

Committee: Council

Date: 11 December 2014

Report Name: Sub-Regional Waters Detailed
Business Case - Project
Timetable

Author: Blair Bowcott

Report Status	<i>Open</i>
Strategy, Policy or Plan context	<i>Long Term Plan 2015-25 – Review of Service Delivery</i>
Financial status	<i>The cost to Hamilton City Council is \$325,000. A specific budget of \$75,000 is available, with the balance of \$250,000 to be identified during this financial year from within existing budgets and reported through Risks and Opportunities register.</i>
Assessment of significance	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

1. Purpose of the Report

- The purpose of this report is to outline the most likely timetable for the Waters project.

3. Executive Summary

- Council approved the [Sub-Regional Waters Business Case](#) at its meeting on 30 October 2014 (Item 11).
- As part of that approval, Council resolved:

“That the Chief Executive works with Waikato and Waipa District Councils and Cranleigh to identify opportunities to shorten the timetable and the Chief Executive reports back to Council on this matter.”
- The project timetable has been thoroughly scrutinised and tested in accordance with this resolution to identify the most likely timeframe.
- Options were explored with the project manager, Cranleigh and all three councils to see if the delivery timeframe of the Cranleigh report could be shortened. Cranleigh advise that due to the complexity of the issues being considered, the requirements to standardise and analyse the information, create a detailed financial model and workshop a range of issues (e.g. risk, governance, organisation design) and to synthesise and consider all of these inputs, the timeframe cannot be accelerated. Their clear advice is that being too aggressive in the timeframe will create quality and risk issues. With three Councils participating in the process, all council’s timeframes and critical staff resources need to be aligned and the project timeframes reflect this. The provision of prompt, accurate and clear information from each

council is critical to this process. Additional funding to the project will not result in any significant acceleration of the Cranleigh phase.

8. The Waters Governance Group discussed this matter in depth at its meeting on 28 November 2014 and adopted the project timetable as attached to this report. (Attachment 1).
9. The project timetable concludes with a report to each Council on the preferred option in June/July 2015, and if a Special Consultative Process is required, a final decision in October 2015.
10. Ideally the establishment of a ratepayer-owned entity would be debated through each Council's draft Long Term Plan. The timing of the study seriously inhibits this, as the information required to either support or discount any of the three options being studied will not be available until April 2015, by which time each Council's LTP will have already been released for public submissions. Legal advice is that if a CCO is the proposed outcome, full compliance with the Local Government Act will require comprehensive information disclosure and fundamental issues to be addressed. These include details on both the proposed CCO and the implications for each council. Even if the detailed business case could be safely accelerated or the LTP process delayed, both of which are not feasible, the legal and audit requirements for the LTP and consultation document would not allow a fully developed proposal to be prepared in sufficient time to be included in the 2015-25 LTP.
11. Information will be included in the 2015-25 LTP to inform the public and raise awareness of the Waters project; however this is part of the pre-engagement process for the project, and will not meet any legal requirement for meaningful consultation, particularly if a CCO is proposed.

12. Recommendation/s from Management

That the report be received

13. Attachments

14. Attachment 1 - Waters Study Timetable

15. Risk

16. Acceleration of the project timetable ahead of that outlined in this report brings significant risks to the quality and integrity of the business case report, which is the primary objective of this investigation. The business case report must be able to stand scrutiny in the public domain and the preparation and review process ahead of this needs to be robust and allow the appropriate time for consideration of draft reports and discussion between the project governance group and the alignment of the three councils, prior to any formal reports being considered at Council meetings.

Signatory

Authoriser	Blair Bowcott, General Manager Performance Group
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Waters Study Timeline

ID	Task Name	Start	Finish	Duration	Mar 2015			Apr 2015				May 2015				Jun 2015				Jul 2015				Aug 2015				Sep 2015				Oct 2015				
					15/3	22/3	29/3	5/4	12/4	19/4	26/4	3/5	10/5	17/5	24/5	31/5	7/6	14/6	21/6	28/6	5/7	12/7	19/7	26/7	2/8	9/8	16/8	23/8	30/8	6/9	13/9	20/9	27/9	4/10	11/10	18/10
1	Draft report finalised	10/04/2015	10/04/2015	0d	◆																															
2	Discuss WPG and CEOs	15/04/2015	15/04/2015	1d																																
3	Feedback recieved	16/04/2015	20/04/2015	3d	■																															
4	Re-write and tweaking	21/04/2015	24/04/2015	4d	■																															
5	WGG agenda sent out with "Final Report"	24/04/2015	30/04/2015	5d	■																															
6	WGG meeting to sign off report	1/05/2015	1/05/2015	0d	◆																															
7	Council workshop #1: Receive report	19/05/2015	19/05/2015	1d																																
8	Council workshop #2: Discuss report	2/06/2015	2/06/2015	1d																																
9	Develop cover report and common recommendations	3/06/2015	3/06/2015	1d																																
10	Agenda preparation / circulation	12/06/2015	29/06/2015	12d	■																															
11	Council meeting #1 (Hamilton): Adopt (or recommend for public consultation) preferred option.	25/06/2015	25/06/2015	0d	◆																															
12	Council meeting #1 (Waipa): Adopt (or recommend for public consultation) preferred option.	30/06/2015	30/06/2015	0d	◆																															
13	Preparation of SCP/LTP proposal and cover report	1/07/2015	17/07/2015	13d	■																															
14	Council meeting #1 (Waikato): Adopt (or recommend for public consultation) preferred option.	13/07/2015	13/07/2015	0d	◆																															
15	Agenda preparation / circulation	17/07/2015	27/07/2015	7d	■																															
16	Council meeting #2 (Waipa): Approval of SCP / LTP process	28/07/2015	28/07/2015	1d																																
17	Council meeting#2 (Hamilton): Approval of SCP / LTP process	30/07/2015	30/07/2015	1d																																
18	Council meeting #2 (Waikato): Approval of SCP / LTP process	10/08/2015	10/08/2015	1d																																
19	SCP (LTP amendment)	17/08/2015	18/09/2015	25d	■																															
20	Analysis of submissions / preparation of Report	18/09/2015	9/10/2015	16d	■																															
21	Agenda preparation / circulation	28/09/2015	5/10/2015	6d	■																															
22	Hearings, deliberations and recommend to Council	6/10/2015	7/10/2015	2d	■																															
23	Final decision	27/10/2015	27/10/2015	0d	◆																															