



AGENDA

RĀRANGI TAKE

NOTICE OF THE ORDINARY MEETING OF THE

Hokitika Wastewater Treatment Plant Project Oversight Subcommittee

to be held on **Wednesday 5 June 2024** commencing at **3:00 pm** in the Council Chambers, 36 Weld Street, Hokitika and via Zoom.

Chairperson:	Her Worship the Mayor
Members:	Deputy Mayor Cassin
	Cr Phelps
	Cr Burden
Iwi Representatives:	Ema Weepu – Ngāti Waewae
	Steve McLaren – Ngāti Maahaki
	Pauline Adams – Ngāti Maahaki
	John Strange, Senior Civil Engineer, Stantec



In accordance with clause 25B of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audio-visual link.

Council Vision

We work with the people of Westland to grow and protect our communities, our economy, and our unique natural environment.

Purpose

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

1. KARAKIA TĪMATANGA OPENING KARAKIA

2. NGĀ WHAKAPAAHA APOLOGIES

3. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if –
 - (a) the local authority by resolution so decides, and
 - (b) the presiding member explains at the meeting at a time when it is open to the public, -
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.
- (7A) Where an item is not on the agenda for a meeting, -
 - (a) that item may be discussed at the meeting if –
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the

public, that the item will be discussed at the meeting; but

(b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

5. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

- **Hokitika Wastewater Treatment Plant Oversight Subcommittee Meeting Minutes – 6 September 2023**

6. NGĀ TĀPAETANGA PRESENTATIONS

- **Wastewater Treatment Plant Project Update**
John Strange, Senior Civil Engineer from Stantec

**DATE OF THE NEXT HOKITIKA WASTEWATER TREATMENT PLANT OVERSIGHT SUBCOMMITTEE MEETING
– TBC
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**



Hokitika Wastewater Treatment Plant Project Oversight Subcommittee Meeting Minutes

MINUTES OF THE HOKITIKA WASTE WATER TREATMENT PLANT OVERSIGHT SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD AT THE ARAHURA MARAE, 1 OLD CHRISTCHURCH ROAD, AWATUNA, HOKITIKA WEDNESDAY 6 SEPTEMBER 2023 COMMENCING AT 3:00 PM

Opening Mihi Whakatau and Karakia by Hon. Rino Tirikatene – Labour MP for Te Tai Tonga.

1. MEMBERS PRESENT APOLOGIES

Chairperson	Mayor, Helen Lash	
Members	Cr Burden	
	P. Adams, Ngāti Maahaki Representative	Cr Cassin (Deputy)
	S. McLaren, Ngāti Maahaki Representative	E. Weepu, Ngāti Waewae Representative
Also in attendance	J. Strange, Senior Civil Engineer, Stantec	
	Hon. R. Tirikatene, MP for Te Tai Tonga – (for part of the meeting)	

NGĀ WHAKAPAAHA APOLOGIES

James Mason-Russell, Ngāti Waewae Representative
Cr Phelps

Moved Pauline Adamas, seconded Cr Cassin and **Resolved** that the apologies from James Mason-Russell, Cr Phelps be received and accepted.

STAFF PRESENT

T. Cook, Group Manager, Planning, Regulatory & Community Services Manager; S. Baxendale, Group Manager District Assets; J. Visser, Facilities and Properties Manager, District Assets; D. Maitland; Executive Assistant, S. Johnston, Governance Administrator

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and available on the Council Chambers table. There were no changes to the Interest Register noted.

3. 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 Agenda.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

The Minutes of the previous Meeting were circulated separately via Microsoft Teams.

- **Hokitika Waste Water Treatment Plant Oversight Sub-Committee Meeting Minutes – 12 July 2023**

Moved Pauline Adams, seconded Ema Weepu and **Resolved** that the Minutes of the Hokitika Waste Water Treatment Plant Oversight Sub-Committee Meeting held on the 12 July 2023 be confirmed as a true and correct record of the meeting.

***STATEMENT – I Approve** that my digital signature be added to the confirmed Hokitika Waste Water Treatment Plant Oversight Sub-Committee Meeting Minutes of the 12 July 2023.

5. NGĀ TĀPAETANGA PRESENTATIONS

- **REVIEW OF THE DRAFT MATERIAL FOR PUBLIC INFORMATION & FEEDBACK SESSIONS**

John Strange, Civil Engineer, Stantec advised that the purpose of the meeting was to present the draft material for the public information and feedback sessions to the Sub-Committee, and the Sub-Committee to provide comments, adjustments, and endorsement of the way forward, and that copies/PDFs of the material viewed today would be sent out to everyone.

J. Strange further advised that the public information and feedback sessions are an opportunity to keep the Community apprised and involved in the process and a time to receive comments and feedback for the Sub-Committee to evaluate, and reminded the Sub-Committee that the sessions are purely engagement sessions with the community, not consultation. Consultation will happen at some point in the LTP process down the track.

The Project Working Group is having a meeting on Wednesday 11 October 2023, of which West Coast Regional Council, Community & Public Health, Department of Conservation, Department of Internal Affairs, and the National Transition Unit will be a part of. This meeting is being held prior to the public sessions. The purpose of this meeting is to bring them together for an update, and hear any thoughts, concerns, or risks to ensure they are dealt with prior to assessment and preferred options being decided.

J. Strange advised that on the walls of the meeting room today, there are A1 posters which show the storyline of the project and asked the Sub-Committee to move about the room, follow the storyline provided and raise any questions or queries, thoughts, ideas or comments to add a post-it note to each poster.

J. Strange advised that there are 2 public information and feedback sessions at the RSA in Hokitika scheduled for:

**Saturday 4 November from 10-2pm, and
Wednesday 8 November form 4-8pm**

It was suggested that Jim Bradley from Stantec provide a short video / slide-show presenting what was done in Hastings at the information sessions. This video would roll over continuously. The Sub-Committee agreed this would be a good addition to the feedback sessions.

The Sub-Committee reviewed the information provided and wrote suggestions on post-it notes for discussion as follows:

- The A1 posters / storyline posters to be numbered so everyone knows where to start.
- **Poster 1: Finding a Better Way to Manage Hokitika Wastewater**
- **Poster 2: Who's Involved**
- **Poster 3: Early Journey to 2021**
- **Poster 4: Where We Are Up To**
To include colour coded words to match the timeline for easy reference.
Simplify the bullet points
Timeline to shift under bullet points
- **Poster 5: Journey so Far – Options Development**
- **Poster 6: Process of Considering Options / Alternatives**
To include Key to site detail of options ruled out, as well as those shortlisted
- **Poster 7: What are the Short-Listed Options?**
- **Poster 8: How the Short-Listed Options will be Evaluated**
- **Poster 9: Receiving Environment**
- **Poster 10: Treatment Plant Location**
- **Poster 11: Treatment Types**
- **Poster 12: Treatment Enhancements**
- **Poster 13: Social & Cultural Matters**
- **Poster 14: Local Māori Cultural Considerations**
To include images
- **Poster 15: Have Your Say**
To include links to the project page on the Westland District Council Website
Dates for Drop in Public Information Sessions
LTP Consultation Information
QR Code that can be scanned which takes the user straight to the Project Page on the Westland District Council Website.

Extra Posters:

- **Greymouth Journey**
- **Hastings Journey**
To be included at the end of the line-up of posters

On The Table at Public Sessions:

- Detailed lists of Receiving environments and Options List

Moved Steve McLaren, seconded Ema Weepu and **Resolved** that:

1. The presentation from John Strange, Stantec be received
2. The proposed material for the Public Information and Feedback Sessions be endorsed

**DATE OF THE NEXT HOKITIKA WASTE WATER TREATMENT PLANT OVERSIGHT SUBCOMMITTEE
MEETING – DATE TBC
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

MEETING CLOSED AT 4.35 PM

Confirmed by:

