



# KOMITI RATONGA O TE AWA KAIRANGI HUTT VALLEY SERVICES COMMITTEE

12 September 2024

Order Paper for the meeting to be held in the  
Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt,  
on:

**Friday 20 September 2024 commencing at 9:30 am**

The meeting will be livestreamed on Hutt City Council's YouTube page.

## Membership

Cr T Stallinger, HCC (Chair)  
Cr B Dyer, HCC  
Cr Parkin, HCC  
Cr N Shaw, HCC

Cr B Griffiths, UHCC (Deputy Chair)  
Mayor W Guppy, UHCC  
Cr C Carson, UHCC  
Cr H Newell, UHCC

Cr K Brown, HCC (Alternate)

Deputy Mayor H Swales, UHCC (Alternate)

Members of the public wishing to speak to items on the agenda are asked to contact  
[democraticserviceteam@huttcity.govt.nz](mailto:democraticserviceteam@huttcity.govt.nz)

For the dates and times of Council Meetings please visit [www.huttcity.govt.nz](http://www.huttcity.govt.nz)

## KOMITI RATONGA O TE AWA KAIRANGI HUTT VALLEY SERVICES COMMITTEE (Joint Committee)

This is a joint committee of the Hutt City Council and Upper Hutt City Council.	
<b>Membership:</b>	Each Council appoints four [4] members and an alternate member who may act in the event that a regular member is absent. The Chair alternates annually between the two Councils, the change takes place after the final meeting of each year.
<b>Meeting Cycle:</b>	Hutt Valley Services Committee meets quarterly or as required.
<b>Quorum:</b>	Four [4] members, two [2] members of each Council
<b>Delegated Authority:</b>	To consider and make recommendations to the two Councils.

### **PURPOSE:**

The Hutt Valley Services Committee is responsible for considering the coordination of activities of the two Councils in respect of matters affecting the Hutt Valley as a whole and waste disposal services in particular.

## HUTT CITY COUNCIL

### HUTT VALLEY SERVICES COMMITTEE KOMITI RATONGA O TE AWA KAIRANGI

Meeting to be held in the Council Chambers, 2nd Floor, 30 Laings Road, Lower Hutt  
on  
Friday 20 September 2024 commencing at 9:30 am.

#### ORDER PAPER

#### PUBLIC BUSINESS

##### 1. OPENING FORMALITIES - KARAKIA TIMATANGA

Whakataka te hau ki te uru  
Whakataka te hau ki te  
tonga  
Kia mākinakina ki uta  
Kia mātaratara ki tai  
E hī ake ana te atakura  
He tio, he huka, he hau hū  
Tihei mauri ora.

*Cease the winds from the west  
Cease the winds from the south  
Let the breeze blow over the land  
Let the breeze blow over the ocean  
Let the red-tipped dawn come with a sharpened  
air.  
A touch of frost, a promise of a glorious day.*

##### 2. APOLOGIES

Mayor W Guppy

##### 3. PUBLIC COMMENT

Generally up to 30 minutes is set aside for public comment (three minutes per speaker on items appearing on the agenda). Speakers may be asked questions on the matters they raise.

##### 4. CONFLICT OF INTEREST DECLARATIONS

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

##### 5. MINUTES

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##### 6. WASTEWATER JOINT VENTURE UPDATE 1 APRIL 2024 TO 31 AUGUST 2024

Report No. HVSC2024/4/268 by the Strategic Advisor, Hutt City Council 11

7. **UPDATE ON SILVERSTREAM LANDFILL AND RESOURCE RECOVERY**

Report No. HVSC2024/4/93 by the Waste and Resource Recovery Manager, Hutt City Council 23

8. **AKATĀRAWA CEMETERY UPDATE**

Report No. HVSC2024/4/94 by the Parks and Reserves Manager, Upper Hutt City Council 30

9. **HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2024**

Report No. HVSC2024/4/95 by the Democracy Advisor, Hutt City Council 34

10. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our</i>
Unuhia!	<i>tasks</i>
Unuhia i te uru-tapu-nui	<i>To be clear and free</i>
Kia wātea, kia māmā	<i>in heart, body and soul in our continuing</i>
Te ngākau, te tinana, te	<i>journey</i>
wairua i te ara takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo	<i>so that we be cleansed and be free,</i>
whakairihia ake ki runga	<i>Yes indeed, we are free!</i>
Kia wātea, kia wātea!	<i>Good and peaceful</i>
Ae rā, kua wātea!	
Hau, pai mārire.	

Vanessa Gilmour  
**DEMOCRACY ADVISOR**

HUTT CITY COUNCILKOMITI RATONGA O TE AWA KAIRANGI  
HUTT VALLEY SERVICES COMMITTEE

Minutes of a meeting held in the Council Chambers,  
Level 2, Upper Hutt City Council, 383-342 Fergusson Drive, Upper Hutt on  
**Friday 3 May 2024 commencing at 9:30 am**

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**PRESENT:** Cr T Stallinger, HCC (Chair) Cr B Griffiths, UHCC (Deputy Chair)  
Cr B Dyer, HCC Mayor W Guppy, UHCC  
Cr C Parkin, HCC (via audio-visual link) Cr C Carson, UHCC  
Cr N Shaw, HCC Cr H Newell, UHCC

**APOLOGIES:** There were no apologies.

**IN ATTENDANCE:** B Hodgins, Strategic Advisor, HCC  
G Roberts, Waste and Resource Recovery Manager, UHCC  
B Latimer, Parks and Reserves Manager, UHCC (part meeting)  
G Wild, Acting Director Asset Management and Operations, UHCC (part meeting)  
K Glanville, Senior Democracy Advisor, HCC  
H Clegg, Minute Taker,  
F Murphy, Governance Advisor, UHCC

PUBLIC BUSINESS1. OPENING FORMALITIES - KARAKIA TIMATANGA

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*Cease the winds from the west  
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Let the breeze blow over the ocean  
Let the red-tipped dawn come with a sharpened air.  
A touch of frost, a promise of a glorious day.*

2. **APOLOGIES**

There were no apologies.

3. **PUBLIC COMMENT**

Comments are recorded under the item to which they relate.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **MINUTES**

**RESOLVED:** (Cr Stallinger/Cr Carson)

**Minute No. HVSC 24201**

*“That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 8 March 2024, be confirmed as a true and correct record.”*

**PRECEDENCE OF BUSINESS**

Pursuant to Standing Order 10.4, the Chair accorded precedence to item 8: Akatārawa Cemetery Update. The item is recorded in the order as it appeared on the agenda.

6. **WASTEWATER JOINT VENTURE UPDATE 1 FEBRUARY 2024 TO 31 MARCH 2024**

Report No. HVSC2024/2/101 by the Strategic Advisor, Hutt City Council

Steve Hutchison, Chief Advisor Wastewater, Blair Johnson, Head of Waste Contract and Jeremy McKibbin, Group Manager, Network Management Group, from Wellington Water Limited (WWL) were in attendance for the item.

The Strategic Advisor, Hutt City Council elaborated on the report, stating that the table in paragraph 14 of the report covered the first three months of the calendar year. He said that WWL had assessed the pipe under State Highway 2 (SH2) in Melling and advised that there were no cracks in the pipe and the likelihood of imminent failure was low. He added that WWL and Waka Kotahi worked together to develop a contingency plan should a failure occur. He stated that WWL were developing a repair plan. He further advised that a report to Hutt City Council and Upper Hutt City Council, including costs, would be presented in due course. He noted that each council's Long Term Plan would have ramifications, as the work had not been funded.

The Group Manager, Network Management Group, informed members that a communications plan for the Wastewater Joint Venture project had been presented to the officers. He said the plan included quarterly meetings with the community, updated information on the WWL website, and monthly newsletters sent to all registered parties. He noted that Committee members have been added to the list of registered parties.

In response to questions from members, the Chief Advisor of Wastewater stated that the pipe under SH2 was experiencing internal corrosion, which was affecting its structural strength. He confirmed that the pipe was located within the northern part of the Riverlink project area and that officers were currently assessing timelines for the project. He assured members that repairing the pipe would not require shutting SH2. He mentioned that a timetable for the construction work was not yet available, but it could be completed within a year. This would allow time for a full assessment, detailed design, planning and construction works. He further advised that a road slump would occur if the pipe failed. He noted a contingency plan focusing on providing an alternative, safe route for the effluent.

In response to questions from a member, the Head of Waste Contract confirmed that no formal compliance notices regarding odour had been received since the report was written. He also acknowledged that there had been ongoing issues with the power supply since 2022 and that budget limitations prevented the problem from being fixed. He mentioned that power outages occurred for short periods.

In response to questions from members, the Head of Waste Contract explained that the UV treatment plant's performance decreased, and the replacement of the lamps did not improve the wastewater treatment plant's functioning. He mentioned that once the replacement parts were received and installed, compliance improvements should follow. WWL officers acknowledged the importance of keeping members updated on compliance issues related to the wastewater treatment plant.

In response to a request from a member, the Strategic Advisor confirmed that a schedule of all public meetings regarding the wastewater treatment plant would be provided to all members. He stated that the community newsletter would be sent to all members before being released to the community. He informed members that a condition rating exercise of 150km of the main Hutt Valley wastewater pipes had concluded that all pipes were in poor condition and would require replacement at some stage, with urgent sections being prioritised.

The Chief Advisor Wastewater added that pipes typically had an 80-year lifespan. However, the SH2 pipe was only 60 years old. He confirmed this could be problematic for future planning if pipes failed at 60 years rather than the projected 80-year lifespan.

**RESOLVED:** (Cr Stallinger/Cr Carson)

**Minute No. HVSC 24202**

*"That the Committee receives and notes the information in the report."*

## 7. UPDATE ON SILVERSTREAM LANDFILL AND RESOURCE RECOVERY

Report No. HVSC2024/2/52 by the Manager Waste Minimisation, Hutt City Council

The Waste and Resource Recovery Manager elaborated on the report.

In response to questions from members, the Waste and Resource Recovery Manager stated that an analysis of the adoption and effectiveness of the new voucher system would be considered at the next meeting. He confirmed that Silverstream Landfill staff were engaging with clients, offering loading disposal options, and requesting that loads be separated into categories.

In response to further questions from members, the Waste and Resource Recovery Manager confirmed that future reports to the Committee could include historical data to show how the Silverstream Landfill was utilising its airspace. He mentioned that the construction of Slope 12, and possibly Slope 13, was proposed to be advanced instead of the asbestos cell. He explained that the existing asbestos cell would continue to operate, and its proposed update and expansion were in the procurement stage. He noted that due to the current economic climate, the amount of asbestos being received shortly might decrease. He confirmed that the Silverstream Landfill asbestos cell served as a regional facility.

**RESOLVED:** (Cr Stallinger/Cr Griffiths)

**Minute No. HVSC 24203**

*"That the Committee receives and notes the report."*

## 8. AKATĀRAWA CEMETERY UPDATE

Report No. HVSC2024/2/57 by the Parks and Reserves Manager, Upper Hutt City Council

Speaking under public comment, **Heather Blisset** shared her family's experience with natural burial in Marlborough. She urged the inclusion of an area for natural burials in the Akatārawa Cemetery extension.

In response to questions from members, Heather Blisset stated that she was unsure about the cost of a natural burial. She confirmed that a similar-sized plot was required for interment burials. She advised that natural burials were currently offered in the Wellington region but only in Makara and Otaki.

The Parks and Reserves Manager, Upper Hutt City Council, advised that officers were investigating the possibility of creating space for natural burials and accommodating other denominational requirements as part of the review for the Akatārawa Cemetery expansion.

In response to questions from members, the Parks and Reserves Manager, Upper Hutt City Council, stated that any future operational and capital costs related to the cemetery would need approval from both councils. He mentioned that a review would be conducted to examine the allocation of costs, which would be considered by councils for consideration. He informed members that a new project manager had been appointed and a project timetable would be regarded at the upcoming committee meeting. He also mentioned that the additional surveying required was nearly finished and that a detailed design was expected to be ready by August 2024. He explained that there was already a service model in place and that the review would evaluate this model to determine if it was still suitable. He confirmed that Downers currently managed burials at Taitā Cemetery. He mentioned that discussions were taking place about the potential for both Hutt Valley cemeteries to be handled by the same manager.

In response to questions from a member about climate change implications, the Parks and Reserves Manager, Upper Hutt City Council, it was stated that they would investigate carbon neutrality. He also confirmed that the detailed designs would address climate change issues.

Members raised concerns that the review of the management of the Akatārawa and Taitā cemeteries may not occur. Cr Carson asked for a report scheduled for the November 2024 meeting to be moved to the September 2024 meeting, as officers expected to complete the full review of the terms of reference for the agreement by July 2024.

**RESOLVED:** (Cr Carson/Cr Stallinger)

**Minute No. HVSC 24204**

*"That the Committee requests that officers of the Hutt City and Upper Hutt City Councils report back to the Committee meeting on 20 September 2024 regarding the full review, including options with pros and cons for a shared service model for the management of the Hutt Valley cemeteries."*

RESOLVED: (Cr Stallinger/Cr Griffiths)

**Minute No. HVSC 24205**

*"That the Committee receives the Akatārawa Cemetery Update report."*

**9. HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2024**

Report No. HVSC2024/2/54 by the Senior Democracy Advisor

Cr Dyer requested an update to the forward programme to include the Akatārawa Cemetery review report for the September 2024 meeting.

RESOLVED: (Cr Stallinger/Mayor Guppy)

**Minute No. HVSC 24206**

*"That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum."*

**10. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness of our tasks</i>
Unuhia!	<i>To be clear and free</i>
Unuhia i te uru-tapu-nui	<i>in heart, body and soul in our continuing journey</i>
Kia wātea, kia māmā	<i>Oh Rongo, raise these words up high</i>
Te ngākau, te tinana, te wairua i te ara	<i>so that we be cleansed and be free,</i>
takatū	<i>Yes indeed, we are free!</i>
Koia rā e Rongo whakairihia ake ki	<i>Good and peaceful</i>
runga	
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business, the Chair declared the meeting closed at 10.31am.

Cr T Stallinger  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 20th day of September 2024**

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**Report no: HVSC2024/4/268**

## **Wastewater Joint Venture Update 1 April 2024 to 31 August 2024**

### **Purpose of Report**

1. The purpose of this report is to update the Committee on matters relating to the bulk wastewater system shared by the two cities.

### **Recommendation**

That the Committee receives and notes the information in the report.

### **Background**

2. The report provides information to the Committee on matters relating to wastewater assets that make up the joint venture.

### **Seaview Wastewater Treatment Plant**

3. The Seaview Wastewater Treatment Plant (SWWTP) is operated under the *Regional Wastewater Treatment Plant Services Contract* with Veolia. This is a 10-year contract.
4. The plant remains non-compliant for effluent quality due to high levels of faecal coliforms, while effluent BOD and suspended solids were compliant for this reporting period. The main cause of the ongoing faecal coliform non-compliance is electromechanical failures in the UV system resulting in reduced disinfection performance. Furthermore, the suboptimal performance of the other treatment processes such as solids handling and illegal dumping of petrochemicals in the sewer also affected the overall performance of the treatment plant. The operations team is continuing with the process adjustments, component renewals and maintenance of the system. The daily faecal coliform results are still unstable. Most of the UV refurbishment physical works has been undertaken and the project is expected to be completed by 20 September 2024. It is expected that once the refurbishment is complete, the plant will be able to meet the effluent faecal coliform standards more reliably, provided that the upstream processes and influent quality are stable.

5. Wellington Water Limited (WWL) has instructed Veolia that the treatment plant's compliance plan needs to cover the whole capital renewal, operations, and maintenance workstreams. WWL and Veolia will work collaboratively in creating a new plan which incorporates Veolia's process compliance plan. The plan will be shared with the Committee as soon as it is available.
6. The treatment plant has had incidents of illegal petrochemical dumping with the latest one being recorded on 7 August 2024. The disposal of petrochemicals poses significant risks to the plant's safety, being highly flammable and potentially explosive. Petrochemical contamination also compromises plant performance by affecting the biological treatment process. If a significant contamination occurs, then additional cleaning of the pumping station is required. The cost of cleanup per incident is approximately \$50,000 per event.
7. Hutt City Council (HCC), WWL and Veolia are working collaboratively, running a communication campaign to inform the public and local businesses of the negative impact brought by these incidents. Furthermore, the HCC trade waste team is currently investigating the likely source(s) of petrochemical disposal into the wastewater network.
8. The discharge events which have occurred at the treatment plant for this reporting period are shown in the following table. Please note that the duration of the discharge is calculated as the difference between start and end of the discharge. It does not always mean that the discharge is occurring continuously throughout the stated duration but can also be discharging intermittently. If the discharge recommences within 24 hours, then it is counted as one event.

9. Table 1: SWWTP Discharge Events from 1 April to 31 August 2024

Date Started	Date Ended	Duration (hours)	Wet/Dry Weather Discharge Classification	Type of Discharge	Discharge Location
7/04/2024 05:40	7/04/2024 07:00	01hr 20m	Dry Weather - Power Outage	Partially Treated Wastewater	Pencarrow Outfall
12/04/2024 12:47	13/04/2024 21:45	32hr 58m	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
1/05/2024 23:47	2/05/2024 13:05	13hr 18m	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
22/05/2024 07:50	22/05/2024 13:30	05hr 40m	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
1/07/2024 17:22	1/07/2024 23:58	06hr 36m	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
11/8/2024 08:15	24/8/2024 05:40	309 hr 25 min	Dry Weather	Fully Treated Wastewater	Waiwhetu Stream
26/08/2024 4:30	1/09/2024 22:30	162 hr	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
26/08/2024 17:19	26/08/2024 17:50	35 min	Wet Weather - Power Outage	Partially Treated Discharge	Waiwhetu Stream

10. Discharges of undisinfected but treated wastewater occurred on 7 April 2024 and 26 August 2024 due to a mains power outage. As previously reported, the UV system of the treatment plant is not connected to a backup power supply. A project reviewing the plant's backup power supply is underway and will include connecting the UV system to a backup power supply as a core objective.
11. On 3 May 2024, the Greater Wellington Regional Council (GWRC) issued two formal warnings for the undisinfected discharges to the Coastal Marine Area, due to power outages, which occurred on 31 January 2024 and 8 March 2024. GWRC is aware that the UV system does not have back up power supply during outages and that there is a project underway to resolve this issue.
12. On 10 May 2024, GWRC issued a please explain letter regarding the ongoing effluent non-compliance at the treatment plant specifically, the faecal coliform exceedance. A response was provided on 31 May 2024.

13. On 15 August 2024, GWRC issued Abatement Notice A1108 to WWL to complete the stage 1 of the Odour Control Project. Both HCC and Upper Hutt City Council (UHCC) received similar notices. The abatement notice requires the completion of physical works on the first three biofilter cells by 4 October 2024 and the remaining three cells by 1 November 2024. The abatement notice also requires a project report outlining the activities undertaken by 15 November 2024 and a further report on the effectiveness of the works by 17 January 2025.
14. A recent condition assessment report of the thermal dryer indicates that some major components require replacement within a 6-12 month period. A further investigation by an independent expert will be undertaken to determine the urgency of the replacement. The information will be fed into the ongoing dryer replacement project.
15. The main outfall pipeline (MOP) condition and performance remains a concern until a renewal or upgrade is complete. Outfall leak incidents are managed through reactive funding. WWL will seek advice on the MOP to further assess performance improvements in the short to medium term (nominally 10 years) while the planning works for the outfall renewal continues. This investigation will serve to help optimise performance of the outfall in the meantime, and provide better assurance that scour, isolation, and air relief valves are operable.

### **Odour Treatment Update**

16. Odour remains a key issue in the plant operations. WWL and Veolia received 62 complaints from April to August 2024. GWRC officers undertook odour assessments after some of the odour complaints. Three odour assessments made by the GWRC staff have detected odour that was deemed to be offensive and objectionable. There have been no formal non-compliance notices received from GWRC regarding these complaints at the time of writing this report.
17. WWL is progressing with the consent application for the use of the odour cannon at the site. An independent expert has been engaged to determine the potential health effects from air discharges associated with the odour neutraliser at the WWTP to support the consent application. The ongoing assessment is in addition to the assessment provided by the odour masking agent's supplier. The supplier confirms that the diluted form of the odour neutraliser, as utilised in the treatment plant, falls below the hazard classification threshold and the risk to public health is therefore low. GWRC and Health New Zealand/Te Whatu Ora are being consulted and updated regarding the progress of the application.
18. Odour surveys continue to be undertaken in SWWTP catchment to provide more data for the odour management project. The surveys are undertaken at different times, day, and weather conditions. The data will be used to help us connect the detected odour outside the plant's boundary to the specific odour sources in the treatment plant which will help prioritise the activities undertaken by the project team.

19. The Biofilter upgrade has commenced and is scheduled to be completed by 1 November. This work involves replacing the air distribution system beneath the bark media and installing a new secondary cell isolation system to improve operability. The project must comply with a number of milestones before and after 1 November, as stated in the abatement notice.
20. Design work has progressed on stage 2 works which includes installing new building odour treatment for the milliscreen and dryer buildings and replacing the milliscreen ducting.
21. A condition assessment has been undertaken on the external odour ducting (from process areas to the biofilter). This found that some leak repairs (particularly around joints) are required, but that the ducting does not require full replacement.

### **Other Treatment Plant Projects Update**

22. The plant has ten milliscreens which remove large physical debris from the wastewater that will need replacement. The current plan is to replace six milliscreens between FY24-27 with the remaining four to be replaced in FY27-29. The project is currently in the planning stage.
23. Four primary sedimentation tanks (PSTs) are used to settle solids out of wastewater. These have a mechanical system that scrapes solids out of the bottom of the tank. One out of the four PSTs has undergone a mechanical renewal which involves replacement of the guide rail and scraper assembly which was completed on 12 August 2024, with no recorded odour complaints associated with the works. A second tank will be taken out of service to undertake a similar mechanical renewal in September – October. The works will be undertaken in parallel with the odour control project works on the biofilter to minimise potential odour impact. The remaining two tanks will be refurbished in the next financial year.
24. The SWWTP back-up power supply project is currently in progress. This project will renew and upgrade the back-up power generation at the site. The project will connect the UV system to a backup power supply and improve the site's overall resilience to power outages. A draft project management plan (PMP) is due to be submitted by end of September 2024 which will include the timeline for project delivery. The project team has proposed a single stage design phase which will shorten the project's delivery timeframe.
25. A mechanical renewal project, involving the renewal of the aeration system, return activated sludge (RAS) system and waste activated sludge (WAS) system is underway. The project management plan (PMP) is expected to be submitted in October 2024. The project and operations team will work collaboratively to develop the project's deliverable timeframes to manage the risks associated with these assets.

26. The SWWTP Dryer project replacement is in progress. The investigation/scoping phase is almost complete. Porirua City Council officers have noted a potential interest in a regional dryer and early discussions are underway to consider the viability of this, noting the priority of this project is to replace the ageing Seaview Dryer without undue delay. A draft procurement strategy and market sounding of a Design and Construct delivery model was completed in March 2024 and informs a suitable pathway for project delivery. Overall, it is aimed to complete the project in 2028.
27. The UV replacement project at SWWTP is in progress. Stakeholder engagement for Seaview is almost completed. Assessment of environmental effects (AEE) report responses have been received from GWRC, regional public health and Ngati Toa. Taranaki Whānui response is pending. Contract award is anticipated in late September 2024 and the project is expected to be completed by mid-2026.

### **Consent Renewal Update**

28. Council holds two discharge consents that permit the temporary discharge of treated wastewater from the SWWTP into the Waiwhetū Stream (during rainfall events and when the MOP is being repaired). Both consents have been operating under section 124 of the Resource Management Act (1991) (RMA) since 2018 when a replacement consent application was lodged with GWRC in 2017. GWRC has advised that reliance on section 124 is not desirable in the long term.
29. The 2017 application proposed to continue the intermittent discharge for a further 5 years while the construction of a storage tank to hold wastewater was completed. The application was put on hold by GWRC under questions of capacity of the storage tanks capacity to manage population growth.
30. WWL has since concluded that this infrastructure solution proposed in 2017 is not suitable with changes in network flow forecasts and higher standards in the Natural Resource Plan and is working with mana whenua to revisit previous options and explore new ones.
31. The project team has been briefed to progress the intermittent discharge consent project and take a fresh look at options.
32. The project team has established a Rōpū, comprised of representatives from Taranaki Whānui, Hikoikoi Management, Te Rūnanga o Toa Rangatira, HCC, UHCC and GWRC to collaborate on options to reduce or discontinue the intermittent discharge of treated wastewater to the Waiwhetū Stream. The group is discussing all options to achieve the outcome, including replacing the Main Outfall Pipeline.
33. The Rōpū has met monthly since January 2024 and monthly hui are scheduled out to December 2024.

### Days Bay Pump Station Update

34. WWL crews responded to a leak on the discharge pipework from the Days Bay pump station on Saturday 10 August 2024. On site investigation identified that both Days Bay discharge and the Main Outfall Pipeline (MOP) were connected to the leak. The two valves which isolate the MOP from Days Bay discharge pipework could not isolate the flow. On Sunday 11 August 2024 treatment plant effluent (fully treated) was diverted to the Waiwhetu Stream and draining of the Main Outfall commenced to enable a repair. The repair also required Point Arthur and York Bay pump stations to be isolated as they are directly connected to the pipework from Days Bay. Sucker trucks were mobilised to those pumping stations for several days to minimise overflows until they could be brought back into operation. Sucker trucks have been required for Days Bay throughout the repair works period.
35. A new valve was installed close to the MOP and the treatment plant was brought back into normal operation on 24 August 2024. The repair works have been complex due to the depth of the MOP connection, the proximity of underground services to that connection, the extent of affected pipework and valving and additional care required to manage penguin nesting risk. At time of writing, the Days Bay pump station was expected to be brought back into operation around 5 September 2024.

### Major Projects Update

36. A Capital Project Update can be found at Appendix 1, which includes the update for the Petone Collecting Sewer Renewal, Totara Park Road – Bridge Pipework Seismic Strengthening project and other major WWTP and network projects.

### Main Hutt Valley Wastewater Pipe SH2

37. Work on the future renewal of this critical pipeline has been separated into three parts:
  - a. The Western Hills Main Sewer Urgent Renewal Project: The activity brief for the urgent works scope was prepared in April 2024 following the identification of this section of pipe being in very poor condition. A long-list of options was developed and a workshop was held with stakeholders to short-list viable options. The workshop concluded that only cured in-place pipe-lining (CIPP) is readily achievable, however a parallel alignment will be considered as an alternative should CIPP prove not to be achievable. The consultants are now working on finalising the CIPP concept design and developing budget estimates. The project team is keeping in regular contact with HCC and UHCC officers and NZTA Waka Kotahi staff. (Note: Officers will make a short presentation to the Committee on this work including on budget estimates for each Council to consider);

- b. The Western Hutt Trunk Sewer Renewal Project: This project was identified to renew or rehabilitate upstream parts of the pipeline that are in poor condition. A key objective of this project is to urgently scope a well informed and cost-effective renewal programme for the identified pipelines and associated assets of the Western Hutt Trunk Sewer running parallel to the Hutt River and State Highway 2. The project is currently in the very early stages of implementation; and
- c. Taitā Rock Section Protection Project: The objective of this project is to identify a suitable embankment protection solution to protect the wastewater trunk main adjacent to the Hutt River. The Taitā Rock project is still in the early planning phase and is a complex location. These works are not currently funded in the Councils Long Term Plans with costs expected to be substantial.

### **Community Engagement and Consultation**

- 38. A public tour of SWWTP was successfully held on 22 June 2024 with 20 people attending. Feedback from participants was generally very positive.
- 39. On 30 July 2024, a community briefing was undertaken for the upcoming project works in the treatment plant especially the odour control system project. The presentation material has been uploaded into the SWWTP webpage.
- 40. A regular monthly newsletter update is being circulated (sent directly) to SWWTP's interested parties list, which includes members of the community, mana whenua, councils and GWRC. This is receiving good engagement.
- 41. Proactive communications have been undertaken in the form of maintenance notifications, newsletters, regular project updates and monthly dashboards.
- 42. The regular monthly meetings with GWRC consent officers have been maintained. These ensure that GWRC is kept updated on issues with the SWWTP performance, issues and capital projects.
- 43. Plant performance dashboards including updates relating to odour management are posted on the Wellington Water/Seaview Wastewater treatment plant website and updated monthly.
- 44. Public communications regarding plant discharges to the Waiwhetū Stream and Pencarrow outfall has been undertaken as per standard protocol.

### **Climate Change Impact and Considerations**

- 45. The replacement of the sludge dryer, (currently gas operated) will have a significant impact on operational carbon emissions.

### **Legal Considerations**

- 46. Correspondence with GWRC in relation to infringements issued for contravening abatement notice A956 continue. The resulting discussions with the regulator resulted in GWRC issuing the abatement notice.

### Financial Considerations

47. The financial report for the year end to 30 June 2024 is attached as Appendix 2 to the report.
48. Please note that the report is based on unaudited results and that the fixed assets are currently being revalued with an estimate of where officers consider the value is likely to land.

### Appendices

No.	Title	Page
1↓	Appendix 1 - Major Projects Update	20
2↓	Appendix 2 - Financial report for the year end to 30 June 2024	22

**Author:** Bruce Hodgins  
Strategic Advisor

**Approved By:** Alison Geddes  
Director Environment and Sustainability



# HCC & UHCC Joint Venture Committee Project report August 2024

Project	Purpose and summary:
<b>Seaview Odour Control upgrade</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>To renew and upgrade the odour treatment equipment at the Seaview WWTP to achieve odour compliance over the expected 20-year life of the new equipment and provide a safe working environment for operators.</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>Stage 1 – Biofilter Upgrades, have commenced and are scheduled to be completed by 1 November. This work involves replacing the air distribution system beneath the bark media and installing a new secondary cell isolation system to improve operability.</li> <li>GWRC issued the formal abatement notice for Stage 1 works, this requires that the new isolation valves and air distribution system be completed for 3 cells by 04 October 2024, and the remaining 3 cells by 01 November 2024.</li> <li>The monthly newsletter continues to be produced and circulated both by email and in print at locations around the Lower Hutt area. Information we get from the emailed newsletters shows that there is good engagement and readers are following links to the project website.</li> </ul>
<b>Seaview WWTP Sludge Dryer Replacement:</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>The objective of this activity is to renew the existing ageing Seaview WWTP thermal sludge dryer to support the growth in the Seaview WWTP catchment and align with HCC and WWL carbon emission reduction goals.</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>Investigations/scoping phase is almost complete. Porirua City Council officers have noted a potential interest in a regional dryer and early discussions are underway to consider the viability of this, noting the priority of this project is to replace the ageing Seaview dryer without undue delay.</li> <li>The draft procurement strategy; a market sounding of a Design &amp; Construct delivery model completed in March 24 that informs a suitable pathway for project delivery model.</li> <li>Overall, it is aimed to complete the project, including commissioning, in 2028.</li> <li>Risk: There are operational constraints due to potential prolonged maintenance requirements of the current dryer and associated risks such as odour and landfill space availability for wet sludge cake disposal.</li> </ul>
<b>Seaview WWTP UV Renewal</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>The objective of this activity is to renew and upgrade the ageing Seaview WWTP UV disinfection system to ensure that ongoing consent compliance is met.</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>Seaview WWTP UV system renewal is being 'bundled' with Moa Pt and Western WWTP UV renewals for delivery efficiency.</li> <li>The new Seaview UV equipment is a long-lead item, 8 months delivery (from Canada), then 3 months installation (1 channel at a time which has a capacity of 1500 L/s UV disinfection that is sufficient for full disinfection during dry weather).</li> <li>Tender closed in Feb 2024 however contract award has been delayed due to stakeholder engagement for Seaview and Western WWTPs not being completed in June 2024.</li> <li>Stakeholder engagement for Seaview is almost completed; AEE responses have been received from GWRC, public health and Ngati Toa and Taranaki Whānui response is pending.</li> <li>Contract award is anticipated in late Sept 2024 and Seaview UV renewal is expected to be completed by mid 2026.</li> <li>Risk: The WWTP discharge has recently been non-compliant and a number of infringements were issued. GWRC would like to see this project is completed as soon as practicably reasonable. Repair of the existing system is being undertaken in the meantime to maximise performance of the existing system.</li> </ul>
<b>Seaview WWTP Aeration, RAS and Clarifier Renewals</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>A mechanical renewal project; the objective of this activity is to renew the aeration system, clarifier mechanical equipment and the RAS (Return activated sludge) plus WAS (Waste Activated Sludge) in a programme of work prioritized to deliver process reliability and avoid asset failure.</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>The project management plan (PMP) is expected to be submitted in October 2024.</li> <li>The project and operations team will work collaboratively to develop the project's deliverable timeframes to manage the risks associated with these assets.</li> </ul>
<b>Seaview WWTP Backup Power Supply</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>The purpose of this activity is to review, select, install and commission a back-up power generation solution, making best use of existing assets, to ensure all treatment components critical for compliance at the Seaview Wastewater treatment Plant, can continue to operate in the event of power failure at the site.</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>The project aims to connect the UV system to a backup power supply and improve the site's overall resilience to power outages. A draft project management plan (PMP) is due to be submitted by end of August 2024.</li> <li>The project is also being proposed to have a single stage design phase which will shorten the project's delivery timeframe.</li> <li>The project is expected to be completed by June 2026, in line with the proposed LTP.</li> </ul>



# HCC & UHCC Joint Venture Committee Project report August 2024

Project	Purpose and summary:
<b>Petone Collecting Sewer – Stage 1</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>Renew the existing rising main to convey current and future wastewater flows, increase the seismic resilience and design a pipeline with a life expectancy of 100 years</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>The funding profile for stage 1 work changed which led to delays with the procurement planning while the strategy was confirmed. The updated request for tender pack will be issued to the Wellington Water contractor panel in September / October.</li> <li>Investigations on Stage 2 of this pipeline are expected to be completed in November 2024. These will provide information about the expected remaining life of the pipeline and will inform investment decision making.</li> </ul>
<b>Totara Park Road – Bridge Pipework Seismic Strengthening (WW portion)</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>To reduce the risk of water supply disruption from a seismic event to the Totara Park community.</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>In addition to the original scope to renew the water supply pipe across the bridge, there was efficiencies found in renewing 255m of the wastewater pipe across the bridge at the same time. The project is currently working through procurement – the project is experiencing delays through procurement as price escalations are being further reviewed.</li> </ul>
<b>Western Hutt Trunk Sewer Renewal JV</b>	<p><b>Purpose:</b></p> <ul style="list-style-type: none"> <li>Maintain reliable wastewater services to Lower Hutt and Upper Hutt to avoid the discharge of wastewater to the surrounding environment by ensuring that the critical wastewater pipeline does not fail or collapse</li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>A key objective of this project is to urgently scope a well informed and cost-effective renewal programme for the identified pipelines and associated assets of the Western Hutt Trunk Sewer running parallel to the Hutt River and State Highway 2.</li> <li>The other objective is to prevent unexpected interruption of service from the potential pipeline collapse due to its poor structural condition. Approximately 1,300 metres of the trunk sewer has been rated as poor condition grade.</li> <li>The project is currently in the early stages of implementation.</li> <li>A holistic review is in progress, considering all planned works on this JV asset to present current known risks and recommendations.</li> </ul>

**HUTT VALLEY TRUNK WASTEWATER SERVICES****STATEMENT OF OPERATING INCOME AND EXPENDITURE  
FOR THE PERIOD ENDED 30 JUNE 2024**

	<i>Actual Year to Date</i>	<i>Budget Year to Date</i>	<i>Annual Budget</i>
	<i>\$000's</i>	<i>\$000's</i>	<i>\$000's</i>
Rent	307	301	301
Profit on sale of Fixed Assets	-	-	-
Royalties	2	5	5
Trade waste rebates *	1,287	889	889
Interest income	-	-	-
<b>Total Revenue</b>	<b>1,596</b>	<b>1,195</b>	<b>1,195</b>
Operational contracts	1,872	1,069	1,069
Operational contracts - Wellington Water Limited	9,188	9,816	9,816
Trade waste inspection charges	277	277	277
Utility rates	1,072	1,181	1,181
Wastewater / DBO administration	-	-	-
Engineering services	-	-	-
Rising Main Vulnerability Assessment	1	35	35
Insurance	454	560	560
Interest	-	-	-
Depreciation	5,138	5,450	5,450
<b>Total operating expenditure</b>	<b>18,002</b>	<b>18,388</b>	<b>18,388</b>
<b>Net operating deficit</b>	<b>(16,406)</b>	<b>(17,193)</b>	<b>(17,193)</b>
<b>Funded by way of:</b>			
Operating Contributions from HCC (including depn)	69%	11,266	11,446
Operating Contributions from UHCC (including depn)	31%	5,140	5,747
		<b>16,406</b>	<b>17,193</b>

\* Trade waste rebates are not shared on a 70%/30% split - which impacts on the funding % rates

**HUTT VALLEY TRUNK WASTEWATER SERVICES****STATEMENT OF CAPITAL EXPENDITURE  
FOR THE PERIOD ENDED 30 JUNE 2024**

<b>Capital - Work in Progress</b>			
Trunk DBO Type A Network Development Growth		11,269	18,759
		18,759	18,759
<b>Total Work In Progress</b>		<b>11,269</b>	<b>18,759</b>
<b>Funded by way of:</b>			
Capital Contributions from HCC	69%	7,770	12,933
Capital Contributions from UHCC	31%	3,500	5,826
		<b>11,269</b>	<b>18,759</b>

**HUTT VALLEY TRUNK WASTEWATER SERVICES****FIXED ASSET REGISTER SUMMARY  
FOR THE PERIOD ENDED 30 JUNE 2024**

	<i>Asset Cost</i>	<i>Accumulated</i>	<i>Net Book Value</i>
	<i>\$000's</i>	<i>Depreciation</i>	<i>\$000's</i>
	<i>\$000's</i>	<i>\$000's</i>	<i>\$000's</i>
Infrastructural Bulk Wasterwater	356,613	-	356,613
Infrastructural Land	20,494	-	20,494
Operational Buildings	1,566	-	1,566
Operational Site Improvements	180	-	180
Operational Land	25	-	25
Restricted Land	1,723	-	1,723
Resource Consents	95	81	14
	<b>380,696</b>	<b>81</b>	<b>380,615</b>
<b>Share of assets held by:</b>			
HCC	69%	264,085	264,085
UHCC	31%	116,611	116,587
	<b>380,696</b>	<b>81</b>	<b>380,615</b>

27 August 2024

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Report no: HVSC2024/4/93

## **Update on Silverstream Landfill and resource recovery**

- 
1. The purpose of the report is to update the Committee on the development, operation and performance of Silverstream Landfill, and initiatives associated with the co-located transfer station.

### **Recommendation**

That the Committee receives and notes the report.

### **Background**

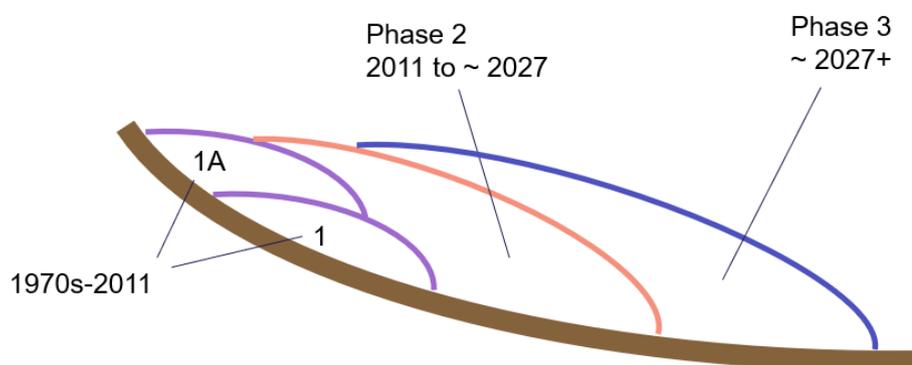
2. Officers provide regular reports to this Committee regarding the development, operation, and performance of Silverstream Landfill (the landfill) and the co-located transfer station.
3. The operation of the landfill is required to meet obligations under the Resource Management Act, the Hutt Valley Trade Waste Bylaw, the Climate Change Response Act and related legislation, the Waste Minimisation Act and relevant Hutt City Council (HCC) and Upper Hutt City Council (UHCC) waste minimisation and climate change objectives.
4. Note that HCC officers report on a wider range of solid waste and waste minimisation initiatives via HCC's Climate Change and Sustainability Committee. For the latest report please see [Report no: CCASC2024/4/243 page 33](#).

### **Silverstream Landfill**

#### *Development*

5. The Silverstream Landfill accepts a range of mixed waste for disposal. While three landfills in the Wellington region accept municipal waste, Silverstream is the only lined Class A landfill, which means it must meet various strict regulatory, siting, design and operational requirements.

6. The Landfill requires ongoing capital investment to create 'airspace' that can be used for the disposal of residual waste. Capital investment is staged to develop disposal capacity as required, with timing periodically re-evaluated considering forward projections for the quantity of material accepted for disposal.
7. Current development work is focused on the design and enabling works for Phase 3 of the landfill, whereby airspace will be created in the lower part of the existing gully below Phase 2. Filling of Phase 3 will begin from the new toe bund at the base of the gully and move up to meet Phase 2. The landfill's construction phases are shown below.



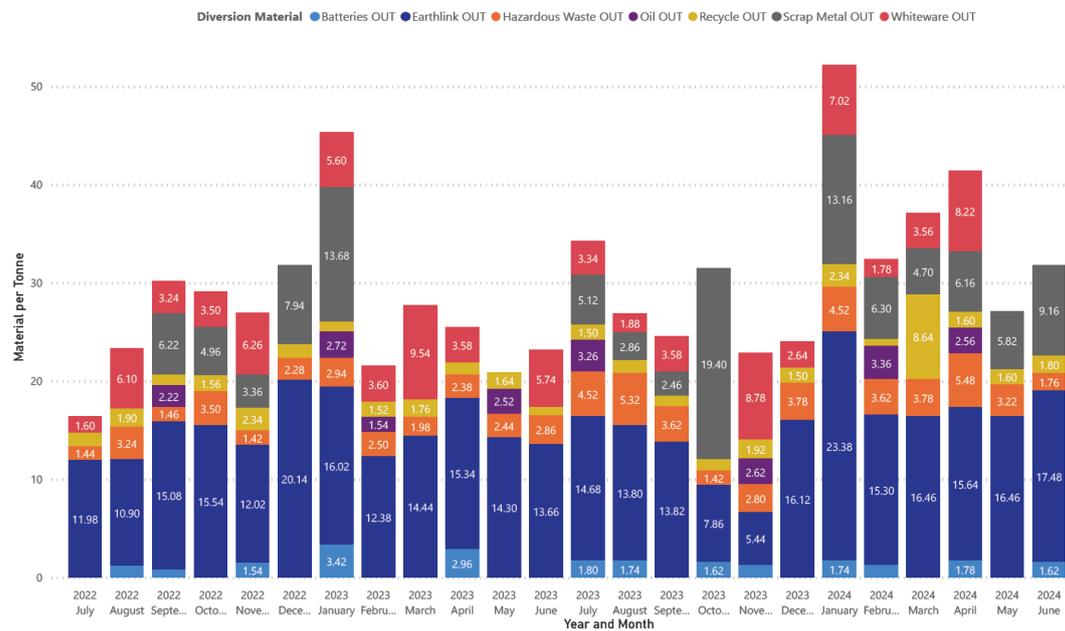
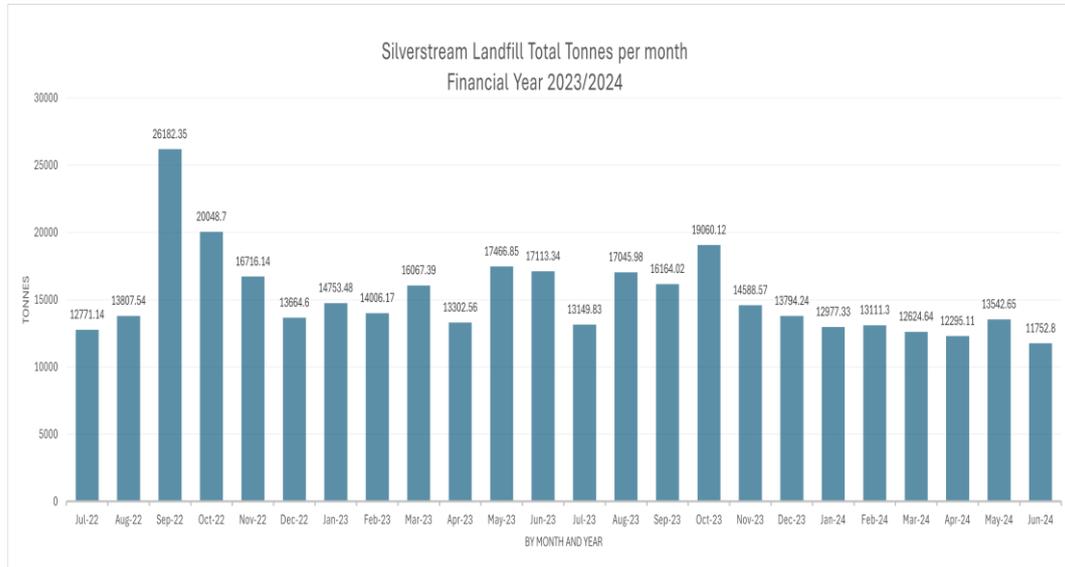
8. The full design package for the Phase 3 enabling works has now been priced and agreement has been reached with the contractor to progress the work. The development programme is on schedule to have the ground ready for construction of cells 1 - 5 of Phase 3 from 2025.
9. Over 300 logs of Hard Beach have been recovered from the clearance of land for Phase 3. Officers are investigating options for their use in local projects.
10. Controlling sediment run off from the development works has required extensive interventions across the site to manage the turbidity of the outflows from the landfill dam. A Siltbuster machine is in regular operation to assist with this as well as frequent flocking of the dam water.
11. Work on the dedicated asbestos cell remains on hold while the construction of slope 11 of Stage 2 is prioritised to increase airspace for general disposal. Filling of this new slope is on schedule to commence in early 2025.
12. The design and construction of an additional Slope 12 of Phase 2 is also being added to the construction programme to allow for the delayed availability of Phase 3.

#### *Capital works contract*

13. The current landfill capital works contract is now on the market through GETS and proposals from suppliers will be considered over the coming months with the contract awarded by December.

Operations

14. Waste volumes continue to trend down compared to the previous year, likely because of declining economic activity and specifically construction work. We are now accepting applications for disposal of contaminated land. The below figures show waste and diversion volumes (excluding green waste) over time.



Landfill design and engineering contract

15. The current landfill design and engineering contract with Tonkin and Taylor is also now on the market through GETS and proposals from suppliers will be considered over the coming months with the contract awarded by December.

*Health and safety*

16. A small fire on the tip face occurred in June 2024. It was extinguished by the operator but delayed the opening of the landfill while the situation was assessed.
17. No serious incidents were reported during the quarter.

*Environmental performance*

18. A summary of environmental performance for April to June 2024 is shown in Appendix 1 attached to the report.
19. The summary references management trigger levels being exceeded, which require investigation or mitigation measures to be undertaken as part of an adaptive management approach. No compliance trigger levels were exceeded. Overall, the landfill has been compliant with its resource consent conditions.

**Resource Recovery Park proposal for Manor Park**

20. HCC has received a resource consent application from WMNZ to establish a Resource Recovery Park (RRP) in Manor Park, near the SH1/SH58 Interchange. There has been no further progress on this since the last update.
21. Information regarding this consent application is available at <https://www.huttcity.govt.nz/property-and-building/resource-consents/types-of-work-that-need-a-resource-consent/30-benmore-crescent>.

**Further submission from Hutt City Council on Proposed Plan Change 50 to the Upper Hutt City District Plan in relation to the rezoning of land adjacent to Silverstream Landfill**

22. HCC recently made a submission to UHCC in relation to their District Plan Review. The submission opposed the rezoning of land adjacent to the landfill to enable residential development.
23. The submission was approved by the HCC's Infrastructure and Regulatory Committee and can be found [here](#) on page 158.

**Climate Change Impacts and Considerations**

24. To help achieve a reduction in operational emissions of 50% or more by 2030, HCC continues work on establishing a heavy vehicle EV charging hub. Designs are now complete, and the civil works have been priced and will commence once lizard clearance has concluded in September/October 2024.
25. Regarding emissions from the landfill itself (methane), a powerplant and supplementary flare operated by LMS are in place to destroy methane and emissions as much as possible. The two new engines in the plant are now running full time and capable of increased efficiency and significantly reduced downtime for maintenance. The below picture shows one of the new CAT engines during installation.



### Consultation

26. Not applicable.

### Legal Considerations

27. There are no legal considerations currently.

### Financial Considerations

28. There are no financial considerations currently.

### Appendices

No.	Title	Page
1	<a href="#">Silverstream landfill Quarterly Dashboard Q2 2024</a>	28

**Author:** Geoff Roberts, Manager Waste Minimisation

**Reviewed By:** Jörn Scherzer, Head of Climate and Solid Waste

**Approved By:** Alison Geddes, Director Environment and Sustainability

# Silverstream Environmental Quarterly Report for the Hutt Valley Services Committee (April to June 2024)



## Waste

Total waste of previous quarter: 37718 tonnes

Total waste of this quarter: 36863 tonnes

Month	Sludge	Special	Total commercial*	Total residential	Total Waste
January	333	1,260	7,088	3,905	12,586
February	320	1,534	7,565	3,352	12,771
March	403	1,532	7,321	3,106	12,361
April	314	3,279	6,996	1,424	12,013
May	468	3,148	8,164	1,498	13,277
June	368	3,414	6,518	1,274	11,573

\*General waste is included in the commercial waste total. Numbers may not match due to waste coming in and out of the landfill in different months.

## Monitoring effort during the quarter

- Gas surveys - 9
- Groundwater samples - 14
- Surface water samples - 10
- Surface water visual assessments - 11
- Leachate measurements - 2 (Flow monitored 24/7)

- Complies with consent conditions
- At least 1 consent exceedance

Refer to individual sections for detailed information on any exceedances.

## Leachate

### Leachate quality results:

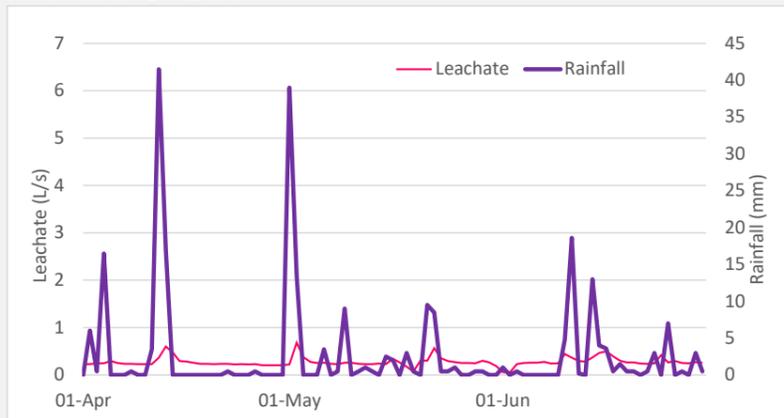
There were no exceedances of leachate trade waste conditions\*.

### Leachate flow volume (m3) to Seaview Wastewater treatment plant:

April	May	June
677	750	764

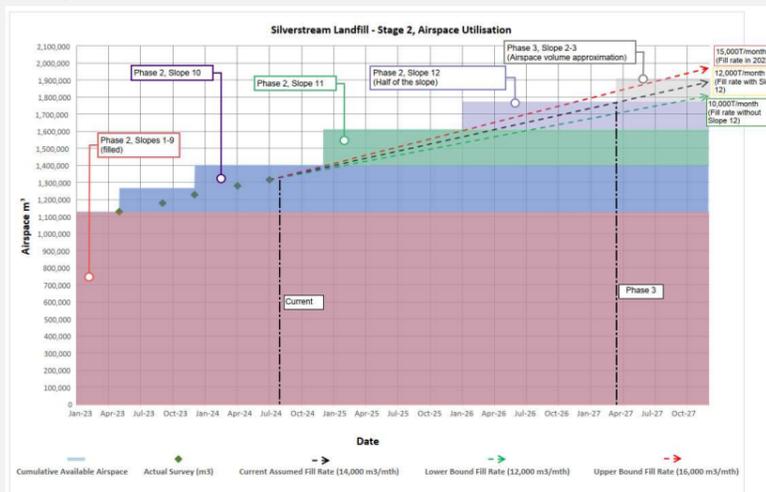
### Daily leachate flow and rainfall

Total rainfall: 246.2 mm



\* No leachate measurements were taken in April due to works in the vicinity of monitoring points.

## Air space utilisation



See page 2 for full size graph

## Water



### Groundwater analysis

There was one exceedance for pH, calcium and magnesium at BH14s this quarter. The elevated results are more likely to be caused by soil disturbance (ie earthworks) than contamination from the landfill, and are unlikely to adversely effect water quality.



### Surface water analysis

No exceedances were recorded for any surface water quality parameters in the quarter.

## Tip stream (downstream of the landfill, SW4 ) visual assessment

SW4 Observation	April	May	June
Water Clarity	Clear	SI cloudy-cloudy	SI cloudy
Foam	No	No	No
Odour	No	No	No
Algae	No	No	No
Flow	Mod	Mod	Low

Monitoring of Hulls creek (downstream from Tip stream) wasn't required in April or June as Tip stream was clear or only slightly cloudy. As Tip stream was cloudy in May, Hulls Creek was also monitored, and was found to be slightly cloudy. The onsite sediment retention pond was treated with flocculant multiple times throughout the quarter to remove sediment from the outflowing water. It was also temporarily closed at times to allow sediment to settle out of the water. A silt-treatment unit was established on site in July to remove sediment from the water before it flows into Tip Stream.

## Gas

### Surface gas results

There were surface methane concentration exceedances at 32 gas well locations in the quarter. Remediation at each location is carried out upon instruction by T+T.

### Gas probe results

No methane exceedances (>5% CH4 by volume) for either of the two probes located outside the landfill footprint.

### Gas collected

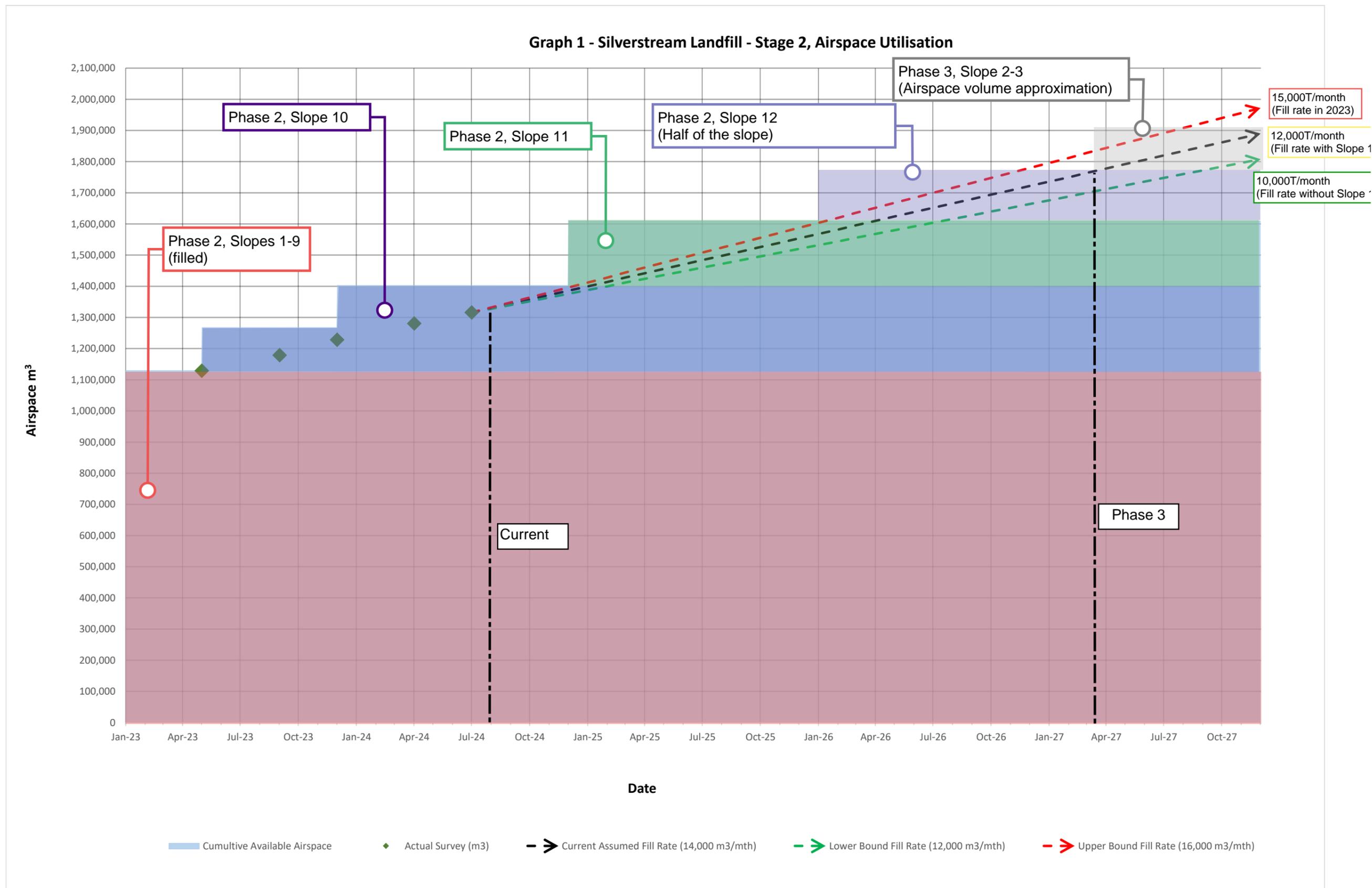
Parameter	Unit	April - June
Gas flow rate	m3/hr	1084
Methane concentration	%	46

## Odour

Months	April	May	June
Complaints	0	0	1
Total in Quarter	1		

### Known locations of complaints







1

To:	Hutt Valley Services Committee	From:	Brett Latimer Parks and Reserves Manager Upper Hutt City Council
Subject:	Akatārawa Cemetery Update	File:	304/01-001
Date:	20 <sup>th</sup> of September 2024	Reference:	

## Purpose

1. To update the Hutt Valley Services Committee (Committee) on the progress of the review of the Akatarawa Cemetery agreement.
2. To update the Committee on the proposal for a shared service model for the Akatarawa and Hutt City Cemeteries.
3. To provide an update on the progress of the developed design of the Cemetery extension and to provide a summary of current operational expenditure.

## Recommendation

4. That the Hutt Valley Services Committee receives the Akatārawa Cemetery Update report.

## Discussion

### Agreement Review - Update

5. As background, an initial meeting was held on 22 February 2024 with Arthur Nelson, Head of Parks and Reserves at Hutt City Council (HCC) and Brett Latimer, Parks and Reserves Manager Upper Hutt City Council (UHCC). A further meeting was held on 12 April 2024 to finalize the makeup of the review team, the terms of reference, and the time frame to complete the review.
6. The review team consists of Aurthur Nelson, Head of Parks and Reserves, HCC, and Brett Latimer, Parks and Reserves Manager, UHCC, who collectively will identify any clauses within the current agreement which need to be reviewed or are considered outdated. This team will also identify any other issues that need to be considered regarding the operation of the Joint Cemetery. Other parties will be requested to provide assistance/guidance during this process, in particular General Council and respective Directors from each Council.
7. In accordance with the current agreement the review is required to address the following points in the first instance.
  - a. Assess performance by UHCC of Cemetery Services in accordance and compliance with this agreement;

- b. Determine the extent to which the provisions of this agreement are being complied with and are functioning satisfactorily from a practical perspective, and if any variations or modifications to this agreement are necessary or desirable; and
  - c. Consider and determine if the agreed apportionment of costs as determined by Clause 35 and 36 between the parties for both the provision of Cemetery services and any capital development of the Joint Cemetery is appropriate and if not, agree any changes to those apportionments.
8. The timeline for the completion of the review is to be no later than three months from the commencement of the review, which means completion date for the review is expected to be completed by the end of September 2024.
9. At a meeting held on 29 May 2024, with representatives from HCC and UHCC it was advised that the option for a shared service model was now off the table and no further discussion on this matter would take place at this stage
10. An initial review of the Agreement was carried out by UHCC Officers and forwarded to HCC Officers on 21 August 2024. Due to the intricacies of the review, an extension to the review period will be required for at least another two months to ensure agreement is obtained for any proposed changes.

## **Cemetery Development**

11. Draft Developed Design for the roading has been reviewed by the team and feedback has been given to the design team. The developed design is due to be delivered mid-September.
12. We are unable to get an early start to the vegetation clearing due to ecological issues that will need to be mitigated in the resource consent. Approval for the clearing will now be sought as part of the resource consent which will be submitted to Greater Wellington Regional Council in November 2024.
13. The removal of the structural design work associated with the bridge has reduced consultancy costs by \$104,500.
14. We are currently in discussion with design consultants to reduce the scope of the Landscaping Design to achieve further cost savings. We are proposing that HCC and UHCC undertake the landscaping design in house.
15. The project dashboard is attached as Appendix 1 to the report.

## **Sustainability**

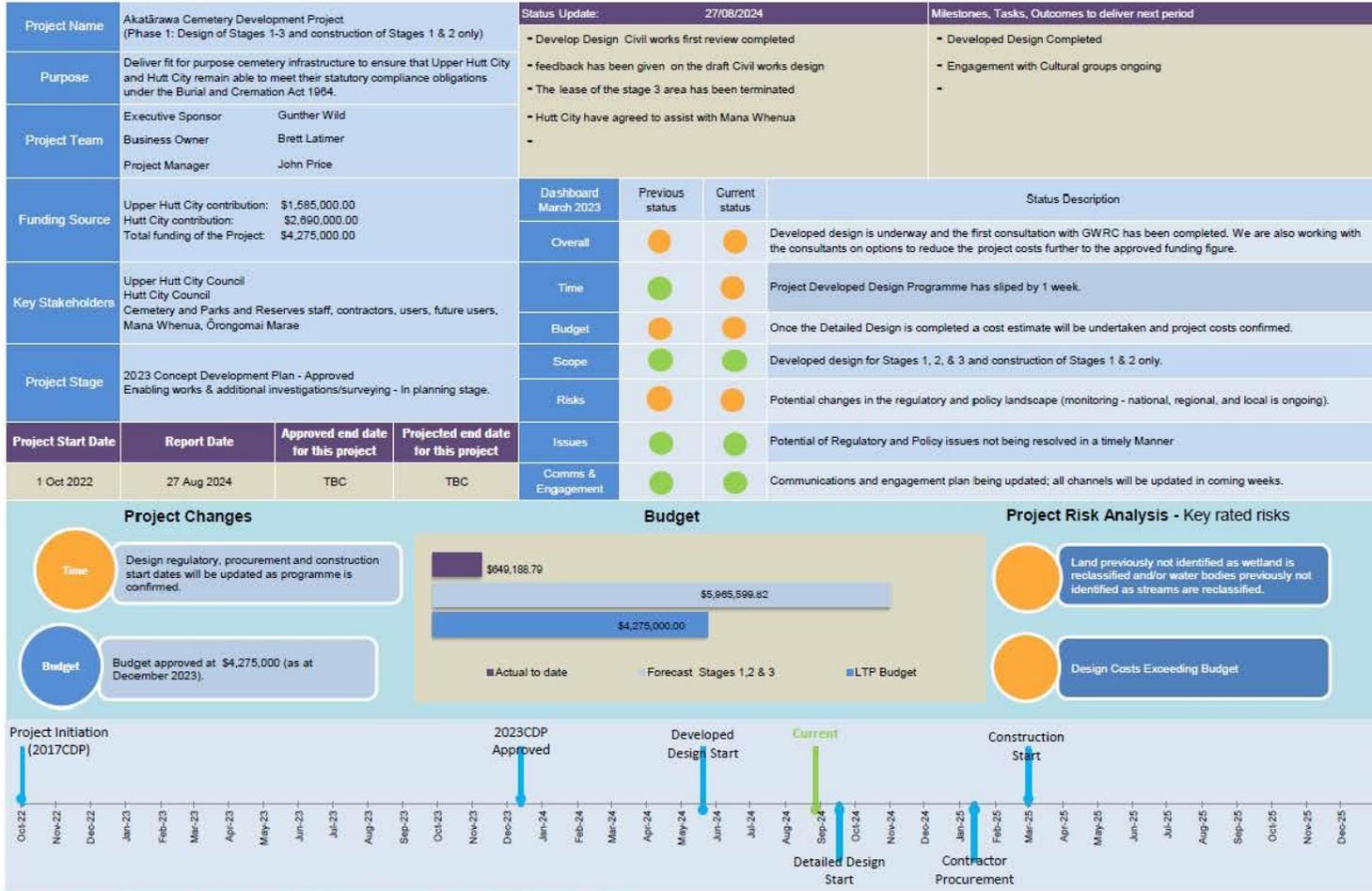
16. Options to reduce environmental impacts and sustainable outcomes will be actively investigated through the design and the tender process and will be a key criterion with the tender evaluation.
17. Further updates on carbon implications and sustainability gains will be reported on a regular basis.

## **General**

18. As of 31 August 2024, the total operating Cemetery expenditure is \$74,190 compared to a year-to-date budget of \$80,102. The total operating revenue is \$104,490 compared to a year-to-date budget of \$73,834.

## Appendices

No.	Title	Page
1	Project Dashboard	33



**TO:** Chair and Members  
Hutt Valley Services Committee

**FROM:** Vanessa Gilmour

**DATE:** 03 September 2024

**SUBJECT:** HUTT VALLEY SERVICES COMMITTEE FORWARD  
PROGRAMME 2024



### **Purpose of Memorandum**

1. To provide the Hutt Valley Services Committee (the Committee) with a Forward Programme of work planned for the Committee for 2024.

### **Recommendation**

That the Committee receives and notes the Forward Programme for 2024 attached as Appendix 1 to the memorandum.

### **Background**

2. The Terms of Reference for the Committee requires the Committee to facilitate the coordination and decision making of combined council services within the Hutt Valley.
3. The Forward Programme for 2024 provides a planning tool for both members and officers to co-ordinate programmes of work for the year. The programme is attached as Appendix 1 to the report.

### **Executive Summary**

4. The Forward Programme is a working document and is subject to change on a regular basis.

### **Appendices**

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**Hutt Valley Services Committee – Forward Programme 2024**

<b>Description</b>	<b>Author</b>	<b>Nov-24</b>	<b>2025</b>
Wastewater Joint Venture Update	Strategic Advisor, Hutt City Council	✓	
Update on Silverstream Landfill and Resource Recovery	Head of Climate and Solid Waste, Hutt City Council	✓	
Akatārawa Cemetery Update	Parks and Reserves Manager, Upper Hutt City Council	✓	
Forward Programme	Democracy Advisor, Hutt City Council	✓	
Proposed Meeting Dates for 2025	Democracy Advisor, Hutt City Council	✓	
Election of Chair and Deputy Chair	Governance Advisor, Upper Hutt City Council		✓