, financing arrangements, and transitional services • Working with other work streams to pull information on assets required to be transferred, including contracts, physical assets and property, IP, finances and resource consents. • Preparatory work for LTP / AP amendment to facilitate transfer • Beginning of wider policy development and mapping for delegations required • Preparation for risk workshops • Ongoing legal review and advice of all components
Corporate & finance	<ul style="list-style-type: none"> • Planning for financial separation and notation of asset and liabilities • Budget monitoring for Local Done Well project
Systems & compliance	<ul style="list-style-type: none"> • Undertaking cost-benefit analysis of preferred system deployment options • Preparation of procurement options • Commenced review of existing customer facing services for water on the SDC website and their workflows • Commenced current state review of water billing processes, including meter reading, new connections, settlement reads, special reads, volumetric invoicing etc. • Onboarding Business Analysts and Change Analyst
Communications and engagement / Decision making	<ul style="list-style-type: none"> • Consultation Document adopted by Council 19 February • Consultation commenced Thursday 20 February and concludes Wednesday 12 March at 5pm. • Drop-in sessions being requested by community groups and planning for these has commenced – details including in the following table • A session has been held with Malvern Community Board

Workstream	Key activities to date
	<ul style="list-style-type: none"> An external communications plan and message bank has been developed and shared with ELT and Councillors. This will continue to adapt and change as we gather more information from our community around what is important to them.

Planned Community Consultation Drop-in Sessions

Location	Date
Rolleston - Te Ara Ātea	Thursday 27 Feb – 6-7pm
Leeston Library	Saturday 1 Mar 10am-11am
Webinar	Wednesday 5 Mar - 7pm-8pm
Lincoln Library	Thursday 6 Mar - 6-7pm
Darfield Library	Saturday 8 Mar - 10am-11am



Murray Strong
CHAIR FOR LOCAL WATER DONE WELL PROGRAMME

Endorsed For Agenda



Tim Mason
EXECUTIVE DIRECTOR INFRASTRUCTURE AND PROPERTY

CLOSING KARAKIA

Unuhia, unuhia

Te pou, te pou

Kia wātea, kia
wātea

Āe, kua wātea

Remove, uplift

The posts

In order to be
free

Yes, it has been
cleared