



# Hokitika Waste Water Treatment Plant Project Oversight Subcommittee Minutes

## MINUTES OF THE HOKITIKA WASTE WATER TREATMENT PLANT PROJECT OVERSIGHT SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON WEDNESDAY, 4 AUGUST 2021 COMMENCING AT 1.05PM.

The Subcommittee Meeting was live streamed to the Westland District Council Youtube Channel and presentations are made available on the Council website.

### 1. KARAKIA TĪMATANGA OPENING KARAKIA

The opening Karakia was performed by Ema Weepu, Ngāti Waewae Representative.

### MEMBERS PRESENT APOLOGIES

Chairperson	His Worship the Mayor	
Members	Cr Davidson	
	Cr Martin	E. Weepu, Ngāti Waewae Representative
	J. Douglas, Ngāti Maahaki Representative	B. Wilson, Ngāti Maahaki Representative

### NGĀ WHAKAPAAHA APOLOGIES

Deputy Mayor Carruthers

### ABSENT

J. M. Russell, Ngāti Waewae Representative

### STAFF PRESENT

S.R. Bastion, Chief Executive; T. Cook, Regulatory Services Manager; L. Crichton, Group Manager: Corporate Services; F. Scadden, Planning and Customer Services Manager; D. Maitland; Executive Assistant, M. Smith, Committee Secretary.

### 2. WELCOME FROM THE MAYOR

His Worship the Mayor formally welcomed the members of the Subcommittee and spoke to the importance of the partnership between the Westland District Council and our local Iwi. The Hokitika Waste Water Treatment Plant is the largest waste water project undertaken by Council.

### 3. INTRODUCTIONS FROM THE CHIEF EXECUTIVE AND MEMBERS OF SUBCOMMITTEE

The Chief Executive spoke to the importance of the partnership between Council and Iwi and introduced Stantec staff as the project leads. John Strange, Senior Civil Engineer; Kylie Huard, Senior Transportation Planner and Andrew Maughan, Senior Consultant.

#### **4. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST**

The Interest Register had been circulated via Microsoft Teams, emailed and was made available on the Council Chambers table. The following interests were noted:

**Barry Wilson, Ngāti Maahaki Representative**  
Mawhera Incorporation – Shareholder

#### **5. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA**

There were no urgent items of business not on the Subcommittee Agenda.

#### **6. ADOPTION OF TERMS OF REFERENCE**

The Chief Executive spoke to this item and advised the purpose of this report is for the Subcommittee to adopt the Terms of Reference (ToR) for the Hokitika Waste Water Treatment Plant Project Oversight Subcommittee (WWTP).

Moved B. Wilson, seconded Cr Davidson and **Resolved** that:

- A) The report be received.
- B) The Hokitika Waste Water Treatment Plant Project Oversight Subcommittee adopt the Terms of Reference with an amendment be made that the quorum be the Chairperson and any two members, of which one must be an Iwi representative.

#### **7. HOKITIKA WASTEWATER TREATMENT PLANT PROJECT UPGRADE BACKGROUND AND OBJECTIVES**

The Chief Executive (CE) spoke to this item and informed the Subcommittee on the background and objectives of the project moving forward.

As of April 2026 Council's consent expires for the discharge of waste water to the sea and an alternative must be found. Council have engaged Stantec to take the lead on the Waste Water Treatment Plant Project on Council's behalf.

In November of 2018 Council signed an agreement with the Westland District Rūnanga to work collaboratively on matters of significance of which this project applies. A Hui was held on the 7<sup>th</sup> April 2021 at the Arahura Marae with our Iwi partners and the creation of this Subcommittee was discussed and decided as the best way forward.

The CE advised that there was no perceived outcome considered prior to today's meeting and that the purpose is to start from the beginning. Once the clear objectives, goals and vision have been decided, that is then when the plant design would be done incorporating all relative attributes. The plan needs to consider environmental impacts, cultural concerns and the cost benefit to the ratepayers.

Iwi representative J. Douglas queried whether any other external finding was available. The CE advised that \$400,000 from the 3 Waters Reform funding had been put toward this project and was been used to pay for Stantec's work to date. Further funding will depend on the outcome of the 3 Waters Reform review.

Moved E. Weepu, seconded J. Douglas and **Resolved** that the Hokitika Wastewater Treatment Plant Project Upgrade Background and Objectives verbal statement from the Chief Executive, Westland District Council be received.

## 8. NGĀ TĀPAETANGA STANTEC PRESENTATIONS AND DISCUSSION

Andrew Maughan, Senior Consultant; Kylie Huard, Senior Transportation Planner and John Strange, Senior Civil Engineer from Stantec presented the Hokitika Wastewater Treatment Plant Project Business Case context, projected outcomes and process to the Subcommittee and sort feedback on the process presented. The topics covered were:

- **The Proposed Projected Pathway**

The likely timeframes for each component of the path are:

- The Business Case: expectation of approximately the middle of 2022.
- The Pre-Implementation: this would depend on the above timeframe target being met and dealing with any issues that may arise along the way.
- Implementation: Prior to the WDC consent expiry date of the 26 April 2026.

Stantec reinforced the importance of taking the time at the planning and understanding stage of the process to make sure all aspects are covered and considered. The opportunity to change things is easier at the beginning of the process than having to go back and adjust at the end which would have significant cost impacts.

The Draft Statement: What outcome are we wanting to achieve? How are we going to achieve this? The below discussion points were noted:

- Improving health and a clarification of what 'health' means.
- Environmental impacts.
- Economic – delivering a fit for purpose and resilient treatment system for the Hokitika region.
- Cultural Rūnanga aspect – The health of the ngahere (forest) is important. It is the symbiosis through which we all continue to remain healthy through land based cleansing.
- Need to understand the all the values and objectives.

- **Business Case Investment Questions**

As the Subcommittee works through the process there are 16 business case investment questions that Government considers, and wants answered, when approving funding requests so they can be confident that the funding is been spent wisely. Stantec talked through the 16 questions for the Subcommittee.

The questions are separated into 4 steps:

- Defining the problem.
- Defining the benefits.
- How we respond to the problems (strategic).
- Developing the solution to the best option.

It was noted by the CE that the business case is to be written specifically for Council to thoroughly analyse and clarify why Council is taking on this project. This is to be the process moving forward for all major projects ensuring that good rationale is applied. Having a business case on hand will also mean whenever external funding sources become available the documentation will be ready to be presented.

During discussion about this topic the following potential content for the business case was noted:

- That Iwi are involved in the development of this project for cultural advice and recommendations as a true partnership.
- That Iwi wish to have the WWTP land based so to be treated by the land before proceeding to the sea.
- Take into consideration that our current ponds are exposed and may become a risk in the future with seawall erosion as well as being visually unattractive.
- Consider and investigate potential future government legislation around waste water treatment.
- Need to take the community on the journey with us, keep them informed with the process. Good communication.
- Risk Management to be considered. Impacts of legislation.
- WWTP must have scope for future development, potential for a modular scalable solution.
- To consider industry aspirations and growth potential. E.g. Westland Milk Products and Silverfern Farms.
- Consideration of costs of future maintenance, is there a return on investment?

- **Business Case Process**

The five areas of the business case that will be addressed in the process are:

- The Strategic Case: What is the compelling case of change? Benefits?
- The Economic Case: What is the best option for Hokitika?
- The Commercial Case: Can the project be delivered?
- The Financial Case: How is it funded? Is it affordable?
- The Management Case: How and when it would be delivered? How is it managed?

A series of workshops will be scheduled for each case and as the project progresses the operations team need to decide which stakeholders need to be involved in the process, and at what of the above stages they would need to be included. The focus is to identify and involve the stakeholders early so as to have a voice in the final outcome.

Potential stakeholders identified at this meeting:

- West Coast Regional Council.
- Department of Conservation.
- Treaty Partners.
- Dependant on the site, the owner of the land.
- External organisations to be considered: e.g. Inger Perkins- Penguin Trust.
- Any personally affected by the installation: e.g. visual concerns.

E. Weepu, Ngāti Waewae Representative, noted the following areas to also be noted in the process:

- Health sector, schools, environmental cases, cultural cases, undertakers (waste disposal) and dangerous chemicals (commercial factories).

*His Worship the Mayor adjourned the meeting at 2.46pm, the meeting reconvened at 3.09pm.*

The outcomes and insights from the first workshop are to be brought back to the Hokitika WWTP Project Oversight Subcommittee before proceeding to the wider consultation group. A list of potential stakeholders is to be sent out to the Subcommittee for review and amendments.

- **Example Investment Logic Map (ILM) – Strategic Case**

The Subcommittee was presented with an example of an ILM. An ILM forms the backbone of the business case, predominantly in the strategic and economic cases. It identifies what the investment problems are, what the benefits of investment are, and the investment objectives.

- **Example Optioneering – Economic Case**

The Economic Case identifies the programme options for the project, starting at a 'Do minimum' through to the 'Do maximum' with a variety of other programme options in-between. Each option would be assessed, and a chosen delivery path investigated for each of the programme outcomes.

- **Project Planning & Scope**

The Subcommittee discussed the geographic scope of the project and identified the below locations for inclusion and consideration as part of the forward planning:

- Current Hokitika Infrastructure.
- West Drive, currently a gravity system in place.
- Kaniere.
- Shallow Rush Road.
- Brickfield Road.
- Keogan's Road.
- Racecourse Terrace.
- Seaview.
- Southside.
- Russell Road.
- Blue Spur/Ballararat.
- Kokatahi/Kowhitirangi.
- Arahura.

The Subcommittee needs to consider the following considerations during planning:

**SCOPE:**

- Westland District Plan, review proposed zoning areas when considering locations.
- Current consent expiry constraint of April 2026.
- Budgetary constraint, a fixed figure amount in the WDC Long Term Plan.
- Location, there is no currently identified location for the plant.
- Life of the plant, 30 - 50 years. A site suitable for this timeframe.

**RISKS:**

- Risk of finding a location and then external parties not willing to sell.
- Environmental location, avoiding potential flooding zones.
- Potential Central Government intervention through the Three Waters Reform review in 2024, all assets could be removed from local council control half way through the project and the direction and the values of the project changed.
- Changing regulations could bring unforeseen costs.
- Property owners not contributing towards a new system if they already have their own off grid systems in place.
- Identifying a culturally, environmentally, healthy economic option but not being acceptable to the community as this may cost more.
- If big industry closes e.g. Westland Milk decides to close if coal production ceases. The plant currently uses 120 tonnes of coal per 24 hours. Potentially 550 employees leave town.
- A large flooding event e.g. the stop backs fail on the Hokitika River.
- Potential legal challenges.
- Design challenges around a large natural event, an AF8 Earthquake.
- Account for a stock and caravan waste disposal system.
- Reputational Risk.

**COMMUNICATIONS AND ENGAGEMENT:**

- A story needs to be told from a cultural perspective on the historical importance of water to the people of New Zealand and the reasons for choosing the potential direction of the project.
- Good communication with the public is key.
- Stantec is to create a communication and engagement plan to bring back to the subcommittee for feedback.

E. Weepu, Ngāti Waewae Representative, offered to write the cultural story and background for the project plan.

*His Worship the Mayor tendered an apology from Deputy Mayor Carruthers.*

Moved His Worship the Mayor, seconded Cr Martin and **Resolved** that the apology from Deputy Mayor Carruthers be received and accepted.

Cr Martin requested a distribution group be set up for the Subcommittee.

Moved Cr Davidson, seconded B. Wilson and **Resolved** that presentation provided by Andrew Maughan, Senior Consultant, Kylie Huard, Senior Transportation Planner and John Strange, Senior Civil Engineer from Stantec be received.

**DATE OF THE NEXT HOKITIKA WASTE WATER TREATMENT PLANT PROJECT OVERSIGHT  
SUBCOMMITTEE MEETING TO BE CONFIRMED.  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

**MEETING CLOSED AT 4.40PM**

Confirmed by:

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**His Worship the Mayor – Bruce Smith  
Acting Chair**

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**Deputy Mayor Carruthers  
Date: 5 April 2022**