



KOMITI RATONGA O TE AWA KAIRANGI HUTT VALLEY SERVICES COMMITTEE

15 November 2024

Order Paper for the meeting to be held in the
Council Chambers, Level 2, Upper Hutt City Council,
383-342 Fergusson Drive, Upper Hutt,
on:

Friday 22 November 2024 commencing at 9:30 am

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

Members of the public wishing to speak to items on the agenda are asked to contact
democraticserviceteam@huttcity.govt.nz

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)

For the dates and times of Council Meetings please visit 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.	
Membership:	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.
Meeting Cycle:	Hutt Valley Services Committee meets quarterly or as required.
Quorum:	Four [4] members, two [2] members of each Council
Delegated Authority:	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

KOMITI RATONGA O TE AWA KAIRANGI HUTT VALLEY SERVICES COMMITTEE

Meeting to be held in the Council Chambers, Level 2, Upper Hutt City Council,
383-342 Fergusson Drive, Uppher Hutt on
Friday 22 November 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 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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9. **AKATĀRAWA CEMETERY UPDATE**
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11. **CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**
- | | |
|--------------------------|---------------------------------------|
| Unuhia! | <i>Release us from the supreme</i> |
| Unuhia! | <i>sacredness of our 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</i> |
| Te ngākau, te tinana, te | <i>continuing journey</i> |
| wairua i te ara takatū | <i>Oh Rongo, raise these words up</i> |
| Koia rā e Rongo | <i>high</i> |
| whakairihia ake ki runga | <i>so that we be cleansed and be</i> |
| Kia wātea, kia wātea! | <i>free,</i> |
| Ae rā, kua wātea! | <i>Yes indeed, we are free!</i> |
| Hau, pai mārire. | <i>Good and peaceful</i> |

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, 2nd Floor, 30 Laings Road,
Lower Hutt on

Friday 20 September 2024 commencing at 9:30 am

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

APOLOGIES: Mayor W Guppy, UHCC and Cr H Newell, UHCC

IN ATTENDANCE: A Geddes, Director of Environment and Sustainability, HCC
G Roberts, Waste and Resource Recovery Manager, HCC
B Hodgins, Strategic Advisor, HCC (part meeting)
B Latimer, Parks and Reserves Manager, UHCC
V Gilmour, Democracy Advisor

PUBLIC BUSINESS**1. OPENING FORMALITIES - KARAKIA TIMATANGA**

Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air.</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day.</i>
Tihei mauri ora.	

2. APOLOGIES

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24401

"That the apologies received from Mayor Guppy and Cr Newell be accepted and leave of absence be granted."

3. **PUBLIC COMMENT**

There was no public comment.

4. **CONFLICT OF INTEREST DECLARATIONS**

There were no conflict of interest declarations.

5. **MINUTES**

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24402

“That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 3 May 2024, be confirmed as a true and correct record.”

Deputy Mayor Swales abstained from voting on the matter.

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

Report No. HVSC2024/4/268 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) and James Mabin from Stantec were in attendance for the item.

The Chief Advisor Wastewater, WWL shared two presentations available here:

Presentation 1 - Days Bay Incident – August 2024:

https://hccpublicdocs.azurewebsites.net/api/download/2657e0a4b3614301b65dd99406a07ad2/_mtgmngmnt/b03b42f66935934f42b81e1ddd445bd7c1

Presentation 2 – Western Hills Main Sewer: Urgent rehabilitation project :

https://hccpublicdocs.azurewebsites.net/api/download/2657e0a4b3614301b65dd99406a07ad2/_mtgmngmnt/d048c1ce683a474e50a00d37092b9f345c

In response to questions from members, the Chief Advisor Wastewater advised that:

- daily monitoring and sampling for microbiological indicators were conducted in the Days Bay incident area. WWL monitored the Waiwhetū Stream and the Hutt River mouth, and those samples were still being analysed.
- concrete-lined steel pipes typically had a life expectancy of 60-80 years, and the pipe that was replaced in Days Bay was 52 years old. The coastal saline environment contributed to its shortened lifespan. Records were inconsistent, showing that this section had been replaced in 1997 with a plastic pipe. WWL was reviewing the other two pump stations that were modified at the same time to ensure their records were accurate.
- the contents of the sucker trucks used during the Days Bay incident were initially sent to a site in Seaview. However, due to disruptions to the business, they were moved to the York Bay pump station after the first week.

In response to a question from a member, the Strategic Advisor, Hutt City Council (HCC) confirmed that the cost of the Days Bay work had yet to be finalised but would be reported back to both Councils.. He estimated the costs to be around \$2M.

In response to further questions from members, the Chief Advisor Wastewater advised that:

- wet weather was identified as a key risk for delaying work on the Western Hills main sewer rehabilitation project.
- the 589-metre pipe, marked as ‘in very poor condition’, was highlighted as the yellow pipe on page two of presentation 2.
- Taitā Rock was facing a river and bank erosion issue, which was the main concern. WWL was monitoring the situation as it posed a high consequence but lower probability risk.

- WWL had suggested to Greater Wellington Regional Council's (GWRC) flood team to investigate ways to slow down erosion at Taitā Rock. GWRC's policy was not to undertake work to protect third party assets, however they were willing to provide technical advice.
- the cure-in-place pipeliner had a design life of 50 years and was more cost-effective than a 100 year pipe. It would reduce the internal diameter of the pipe by 20 millimetres, while providing a smoother surface and maintaining effective flow.
- traffic management costs were included in the \$5.1M budget for the 589-metre pipe and associated manhole rehabilitation.
- the coloured lines on the second slide of presentation 2 represented the three water services: green lines for still water, blue lines for potable water and red lines for local sewer lines feeding into the Western Hills main sewer pipe.
- a diversion would be in place during the Western Hills main sewer rehabilitation project to ensure no disruption to the Lower Hutt area.

The Strategic Advisor, HCC elaborated on the report.

In response to questions from members, the Strategic Advisor, HCC advised that:

- HCC, UHCC, WWL and Mana Whenua Iwi groups explored a solution for overflow that would be best for the network. The aim was to reduce the number of times overflow was used. It would be virtually impossible to avoid using the overflow at some point.
- the Seaview plant was nearing the end of its working life and a \$205M programme of works over the next 10 years was planned for renewal. long term planning was necessary for what would happen in 30-40 years when the plant reached the end of its life.
- investment has been made to ensure the buildings of the Seaview plant met seismic resilience standards.

Cr Carson requested a breakdown of each Council's Long Term Plan contributions to the joint venture projects for each financial year and the total estimated costs.

RESOLVED:(Cr Stallinger/Cr Shaw)

Minute No. HVSC 24403

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

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

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

The Waste and Resource Recovery Manager, Hutt City Council elaborated on the report.

In response to a question from a member, the Waste and Resource Recovery Manager confirmed that the landfill was better positioned to handle capacity. He noted that this was partly due to turning away contaminated soil and charging high prices for its disposal. He advised that although the landfill could now accept contaminated land for disposal, it was important to carefully manage the revenue expectations of the landfill. He explained the need for a delicate balance in handling applications for the disposal of contaminated land. He confirmed that the landfill was still accepting asbestos.

Cr Dyer left the meeting at 10.16am

In response to questions from a member, the Waste and Resource Recovery Manager explained that the beech trees that had been removed had been logged and stacked on site. He said officers were exploring various options for their use, such as incorporating them into Council projects. He confirmed that the landfill was back to accepting sludge from the Seaview wastewater plant because the dryer was not operating at full capacity. He added that the landfill had the ability to accept or reject contaminated land applications to manage airspace and operations, with priority given to local infrastructure projects.

Cr Dyer rejoined the meeting at 10.17am

RESOLVED: (Cr Stallinger/Cr Carson)

Minute No. HVSC 24404

"That the Committee receives and notes the report."

8. AKATĀRAWA CEMETERY UPDATE

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

The Parks and Reserves Manager, Upper Hutt City Council (UHCC) elaborated on the report. Cr Carson advised that the shared services model remained a possibility and asked that officers complete the review of this model. He asked for a report on the pros and cons of the shared services model to be considered by the Committee at its next meeting, as well as to both Councils.

In response to questions from members, the Parks and Reserves Manager, UHCC advised that he was not aware of any plans to acquire land beyond the current development. He mentioned that the expected lifespan of the new development was 41-42 years. He acknowledged that HCC was having difficulty finding additional land. He noted that the Councils had not officially investigated Whiteman's Valley they believed it held potential for future cemetery opportunities.

Members asked officers to begin exploring options for acquiring land for burial purposes and to provide a report on this to the Committee every six months.

The Chair reiterated the expectations for officers and stated that if these were not met by the next Committee meeting, additional recommendations would be proposed.

RESOLVED: (Cr Stallinger/Cr Carson)

Minute No. HVSC 24405

"That the Committee receives the Akatārawa Cemetery update."

9. HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2024

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

RESOLVED: (Cr Stallinger/Cr Griffiths)

Minute No. HVSC 24406

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

10. QUESTIONS

There were no questions.

11. 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 runga	<i>Good and peaceful</i>
Kia wātea, kia wātea!	
Ae rā, kua wātea!	
Hau, pai mārire.	

There being no further business, the Chair declared the meeting closed at 10.36am.

Cr T Stallinger
CHAIR

CONFIRMED as a true and correct record
Dated this 22nd day of November 2024

29 October 2024

Report no: HVSC2024/5/9

Proposed Meeting Dates for 2025

Purpose of Report

1. The purpose of the report is for the Committee to consider and set the meeting dates for the Hutt Valley Services Committee for 2025.

Recommendations

That the Committee:

- (1) agrees to adopt the following schedule of meetings for 2025:
 - (a) Friday, 7 March 2025 at 9.30am (Hutt City Council);
 - (b) Friday, 2 May 2025 at 9.30am (Upper Hutt City Council); and
 - (c) Friday, 22 August 2025 at 9.30am (Hutt City Council);
- (2) agrees to adopt the following schedule of draft agenda meetings for 2025:
 - (a) Wednesday 26 February 2025 at 10.00am;
 - (b) Tuesday 22 April 2025 at 10.00am; and
 - (c) Wednesday 13 August 2025 at 10.00am;
- (3) agrees that the draft agenda meetings for 2025 will be held via Microsoft Teams;
- (4) delegates authority to the Chief Executives of the two Councils, in consultation with the Chair, to alter the date, time or venue of a meeting, or cancel a meeting should circumstances require this; and
- (5) notes that the last meeting cycle (November/December 2025) will be scheduled following the 2025 local elections.

For the reason that adoption of a meeting schedule and agreement over the venue for meetings allows orderly planning for all involved.

Background

2. The adoption of a meeting schedule and agreement over the venue for meetings allows orderly planning for all involved.
3. The schedule serves as advice to members of the Committee that the meetings set out on the schedule are to be held.
4. There is also a need for appropriate arrangements to be put in place if a meeting date, time or venue needs to be altered or a meeting cancelled.
5. As the Hutt Valley Services Committee is a joint committee made up of members from Hutt City Council and Upper Hutt City Council, it has been the practice to alternate the venues between the two cities.
6. The schedule takes account of the local elections to be held on Saturday, 11 October 2025.

Discussion

7. It is proposed that the Committee adopts the schedule of meetings as set out in this report and agrees that the venue for the 2025 meetings alternates between Hutt City Council and Upper Hutt City Council.
8. It is also proposed that the Committee delegates authority to the Chief Executives of the two Councils, in consultation with the Committee Chair, to alter the date, time or venue of a meeting, or cancel a meeting, should circumstances require this.

Consultation

9. Adopting the proposed schedule of meetings and agreement on the venue for the meetings requires a decision of the Committee.
10. The meetings will be publicly advertised.

Legal Considerations

11. There are no additional legal considerations arising directly from this report. The holding of Committee meetings, including the public advertising and distribution of agenda papers, is conducted in line with Standing Orders, the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987.

Financial Considerations

11. There are no financial implications associated with this report. Each council manages its existing budgets to cover the necessary expenses for advertising and conducting committee meetings.

Climate Change impact and considerations

12. Fossil fuel emissions from travel to meetings have an environmental impact. Electric vehicles or Microsoft Teams/Zoom meeting technology could reduce this impact.

Appendices

There are no appendices for this report.

Author: Vanessa Gilmour
Democracy Advisor

Reviewed By: Kate Glanville
Senior Democracy Advisor

Approved By: Kathryn Stannard
Head of Democratic Services

Report no: HVSC2024/5/339

Wastewater Joint Venture Update 1 September 2024 to 31 October 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 Operations

3. The Seaview Wastewater Treatment Plant (WWTP) 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 biochemical oxygen demand (BOD) and suspended solids remain compliant for this reporting period.
5. As outlined in the previous reports, the main cause of the ongoing faecal coliform non-compliance is electromechanical failures in the UV system, which results in reduced disinfection performance and is further exacerbated by the suboptimal performance of other treatment processes, such as the solids handling process stream, including the dryer.
6. The operations team at Veolia is continuing with the process adjustments, component renewals and maintenance of the treatment plant. Refurbishment works were undertaken on the UV system in September 2024 and a project closeout report will shortly be completed. Veolia has indicated that other components in the UV system, such as lamp cables, require replacement, which were not highlighted in the manufacturer's condition assessment report and were not included in the original project scope.

7. Veolia and Wellington Water Limited (WWL) will review the performance of the UV system and upstream processes to verify if there are other actions that need to be undertaken to improve the disinfection performance of the UV system. Please note that this UV refurbishment project is not related to the UV replacement project outlined in paragraph 31.
8. WWL and Veolia are drafting a compliance plan. The objective of the plan is to identify the areas of improvement in the capital renewal, asset maintenance and operations workstreams.
9. There were no recorded incidents of illegal petrochemical dumping in the wastewater network in the Seaview catchment for this reporting period. WWL will be trialling a new technology to provide early detection of petrochemicals in the wastewater to trigger an operational response. A contractor has been engaged to trial the instrument in Seaview WWTP and if proven successful, it will be deployed to selected areas in the network. This project is at an early stage.
10. The following table shows the discharge events that the plant had for this reporting period. Please note that the discharge duration is calculated as the difference between the start and end of the discharge. It only sometimes means that the discharge is occurring continuously throughout the stated duration, as the discharge can be intermittent. If the discharge recommences within 24 hours, it is counted as one event.

Table 1: Seaview WWTP Discharge Events from 1 September to 31 October 2024

Date Started	Date Ended	Duration (hours)	Wet/Dry Weather Discharge Classification	Type of Discharge	Discharge Location
3/09/2024 11:55	4/09/2024 23:00	35hr 5 min	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
15/09/2024 12:05	15/09/2024 20:10	8 hr 05 min	Dry Weather	Fully Treated Wastewater	Waiwhetu Stream
16/09/2024 13:10	18/09/2024 14:20	49 hr 10 min	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
14/10/2024 06:35	14/10/2024 17:07	10 hr 32 min	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream

11. As detailed in Table 1 above, there was an unconsented discharge on 15 September 2024, which occurred due to an instrument fault in the main pumping station, causing fully treated effluent to flow intermittently to the Waiwhetu Stream. The fault caused the outfall pumps to be limited to 800 Litres per second (L/s) by the control system. Veolia investigated, but the result was inconclusive since the instrumentation and control systems appear to operate normally. WWL has requested Veolia to investigate further. Greater Wellington Regional Council (GWRC) has issued a please explain letter for this incident, to which WWL has responded.
12. Another please explain letter has been issued by GWRC due to numerous odour complaints recorded in September and October 2024. A response was provided by 1 November 2024.
13. GWRC has issued an abatement notice to complete stage 2 of the odour control project. The abatement notice requires WWL to complete the works on the milliscreen and the dryer building related to odour containment and treatment by 1 December 2025. Hutt City Council (HCC) and Upper Hutt City Council (UHCC) received similar abatement notices.
14. There was a fire incident in the plant's Sludge Dryer on 2 September 2024, which triggered an evacuation of the site. Fire Emergency New Zealand (FENZ) took over the site to manage the incident. An investigation regarding the incident is in progress with preliminary findings to be discussed by Veolia and WWL. The effect of this incident was that the sludge dryer was out of service for nine days (2 to 11 September 2024).
15. A second sludge dryer outage occurred on 16 September 2024 due to a mechanical failure of the dryer. The mechanical failure was related to the unit that crushes dried sludge so that some may be recycled and reused in the drying process. Without the crusher unit operating properly, there was insufficient dried sludge available to be recycled for the drying process. The dryer was brought back into service on 27 September 2024. The effect of this incident was that the dryer was offline again for 11 days. Veolia has engaged an external operational systems expert to provide independence in providing an incident report for this event. A lessons learned workshop is being planned to review the operational response for the dryer outages and identify areas of improvement. A specialist is also being engaged to review and recommend any improvements that can be undertaken on maintaining the dryer.
16. The two incidents of dryer failure in September 2024, caused excessive amounts of sludge to build up in the system. This caused the process to turn almost septic, causing numerous odour complaints from the community. An Incident Management Team has been stood up to manage the response and to support the operations team in returning the WWTP to normal operations. Approximately 20 tons per day of dewatered sludge is being transported to Silverstream landfill in addition to approximately 10 tons per day of normal dried sludge to increase the sludge removal rate from the treatment plant.

17. The change in processing to enable the plant to remove solids more quickly, as noted in the paragraph above, was working well, and solids were steadily reducing. However, this intensive processing also changed the characteristics of the sludge being fed into the dryer. The unexpected consequence resulted in a further dryer shutdown on Saturday, 10 November 2024. The Incident Management Team determined that the plant should revert to normal processing before the dryer could be restarted. The loading out of dewatered sludge to the landfill would be required for 3-4 days to enable a reliable restart of the dryer. Loadouts to the Silverstream landfill have commenced. The landfill team have been highly supportive of our efforts to resolve this issue by receiving significant quantities of dewatered sludge from the plant.
18. A condition assessment report of the Thermal Dryer undertaken in August by the supplier suggested that some major dryer components require replacement within a 6-12 month period. This opinion is significantly different to the forecast in the condition assessment report in 2021, which was a key input for the dryer replacement project. A further condition assessment similar to that undertaken in 2021 has been done, and we await the final report. All the condition assessment reports undertaken for the dryer since 2021 will be reviewed by an independent expert to determine the urgency of the replacement.
19. A memo outlining the Seaview WWTP's current outfall capacity has been provided to GWRC in September 2024. It has been identified that the outfall was not able to meet the consent requirement of having a capacity of 1,520 L/s at 26.5m head pressure before a discharge of fully treated wastewater to the Waiwhetu Stream can occur. This capacity issue has been documented since at least 2017. There was no evidence to suggest whether the outfall achieved the 1,520 L/s set-point after the outfall pressure was reduced in 2013. The maximum working pressure in the outfall was reduced from 35m to 26.5m 2013 to reduce joint failure frequency. The current outfall capacity is around 1,200+ L/s at 26.5 to 27m pressure.
20. A condition assessment for the Seaview Outfall is underway to identify the short to medium term renewals that will be required to keep the outfall operational for at least 10 years while the long-term project is underway. The first work package is the assessment of appurtenances such as valve chambers and scour valves located along the outfall pipe from Burdans Gate onwards only. The duration and schedule for the assessment is still to be confirmed.
21. A description of equipment and process risks for each area of the treatment plant is attached as Appendix 1 to the report.

Odour Treatment Update

22. Odour remains a key issue in the plant operations. WWL and Veolia recorded 195 complaints from September to October 2024. GWRC officers undertook odour assessments after some of the odour complaints. There were six occasions in this reporting period when an odour assessment made by the regional council staff was deemed offensive and objectionable. As noted in paragraph 10, an explanation of the issues leading to this is being prepared for GWRC at the time of writing. A graphical representation of the odour complaints received for the WWTP can be found in Appendix 2 attached to the report.
23. An independent assessment of air quality and health risks for using deodorisers at Seaview WWTP has been undertaken. The final report has been provided to Health New Zealand and GWRC for feedback. The assessment will support the application to GWRC for air discharge consent. The report concludes that the use of deodorisers has a low health risk, and the “predicted ground-level concentrations of the compounds in the deodorisers at all off-site sensitive locations are low and acceptable according to New Zealand guidelines”. The report will also be made publicly available once final. Please note that GWRC has agreed for the site to continually use deodorisers as a form of odour mitigating measure while the consent application for usage is in progress.
24. Odour surveys continue to be undertaken in and around the Seaview WWTP catchment to provide more data for the odour management project. The surveys are undertaken at different times of day and in different weather conditions. The data will help connect any detected odour outside the plant’s boundary to the specific odour sources within the treatment plant. This will help inform and prioritise the activities undertaken by the project team.
25. The works to refurbish and improve the biofilter at Seaview WWTP have been completed. The installation of the new plenum (air distribution system) and new isolation valves was completed ahead of the timeframe set by GWRC in the abatement notice. The completion of works in the biofilter is expected to restore the capacity of the biofilter to treat odour and improve its overall performance. The next stage is to improve the capture of odours not currently reaching the biofilter for treatment. This includes installing new odour treatment in the milliscreening building, replacing the existing milliscreen ducting and fixing leaks in the external odour ducting at the treatment plant.

Other Treatment Plant Projects Update

26. The plant has 10 milliscreens which remove large physical debris from wastewater and will undergo a replacement programme. The current plan is to replace six out of ten milliscreens between FY24-27, with the remaining four to be replaced in FY27-29. The project is currently in the planning stage.

27. The maintenance works on the second of four Primary Sedimentation Tanks (PSTs) started on 23 September 2024 and are expected to be completed by the third week of November 2024. The work has taken longer than anticipated as the methodology of removing sludge and cleaning the tank was revised to mitigate further potential odour arising from the work. The work involves cleaning the tank, followed by the replacement of key mechanical components. These PSTs are used to settle solids out of wastewater and have a mechanical system that scrapes settled solids out of the bottom of the tank. The remaining two tanks will be refurbished in the next financial year.
28. The Seaview WWTP backup power supply project is currently in progress. This project will renew and upgrade the backup power generation at the site. The project will connect the UV system to a backup power supply and improve the site's resilience to power outages. A project management plan is still being finalised.
29. A mechanical renewal project to renew the aeration system, return activated sludge system and waste-activated sludge (WAS) system is underway. The project management plan is currently under preparation by the consultant.
30. The Seaview WWTP dryer project replacement is in progress. The investigation/scoping phase is almost complete. Porirua City Council (PCC) officers previously noted a potential interest in a regional dryer and subsequent discussion between HCC/PCC Chief Executive's confirmed that the Porirua WWTP sludge will be excluded due to high priority of renewal of the sludge dryer and PCC's funding constraints. A procurement strategy and market sounding of a Design and Construct delivery model has been completed and informs a suitable pathway for project delivery. Overall, it is aimed to complete the project in 2028.
31. The Seaview WWTP UV renewal is a work package in a combined contract to replace the Moa Point, Western and Seaview WWTP UV systems. The contract was awarded on 30 October 2024, and the Seaview work package is expected to be completed by mid-2026 (to be confirmed with the contractor by December 2026).

Hutt Valley Wastewater System Strategic Plan

32. An activity brief for developing a whole-of-system strategic plan for the Hutt Valley wastewater system, including the development of options for the rehabilitation, replacement, and/or upgrade of the Seaview WWTP main outfall pipeline, is currently underway. WWL is evaluating the responses to the Request for Information (RFI) made to the consultant panel. The project is forecast to kick off in November 2024, subject to acceptable capability and capacity from the consultant panel.

Major Projects Update

33. A Capital Project Update can be found in Appendix 3 to the report, 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.

Days Bay Pump Station Update

34. Days Bay pump station was brought back into operation around 5 September 2024 after physical works to repair the leak on its discharge pipework has been completed. The incident was covered in the last committee report. GWRC has requested an investigation report be provided to them.

Western Hutt Road Trunk Main Projects Update:

35. There are three ongoing projects happening in the Western Hutt Road Trunk Main which are the Taitā Rock project, Western Hills Main Sewer Renewal – Urgent Project and Western Hutt Trunk Sewer Renewal project. An assessment is in progress considering all planned works on this asset in order to present current known risks and recommendations. This assessment is complete and currently being reviewed by WWL.
36. Taitā Rock Project Update: 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, is a complex location and is not currently funded in the Long Term Plan (LTP).
37. Western Hills Main Sewer Renewal – Urgent Project Update: The project team are currently progressing the procurement of the physical works supplier for a cure in place pipe-lining renewal. A cost estimate has been presented to both UHCC and HCC to in-turn secure relevant approvals. The current delivery plan has identified the Easter school holiday period for construction which has been agreed with New Zealand Transport Agency (NZTA) Waka Kotahi.
38. Western Hutt Trunk Sewer Renewal Project Update: This project was identified to renew or rehabilitate upstream parts of the pipeline that were in poor condition, however the urgent section near RiverLink has since been prioritised. 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 stage of implementation. Funding for the construction of the project is in the outer years of the LTP.

Consent Renewal Update

39. HCC holds two discharge consents that permit the temporary discharge of treated wastewater from the Seaview WWTP into the Waiwhetū Stream (during rainfall events and when the main outfall pipeline 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 undesirable and is keen to see progress.
40. The 2017 application proposed to continue the intermittent discharge for five years while constructing a storage tank to hold wastewater was completed. The application was put on hold by GWRC under questions of the capacity of the storage tanks capacity to manage population growth.

41. WWL has since concluded that this infrastructure solution proposed in 2017 is unsuitable 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.
42. The project team has been briefed to progress the intermittent discharge consent project and take a fresh look at options.
43. 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. The Rōpū has met monthly since January 2024. GWRC officers are also attending these meetings and are generally supportive of the approach.
44. To support a consenting process, the Rōpū has discussed the need to commence the Seaview WWTP Main Outfall Pipeline Renewal and Hutt Valley Wastewater System Strategic Plan, as discussed above. WWL has put out requests for information and selected a preferred consultant to develop this work.

Community Engagement and Consultation

45. A regular monthly newsletter update is being circulated (sent directly) to Seaview WWTP's interested parties list, which includes members of the community, mana whenua, councils and GWRC. This is receiving good engagement. Copies of the newsletters can also be accessed on WWL's website <https://www.wellingtonwater.co.nz/projects/seaviewwwtp/>
46. Proactive communications have been undertaken in the form of maintenance notifications, outages, newsletters, regular project updates and monthly dashboards.
47. The regular monthly meetings with GWRC consent officers have been maintained. These ensure that GWRC is updated on issues with the Seaview WWTP performance, issues and capital projects.
48. Plant performance dashboards, including updates relating to the odour management project, are posted on the WWL/Seaview WWTP website and updated monthly.
49. Public communications regarding plant discharges to the Waiwhetū Stream and Pencarrow outfall have been undertaken as per standard protocol.
50. A Community Liaison Group Meeting is planned for 25 November 2024.

Regional Wastewater Treatment Plant Services Contract Review

51. A report for the latest external review of the Regional Wastewater Services Contract has been provided. The review aims to clarify the causes of poor plant performance and identify where further improvements may be made to bring the plants back to compliance. The report is expected to be made publicly available.

Legal Considerations

52. Negotiations in relation to contract fees continue with Veolia and are near resolution. These negotiations and the impact of the negotiations have been previously covered in Joint Venture Committee reports. The forecast impact has included operational budgets and forecasts for the current funding period.

Appendices

No.	Title	Page
1	Appendix 1 - Risk description by process area	24
2	Appendix 2 - Odour Complaint Statistics	29
3	Appendix 3 - HCC & UHCC Joint Venture Committee Project report October 2024	30




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Approved By: Alison Geddes
Director Environment and Sustainability, Hutt City Council

Appendix 1: Risk Description by Process Area




Legend:

Current Status Rating





Symbol	Indication
	No issue
	asset risk being handled by either reactive renewals, spares and/or asset redundancy.
	Major asset risk

Process Area	Rating	Current State	Mitigating Measure
SCADA and Instrumentation		No known issues with the SCADA which was recently renewed in 2021. Some of the site’s process monitoring instrumentation requires replacement and can be improved through instrumentation renewal.	An Instrumentation renewal project is underway and currently in planning phase.
Tradewaste Pumping Station		Performing as expected. No known issues.	Additional petro-chemical monitoring equipment being installed
Milliscreens		The milliscreens are rated poor, based on the last condition assessment. Only 6 of 10 screens are functional, three with mechanical issues and one which is	Milliscreen replacement project is underway and is currently in planning phase. Refurbishment is being undertaken until the









Process Area	Rating	Current State	Mitigating Measure
		completely unserviceable. The mechanical contractors are reluctant to undertake any refurbishment work as it may compromise the structural integrity of the milliscreens.	replacement project is complete.
Screening Handling System		The screening press is still operational but is recommended to have a new press body and a new set of screws due to leaking of wash and screenings through the press. The leaking stream is odourous, though within the building, but can cause odour complaints.	Components of the screening press is being replaced to manage the leak. A project is underway to scope the replacement of the asset.
Primary Sedimentation		Actual Total Suspended Solids (TSS) removal rate is around 60% when all are operating. Currently, only 3 of 4 Primary Sedimentation Tanks (PST's) are operational due to mechanical issues with the scraper and guide rail. The primary sludge pumps are obsolete, and performance have deteriorated.	One of four tanks is currently being mechanically refurbished. One tank was refurbished last FY. The mechanical components for the third and fourth tank are being procured. A project is underway to replace the obsolete sludge pumps.
Grit Removal System		Currently not operational.	Like for like replacement of project will be scoped once the primary sludge pumps have been replaced which feeds to the grit removal system.



Process Area	Rating	Current State	Mitigating Measure
Contact Stabilisation (Aeration)		The site has a poor Dissolved Oxygen (DO) control and cannot maintain the optimum DO levels for the process. Poor DO control causes the growth of filamentous bacteria causing poor settling sludge. The 3 blowers are unreliable due to age and operations. Ceramic air diffusers are also past their useful life which reduces blower efficiency.	Air leak in the diffuser grid of CST#4 has been resolved. One of three blowers has been refurbished. The other two are being investigated for refurbishment within the triennium. A project is underway to replace the diffusers and blowers for the treatment plant.
Secondary Clarification		The Return Activated Sludge (RAS) pumps are obsolete and in poor condition. 3 out of 4 pumps are operational. Clarifiers 1 and 2 share a single RAS pump. The waste activated sludge (WAS) pump is functional but is past its useful life. Condition of the mechanical parts yet to be determined but it is still functional.	Two out of four RAS pumps will be replaced before the end of 2024 to resolve the immediate risk. A long-term project is underway to replace the RAS and WAS Pump Stations.
UV Disinfection		The UV disinfection system is in poor condition and causing consent non-compliance due to poor disinfection performance. Further investigation underway.	UV major component refurbishment is complete. However, there are other components that still need to be replaced. A long-term project is underway to replace the unit.
Storm Tank		Filling of storm tank and the discharge to stream almost occurs simultaneously. Storm tank is initially filled by	



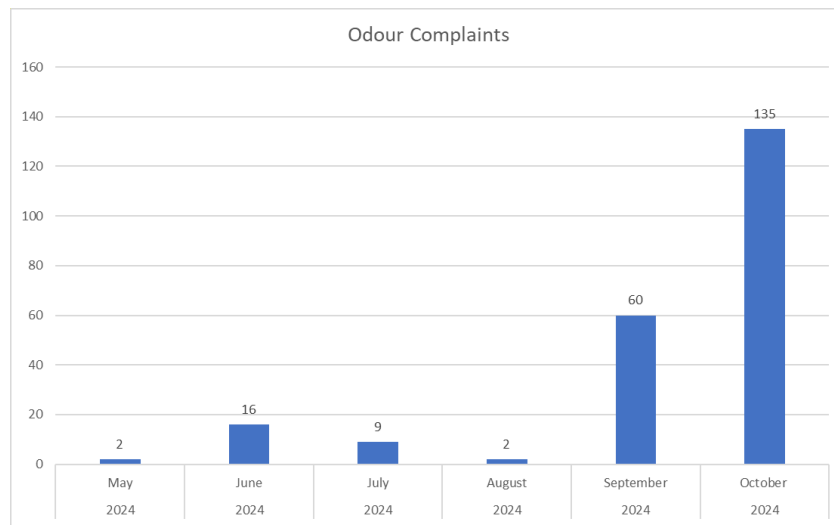
Process Area	Rating	Current State	Mitigating Measure
		gravity and cannot store the excess flow that cannot go to the Pencarrow outfall. Some of the mechanical parts are obsolete and requires replacement.	
Effluent Pump Station		Two out of three pumps are operational with only one pump connected to the generator.	Motor replacement is still in progress.
Primary Sludge Thickening		No known issues. Operating satisfactorily.	
Secondary Sludge Thickening (DAF)		The system has been overloaded due to the extended dryer outage and not performing as expected.	Process adjustment is being undertaken to restore the performance of the DAF. Polymer is being added to augment its current performance.
Sludge Blend Tank Storage		No known issues. Operating satisfactorily.	
Sludge Dewatering		Sludge dewatering is not operating at optimum conditions. The centrifuge units are approaching their end of useful life. The control panels are obsolete and requires replacement.	A project is underway to replace the obsolete control panels and refurbish the centrifuges.
Dryer		The dryer is in poor condition and requires replacement.	Component renewals are being undertaken while the long-term project is still underway.



Process Area	Rating	Current State	Mitigating Measure
Odour Control	●	The odour control system is in poor condition which requires refurbishment and renewal of the biofilter. The current performance of the odour control system is unsatisfactory causing consent non-compliance and generating complaints from the public.	Odour Control System Renewal is currently in progress with the works on the biofilter now complete. Deodorisers are used while maintenance activity is ongoing.
Backup Power Supply	●	The generators are past their useful life but are still operational. UV disinfection system is not connected to the backup power supply which results in unconsented discharges.	Backup Power Supply Project is in progress.
Outfall	●	The outfall capacity is currently around 1,200+ L/s versus the consent required capacity of 1,520 L/s at 27m head.	Condition assessment is underway to inform the short-medium term asset renewal requirements of the outfall while the planning for long-term outfall renewal progresses.



Appendix 2: Odour Complaint Statistics



Notes:

There were three odour assessments in September and three odour assessments in October conducted by GWRC staff which have been deemed offensive and objectionable.





HCC & UHCC Joint Venture Committee Project report Oct 2024

Project	Purpose and summary:
Seaview Odour Control upgrade	<p>Purpose:</p> <ul style="list-style-type: none"> 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. <p>Summary:</p> <ul style="list-style-type: none"> Stage 1 – Construction works completed in mid October, meaning construction timeframes were compliant with abatement notice requirements. This work involved replacing the air distribution system beneath the bark media and installing a new secondary cell isolation system to improve operability. Stage 2 – Design work progressed and procurement planning underway. The monthly newsletter continues to be produced and circulated both by email and in print at locations around the Lower Hutt area.
Seaview WWTP Sludge Dryer Renewal:	<p>Purpose:</p> <ul style="list-style-type: none"> The objective of this activity is to renew and/or upgrade the existing ageing Seaview WWTP thermal sludge dryer to support the growth in the Seaview WWTP catchment and aligns with HCC and WWL carbon emission reduction goals. <p>Summary:</p> <ul style="list-style-type: none"> Investigations/scoping phase is almost complete. Dryer sizing sensitivity analysis that included bringing the Porirua WWTP sludge into the new Seaview WWTP Sludge Dryer. Recent discussions between HCC/UHCC/PCC confirmed that Porirua WWTP sludge will be excluded due to high priority of Seaview WWTP Sludge Dryer renewal and PCC's funding constraint. The outcome of these investigations has informed the design basis for the next phase. Procurement strategy: market sounding for Design & Construct delivery model completed in March 24 that informs a suitable pathway for project delivery model. Overall, it is aimed to complete the project, including commissioning, in 2028. 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.
Seaview WWTP UV Renewal	<p>Purpose:</p> <ul style="list-style-type: none"> 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. <p>Summary:</p> <ul style="list-style-type: none"> Seaview WWTP UV system renewal is being 'bundled' with Moa Pt and Western WWTP UV renewals for cost and delivery efficiency. Contract awarded at the end of Oct 2024. The new Seaview UV equipment is a long-lead item, 10 months for design, manufacture and delivery (from Canada), then 5 months installation (1 channel at a time) which will be coordinated with other works at the WWTP. Seaview UV renewal is expected to be completed by mid 2026. 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.
Seaview WWTP Aeration, RAS and Clarifier Renewals	<p>Purpose:</p> <ul style="list-style-type: none"> 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, reduce odour risk and avoid asset failure. <p>Summary:</p> <ul style="list-style-type: none"> The project management plan (PMP) is currently being updated and will be submitted in November 2024. The project and operations team will work collaboratively to develop the project's deliverable timeframes to manage the risks associated with these assets.
Seaview WWTP Backup Power Supply	<p>Purpose:</p> <ul style="list-style-type: none"> 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. <p>Summary:</p> <ul style="list-style-type: none"> 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 PMP is due to be submitted by end of November 2024. The project is also proposed to have a single stage design phase which will compress the project's schedule in order to meet the required timeframe of June 2026.



HCC & UHCC Joint Venture Committee Project report Oct 2024

Project	Purpose and summary:
Petone Collecting Sewer – Stage 1	<p>Purpose:</p> <ul style="list-style-type: none"> 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 <p>Summary:</p> <ul style="list-style-type: none"> Stage 1 – Esplanade West to Esplanade East: tender documentation ready for issue (likely issued by the time of this meeting). Stage 2 – Esplanade East to Seaview Round-a-bout: Investigations will re-commence in November following arrival of critical spare parts required to have on hand during invasive testing.
Totara Park Road – Bridge Pipework Seismic Strengthening (WW portion)	<p>Purpose:</p> <ul style="list-style-type: none"> To reduce the risk of water supply disruption from a seismic event to the Totara Park community. <p>Summary:</p> <ul style="list-style-type: none"> 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. Wellington Water will be approaching councils in the 2nd quarter to discuss recommendations on how to proceed with the project.
Western Hutt Trunk Sewer Renewal JV*	<p>Purpose:</p> <ul style="list-style-type: none"> 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 <p>Summary:</p> <ul style="list-style-type: none"> 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 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. The project is currently in the early stages of implementation. It is currently on hold with no funding until the 'outer' years of the LTP. A holistic review is in progress, considering all planned works on this JV asset to present current known risks and recommendations. This assessment is complete and currently being reviewed by WWL.

30 October 2024

Report no: HVSC2024/5/108

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

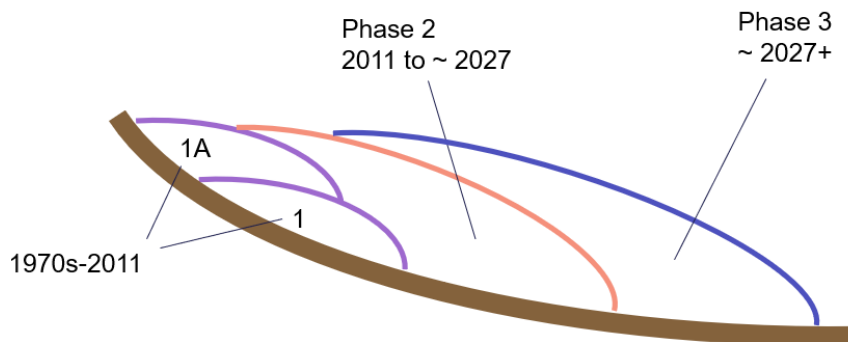
2. Officers provide regular reports to this Committee regarding the development, operation, and performance of Silverstream Landfill (the landfill) and the co-located transfer station.
3. The operation of the landfill is required to meet obligations under the Resource Management Act, the Hutt Valley 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 page 17 of HCC's Climate Change and Sustainability Committee agenda here:
https://huttcity.infocouncil.biz/Open/2024/11/CCASC_12112024_AGN_3309_AT.PDF

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.



Capital Works and Consulting Engineering Contracts

8. Hutt City Council is in the final stages of identifying preferred suppliers for both the Capital Works Contract and Consulting Engineering Contract for the Landfill. New contracts will be in place from July 2025.

Recovery of native timber

9. Over 300 logs of beech have been recovered from the clearance of land for Phase 3 and these logs will now be milled into slabs and assorted profiles for drying and future use in Council projects. There is an estimated 15m³ of timber to be expected. Some of the logs are pictured below.



Sediment control

- 10. Controlling sediment run-off on site still requires significant effort. Managing the turbidity of the water in Tip Stream is an ongoing issue while so much ground remains exposed during construction works. The steep cuts are struggling to hold the hydroseed as per the image below and we are investigating options to increase the effectiveness of the stormwater attenuation pond and dam at the base of the landfill to better manage runoff from the site and keep within our consent conditions.

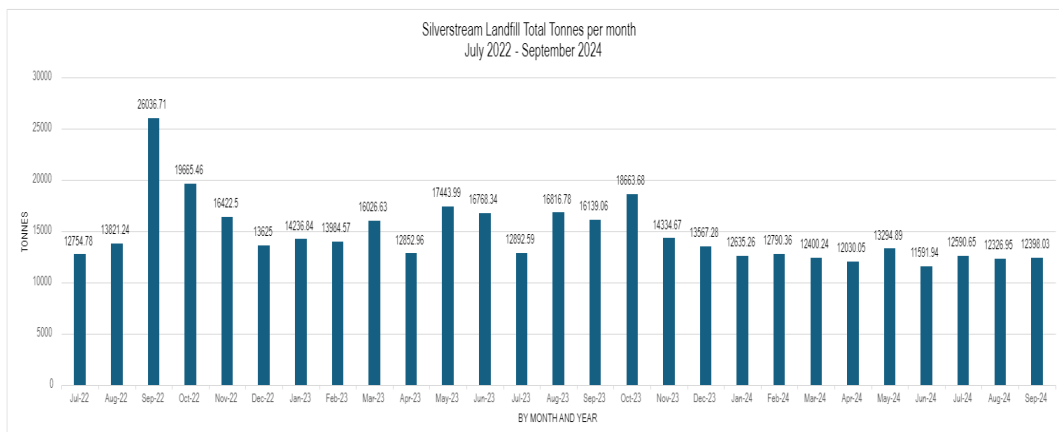


Construction Update

- 11. Vegetation clearance is underway and bulk earthworks are due to commence shortly for the latest Slope 11. This slope will be handed over to WMNZ for filling in early 2025.
- 12. The five years from July 2025 will be an intense period of construction for the landfill with Slope 12 of Phase 2, the initial slopes of Phase 3, and the dedicated Asbestos Cell all being constructed at the same time. Cutting and filling will occur across the site to maximise construction efficiency.

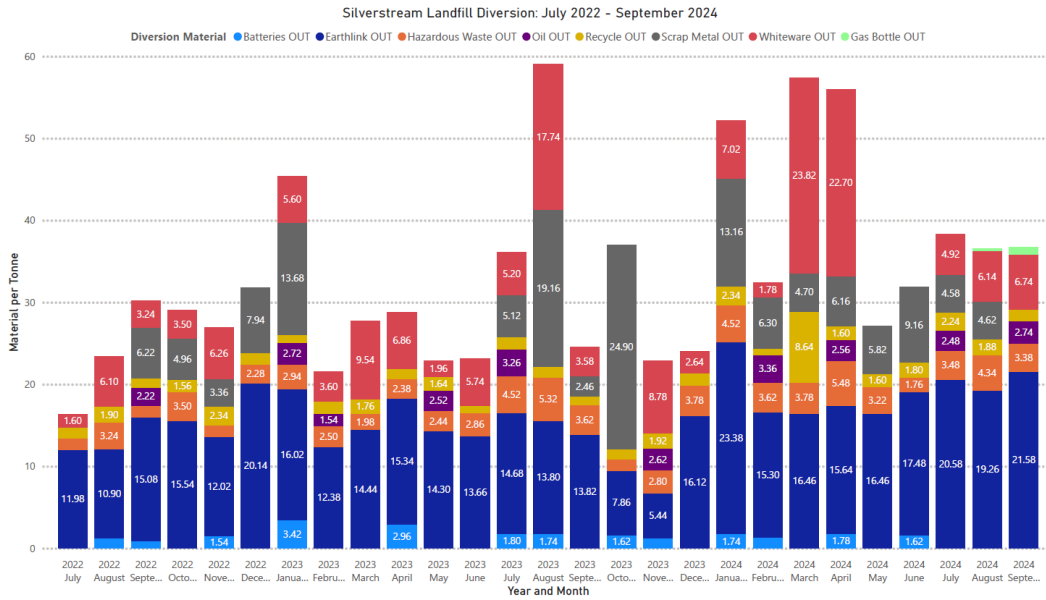
Operations

- 13. Waste volumes continue to trend down compared to the previous year, likely because of declining economic activity and specifically construction work. We are currently accepting applications for disposal of contaminated soil. The below figure shows volumes (excluding green waste) since July 2022.



Resource Recovery

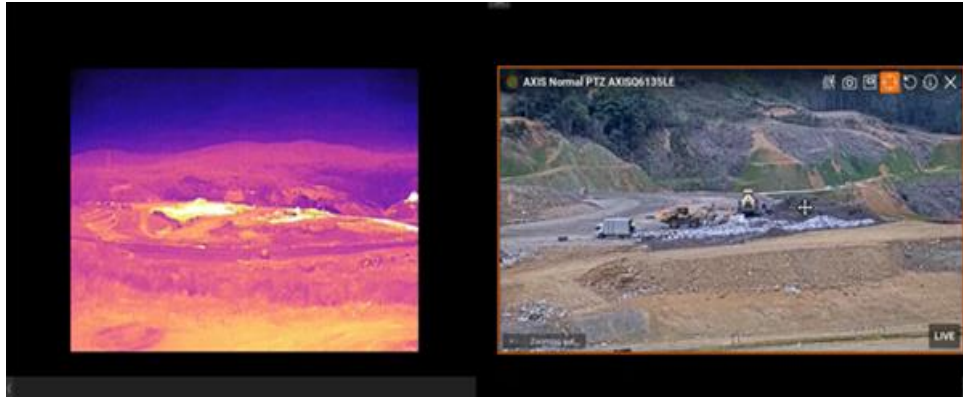
14. The below figure shows diversion and resource recovery from the transfer station since July 2022.



Health and safety

15. Small fires breaking out due to lithium batteries are becoming more common at the landfill. In response we have invested in a dedicated thermal camera to provide early detection of fires in the waste mass (see below). Automatic alerts will be sent out to nominated people should a fire be detected.





16. No serious health and safety incidents were reported during the quarter.

Environmental performance

17. A summary of environmental performance for July to September 2024 is shown in Appendix 1 attached to the report.
18. 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.

Climate Change Impacts and Considerations

19. 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 commenced with the charging units due to be commissioned in early 2025.



20. 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.

Consultation

21. Not applicable.

Legal Considerations

22. There are no legal considerations currently.

Financial Considerations

23. There are no financial considerations currently.

Appendices

No.	Title	Page
1	Silverstream Landfill Dashboard July - September 2024	38

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Silverstream Environmental Quarterly Report for the Hutt Valley Services Committee (July to September 2024)



Waste

Total waste of previous quarter: 36862 tonnes

Total waste of this quarter: 41173 tonnes

Month	Sludge	Special	Total commercial*	Total residential	Total Waste
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
July	361	3,097	7,713	1,397	12,568
August	402	2,412	11,710	1,451	11,710
September	214	2,784	8,266	1,367	12,630

*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 - 12
- Surface water visual assessments - 12
- 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:

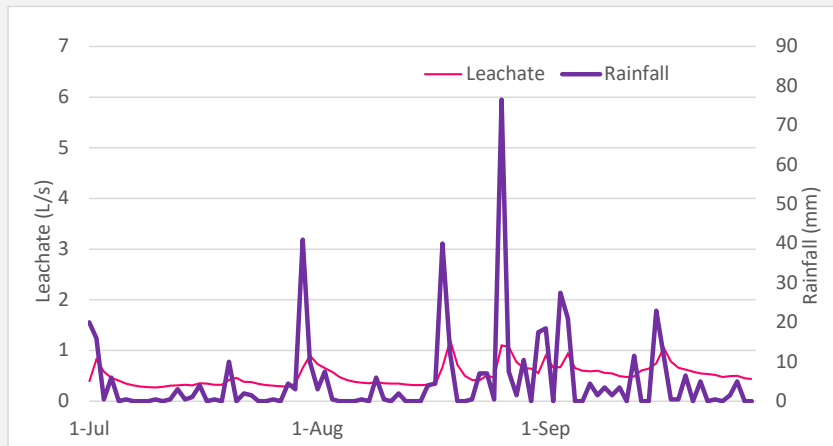
There were no exceedances of leachate trade waste conditions.

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

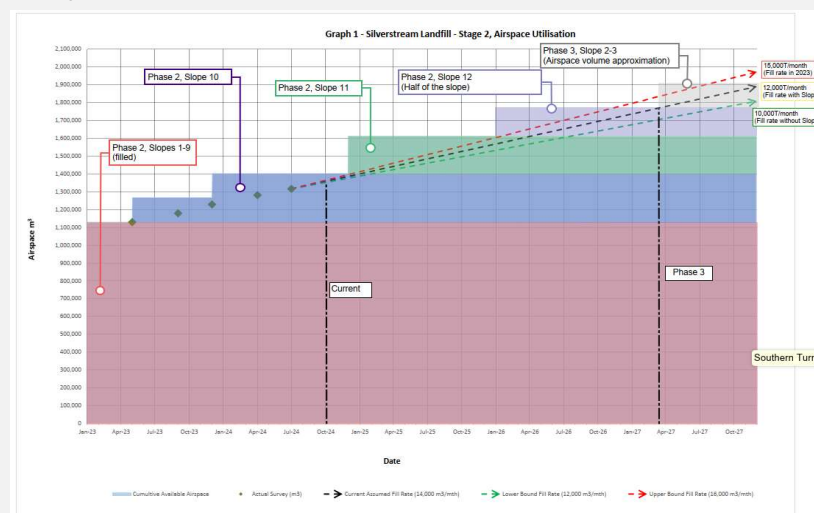
July	August	September
1047	1442	1580

Daily leachate flow and rainfall

Total rainfall: 481.5 mm



Air space utilisation



See page 2 for full size graph

Water

Groundwater monitoring locations



Groundwater analysis

The exceedances in groundwater are assessed to be unrelated to landfill leachate (i.e. are not indicative of contamination from landfill activities).

Surface water monitoring locations



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	July	August	September
Water Clarity	clear - sl cloudy	Cloudy	Cloudy
Foam	no	No	Some
Odour	no	No	No
Algae	trace	No	No
Flow	low	Mod	Mod-High

Additional silt treatment measures have been employed to protect surface water quality this quarter.

Gas

Surface gas results

There were surface methane concentration exceedances at 12 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

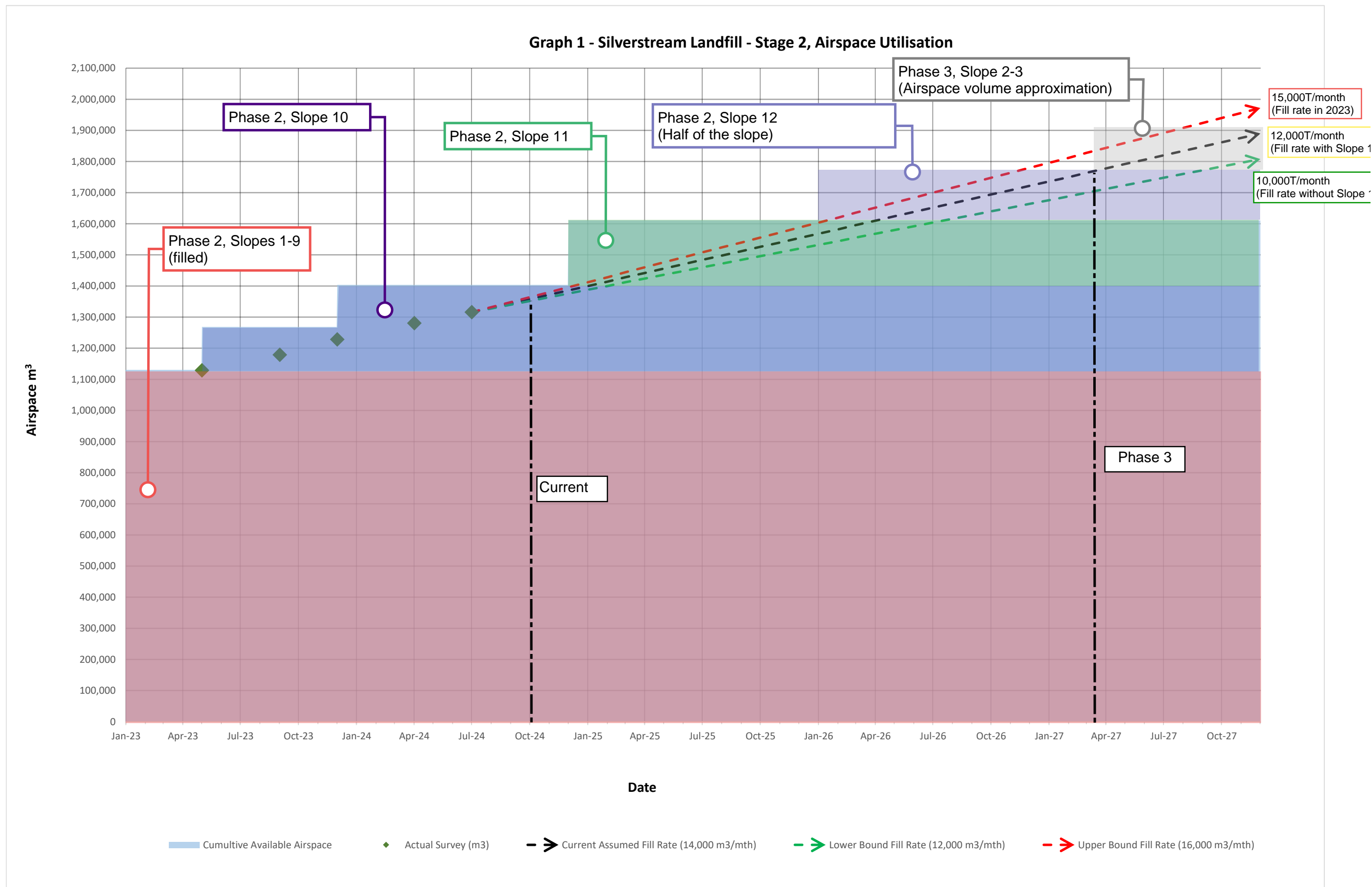
Parameter	Unit	July - September
Gas flow rate	m3/hr	1246
Methane concentration	%	46

Odour

Months	July	August	September
Complaints	0	0	1
Total in Quarter	1		

Known locations of complaints







Hutt Valley Services Committee

05 November 2024

Report no: HVSC2024/5/1

Akatārawa Cemetery Update

Purpose

1. To update the Hutt Valley Services Committee (Committee) on the Akatarawa Cemetery Agreement review.
2. To provide information on the consideration of a joint shared services model, including the advantages and disadvantages of a shared service model.
3. To update on the progress of the developed Cemetery extension design and to summarize current operational expenditure.

Recommendation

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

Background

Agreement for the Provision of Cemetery Services and Development of Cemetery land at Akatarawa - Review Update

4. Several meetings have been held with officers from Upper Hutt City Council (UHCC) and Hutt City Council (HCC) regarding the review of the Agreement for the Provision of Cemetery Services and Development of Cemetery Land at Akatarawa Cemetery (the agreement).

Discussion

5. It has taken a number of months to review the agreement documents. After a number of email exchanges and in-person meetings, officers recommend that the existing agreement be retained. The needs of both Councils are met within the current

agreement and there is no need to make any amendments to the agreement at this stage.

6. The assessment was broken down into three sections as detailed in the agreement under Clause 5.1 - Reviews of the Cemetery Services and Agreement

(a) Assess the performance by UHCC of Cemetery Services in accordance and compliance with this agreement.

Feedback from the community has indicated that there has been a high level of satisfaction over the past sixteen years as reported in both the HCC and UHCC community satisfaction surveys. The Upper Hutt Community surveys generally ranked user satisfaction levels for the Akatarawa Cemetery above 95%. During this time, there have been minimal issues raised by HCC officers, and regular reporting to the Hutt Valley Services Committee has taken place.

(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.

It has been agreed that the provisions of this agreement have been complied with. A small number of modifications to this agreement have been identified, but at this stage it is recommended that no changes to the agreement need to be made to the agreement. However, there are three matters which should be considered further leading into the next review in five years' time as detailed below, under point (C).

(C) Consider and determine if the Agreement apportionment of costs is appropriate.

It is considered that a review of the responsibility for capital costs compared to the ownership model would be beneficial as it does not align with the ownership model. This review sits with the governing bodies, i.e. UHCC and HCC, and cannot be undertaken/finalised at the Officer level. However, this issue can be addressed and included/ rationalised with the respective Council's Long Term Plans/Annual Plans.

7. Another issue that will need to be addressed in the future is Clause 36.1(b) Fees and Charges. This clause states that "UHCC will set the required fees and charges to cover the cost of further capital development of Akatarawa cemetery and the costs of the capital development of the HCC land as part of the joint cemetery". Upper Hutt City Council's Finance and Revenue Policy adopted as part of the 2024 - 2034 Long-Term Plan states that there will be 70% to 85% user charge recovery and a 15 to 30% general rates recovery. The recovery of capital expenditure, currently estimated at \$4.275 million for stages 1 & 2 of this development, over the life of the cemetery, estimated at 40 years, would have a significant impact on charges as it would require a 50% increase in cemetery income. The \$4.275 million estimate does not include interest payments and other capital costs such as the provision of facilities, e.g. onsite office, workshop, implement shed, toilets, etc. meaning the increase in fees would be greater than a 50% increase on current fees charged by UHCC.
8. UHCC and HCC will need to decide if this increase in fees is acceptable.

9. Currently, the agreement states that when Akatarawa cemetery and/or the HCC land have been declared a closed cemetery by the Minister of Health under section 41 of the Burial and Cremation Act 1964, UHCC will remain responsible for the maintenance and enhancement of the joint cemetery. This is considered an imposition on Upper Hutt ratepayers as with no income; all maintenance costs would be a cost to the Upper Hutt ratepayer. The HCC view considers the Akatarawa cemetery would become a Reserve in the portfolio of Upper Hutt once closed which would offer little further benefit to residents of Hutt City. Given closure is some way into the future the matter will be revisited in the next review of the agreement.

Future Cemetery Land

10. Currently, Upper Hutt City Council does not have an approved alternative location in preparation for the closure of the joint Cemetery at Akatarawa. However, Whiteman's Valley Road Reserve, located in Whiteman's Valley, has been preliminarily identified as a possible site, but it is limited, as it is only 2 hectares of land.
11. There have been questions from some residents in the Lower Hutt community in recent years on whether HCC should be looking for land in Lower Hutt for an additional future cemetery, to enable residents to be buried in their own city. This was not the preference of Hutt City Council elected members when the Akatarawa arrangements were put in place. This could be revisited in the future if this preference changed.

Summary

12. A review of the agreement has been completed, and at this stage, it has been agreed that no changes to the Agreement need to be implemented. A further review in five years' time will allow discussions to be held regarding the three main matters that have been identified above.
13. The land ownership model states that UHCC retains three quarters (3/4) undivided share of the fee simple estate in the Akatarawa Cemetery with HCC having the other quarter (3/4) share and HCC retains three quarter (3/4) undivided share of fee simple estate in the HCC land with the remaining quarter (1/4) undivided share to UHCC and HCC. The contribution of the capital cost is apportioned based on the difference between the first interments from the two Councils. Over the previous five years. Although this does not need to be reviewed at this stage, it is something that will need to be considered in a future review.
14. As a result of the Officer review, it has been identified that some additional reporting information may need to be provided to the Hutt Valley Services Committee which will be determined by HCC Officers in agreement with UHCC officers and approved by the Hutt Valley Services Committee.

Consideration of a Joint Shared Service Model

15. The Hutt Valley Services Committee has requested an assessment of the advantages and disadvantages of a shared service for the management of all of the Hutt Valley cemeteries.
16. A shared service is about optimising people, assets, time, and other resources.

17. The aim of any shared service is to provide service delivery by ensuring business practices are developed and implemented in accordance with agreed time limits and allocated budgets. Additionally, it could provide consistent and improved customer satisfaction and may provide significant cost savings through the establishment of economies of scale.
18. Management of a proposed change will require a champion representing both Councils to be appointed to ensure political, cultural, and organisational support. Without effective management and leadership, it is likely any shared service proposal will provide minimal advantages and possibly be ineffective.

Advantages of a Cemetery Shared Service

19. The following advantages are likely to be realised. However, it is not guaranteed due to several factors; the outcomes and benefits would need to be fully understood, measurable and monitored as the service progresses.
- Provides a one-stop shop for all interments across the Hutt Valley.
 - It could provide consistency with fees and charges, levels of service, maintenance standards, rules, and procedures.
 - Both Councils can share operational and maintenance costs, thus reducing the financial burden on individual Councils.
 - It should eliminate duplication and can achieve economies of scale by streamlining processes. It can also provide resource efficiency through the sharing of resources such as staff, equipment and facilities which could lead to a more efficient management and better use of assets.
 - A reduction in administration overheads
 - Raising quality and adding value to existing services as well as standardising policies and procedures, ensuring consistency in service quality and customer experience.
 - Improvement of data collection
 - One single customer service centre for cemetery enquiries
 - Increased transparency, accountability, innovation, and engagement.
 - Coordination of burial records into one operating system
 - Joint decision-making can foster better relationships between authorities promoting further collaboration in other areas.

Disadvantages of a Cemetery Shared Service

- There may be resistance to change both politically and from the community. Therefore, early engagement between the two Councils needs to be undertaken to ensure the vision and need to change is accepted by all.

- A loss of autonomy may be experienced as each council may have less control over the day-to-day management and decision-making, leading to potential disagreements on priorities.
- If, for example, one Council uses the service more or invests more resources, there may be concerns about fairness and cost distribution.
- Joint management could create bureaucratic hurdles, making decision-making slower or more complicated.
- Differences in burial practices, cultural needs, or community expectations may complicate the harmonisation of services.
- If cost-saving measures become the primary focus, the overall quality of services may decline
- There is the possibility of further resistance from some HCC residents to a shared service on the basis that residents now must not only contact another council to inter their loved ones but all records and systems would be controlled by another Local Authority.
- Some residents might feel a loss of identity or community ownership, especially if they view cemeteries as a local, culturally important service.
- Any move to a shared service model will need to be deliberated by each Council as part of the next Long-Term or Annual Plan process.
- There are likely to be costs associated with the development of a shared model. A full cost-benefit analysis will need to be undertaken along with a business case development.

Cemetery Development

20. The Communications update has been approved and released to the public via both Council's websites and delivered to neighbouring properties' letter boxes. The project team is currently working on a presentation and programme for the Mana Whenua engagement.
21. The resource consent is programmed to be submitted in late November 2024.
22. A Quantity Survey (QS) review of the Developed Design has been provided and the Construction Estimate (24-10-2024) now sits at \$4,708,760. The actual budget for this project is currently \$4,275,000, This estimate appears to be excessive, so the project team is now working through the QS to determine where cost savings can be made to ensure there are sufficient funds available to enable the completion of at least Stage 1&2 and the replacement of the existing culvert, which leads to the stage 3 area. However, the actual construction costs will be confirmed once the project is tendered. It is expected that a contractor could be engaged in mid-January 2025.
23. The procurement methodology will need to be confirmed prior to starting the tender documentation which is programmed to start early December. The options to be discussed could include either a main Contractor or various works broken down into separate tenders.
24. The Akatārawa Cemetery Dashboard is attached as Appendix 1 to the report.

General

25. As of 30 September 2024, the total operating Cemetery expenditure is \$111,493 compared to a year-to-date budget of \$117,968. The total Operating revenue is \$169,046 compared to a year-to-date budget of \$112,779.

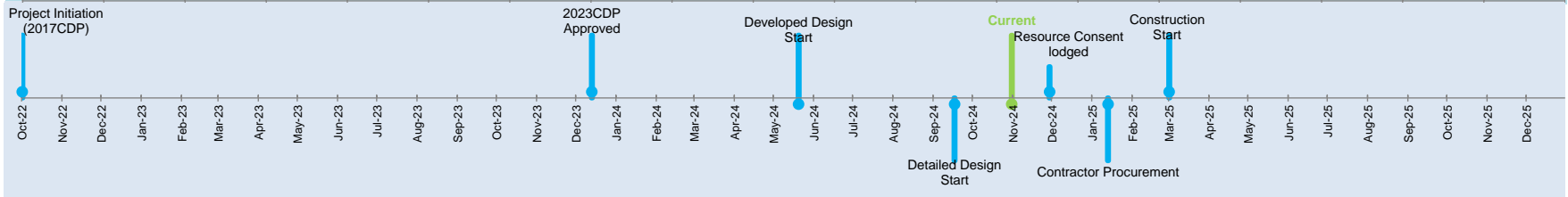
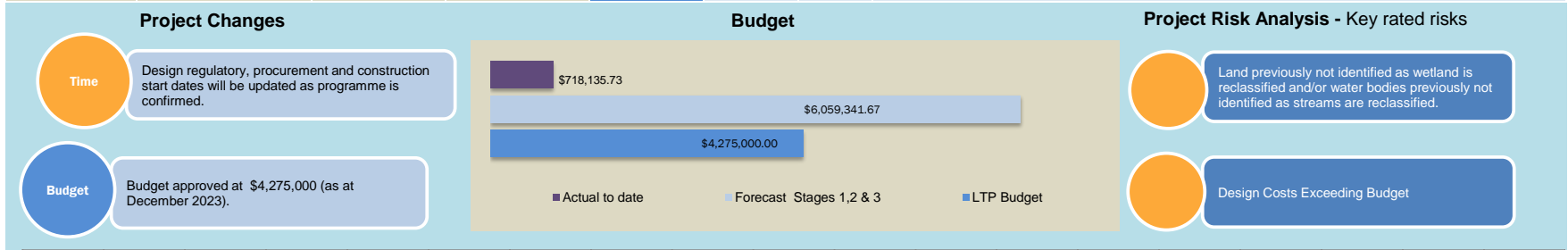
Appendices

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Author: Brett Latimer

Open Spaces and Facilities Manager, Upper Hutt City Council

Project Name	Akatarawa Cemetery Development Project (Phase 1: Design of Stages 1-3 and construction of Stages 1 & 2 only)			Status Update:	31/10/2024	Milestones, Tasks, Outcomes to deliver next period	
Purpose	Deliver fit for purpose cemetery infrastructure to ensure that Upper Hutt City and Hutt City remain able to meet their statutory compliance obligations under the Burial and Cremation Act 1964.			<ul style="list-style-type: none"> - Develop Design completed - Detailed Design commenced - Resource Consent documentation underway - Updated comms has gone out to Stake holders and Public 		<ul style="list-style-type: none"> - Detail Design Commenced - Engagement with Cultural groups ongoing - Resource Consent application Lodged 	
Project Team	Executive Sponsor	Gunther Wild					
	Business Owner	Brett Latimer					
	Project Manager	John Price					
Funding Source	Upper Hutt City contribution: \$1,585,000.00 Hutt City contribution: \$2,690,000.00 Total funding of the Project: \$4,275,000.00			Dashboard March 2023	Previous status	Current status	Status Description
				Overall	●	●	Developed design has been completed. Detailed design has commence along with other documentation for the resource consent application .
Key Stakeholders	Upper Hutt City Council Hutt City Council Cemetery and Parks and Reserves staff, contractors, users, future users, Mana Whenua, Orongomai Marae			Time	●	●	Back on track with the Programme with the next milestone being the resource consent application late November.
				Budget	●	●	The project cost estimate review is currently underway and we should have this late October.
Project Stage	2023 Concept Development Plan - Approved Enabling works & additional investigations/surveying - In planning stage.			Scope	●	●	Developed design for Stages 1, 2, & 3 and construction of Stages 1 & 2 only.
				Risks	●	●	Potential changes in the regulatory and policy landscape (monitoring - national, regional, and local is ongoing).
Project Start Date	Report Date	Approved end date for this project	Projected end date for this project	Issues	●	●	Potential of Regulatory and Policy issues not being resolved in a timely Manner
1 Oct 2022	31 Oct 2024	TBC	TBC	Comms & Engagement	●	●	Communications and engagement plan being updated; all channels will be updated in coming weeks.



NOTE: Construction Start date is an Estimate which will be confirmed at the end of the Detailed Design along with the budget.

TO: Chair and Members
Hutt Valley Services Committee

FROM: Vanessa Gilmour, Democracy Advisor, Hutt City Council

DATE: 29 October 2024

SUBJECT: KOMITI RATONGA O TE AWA KAIRANG | HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2025



Purpose of Memorandum

1. To provide the Hutt Valley Services Committee (the Committee) with a Forward Programme of work planned for the Committee for 2025.

Recommendation

That the Committee receives and notes the Forward Programme for 2025 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 2025 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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Author: Vanessa Gilmour,
Democracy Advisor, Hutt City Council

Reviewed By: Kate Glanville,
Senior Democracy Advisor, Hutt City Council

Approved By: Kathryn Stannard,
Head of Democratic Services, Hutt City Council

Hutt Valley Services Committee - Forward Programme 2025

Description	Author	Mar 2025	May 2025	Aug 2025	Dec 2025 - TBC
Work Programme	Governance Advisor, Upper Hutt City Council	✓	✓	✓	✓
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	Open Spaces and Facilities Manager, Upper Hutt City Council	✓	✓	✓	✓
Options for acquiring land (six monthly update)	Parks and Reserves Manager, Upper Hutt City Council	✓		✓	
Election of Chair and Deputy Chair	Governance Advisor, Upper Hutt City Council	✓			
Proposed Meeting Dates for 2026	Governance Advisor, Upper Hutt City Council				✓
Election of Chair and Deputy Chair	Governance Advisor, Upper Hutt City Council				✓