



# AGENDA

RĀRANGI TAKE

NOTICE OF THE ORDINARY MEETING OF THE

## Hokitika Wastewater Treatment Plant Project Oversight Subcommittee

to be held on **Wednesday 12 July 2023**, commencing at **3:00pm** in the Council Chambers, 36 Weld Street, Hokitika and via Zoom.

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<b>Chairperson:</b>	Her Worship the Mayor Deputy Mayor Cassin Cr Burden Cr Phelps
<b>Iwi Representatives:</b>	Ema Weepu – Ngāti Waewae James Mason Russell – Ngāti Waewae Pauline Adams – Ngāti Maahaki Steve McLaren – Ngāti Maahaki
	John Strange, Civil Engineer - Stantec

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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 Risk and Assurance (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**

Minutes circulated separately via Microsoft teams and email.

- **Hokitika Wastewater Treatment Plant Oversight Sub-Committee Meeting – 8 February 2023**

## 6. **NGĀ TĀPAETANGA** **PRESENTATIONS**

- **Hokitika Wastewater Upgrade Project** (Presentation circulated separately)  
John Strange, Senior Civil Engineer, Stantec
  - **Project Update – 2023 activity**
  - **Overview of Work to Date** – Journey map and indicative timeline
  - **Selection of slides presented at last meeting** – for reference:
    - Options/Alternatives – Sieving Approach
    - Assessment Overview and Criteria
    - Short List of Potential Wastewater Schemes
  - **Communication and Engagement**
    - Seek endorsement of the proposed engagement approach
    - Identify dates for public information and feedback sessions
    - Identify date for next Sub-Committee meeting
  - **Next Steps and Questions**

**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 Minutes

MINUTES OF THE HOKITIKA WASTE WATER TREATMENT PLANT OVERSIGHT SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON WEDNESDAY 8 FEBRUARY 2023 COMMENCING AT 3.00 PM

The Subcommittee Meeting was recorded and uploaded to the Westland District Council YouTube Channel and presentations are made available on the Council website.

1. **OPENING KARAKIA – Ema Weepu**
2. **MEMBERS PRESENT APOLOGIES**

<b>Chairperson</b>	Her Worship the Mayor, Helen Lash	
<b>Members</b>		
	Cr Neale	E. Weepu, Ngāti Waewae Representative
	P. Adams, Ngati Maahaki Representative	
	Cr Burden	Cr Cassin
<b>Also, in attendance</b>	J. Strange – Senior Civil Engineer - Stantec	J. Bradley, Technical Director, Environmental & Public Health, Stantec

## NGĀ WHAKAPAAHA APOLOGIES

Barry Wilson - Ngāti Maahaki Representative

## ABSENT

James Mason-Russell – Ngāti Waewae Representative

Moved Cr Cassin, seconded Pauline Adams and **Resolved** that the apology from Iwi Representative Barry Wilson be received and accepted.

## STAFF PRESENT

S.R. Bastion, Chief Executive; S. Baxendale, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor, S. Johnston, Governance Administrator

3. **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.

#### 4. **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.

#### 5. **NGĀ MENETI O TE HUI KAUNIHĒRA MINUTES OF MEETINGS**

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

- **Hokitika Waste Water Treatment Plant Oversight Subcommittee Meeting Minutes – 14 December 2022**

Moved Cr Burden seconded Cr Neale and **Resolved** that the Minutes of the Hokitika Waste Water Treatment Plant Oversight Subcommittee Meeting held on the 14 December 2022 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 Subcommittee Meeting Minutes of the 14 December 2022.

#### 5. **NGĀ TĀPAETANGA PRESENTATIONS**

- **Hokitika Wastewater Project – Potential Wastewater Schemes Short-List for Endorsement**

John Strange, Senior Civil Engineer, Stantec and Jim Bradley, Technical Director, Environmental & Public Health, Stantec spoke to the presentation.

John Strange introduced Jim Bradley - the Technical Director, Environmental and Public Health from Stantec to the Oversight Sub-Committee.

Jim Bradley expressed his thanks for being part of the meeting and commented that he was very delighted to be back on the Coast.

John advised the objective of the meeting was to share with the committee some of the history, the work that has been done to date, to show the options assessment process and to seek the endorsement from the Committee of the potential short-listed scheme of options that will be presented during the meeting.

#### **Hokitika Wastewater Upgrade Project:**

- **Introduction**

- Resource consent for the current Hokitika Wastewater Treatment Plant discharge expires in April 2026
- Westland District Council (WDC) is investigating wastewater treatment and disposal options for Hokitika.
- In 2019 Westland Milk Products (WMP) offered the Westland District Council the opportunity to join in with their then proposed ocean outfall project.
- The Community was consulted with two options:
  - Option 1 – partner with WMP on the Ocean outfall project
  - Option 2 – Wait until Resource Consent is due to expire (April 2026)
- WDC agreed to ocean outfall option. Following projected cost increases, WDC reviewed alternative methods of discharge and consulted with the community through the Annual Plan 2020/2021 with two potential options presented:

- Option 1 – Increased cost of Westland Milk Products project
- Option 2 – Investigate alternative options
- Following the Draft Annual Plan 2020/2021 hearing process, the community’s preference for Option 2 of investigating alternative options was adopted.
- WDC committed to working partnership with Poutini Ngāi Tahu in the decision-making process to develop a solution that is sensitive to cultural and environmental concerns, and that meets the needs of the Community.
- Hokitika Wastewater Treatment Plant Project Oversight Sub-Committee was formed, consisting of four representatives each from Poutini Ngāi Tahu and Westland District Council.

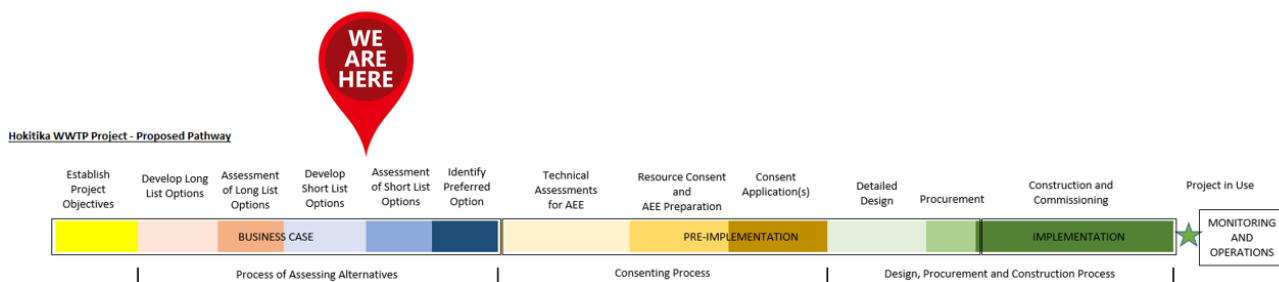
● **Overview**

- Westland District Council engaged Stantec to take the project lead
- Project outcome statement, process, and stakeholder involvement agreed by the Hokitika Wastewater Treatment Plant Project Oversight Sub-committee at their inaugural meeting in August 2021.
- Problems and benefits of investment were defined by the Project Working Group (made up of Iwi representatives, Westland District Council staff and Stantec workers) in September 2021 and endorsed by the Oversight Sub-Committee in October 2021
- Technical elements of the project were defined by the Project Working Group, including West Coast Regional Council staff in October 2021.
- A Draft Strategic Case Report was issued to Westland District Council for review in November 2021.

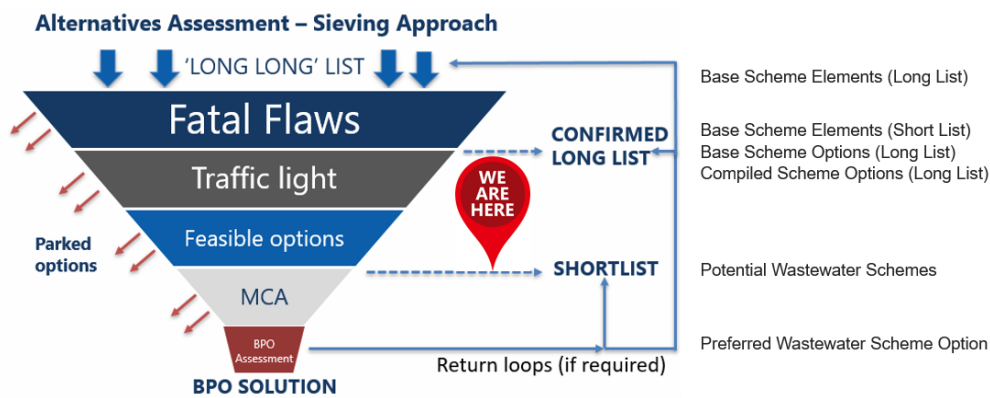
● **Overview of Work to Date – Options Development**

- Options for key elements of the Wastewater Treatment Plant were explored by the Project Working Group in November 2021 and March 2022.
- Discussions were commenced with Silver Fern Farms regarding the project process and consideration of their discharges within the options consideration process in November 2021.
- Fatal flaw assessment of the base scheme elements was completed by the Project Working Group in May 2022.
- Site visit to Greymouth Wastewater Treatment Plant by Project Working Group in June 2022.
- Traffic Light Assessment of base scheme options ‘Long list’ completed by Project Working Group in June 2022, July 2022, and January 2023 to identify a short-list.

**Pathway of Work to Date:**



- **Options / Alternatives – Sieving Approach**



John Strange advised this image shows the process of starting with a “long, long” list of options that moves through the fatal flaws assessment, through the traffic light assessment, until there are feasible options, which then creates a shortlist – which is the stage where the Sub-Committee is today.

Jim Bradley advised that this particular sieving process has been used throughout three major projects in New Zealand and has stacked up well. MCA = Multi Criteria Assessment. This is done as the project reaches the bottom of the sieve, and it is becoming a common practise to use this multi-criteria assessment to help with decision making.

- **Elements of a Wastewater Scheme**

- Receiving Environment Options
- Wastewater Treatment Plant Location and Potential Treatment Options
- Wastewater Inputs Management options

*Emu Weepu arrived at the Council Chambers at 3.35pm.*

- **Assessment Overview and Criteria**

- Set out in the Options Assessment Framework document, which was endorsed by oversight Sub-Committee in April 2022.
- The Sub-Committee is currently at the stage of carrying out a Traffic Light Assessment on the Short-List of potential wastewater schemes.

- **Identify Base Scheme Elements**

- Fatal Flaw Assessment of Elements (Domestic).
- Project Working Group worked through the list, identified, and fatally flawed many options.
- Elements were taken forward to Scheme Options.

- **Develop Base Scheme Options (Domestic) and Assess**

- Created a ‘Long-long’ list (153 options)
- Reduced to a Long List (21 options)
- Traffic Light Assessment of ‘Long-List’ (21 options) including treatment enhancements, but before Silver Fern Farm considerations.

*Cr Burden left the chambers at 3:59pm and returned at 4:01pm.*

- **Develop Base Scheme Options (Domestic) and Assess**

- ‘Short List’ of potential wastewater schemes (11 options) following Traffic Light Assessment.
- ‘Short List’ summary:

Summary:	Short Listed Schemes for Detailed Investigations and adding in of Silver Fern Farms Options, ahead of Multi Criteria Analysis (MCA) and Decision Making
<b>Schemes (11)</b>	Being combinations of the items below.
<b>Receiving Environments (2)</b>	<b>Ocean</b> (via Westland Milk Products existing ocean outfall) <b>Land</b> (West of airport via Rapid Infiltration Basins / Trenches)
<b>Base Treatment Options (2)</b>	<b>Biological Trickling Filter</b> (to Ocean) <b>Conventional Secondary Treatment</b> (to Land)
<b>Treatment Enhancements (3)</b>	<b>UV Disinfection</b> <b>Membrane Filtration</b> <b>Cultural</b>
<b>Treatment Plant Sites (3)</b>	<b>Existing Site</b> <b>West of Airport</b> <b>Airport</b>

- Oversight Sub Committee Endorsement of the Short List
  - Short List of potential wastewater schemes (11 options)
  - Set of effectively 4 options, but 3 have 3 sub-options
  - Receiving Environments
  - Base Treatment Options
  - Treatment Enhancements
  - Treatment Plant Sites
- **Summary of Out puts to Date**
  - Diagram on presentation identifying the summary outputs to date.
  - **11 Schemes:** being combinations of the items below:
  - **2 Receiving Environments:** Ocean (via Wastewater Management Plant existing outfall), Land (West of airport via RIBS/tranches)
  - **2 Base Treatment Options:** Biological Trickling Filter (to ocean), Conventional Secondary Treatment (to land).
  - **3 Treatment Enhancements:** UV disinfection, Membrane filtration and Cultural.
  - **3 Wastewater Treatment Plant Sites:** Existing site, West of airport, and Airport.

Emma Weepu queried what the cultural aspect was about on the Short List.

John Strange advised that the cultural treatment enhancement is the Mana Whenua desire aspect associated with each of those schemes.

Emma Weepu commented that there were ticks alongside options that she was aware are not options supported by Mana Whenua.

Emma Weepu advised that it's not evident in the Short List that Mana Whenua did not support certain options at the Long List assessment stage and wanted this highlighted. It is only the cultural treatment enhancements that have been ticked off.

John Strange advised that the scoring through the Traffic Light Assessment for the treatment plant at the Existing WWTP Site was scored 0/red from the Māori cultural aspect, and similarly scored poorly in relation to the 'avoid direct discharge to natural water body' criterion – based on the scoring systems.

- **Next Steps**

Following the Oversight Sub-Committee endorsement of the 'Short List' of potential wastewater schemes, development of the way forward as follows:

  - **Westland Milk Products – open discussion regarding the possible use of their ocean outfall**



The CE advised that a lot of that work has already been done and that WMP have left a port available to join in with their output. Westland Milk have the presentation from John Strange available to them today.

- **Silver Fern Farms – options identification and additions to the Short List**  
John Strange advised that a condensed version of the Presentation has been shared with Silver Fern Farms. Jim Bradley noted that Silver Fern Farms have examples of treatment and discharge elsewhere in NZ. These include a plant in Hastings that is connected to the Hastings DC separate industrial / trade waste system and a plant in Timaru currently being newly consented as a stand-alone industry only treatment and discharge.
- **Communication / Engagement (progress update)**
  - Iwi Partner
  - Statutory Authorities (West Coast Regional Council, CPH, Department of Conservation)
  - Water Reform Entity D (3 Waters Pathway)
  - Interested Parties
  - Wider Community (Ensure Westland Community is aware of the options, how they work and how they're being assessed)
  - Other key Stakeholders
- **Detailed Investigations of Short-Listed Schemes including SFF options (multi-faceted).**
- **Multi Criteria Analysis (as a tool) of the Short-Listed Schemes and decision making.**
- **Identification of a Preferred Wastewater Scheme.**

Ema Weepu queried whether at Hastings the industrial / trade waste discharges went through the cultural components of the WWTP?

Jim Bradley advised that the separate industrial /trade waste discharges which is the majority of the trade waste does not go through the Biological Trickling Filter or the rock passage. But after treatment at the industry site, and passing through a milliscreen at the Council site, the trade waste discharges join the treated domestic wastewater to discharge out through the offshore ocean outfall.

Jim Bradley also confirmed that the Silver Fern Farms trade waste was treated at site by Silver Fern Farms in accordance with their trade waste agreement with Hastings DC.

Jim Bradley noted that the real ongoing success in Hastings was the formation, in accordance with a condition of the Treated Wastewater Discharge Consent (issued for 35 years, with 9 yearly reviews required), of a Joint Council Tangata Whenua Wastewater Committee as a Sub-committee of Council under the provisions of the Local Government Act. This sub-committee is constituted for the 35-year life of the discharge consent.

Moved Ema Weepu seconded Cr Neale and **Resolved** that:

1. The presentation from John Strange and Jim Bradley of Stantec be received.

Moved Cr Burden seconded Cr Cassin and **Resolved** that:

2. The Hokitika Wastewater Treatment Plant Project Oversight Sub-Committee endorse the short list of potential wastewater schemes following the traffic light assessment as noted on page 18 of the presentation as presented and illustrated on page 19 of the presentation – noting; that the short list be amended to recognise the Mana Whenua input from the Long List.

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

**MEETING CLOSED AT 4:55 PM**

Confirmed by:

\_\_\_\_\_  
Her Worship the Mayor  
Chair

\_\_\_\_\_  
Date:

Unconfirmed