



Hokitika Waste Water Treatment Plant Project Oversight Subcommittee Minutes

MINUTES OF THE HOKITIKA WASTEWATER TREATMENT PLANT PROJECT OVERSIGHT SUBCOMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN COUNCIL CHAMBERS AND VIA ZOOM ON WEDNESDAY 14 DECEMBER 2022, COMMENCING AT 3.00PM.

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 by: James Mason-Russell

2. NGĀ WHAKAPAAHA

MEMBERS PRESENT & APOLOGIES

Chairperson	Mayor, Helen Lash	
Members		
	Cr Burden	Cr Cassin
	Cr Neale	E. Weepu, Ngāti Waewae Representative
	B. Wilson, Ngāti Maahaki Representative	James Mason-Russell, Ngāti Waewae Representative
	P. Adams, Ngāti Maahaki Representative	
Speaker	John Strange – Senior Civil Engineer - Stantec	

APOLOGIES

No apologies received

STAFF PRESENT

S. Bastion, Chief Executive; S. Baxendale, Group Manager District Assets, D. Maitland; Executive Assistant, S. Johnston; Governance Administrator.

3. WHAKAPUAKITANGA WHAIPĀNGA

DECLARATIONS OF INTEREST

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

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 Subcommittee Agenda.

5. MINUTES OF MEETING:

- Hokitika Wastewater Treatment Plant Project Oversight Sub-Committee Extraordinary Minutes – 5 April 2022

Moved Barry Wilson and seconded Cr Burden and **Resolved** that the Minutes from the Extraordinary Hokitika Wastewater Treatment Plant Project Oversight Subcommittee Meeting 5 April 2022 be received and accepted.

6. PROPOSED TERMS OF REFERENCE TO BE ADOPTED

Chief Executive Simon Bastion from Westland District Council spoke to this item and advised that the purpose of this report is for the Subcommittee to adopt the proposed Terms of Reference (ToR) for the Hokitika Wastewater Treatment Plant Project Oversight Subcommittee (WWTP).

Noting the only change in the Terms of Reference is the reporting line – report now goes to the full Council and no longer the Capital Projects and Tenders Committee which has been disestablished.

Moved Cr Cassin, seconded, Emma Weepu and **Resolved** that:

- A) The Hokitika Wastewater Treatment Plant Project Oversight Subcommittee adopt the Proposed Terms of Reference.

7. UPDATE BRIEFING TO THE NEW SUB-COMMITTEE

John Strange, Senior Civil Engineer, spoke to the summary that had been outlined in an email to the Subcommittee as below:

Work To Date:

- Project outcome statement, process, and partner/stakeholder involvement agreed by Oversight Subcommittee in August 2021.
- Problems and benefits of investment defined by Project Working Group at a Workshop #1 in September 2021, and then endorsed by Oversight Subcommittee in October 2021.
- Technical elements of the project defined by Project Working Group (plus West Coast Regional Council staff) at Workshop #2 in October 2021. This included: scope, risks, constraints, and dependencies.
- Draft Strategic Case Report was issued to Westland District Council for review in November 2021 which set out: The purpose, background, strategic context, case for investment, existing arrangements and needs, potential scope and key technical requirements, main benefits and risks, key constraints, and dependencies.

Options Development:

- Potential Options for key elements of the Wastewater Treatment Plant explored by Project Working Group (which included representatives from West Coast Regional Council, Department of Conservation, and Community Public Health) at Workshops in November 2021 and March 2022. Included: locations, discharge, treatment, storage, capacity, funding, and technology.
- Commenced discussions with Silver Fern Farms regarding the project process, activities to date, and consideration of their discharges within the options consideration process in November 2021.
- A Fatal Flaw Assessment of Base Scheme Elements was completed by the Project Working Group at a Fatal Flaw Workshop in May 2022.

- The Project Working Group had a site visit to the Greymouth Wastewater Treatment Plant in June 2022 – which was found to be very helpful and informative.
- A Traffic light assessment of Base Scheme Options Long List was completed by the Project Working Group at Traffic Light Assessment Workshops in both June and July 2022.

Options Development - Next Three Months:

- Hold a Project Working Group Workshop (potentially 18 January 2023) to Complete a Traffic Light Assessment of the Base Scheme Options, incorporating Mana Whenua feedback on potential treatment enhancements, with the intended outcome of identifying a Short List of Potential WWTP Schemes.
- To arrange for the Sub-Committee to undertake an internal tour of the Greymouth Treatment Plant for an informative and visual perspective.
- To arrange for a demonstration to be done (via zoom/teams) on the science of how everything works to also support understanding for the Sub-Committee.
- Present Short List of Potential Wastewater Treatment Plant Schemes to the Oversight Subcommittee (Wednesday 8th February – potential date) and seek endorsement of the shortlisted schemes, which would go forward for detailed assessment. Location for this meeting to be at the Arahura Marae – booking will need to be made.
- Commence Detailed Investigation of the Short List of Potential Wastewater Treatment Plant Schemes. Including: economic, geotechnical, modelling, risk assessment, consenting risks and issues, to guide a Multi Criteria Analysis. This is expected to take up to 12 months to include full season of weather conditions – to be completed by Stantec.

Options Development – Going forward

- Complete Detailed Investigation of the Short List of Potential WWTP Schemes. By: Stantec. Expected to take up to 12 months to include full season of weather.
- Carry out Multi Criteria Analysis of the Short List of Potential WWTP Schemes, to identify a preferred/recommended option. By: Project Working Group.
- Carry out in parallel a Best Practicable Option assessment of the Short List, to provide an RMA lens on the assessment process. By: Stantec.
- Presentation to Oversight Subcommittee - progress update and endorsement of recommended option for community consultation.

Moved Barry Wilson & seconded Cr Jane Neale and **Resolved** that the update briefing from Senior Civil Engineer, John Strange of Stantec be received.

The Chair closed the meeting at 4:10pm

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

Confirmed by:

**Mayor, Helen Lash
Chair**

Date: 8 February 2023