

CCNZ – Canterbury/Westland Meeting MINUTES – 4<sup>th</sup> November 2024



**Location:** UINZ 63 Hynds Drive Rolleston  
**Date:** 3.30pm, Monday 4<sup>th</sup> November 2024  
**Facilitator:** **Branch Chair:** Harley Haywood **Secretary:** Megan Gibbins

**Item 1: Attendees:**

Harley Haywood	Y	Dean Archbold	Y	James Flower	T	Dan Francis	Y	Tony Pheloung	N
Eve Cooper	Y	Dan Lucas	N	Terry Lock	Y	Sam Paterson	Y	Zach Knutson	N
Megan Gibbins	T	Mathew Havill	N	Kim Masina	Y	Simon Heatley	Y	Mat Austin	Y
Jeremy Dixon	N	Tim Bain	Y	John Crawley	Y	Damon Sweeney	Y	Darren Richardson	N
Rebecca Fox	T								

**Item 2: Confirmation of previous minutes by: Tim Bain, Terry Lock**

**Item 3 – Matters Arising**

**Review of actions from October 2024**

<b>ACTION LIST NOVEMBER 2024</b>				
Item 5	Correspondence	Letter of support for Whiterock (resource consent application for a new Managed Fill at limestone quarry). Harley to call Shaun re this as submissions closed on the 9 <sup>th</sup> October	Harley Haywood	Harley to call Shaun
Item 5	Correspondence	Provide feedback on the National Infrastructure Plan Workshop - 12 November		
Item 6	Sub Committees	Make a proposal to Committee regarding the 2025 Excavator Competition venue – Kirwee or Road Metals	Sam Paterson	
Item 6	Sub Committees	Continue to liaise with the TDC regarding a meeting date	Tim/James	
Item 6	Sub Committees	Circulate HDC meeting minutes dated 29 <sup>th</sup> September when received	Zach Knutson	
Item 6	Sub Committees	Continue to make contact with the KDC regarding setting up a meeting	Zach Knutson	
Item 6	Sub Committees	Contact ADC to arrange a meeting for early next year	James Flower	
Item 6	Sub Committees	Continue to try and organise a catch up with the West Coast Councils – Darren still trying to organise a meeting	Darren Richardson	
Item 9	General Business	Follow up with James Craw regarding the meeting scrapbook	Terry Lock	
Item 9	General Business	Confirm date for first Young Contractor Event	Zach Knutson	

#### Item 4 – Financials

Task	Details	Actions
Finance general:	<p><b>Credit Card</b></p> <ul style="list-style-type: none"> <li>Spoil Me – 3 x Gifts for COTY Judges \$615.00</li> <li>The Warehouse – COTY frames for certificates \$192.00</li> </ul> <p><b>Debtor Report</b></p> <ul style="list-style-type: none"> <li>Circulated to finance committee 4.11.24</li> <li>Megan in process of e-mailing debtors/sending invoice copies</li> <li>Reload Recruitment – cancel membership</li> </ul> <p><b>GST</b></p> <ul style="list-style-type: none"> <li>GST paid 25.10.24 - \$2872.48</li> <li>National Office signed off our GST return and submitted this to the IRD on our behalf</li> </ul>	
Budget:	Budget Tracking with P & L attached	
Bank	Last bank statement attached with minutes	
P&L & Balance Sheet:	Attached with agenda	

#### Money In October 2024

03 Oct 2024	CIVIL CONTRACTO	CRM Reimbursement October 2024	52,331.28
03 Oct 2024	Civil Contra	CCNZ NO 1749 Branch Levy 1749 1st July - 30th September	3,015.96
03 Oct 2024	Civil Contra	CCNZ NO 1748 Annual Hirepool Sponsorship Funds	3,450.00
10 Oct 2024	C D MUNNS	Charlie putter - Golf Day Auction	130.00
10 Oct 2024	DEPOSIT	GOLF DAY Raffle	35.00
10 Oct 2024	DEPOSIT	GOLF DAY Raffle	1,137.80
10 Oct 2024	BUCHAN I	Jamie Buchan jumping goat Golf Day Auction	100.00
10 Oct 2024	MR J W BOYLE	J Boyle Golf and jersey Golf Day Auction bag	920.00
11 Oct 2024	MR S L HICK	steven hick Golf Day Auction	150.00
11 Oct 2024	M O GRANT	Matt Grant Golf Day Auction	75.00
23 Oct 2024	SEXTON,BENJAM	Crusaders Golf Day Auction	600.00

#### Money Out October 2024

11 Oct 2024	BNZBUSINESCD	11/10/24 Visa - Donation to Child Cancer Foundation from Quiz Night	959.29
14 Oct 2024	Te Pae Holding A/C	Te Pae 106226 Third Instalment COTY	44,442.90
14 Oct 2024	Theme Productions	Theme Pro 5746 COTY Awards 5746 - deposit	3,117.38
14 Oct 2024	Civil Contractors	Elrick 119891 - paid into our account in error	1,150.00
14 Oct 2024	Elmwood Park Bowling	Elmwood Park 3374 Bowling Club 3374 - deposit for Christmas drinks	600.00
14 Oct 2024	Stephen M Davis	Stephen Davis 1002 - MC Golf Day	432.67

14 Oct 2024	Contrafed Publishing	Members Subs Mag11830 Contracting Mag11830	145.74
15 Oct 2024	Templeton Golf Club	Templeton 10412 Golf Club 10412 Golf Day	6,763.50
15 Oct 2024	Megan Gibbins	Megan Gibbins 0014 Secretary 14	3,323.50
15 Oct 2024	Speedy Signs	Speedy Signs 48386 - Branch Signage	2,107.95
15 Oct 2024	David Bainbridge	David Golf Day Bainbridge Golf Day Reimbursement	1,000.00
25 Oct 2024	Southern Monograms	Southern ZC0257940851 Monograms ZC0257940851 Puffer Jackets	3,289.94
25 Oct 2024	INLAND REVENUE	GST 30 Sept 24 Period Ended 2222 30 Sept 24	2,872.48
25 Oct 2024	Acheron Heights Ltd	CCNZ10223 Golf Day CCNZ IOQ Golf Day Beverages	2,695.30
25 Oct 2024	Road Metals	Road Metals Refund120209 COTY Table Refund	1,610.00
25 Oct 2024	Commercial Vehicle H	Commercial Holdings Vehicle Holdings - Coty Ticket Refund	345.00

#### Item 5 – Correspondence

<b>Comms In:</b>	25.10.24 Peter Nunns   General Manager – Strategy (Acting)   <b>New Zealand Infrastructure Commission, Te Waihanga</b> <ul style="list-style-type: none"> <li>• Invitation to a workshop on the National Infrastructure Plan - 12 November</li> <li>• Kim Masina attending this, will provide feedback to committee post meeting</li> </ul>	
	27.9.24 Shaun Coakley Protranz <ul style="list-style-type: none"> <li>• Whiterock - Submission in Support (resource consent application for a new Managed Fill at limestone quarry)</li> <li>• Forms have now been received – committee members keen to have Harley sign off on the submission forms.</li> <li>• Submissions actually closed on the 9<sup>th</sup> October (Shaun didn't mention this when Megan spoke to him via e-mail on the 14 October). Harley offered to call Shaun</li> </ul>	
<b>Comms Out</b>	11.10.24 Incorporated Society Act Signed Committee Forms sent to Alan Pollard	
<b>Comms required</b>	Christmas Drinks Invitation to Members – will send invite out this week, committee are confirming sponsors – <i>sent 6.11.24</i> West Coast Drinks – <i>sent 6.11.24</i> TTM Course – <i>sent 6.11.24</i>	

#### Item 6 – Subcommittees

Sub Committee	Leader	Meeting updates	Actions
CCC Communications	Dan Lucas	Mat and Dan met with Gavin (Head of 3 Waters) Tuesday 6 <sup>th</sup> August. Hoping to meet again Oct/Nov.	
Waka Kotahi (NZTA) Liaison Group	Simon Heatley	Meeting held Thursday 10 <sup>th</sup> October at 9.30am. Dan, Eve and Simon attended. Expect another quiet 18 months. It wasn't a big confidence building meeting, Council have gone into hibernation until February. Ashburton widening 50% through design.	
WDC	Zach Knutson		
SDC	James Flower	Tim and James met with Kamal and Chris (roading) on the 23 <sup>rd</sup> August. Kamal has received the request to approve the minutes, no response received by 30 <sup>th</sup> October 5pm so minutes now approved for distribution. James has also asked Kamal whether he sees value in a general catch up prior to Christmas. <a href="#">CCNZ - SDC Meeting Minutes 23.08.2024.pdf</a>	Minutes attached, link also included

TDC	James Flower Tim Bain	Tim has made contact, with no response to date (also sent an e-mail to the executive assistant). Will keep trying.	
HDC	Zach Knutson	Meeting held on the 29 <sup>th</sup> September with the HDC. Zach will send minutes out once they have been received.	
KDC	Zach Knutson	Zach in the process of trying to organise a meeting with the KDC.	
ADC	James Flower	James is in the process of organising a meeting for the start of 2025. As it usually takes 4 months to secure a meeting date, James will start this process now.	
West Coast	John Crawley Darren Richardson	Darren has contacted the three councils to organise a meeting, with no response received to date. Darren is still persevering with this. Christmas Party planned for the 21 <sup>st</sup> of November @ 6pm. Accommodation is tight, please book now if you are planning to travel.	
Contractor of the Year	Megan Gibbins	<b>Refer Events Section</b>	
Excavator Operator Comp	James Flower Tony Pheloung	<b>Refer Events Section</b>	
CCNZ members communications	Kim Masina	Newsletter sent to members 26 <sup>th</sup> September. Next edition planned for early new year – will include MBD Development West Coast award wins. <b>Update post meeting – smaller newsletter edition being put together for distribution early December</b>	
Social Events / Workshops/Technical	Dan Francis	The following dates have been set, with some venues still to be confirmed: <ul style="list-style-type: none"> <li>• 8 November – COTY</li> <li>• 21st November – End of Year Drinks – West Coast</li> <li>• 28<sup>th</sup> November NZTTM Workshop</li> <li>• 6th December – End of Year Drinks Christchurch – <b>Elmwood Bowling Club Confirmed.</b></li> <li>• 27th February 2025 – Members Seminar Evening (Economist)</li> <li>• 6<sup>th</sup> March – Ashburton Member Drinks</li> <li>• Trade Show (TBC 2025)</li> <li>• 12<sup>th</sup> February SME Networking Event – venue to be confirmed – expecting 40 attendees</li> <li>• 3<sup>rd</sup> April – Dinner Dan happy to organise this – Ridges TBC</li> <li>• 18<sup>th</sup> April 2025 – Visit to Stadium</li> <li>• 3<sup>rd</sup> October 2025 Charity Golf Day</li> <li>• 7<sup>th</sup> November 2025 - COTY</li> </ul>	
Training / Scholarship Programmes	Mathew Havill	Mathew has set up a TEAMS group where all information has been posted in a central place for the committee to view and ask questions. The link to the recording of the presentation given by Mathew at the October Committee Meeting is available in this TEAMS group also. Link to group sent to committee and Rebecca Fox by Megan 17.10.24. Link below:  <a href="#">Workforce Development   Documents   Microsoft Teams</a>  Mathew has also completed a decision paper, which has been attached with the reports for your reference. Link also below to document	

**Recommendations for approval:**

1. The committee agrees to adopt the Regional Workforce Development Action Plan.
2. The committee agrees to establish a workforce development Sub-committee.
3. The Committee agrees to review the resources of other subcommittees to ensure adequate support for this initiative and alignment across all committee efforts.
4. Subject to National Executive approval, the committee agrees to appoint McCarthy Studio to develop and implement a marketing strategy. With an expenditure budget of \$80,000, including \$10,000 discretionary spend, requiring finance subcommittees approval.

A Workforce Development meeting was held this afternoon. The committee were asked who had read the decision paper - 50% of the room only, and not enough to make a decision today. We need committee to read this and give it the attention required. The Executive Council are meeting on Wednesday and require our sign off. Committee will be asked by close of business tomorrow to have read the decision paper and to send Megan an e-mail re their yes/no vote (can add comments to support your decision). We need to be united as a committee to move on this.

Any questions, call Mathew, Sam, Harley, Mat Austin, Kim or Zach.

We may have a reshuffle of the sub committees to give this the attention it deserves and will look at setting up a working group outside of our main committee, including input from local recruitment agencies. We need 50% to approve this going forward. A spokesperson will be required for this working group

We are now at the execution part of this project, which needs to align with the market and our members.

Terry expressed his concern regarding the cost of the recruitment companies. The companies we have initially approached are all members of CCNZ/our local branch. (If some are and some aren't this could cause an issue). There was some FOMO detected amongst recruitment companies we spoke to. The common goal is to get kids into work, not to line the pockets of the recruitment agencies.

**Rebecca Fox**

Rebecca Fox spoke to Alan Pollard during our meeting/discussion - Alan is not prepared to give the Board the Workforce Development Paper tomorrow without official full backing from our Canterbury Westland committee. He would like to know if we went around the room right now, what is the sense from the committee members in the room – yes or no? If we don't have a sense

		<p>now, we can't put it in front of the board until December, which means we may not reach timeframes for the schools early next year.</p> <p>All committee members present gave their 100% approval for this, Rebecca passed this on to Alan Pollard. Rebecca is super keen to be an advocate for this as well, as this initiative does sit in the overall Workforce Development overarching strategy.</p> <p>Noted – Megan e-mailed committee members who were not able to attend the meeting today for their approval. Approval since received from:</p> <ul style="list-style-type: none"> <li>• Dan Lucas 5.11.24</li> <li>• Darren Richardson 5.11.24</li> </ul> <p>It would be anticipated that this initiative would roll out in other regions. Relationships don't currently exist between schools and CCNZ and no other committees are working on this. We are the only branch that have the money to even consider this, as other branches don't have the financial backing Canterbury Westland have.</p> <p>Discussed other branches contributing with the workload/funds as there is a lot of work to be completed. Too many chefs – becomes too difficult. It is better to push ahead as a region with National Office support. With National Office behind us, they can decide if funds need to be contributed from the wider group.</p> <p>Committee would like data to be collected so we can ensure that our investment is gaining the engagement we require.</p>	
Finance	John Crawley	As above	
Branch Strategy/Industry Response	Sam Paterson	<p>Kate has put together three google survey sets (members, suppliers/sponsors, and education providers) for committee to review. Surveys are ready to be distributed to the people selected and can be sent directly via the committee or via Megan. We want to leverage our success by utilising any individual relationships the committee may have with suppliers/members/sponsors.</p> <p>The contract 85 video has been given to Kate for her AV specialist to convert to digital, which has since been completed.</p> <p>One of the challenges is to get people engaged in the survey so we receive as much of a response as possible. We are in the process of discussing creating videos to accompany the survey. There is a cost for the videos - approx. \$3.5k each, which is a significant investment</p> <ul style="list-style-type: none"> <li>• Version 1 - Call to action, use footage from 85 event, 'we want to do it again', engage industry to complete survey to gauge interest in attending the event</li> <li>• Version 2- Re-cut to use to promote event going ahead / coming soon etc</li> </ul> <p>We don't need to do V2 immediately. Just looking for approval in creating a video to drive engagement in the survey/highlight why we want to do it at this stage. This will include new</p>	Meet monthly

		<p>images that blend into the old footage – gear working in the background, creative script etc. Plato charged \$7k for the previous video, this is good value for \$3.5K. Video will have reusable content, but we will be specifically cutting video for driving engagement in contract 26. We could re-cut this to use on social media. We have not committed to doing the event yet and the survey is such an important factor in the decision-making process for this event. We want to do the best possible job of trying to get engagement.</p> <p><b>Decision:</b> All in attendance gave approval for video 1. This is to be reassessed after the survey results are in.</p>	
Golf Day Committee	John Crawley	<b>Refer Events Section</b>	

## Item 7 – Membership

### Confirmed New Members

- Major Associate - Central Group

### Potential Membership

- J R Civil – Megan advised National Office of committee approval 28.10.24
- Tuffnell Drainage - Megan advised National Office of committee approval 28.10.24
- Skillford & Co Limited – Megan sent BA Membership information to Jacob at Skillford 18.10.24 as per Dan Francis’s request
- Tru Group looking at becoming members – advised by Eve at committee meeting

### Membership Updates

- Terra Lana Products Ltd - Terra Lana are currently Southland Branch Associates but have requested to transfer to the Canterbury Westland Branch – Megan has forward this on to committee for approval 10.10.24, reminder sent 25.10.24. Committee happy to approve and Megan advised Nicola 13.11.24.
- Reload Recruitment – Branch Associate Membership Fee has not been paid, unable to contact company. Committee happy to terminate membership, Megan advised Nicola 13.11.24

### Membership Resignations

- Bearded Construction - Closing up shop, reason being the market conditions. His business consists of hiring himself out to contractors, but due to the current market contractors are keeping everything in house. Reese is going out to work for someone else for a while.

## Item 8 – Events

Date	Event	Venue	Actions
4 <sup>th</sup> Oct 2024	CCNZ & IOQ Charity Golf Day		4 <sup>th</sup> Oct 2024
<p>In the process of finalising the last remaining payments prior to donating funds. Karaoke funds still to be deposited into our account, chasing this up (players had to donate money or sing karaoke for a particular hole).</p> <ul style="list-style-type: none"> <li>• Over \$26k raised for charity.</li> </ul>			

<ul style="list-style-type: none"> <li>We will look after our own MC locally next year.</li> </ul>			
<b>2024/2025</b>	<b>Excavator Competition</b>		
<p><b>2024</b> Excavator competition was well run and well attended. Great day once again.</p> <p><b>2025</b></p> <ul style="list-style-type: none"> <li>A representative from Kirwee called Sam on Saturday regarding their event in March 2025 – they are keen to host our competition. 3000sq, central spot and free tickets for competitors and support staff. No site cost. Sam will wait for the follow up e-mail confirmation, will then make a proposal to committee for a decision regarding our 2025 event.</li> <li>The Highland Games is another option.</li> <li>Road Metals have committed to having another open day next year and have already offered to host our competition.</li> </ul>			
<b>8<sup>th</sup> Nov 2024</b>	<b>COTY</b>	<b>Te Pae</b>	
<p><b>Tickets</b></p> <ul style="list-style-type: none"> <li>Sold out with 420 attendees</li> </ul> <p><b>Sponsorship</b></p> <ul style="list-style-type: none"> <li>Health &amp; Safety Award @ \$3000 + gst – TDX have offered to sponsor this category</li> </ul> <p><b>Seating Information</b></p> <ul style="list-style-type: none"> <li>Information will be sent to all attendees prior to the event regarding their seating details</li> </ul> <p><b>Contract 85 Video</b></p> <ul style="list-style-type: none"> <li>Megan has spoken to Kate regarding making this available to show during the dinner break at COTY, video has since been received and forwarded to our COTY AV specialist. Sam will give Megan a blurb for the MC regarding the video.</li> </ul>			
<b>21<sup>st</sup> Nov 24</b>	<b>End of Year Drinks West Coast</b>	<b>Paroa Hotel</b>	
<ul style="list-style-type: none"> <li>6pm- 8.30pm at the Paroa Hotel</li> <li>If you will be sponsoring this event, please don't hesitate to book your accommodation at the Paroa Hotel as rooms sell out quickly</li> <li>Megan/Eve/John in the process of asking for sponsors/advertising this event</li> </ul>			
<b>28<sup>th</sup> November</b>	<b>NZGTTM Workshop</b>	<b>Hornby Club</b>	
<p>NZGTTM Training and Support Evening – Session to help our members understand and deliver under the NZGTTM which takes effect as of 1<sup>st</sup> November</p> <ul style="list-style-type: none"> <li>Thursday 28<sup>th</sup> November 2024 @ 6pm</li> <li>Venue - Hornby Club</li> <li>Eve in the process of asking for sponsors/advertising event to members</li> <li>Men at Work presenting</li> </ul>			

<ul style="list-style-type: none"> <li>Expecting 30-40 to attend</li> </ul> <p>Michelle Farrell coming down to present, clients presenting (tier one and Men at Work). Session planned to help contractors (smaller contractors) to get their heads around the risk based approach - where do they start. Eve will be meeting with presenters tomorrow afternoon and will send comms out shortly. Zach and Kim offered speakers from their team if required.</p>			
<b>6<sup>th</sup> Dec 2024</b>	<b>Christmas Drinks</b>	<b>Elmwood Bowling Club</b>	
<p>Social Committee are in the process of sourcing sponsorship for this event. A deposit has been paid to the venue to confirm our booking. Please click on the link below to book if you have not already done so:</p> <p><a href="https://civilcontractors.co.nz/canterbury-westland-end-of-year-drinks--friday-6th-december/10922-fe5b0621-589e-46df-8e6b-45de0adb00c2/">https://civilcontractors.co.nz/canterbury-westland-end-of-year-drinks--friday-6th-december/10922-fe5b0621-589e-46df-8e6b-45de0adb00c2/</a></p>			

### Item 9 – General Business

<b>Topic</b>		<b>Actions</b>
Site Visits Water Treatment Plants	Tim is keen to organise site visits for some of the high schools to show school leavers around the water treatment plants and wastewater plants. This has been approved by the Councils, who are on board to have some visits. As students are about to start exams, we will put this on hold until mid next year.	Tim Bain/In Progress
Young Contractors	<p>Zach has prepared a draft proposal for the Young Contractors Group. This was sent to committee 7.10.24.</p> <p>Please find link to the draft proposal below:  <a href="#">Young Contractors Proposal.pdf</a></p> <p>Zach is going to run the first event – no date selected yet. He will be running this through the events committee.</p> <ul style="list-style-type: none"> <li>Bottles left over from the Golf Day, could we pick somewhere where we can take a bottle of wine asked John?</li> <li>Dan offered to host at the Road Metals Quarry</li> </ul>	
Hydrovac & Clean Fill Dumping Issues	<p>Meeting held 8<sup>th</sup> October with Ecan, which went really well. Alan Pollard came to Christchurch to attend this. Members are fed up and are threatening to go to the media. Harley gave a debrief on what is happening with the quarries, digging on site. Alan has said “enough is enough, it is this or nothing”. This issue is moving fast via Wellington. A big thank you to Alan for his support. Noted that ECan are keen to strengthen their relationships with the industry.</p> <p><b>Technical Sub Committee</b></p> <p>Michelle contacted Eve re a technical sub committee – we don’t have one anymore. The Technical sub-committee would get involved with the meetings going forward. The following was discussed:</p> <ul style="list-style-type: none"> <li>Blair is someone to be on the sub committee.</li> <li>Would need a couple of contractors who were technical experts – Jared and Kelvin were suggested by Harley.</li> <li>Harley, Blair, Jared and Kelvin have been nominated for this committee.</li> </ul>	

	<ul style="list-style-type: none"> <li>It was noted that the Hydrovac and Clean Fill Dumping issues are the only technical things that have come up in the last 6-7 years.</li> </ul>	
Serious Harm	There have been two local fatalities in our industry recently. It has been talked about within companies. As we do work in a risky industry, it would be good to understand what went wrong so systems can be improved and it doesn't happen again.	
Meeting Scrapbook	James Craw was the last person holding the scrapbook of past CCNZ meetings. John Crawley confirmed that James does have this, and Terry will follow this up with James.	
Meeting Venues	<p>The following meeting venues were decided:</p> <ul style="list-style-type: none"> <li>December meeting cancelled as this is a very busy time of the year. Will meet again Monday 3<sup>rd</sup> February 2025. Megan has set this up and has sent invites to committee</li> <li>Monday 3<sup>rd</sup> February 2025 – Venue to be decided</li> </ul>	

**Meeting Ended: 4.44pm**

**Next Meeting:** Monday 3<sup>rd</sup> February 2025 @ 3.30pm

**Venue:**

## CCNZ – SDC Meeting Minutes 23/08/2024

### Meeting Minutes: CCNZ – SDC Meeting

Date: August 23, 2024

#### Attendees:

- James Flower (CCNZ)
- Kamal Narang (Selwyn District Council)

Location: Selwyn District Council Building

#### 1. SDC Structure and Environmental Management

- Update on SDC's Organizational Restructuring: SDC provided an update on the restructuring within SDC, highlighting the shifts in roles and responsibilities within the council. Noting that there is minimal change within this space.
- Carbon Emissions Reduction Target: Discussion centred on SDC's progress towards the 30% carbon emissions reduction target by 2030. SDC has been integrating environmental attributes into their RFT and tender processes, although challenges remain in aligning various departments with these goals.

#### 2. Tender Processes and Contractor Performance

- **Tender Selection Process:**
  - SDC explained the tender selection process, noting that some contractors from outside the region were selected to mitigate additional establishment and re-establishment costs. These contractors were already working within the vicinity of the projects, making them more cost-effective choices. CCNZ countered with discussions around the optics of how this may look with an ever-present challenging market where available workload is limited through councils, government agencies such as Waka Kotahi.
  - There was a discussion about the implications of inter-council tender invitations on local funds and the importance of transparency and fairness in the process. SDC highlighted the need for clear criteria and communication regarding these decisions.
  - SDC also encouraged CCNZ to communicate with SDC if contractors face limited workloads. SDC expressed a willingness to work with such organizations to accelerate shovel-ready projects where applicable. Although there are circumstances where consenting applications and timelines are impacting the ability to release these projects.
- **Carry-Forward Works:**
  - SDC provided updates on carry-forward works from previous years, noting that \$70 million remained unspent, with \$23 million available for tender in FY25. Delays were attributed to both internal and external factors.

#### 3. Future Projects and Budget Considerations



- SDC FY24/25 Budget Evaluation: SDC reviewed the budget for FY24/25, discussing potential increases and how these might impact project timelines. SDC expressed interest in understanding the budget allocation, especially considering recent market conditions.
- Panel of Contractors: Consideration for water and roading projects was discussed, with CCNZ suggesting more uniform criteria across councils to ensure consistency and, inter council discussion surrounding workload conflicts within the greater canterbury area.

#### 4. Road Safety and Climate Resilience

- Road to Zero Campaign: SDC's alignment with NZTA's Road to Zero safety strategy was discussed. SDC noted that while there is alignment, recent changes within NZTA have caused uncertainty, particularly with the disbanding of the speed management team as an impact from new government.
- Climate Resilience Infrastructure Fund: SDC has been integrating climate resilience into project planning, especially in response to recent severe weather events. There was a conversation about how these measures are being implemented in current and future projects.

#### 5. General Business

- Population Growth Impact: SDC noted that SDC's 9% population growth is impacting planned works, requiring adjustments in project timelines and resources.
- SDC's Inclusion in CCNZ Newsletters: CCNZ p& SDC discussed including SDC updates in CCNZ newsletters to improve communication and transparency. SDC agreed, seeing it as a beneficial move to keep stakeholders informed.
- Involvement of TTM Businesses: Discussion on the continued involvement of TTM businesses in infrastructure project discussions, with emphasis on aligning these efforts with broader council goals. A suggestion of having
- Use of COPPTM: The ongoing use and implications of the Code of Practice for COPPTM were briefly discussed, with no significant changes noted. SDC inquired whether CCNZ could provide additional information on the changes that CCNZ anticipates with upcoming regulations.
- SDC expressed a desire for contractors to seek feedback on tenders to gain a better understanding of local markets. CCNZ suggested that SDC consider issuing unsuccessful bid letters similar to those from WDC, which include a range of prices and the names of the contractors who submitted bids.

#### 6. New Business

- Upcoming Tenders and Initiatives: Both parties discussed upcoming tenders and new initiatives from SDC and CCNZ. SDC provided insight into new projects, while SDC highlighted the importance of uniformity in tender processes across councils. **CCNZ suggested that instead of using the available forward works planner available to all that**

#### 7. Next Meeting

- Scheduling and Action Points: The next meeting was tentatively scheduled for six months from now. Action points were identified, with SDC and CCNZ agreeing to review and confirm the minutes before wider distribution.

**Action Items:**

- SDC to review and provide feedback on the meeting minutes.
- CCNZ to consider SDC updates in the next CCNZ newsletter.
- Follow-up on the integration of climate resilience measures in upcoming projects