
IAWAI – Flowing Waters, Board Meeting

CONFIRMED OPEN MINUTES

25 July 2025, 1.00pm

Minutes of a meeting of the IAWAI – Flowing Waters, Board held in Committee Room 1, Municipal Building, Garden Place, Hamilton on Friday 25 July 2025 at 1.00pm

PRESENT

Chairperson Kevin Lavery
Members Dave Chambers
 Tim Manukau

2. Apologies

None

3. Declarations of Interest

None

4. Public Forum:

Margaret Evans: spoke of the historic occasion that was the first IAWAI Board meeting. Reminded of the extensive thinking, learnings, and innovations from around the world that exist when it comes to delivery of water services. Expressed a view that the Board was inheriting a 20-year-old plan. Challenged the Board to think innovatively, be curious, and do something different as it builds its plan.

Mayor Jacqui Church: on behalf of herself and Mayor Paula Southgate who sent her apologies, noted the task at hand, the opportunities and challenges the Board will need to grapple with. Recalled the importance of working collaboratively as we continue on the journey. Councils have IAWAI's back. Expressed confidence that the Board can deliver what has been set out by shareholding councils. Acknowledged the poowhiri from the morning and the historic occasion that this was.'

5. Chairs report

Kevin Lavery provided an update on the work of the Board. Some initial induction meetings ahead of today's meeting to come up to speed with key issues.

Good work had been done to get here – good alignment between councils. But go live is not far away, and a huge amount of work to be done. Regular Board meetings to work through key decisions.

Plans to get out to meet front line staff. IAWAI will success with good and talented staff. Vital we retain talent.

Noted that the Water Services Delivery Plan had now been approved by the Department of Internal Affairs, and the Minister of Local Government, Hon Simon Watts, had congratulated the councils as the first multi-council CCO set up.

6. Code of Conduct

Kevin Lavery and Natasha Yarrall presented the draft code of conduct. Noted that it is was short but reflects key behaviours expected. Represents a starting point. It is expected that the Code will be updated and strengthened as IAWAI establishes its own culture and values.

Staff seconded to IAWAI from Hamilton City Council and Waikato District Council will continue to be expected to adhere to their parent company codes of conduct, attached to their existing employment agreements – until staff are employed by IAWAI.

Dave Chambers expressed the view that he would eventually like to see everyone covered under the code, including employees, suppliers, and contractors.

Resolved

that the Board:

- a. Adopts the draft Code of Conduct.
- b. Notes that further changes are expected following work on IAWAI's culture and values.

7. Board Meeting Schedule

Draft meeting scheduled presented. Noted that the meeting was in general the third Thursday of each month to align with financial reporting. Any changed will be advised in advance. Meeting schedule will be publicly available as is required. This meeting was being recorded, future meetings should be live streamed.

Resolved

that the Board:

- a. Approves the proposed schedule of Board meetings for the 2025/26 financial year.
- b. Notes that dates may be adjusted as required to accommodate emerging priorities or availability.

8. Shareholders' Agreement, Constitution and Statement of Expectations

Discussed that shareholder councils have adopted the Statement of Expectations, Shareholders' Agreement and Constitution. Outlined key aspects of each of these documents – including the annual review cycle, reserved matters for the Council to make decisions on, and matters the Council needed to seek Board approval of in the establishment year.

Dave Chambers commented on language used around fairness of charging in the Statement of Expectations, and affordability ratio in Water Services Delivery Plan. Cost per connection would be a focus of the Board.

Resolved

that the Board:

- a. Notes that Hamilton City Council and Waikato District Council have adopted a Shareholders' Agreement, Statement of Expectations and Constitution as key governing documents for IAWAI – Flowing Waters.
- b. Delegates the Executive Chair authority to sign the Shareholders' Agreement on behalf of IAWAI – Flowing Waters.

9. Submission of Water Services Delivery Plan

Peter Winder explained WSDP is a one-off, transitional requirement under the Local Government (Water Services Preliminary Arrangements) Act 2024. HCC/WDC plan now approved by the Department of Internal Affairs.

The Plan demonstrates how IAWAI can meet the Government's requirements, including sufficient investment, sufficient revenue and sufficient debt to respond to the region's growth and renewal needs, manage water quality in line with legislative requirements and ensure resilient services for communities.

Plan does not attempt to optimise the capital programme – this is something the Board can look at.

Kevin Lavery noted the challenge that will be delivering the large capital programme forecast – and the change in charging over the five-year period. Work to be done on finding possible efficiencies, and phasing of the capital programme.

Resolved

that the Board:

- a. Notes that a Water Services Delivery Plan has been submitted to the Department of Internal Affairs for approval.

10. Relationship Agreement

Peter Winder noted the Relationship Agreement has been drafted and endorsed by the Chief Executives of Hamilton City Council and Waikato District Council to reflect what is intended over the establishment period.

The agreement sets out that establishment of the IAWAI is the highest priority for both councils. It explains that every effort should be invested in ensuring that the required work is delivered to meet these expectations. Costs will be debt funded by Hamilton City Council and transferred to IAWAI from 1 July 2026.

A formal agreement to deliver shared services from 1 July 2026 is being developed. Further discussions with the Board will be held in due course.

Resolved

that the Board:

- a. Delegates the Executive Chair authority to sign the **Relationship Agreement: YEAR 0 - Memorandum of Intent**, outlining the delivery of shared services between IAWAI, Hamilton City Council and Waikato District Council from 1 July 2025 – 1 July 2026.
- b. Notes that dates may be adjusted as required to accommodate emerging priorities or availability.

11. Financial Delegations, and Decision-Making Delegations

Based on Hamilton City Council Financial Delegation Policy and decision making delegated within councils. Includes approved delegations in relation to transferred projects relating to IAWAI Flowing Waters (HCC – 26/6/25; WDC 30/6/25 resolutions).

Resolved

that the Board:

- a. Approves the IAWAI Financial Delegation to Officers Policy for 1 July 2025 to 30 June 2026.
- b. Approves the IAWAI Delegation of Authority to Position Policy for 1 July 2025 to 30 June 2026.

12. Media Policy

Resolved

that the Board:

- a. Approves the draft Media Policy for IAWAI – Flowing Waters, subject to a clarification that the policy applies to the Board and all staff.

The meeting was declared closed at 2.30pm