



Te Kaunihera o  
**Te Awa Kairangi ki Uta**  
Upper Hutt City Council



## AGENDA

**Hutt Valley Services Committee | Komiti Ratonga O Te Awa Kairangi**

**9.30 am Friday 7 March 2025**

**Council Chambers, 2<sup>nd</sup> Floor, 30 Laings Road, Lower Hutt**

### Membership

Upper Hutt City Council:

Cr B Griffiths (Chair for the remainder of the triennium)

Mayor W Guppy

Cr C Carson

Cr H Newell

Deputy Mayor H Swales (alternate)

Hutt City Council :

Cr T Stallinger (Co-Chair)

Cr B Dyer

Cr C Parkin

Cr N Shaw

Cr K Brown (alternate)

### Have your say

Members of the public can speak to any issue, idea or matter that falls within the meeting's [terms of reference](#). If you do wish to speak, it is preferable to let us know by midday of the day before the meeting. This can be done by either emailing [askus@uhcc.govt.nz](mailto:askus@uhcc.govt.nz) or by phoning 04 527 2169. This meeting will be livestreamed to our YouTube channel.



<p>Hutt Valley Services (Joint) Committee   Te Kōmiti Ratonga o Te Awakairangi Whānui</p> <p>This is a joint committee of the Upper Hutt City Council and Hutt City Councils.</p>	
Membership:	<p>Each Council appoints four 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.</p> <p>Upper Hutt City Council: Councillor Blair Griffiths (Co-Chair), Mayor Wayne Guppy, Councillor Chris Carson, Councillor Heather Newell and the alternate is Deputy Mayor Hellen Swales.</p> <p>Hutt City Council: Councillor Tony Stallinger (Co-Chair), Councillor Brady Dyer, Councillor Chris Parkin, Councillor Naomi Shaw and the alternate is Councillor Keri Brown.</p>
Meeting cycle:	Hutt Valley Services Committee meets quarterly or as required.
Quorum:	Four members, two members of each Council.
Delegated authority:	Nil.
<p>Purpose:</p> <p>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.</p>	



## Hutt Valley Services Committee | Komiti Ratonga O Te Awa Kairangi

Public Business | 9.30 am Friday 7 March 2025  
Council Chambers, 2<sup>nd</sup> Floor, 30 Laings Road, Lower Hutt

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3.	<b>Declarations of Interest</b>  Elected members must declare any interests that may arise between their roles as members and any private or other external interests they may have. If this happens, members should stand aside from decision-making related to such interests.	
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22 November 2024

**HUTT CITY COUNCIL****KOMITI 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, 22 November 2024 commencing at 9:30 am**

**PRESENT:** Cr T Stallinger, HCC (Chair) Cr B Griffiths, UHCC (Deputy Chair)  
(from 9.37am)  
Cr B Dyer, HCC (from 9.33am) Cr C Carson, UHCC  
Cr C Parkin, HCC Deputy Mayor H Swales, UHCC  
Cr N Shaw, HCC

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

**IN ATTENDANCE:** Cr T Ultra, UHCC  
M Ryan, Group Manager Community Services, UHCC  
A Geddes, Director Environment and Sustainability, HCC (part meeting)  
B Hodgins, Strategic Advisor, HCC  
G Roberts, Waste and Resource Recovery Manager, UHCC  
B Latimer, Open Spaces and Facilities Manager, UHCC  
L Kynaston, Principal Governance Advisor, UHCC  
F Murphy, Governance Advisor, UHCC  
K Glanville, Senior Democracy Advisor, HCC  
H Clegg, Minute Taker

**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</i>
He tio, he huka, he hau hū	<i>sharpened air.</i>
Tihei mauri ora.	<i>A touch of frost, a promise of a</i>
	<i>glorious day.</i>



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2. **APOLOGIES**

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

**Minute No. HVSC 24501**

*"That the apologies received from Mayor Guppy and Cr Newell be accepted and leave of absence be granted, and the apologies for lateness received from Cr Dyer and Cr Griffith be accepted."*

Cr Dyer joined the meeting at 9.33am.

Pursuant to HCC's Standing Order 13.1, the Chair permitted Cr Ultra to participate in the discussions during the meeting. However, Cr Ultra did not have voting rights.

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**

Cr Carson requested a breakdown of each Council's contributions to the Long Term Plan. The Chair asked the officers to address this matter at the appropriate time.

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

**Minute No. HVSC 24502**

*"That the minutes of the meeting of the Hutt Valley Services Committee held on Friday, 20 September 2024, be confirmed as a true and correct record."*



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**6. PROPOSED MEETING DATES FOR 2025**

Report No. HVSC2024/5/9 by the Democracy Advisor, Hutt City Council

**RESOLVED:** (Cr Stallinger/Cr Parkin)**Minute No. HVSC 24503***"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."*

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7. **WASTEWATER JOINT VENTURE UPDATE 1 SEPTEMBER 2024 TO 31 OCTOBER 2024**

Report No. HVSC2024/5/339 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, HCC elaborated on the report.

The Group Manager, Network Management Group, referred to a presentation attached as page 10 to the minutes. He addressed the ongoing compliance issues related to equipment faults set for renewal and mentioned an external investigation into the unauthorised and unexplained discharge on 15 September 2024.

Cr Griffith joined the meeting at 9.37am.

In response to questions from members, the Group Manager, Network Management Group, clarified that odour issues were not linked to petrochemicals, as none were detected recently. However, past incidents disrupted the plant's biology. He said new early-detection technology had been installed to mitigate risks. The Chief Advisor Wastewater; advised that household chemicals were sufficiently diluted and did not contribute to issues at the plant.

In response to questions from members, the Group Manager, Network Management Group, confirmed that a dashboard with timelines was being developed to build on the information provided in the report and would be included in future reports. He explained that independent experts sometimes addressed differing opinions between Veolia and WWL.

In response to further questions from members, the Chief Advisor Wastewater confirmed that work was on track to meet the Greater Wellington Regional Council's December 2025 deadline for the milliscreening process. He advised regular updates on this work would be provided throughout 2025, including email updates between January and March 2025.

The Group Manager of the network Management Group outlined actions to address the biofilter issues, including replacing biofilter media, renewing the system, and managing odours.

In response to questions from members, the Strategic Advisor, HCC addressed concerns regarding the lack of "lessons learned" documentation. He clarified that the report had been completed and agreed to provide "lessons learned" documentation for future projects. He mentioned that HCC received monthly expenditure reports from WWL, categorised into four areas, and he believed a similar process was followed at UHCC.



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In response to questions from members, the Group Manager, Network Management Group, noted that external expertise was engaged when tasks exceeded WWL and Veolia's capabilities. He emphasised that the company remained within its budget.

In response to further questions from members, the Head of Waste Contract reported that the Hutt Valley Wastewater System Strategic Plan project was underway, with an 18-24-month timeline. He advised that the Western Hutt Road Trunk Main Project was set to start by Easter 2025, pending tender acceptance, and was expected to stay within budget. Officers agreed to provide a cost breakdown upon completion of the tender process. He said the Western Hutt Trunk Sewer Renewal Project remained slated for the later years of the current 10-year Long Term Plan. The Strategic Advisor, HCC, noted that the budget for the Strategic Plan was split approximately 30% for UHCC and 70% for HCC.

In response to questions from members, the Strategic Advisor, HCC clarified that the consent renewal process allowing the temporary discharge of treated wastewater from the Seaview WWTP into the Waiwhetū Stream would take 12-18 months. He noted that the newly released Natural Resources Plan introduced additional requirements needing further analysis. He confirmed that a mid-year breakdown of capital project expenditure had been shared, with a funding split of about 30/70 for HCC and UHCC. He also stated that expenditure updates would be provided in future meetings.

The Chief Advisor for Wastewater stated that constructing a new plant was financially impractical, but alternative solutions were being explored.

In response to questions from members, the Head of Waste Contract explained that the plant's sludge dryer had been out of service for 20 days. As a result, dewatered sludge had to be transported to the landfill, where it was buried. He noted that the dryer was typically offline for two days each week, necessitating sludge transporting. However, optimal plant operation would minimise the need for this transportation. He also acknowledged the landfill staff for their support during this period.

In response to further questions from members on wastewater discharge into the Waiwhetū Stream, the Chief Advisor Wastewater stated that increasing plant capacity and pipeline size was the long-term solution. He explained that the Tradewaste Pumping Station used advanced technology to manage toxic waste but could not remove nitrogen or phosphorus, which harmed aquatic life. He added that more frequent discharges took about a week for the stream recovery, and alternative discharge locations were being considered. He noted that challenges at the Seaview plant involved equipment issues, while the South Wairarapa plant had capacity constraints. He confirmed that plans for an emergency outflow pipeline were paused for further investigations.

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

**Minute No. HVSC 24504**

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



22 November 2024

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

Report No. HVSC2024/5/108 by the Waste and Resource Recovery Manager, Hutt City Council

The Waste and Resource Recovery Manager, HCC elaborated on the report.

In response to questions from members, the Waste and Resource Recovery Manager advised that future landfill sludge management plans included bio-solid research for alternative sludge uses. He confirmed that sludge was buried in pits with minimal odour issues reported. He noted that disposing of sludge was challenging due to its consistency, and the liquid from the sludge eventually cycles back to the treatment plant.

In response to further questions, the Waste and Resource Recovery Manager advised that fires linked to lithium batteries were attributed to larger, non-removable batteries, with recycling options available for smaller batteries. He said that high fees for contaminated soil disposal were intended to discourage its use. He confirmed that stormwater runoff from the landfill was diverted and regularly tested to ensure compliance. He added that riparian plantings and wetlands were not currently in place due to land ownership constraints, but efforts were focused on managing upstream sediment to protect waterways.

Cr Dyer left the meeting at 10.43am.

The Waste and Resource Recovery Manager agreed to review the reporting format and explanations of the dashboard for greater clarity.

Cr Dyer rejoined the meeting at 10.46am.

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

**Minute No. HVSC 24505**

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



22 November 2024

9. **AKATĀRAWA CEMETERY UPDATE**

Report No. HVSC2024/5/1 by the Open Spaces and Facilities Manager, Upper Hutt City Council

Under public comment, the Chair addressed a written statement from **Daniel Chrisp**, attached as page 11 to the minutes. The Chair requested that the officers respond to the comments appropriately.

The Open Spaces and Facilities Manager, UHCC elaborated on the report. He noted that operating revenue had exceeded the budget, accompanied by an unexpected 30% increase in burials. He addressed the written comments received, specifically questioning comment 3b) and mentioned that the cost-sharing model would be discussed in the future. Regarding comment 3c), he clarified that UHCC's fees and charges were the lowest in the region, recovering 75–85% of costs and that cemetery operations were highly efficient. He agreed to provide Daniel Chrisp with a written response and share a copy with all members.

In response to questions from members, the Open Spaces and Facilities Manager addressed burial fee disparities. He noted that aligning fees between UHCC and HCC would require significant operational changes. He agreed to prepare a report, in collaboration with HCC officers, summarising options for fee equity, which would be considered at a future meeting. He also mentioned that no decisions had been made regarding future cemetery land, but city-owned and privately owned options were being considered. He stated that a report on the next steps would be considered at the next meeting to address all identified issues, including fee equity and charges.

In response to questions from members regarding the Cemetery Development Project, the Open Spaces and Facilities Manager advised that the resource consent application was expected to be submitted by December 2024. He emphasised the importance of keeping the project within budget despite initial cost overruns. Additionally, he agreed to provide an update on whether a Quantity Surveyor had reviewed the detailed design costings.

In response to further questions from members, the Open Spaces and Facilities Manager stated that alternative burial methods, such as natural burials, were not actively promoted due to space limitations.

Cr Shaw left the meeting at 11.17am.

The Open Spaces and Facilities Manager noted that current burial preferences were evenly divided between cremation and conventional burial. He said that land identified in Whitemans Valley for a potential future cemetery site was unsuitable due to environmental and land-use constraints.

Cr Shaw rejoined the meeting at 11.18am.



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**RESOLVED:** (Cr Stallinger / Cr Griffiths)**Minute No. HVSC 24506***"That the Committee:*

- (1) receives the Akatārawa Cemetery Update report;*
- (2) notes that officers have completed the review of the Agreement for the Provision of Cemetery Services and Development of Cemetery Land at Akatārawa Cemetery (the Agreement), with no changes to the agreement to be implemented; and*
- (3) notes that three items were identified during the review of the Agreement for further discussion:*
  - a) consideration and determination of whether the Agreement's apportionment of costs is appropriate, including a review of the responsibility for capital costs compared to the ownership model;*
  - b) review Clause 36.1(b) Fees and Charges of the Agreement;*
  - c) whether, upon closure of the Akatārawa Cemetery, it would be an unfair imposition for the ongoing maintenance and enhancement of the cemetery to be the sole responsibility of Upper Hutt City Council; and*
  - d) whether land in the Hutt City Council jurisdiction should be assessed for a possible future cemetery."*

#### 10. **HUTT VALLEY SERVICES COMMITTEE FORWARD PROGRAMME 2025**

Report No. HVSC2024/5/109 by the Democracy Advisor, Hutt City Council

Members asked that the forward programme be updated to reflect any additional reports requested at the meeting.

**RESOLVED:** (Cr Stallinger / Cr Griffiths)**Minute No. HVSC 24507**

*"That the Committee receives and notes the Forward Programme for 2025 attached as Appendix 1 to the memorandum."*



22 November 2024

**11. CLOSING FORMALITIES - KARAKIA WHAKAMUTUNGA**

Unuhia!	<i>Release us from the supreme sacredness</i>
Unuhia!	<i>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 wairua i te ara	<i>continuing journey</i>
takatū	<i>Oh Rongo, raise these words up high</i>
Koia rā e Rongo whakairihia ake ki runga	<i>so that we be cleansed and be free,</i>
Kia wātea, kia wātea!	<i>Yes indeed, we are free!</i>
Ae rā, kua wātea!	<i>Good and peaceful</i>
Hau, pai mārire.	

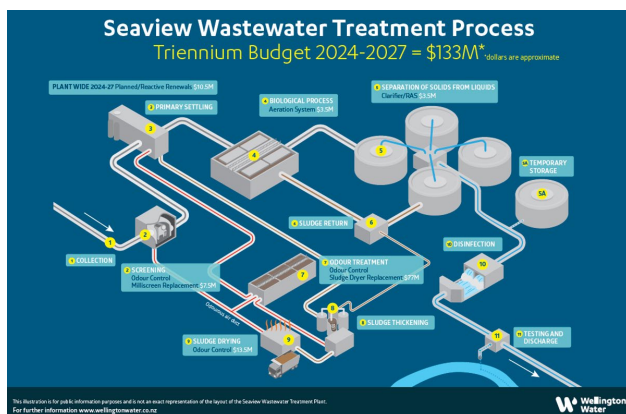
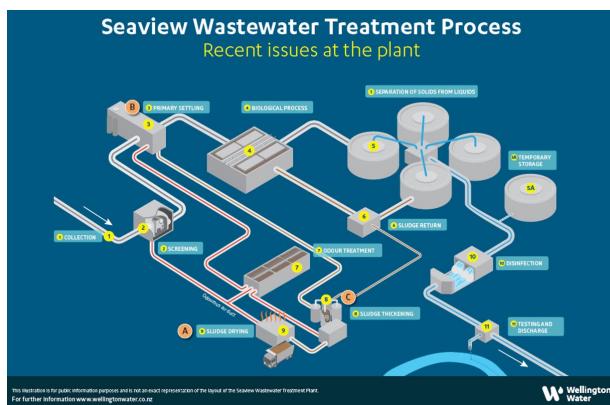
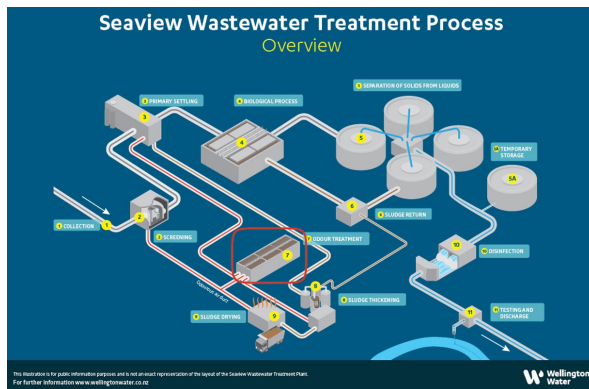
There being no further business, the Chair declared the meeting closed at 11.20am.

T Stallinger  
**CHAIR**

**CONFIRMED as a true and correct record**  
**Dated this 7th day of March 2025**



22 November 2024



HUTT VALLEY SERVICES COMMITTEE | 7 MARCH 2025



**22 November 2024**

Daniel Chrisp Public comment

22/11/24

1. Firstly, a very thorough a detailed report on the seaview WWTP issue, please pass on thanks to the officers and teams involved, they clearly know their stuff.
2. Akatarawa Cemetery
3. Thanks to Arthur and UH staff involved in reviewing the agreement, the report is very good
  - a. As a resident and ratepayer I must continue to raise the issue of the financials.
  - b. The funding arrangement still has HCC burdening more than 50% of the costs, all while UHCC has benefitted greatly from using the land in upper hutt that belongs to HCC. at a bare minimum the financial split should be 50/50, but ideally 75/25 with UHCC paying 75%. The funding of this CAPEX should not follow the funding arrangements of the OPEX of the cemetery as a shared service. As per section 6 c, officers look to be recommending reviewing this CAPEX arrangement.
  - c. For point 7 I will note that UHCC fees have for a long time been the cheapest in the region, and based on that I would argue that they have not complied with clause 36.1b. They have had since at least 2016 to adjust their fees to earn more revenue and set aside CAPEX money for the development. Did they ever adjust their financial strategy / policy to ensure that a percentage of cemetery fees were set aside in a reserve fund for this development? This info is crucial to officers making progress and both councils making informed decisions moving forward.
    - i. Most other Councils do not set aside funds in a reserve for future CAPEX development of their cemeteries (even though i personally believe they should) and therefore it would not be best practice to increase cemetery fees by up to 50% to cover current CAPEX costs due to both councils not having previous foresight to set aside reserve funds. This is another case of council incompetence that may mena the ratepayer bears the brunt of the cost to make up for it. Its unacceptable. Annual report should consider this. Point 13 addresses the funding arrangements, which in my opinion should follow the fee simple arrangements per site, therefore meaning UHCC 75/25 HCC.
    - ii. Regarding the QS estimate blowout by .5m, i would suggest that officers consider not replacing the culvert that will lead to the stage 3 area of the development, as neither council has yet approved stage 3 development over concerns of cost ot benefits being raised with the number of plots in that area vs the cost to develop that area.
4. You will all know my opinion on point 11 of the report, i will say again, Hutt city residents were never properly consulted on future cemetery options when the decision was made to join services with UHCC and I urge HCC members of the committee to take this more seriously. You have an annual report coming up where you should consider giving officers direction at council level to at a bare minimum consult residents of Cemetery options, and preferably a conduct City wide spatial mapping for site selection should be undertaken to better inform your decision moving forward. This should not cost more than \$150k at most.

Finally I would like to raise a perceived issue I see, but I hope I am wrong. HCC - are any of our officers on the project team? It appears that the entire project is in the hands of UHCC officers and contractors, with them only informing us as a stakeholder. It is our land being developed!

HUTT VALLEY SERVICES COMMITTEE | 7 MARCH 2025





## Hutt Valley Services Committee

17 February 2025

Report no: HVSC2025/1/39

### Wastewater Joint Venture Update 1 November 2024 to 31 January 2025

#### 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 managed by Wellington Water Limited (WWL) 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 non-compliance in faecal coliforms 90-day rolling consent limits, while effluent BOD and suspended solids remain compliant for this reporting period. The faecal coliform level in the treated wastewater is improving and the daily effluent faecal coliform results returned to within the compliance limits toward the end of December 2024. This can be attributed to improvement of the plant's wastewater treatment process and component renewals in the plants' UV system last quarter.
5. Table 1 below shows the discharge events that the plant had for this reporting period. 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 indicate an intermittent discharge over the period. If the discharge recommences within 24 hours, then it is recorded as one event.



Table 1: Seaview WWTP Discharge Events from 1 November 2024 to 31 January 2025

Date Started	Date Ended	Duration (hours)	Cause of Discharge	Type of Discharge	Discharge Location
15/11/2024 06:00	15/11/2024 14:49	08hr 49m	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
16/12/2024 21:35	16/12/2024 22:26	00hr 51m	Wet Weather	Fully Treated Wastewater	Waiwhetu Stream
27/12/2024 04:01	27/12/2024 05:12	01hr 11m	Fault in the control system of the treated wastewater Pump station	Fully Treated Wastewater	Waiwhetu Stream

6. There was an unconsented discharge on 27 December 2024, which occurred due to a fault in the control systems of the main outfall pump station. At the time of writing, the root cause of the fault is yet to be determined by Veolia's inhouse specialist in control systems. WWL will continue to follow up with Veolia to seek the root cause of this event.
7. Greater Wellington Regional Council (GWRC) issued an infringement notice on 12 November 2024 in relation to the Biofilter Project Abatement Notice for late delivery of documentation (Odour Management Plan) relating to the project. The document has since been updated and provided. Following the submission, GWRC has provided comments on the updated odour management plan to be actioned by Veolia and WWL.
8. The Seaview WWTP had excessive sludge build up in the process due to the prolonged dryer outage in September 2024. This contributed to the odour issues that occurred last quarter. An incident management team (IMT) was stood up to manage the response. Both WWL and Veolia were meeting regularly to manage actions to return the plant to normal operations. Since mid-December 2024, the plant's sludge inventory has come down to acceptable ranges and odour levels have improved following the works undertaken in the previous months.



9. The reliability of the dryer remains a major risk for the treatment plant. WWL and Veolia have met with the supplier in December 2024 to clarify the results of the previous condition assessment undertaken. The supplier recommended the following component refurbishment to be undertaken with urgency; (1) severe cracking in the trunnion ring, (2) poor condition of the combustion chamber, and (3) pitting corrosion inside the drum barrel. Veolia will engage the supplier for the repairs. The timeline for this component refurbishment is still to be determined but is being pursued with urgency. Costs are also still to be determined. Although currently unknown, it is expected that funding for the work will be possible within existing financial year budgets.
10. An external inspection of the Main Outfall past Burdan's Gate was undertaken in November 2024. A report has been provided which identified component renewals following the inspection. These renewals, which include valves, valve chambers and covers, need to be scoped to determine the resource required and timelines for delivery. Funding is available in the planned renewal budget for this financial year.
11. Further condition assessments on the outfall components located between the Seaview Plant and Burdan's Gate still need to be undertaken. This inspection will require greater planning due to traffic management requirements. The plan and schedule for this condition assessment is being developed. In the meantime, the work between Burdan's Gate and the outfall will be progressed.
12. A description of equipment and process risks by each area of the treatment plant is attached as [Appendix 1](#).

### **Odour Treatment Update**

13. Odour remains a key issue in the plant operations however odour levels have improved, as described in paragraph 8. WWL recorded 76 odour complaints in November 2024 and 10 odour complaints from 1 December 2024 to 31 January 2025. GWRC officers undertook odour assessments following some of the odour complaints. There were eight dates in November that an odour assessment made by the GWRC staff deemed to be offensive and objectionable. None of the odour complaints received in December and January were assessed as offensive or objectionable by GWRC. The plant's odour levels have improved following improvement in the treatment process from sludge removal.
14. The final independent assessment report for potential health risks regarding the use of the odour deodorisers can be found [here](#). The report concluded that the use of odour deodorisers is low and acceptable in accordance with New Zealand Guidelines.



15. Following the conclusion of the odour neutraliser trial shutdown and survey in January, WWL has made a recommendation to Hutt City Council that the odour neutralisers are only used at times when there is a significant risk of increased odour levels, i.e., when plant maintenance is being completed. Hutt City Council has agreed with this recommendation effective immediately. The trial received 258 survey responses, but the results of the survey were inconclusive. There were many variables which influenced responses, like weather and plant operations/maintenance. Both have a significant impact on odour levels, and plant operations in particular, improved significantly in the second half of the survey period.
16. WWL is investigating options to install odour monitors which will measure hydrogen sulphide (H<sub>2</sub>S) levels 24/7 in selected areas on the plant and in nearby locations, and to make the data available on a public website. Investigation work has been completed, and a proposal is being documented. Power supply and security are key considerations. It is expected that the installation can be undertaken within existing capital funding.
17. A biofilter efficiency test was undertaken following completion of biofilter renewal works. This was a requirement of the abatement notice issued for the Odour Control Renewal project. The testing showed that following the works, the biofilter was removing over 99.9% of hydrogen sulphide (H<sub>2</sub>S) from the odorous air and that there was good air distribution within the biofilter cells. A report was provided to GWRC in January to close out this final requirement of the abatement notice.
18. The design for the stage 2 of the Odour Control Renewal project has been completed and the works have gone out for tender. Stage 2 involves:
  - (1) installation of new odour treatment in the dryer building,
  - (2) installation of new odour treatment in the milliscreening building, and
  - (3) replacement of the ducting and fans for odour extraction from the milliscreens.

A contractor is expected to be appointed, and the construction programme confirmed by the end of April 2025.
19. Odour surveys continued in and around the Seaview WWTP catchment over the reporting period. These surveys provide data for the odour management project during works. The surveys are undertaken at different times of day and in different weather conditions. The data will be used to help to connect any detected odour outside the plant's boundary to the specific odour sources within the treatment plant, which will help inform and prioritise the activities undertaken by the project team. As there has been an improvement in odour management, and there is no construction activity being undertaken by the Odour Control Project, these surveys ceased on 7 February 2025. These can be resumed if there is an increase in odour, or when construction commences on Stage 2 work.



### Other Treatment Plant Projects Update

20. The plant has ten milliscreens which remove large physical debris from wastewater and will undergo a replacement program. 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 under request for quotation (RFQ) stage.
21. Two out of four primary sedimentation tanks (PST) have been mechanically refurbished. 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 tanks. Mechanical parts for the remaining two PSTs have been ordered and the delivery has been fast tracked due to the risk of failure from these assets. Once the parts have arrived from Europe, the physical works will be scheduled to be undertaken as soon as practicable. Procurement of mechanical parts was included in this year's funding. Bringing forward the physical works can be accommodated within this year's funding
22. Seaview WWTP back-up power supply project: the benefit of this project is to renew and upgrade the back-up generators on site to avoid unconsented discharges during a power cut. The scope includes:
  - Adding a backup power supply for the UV system
  - Replacing the existing generators that are approaching the end of their useful lives
  - Bringing the existing switchboards up to current standards.

The project management plan (PMP) has been approved, and project initiation is underway, with the intention to place an order for new generators as soon as possible.
23. Aeration system renewal project: the benefits of this project are to replace ageing equipment to avoid failure, install new valves and instrumentation to improve the control and efficiency of the system, and reduce odour and compliance risk. The PMP has been approved, and project initiation is underway, with the intention to improve the control of the aeration system and replace the blowers as quickly as possible.
24. RAS (Return Activated Sludge) System renewal project: the benefits of this project are to replace ageing equipment to avoid failure, increase redundancy and improve the reliability of the RAS/WAS (Waste Activated Sludge) system. The PMP has been approved, and project initiation is underway.
25. Clarifier Renewal project: the benefits of this project are to replace ageing equipment to avoid failure, improve hydraulic performance and reduce compliance risk. The PMP has been approved, and project initiation is underway.



26. The Seaview WWTP dryer replacement project is in progress and the team continue to explore ways to speed up the delivery to achieve completion by the end of 2027 (5-6 months ahead of the current programme). The basis of design is complete, and a performance specification is being developed for a design and construct delivery model. Manufacturers of the key plant items (the dryer and heat source) have been shortlisted for inclusion in the tender process. The Expression of Interest was advertised on 31 January, with responses due 20<sup>th</sup> February. 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.
27. 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 Seaview UV replacement is expected to be completed by mid-2026 (pending confirmation in March 2025 that a temporary UV unit can be provided within the project budget).

### **Hutt Valley Wastewater System Strategic Plan**

28. A project to develop a whole-of-system strategic plan for the Hutt Valley wastewater system, including development of options for the rehabilitation, replacement, and/or upgrade of the Seaview Wastewater Treatment Plant (WWTP) main outfall pipeline (MOP) is currently underway. Wellington Water has engaged a project team that includes consultant panel members as well as specialist advisors to WWL. The project is now maintaining regular and ongoing engagement with the Seaview rūpū.

### **Major Projects Update**

29. A Capital Project Update can be found at [Appendix 2](#) 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.

### **Western Hutt Road Trunk Main Projects Update:**

30. Western Hills Main Sewer Renewal – Urgent Project Update: The project is tracking to programme and budget. The physical works contract was awarded in December 2024 to Brian Perry Civil and the liner ordered in time to meet the agreed construction window during the Easter school holidays period. The project team is currently working through the traffic management concept with HCC and the Wellington Transport Alliance. Significant traffic disruption on SH2 is expected despite every effort being made to minimise the impact of these critical works.



### Consent Renewal Update

31. The Councils 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 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 have advised that reliance on section 124 is not desirable and are keen to see progress.
32. 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.
33. Wellington Water 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.
34. A Rōpū has been established, comprised of representatives from Taranaki Whānui, Hikoikoi Management, Te Rūnanga o Toa Rangatira, Hutt City Council, Upper Hutt City Council and Greater Wellington Regional Council 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.
35. To support a consenting process, Wellington Water has brought together a project team that has now commenced work on the Seaview WWTP Main Outfall Pipeline Renewal and Hutt Valley Wastewater System Strategic Plan.
36. The project team is seeking feedback on the project objectives and decision-making framework at the next Rōpū hui on 13 February 2025. Next steps will include the development of a long list of options for consideration.

### Community Engagement and Consultation

37. A Community Liaison Group (CLG) Meeting was held on 25 November 2024. The copy of the presentation and summary of discussions can be found [here](#).
38. One of the outcomes of the CLG meeting was to undertake a trial of turning the portable odour neutralisers off and to survey the response from the community on its impact. The trial period took place from 4 December to 2 January 2025. The trial results were inconclusive.
39. 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 (link - <https://www.wellingtonwater.co.nz/projects/seaviewwwtp?tab=6>)



40. Proactive communications have been undertaken in the form of maintenance notifications, weekly process updates via social media, newsletters, regular project updates and monthly dashboards.
41. The regular monthly meetings with GWRC consent officers have been maintained (no meeting January 2025). These ensure that GWRC is kept updated on issues with the Seaview WWTP performance, issues and capital projects.
42. Plant performance dashboards including updates relating to the odour management project are posted on the Wellington Water/Seaview Wastewater treatment plant website and updated monthly.
43. Public communications regarding plant discharges to the Waiwhetū Stream and Pencarrow outfall has been undertaken as per standard protocol.

#### **Regional Wastewater Treatment Plant Services Contract Review**

44. The final report for the latest external review of the Regional Wastewater Services Contract can be accessed using this link [here](#). 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 recommendations arising from the report were (1) Veolia to Deliver, (2) Enhance Contract Management Capability, (3) Enhance Asset Management Capability, and (4) Build High Trust Relationships. An action plan has been created to address the recommendations highlighted in the report can be accessed [here](#).

#### **Legal Considerations**

45. Two variations of the Regional Wastewater Treatment Plant Services Contract were executed on 18 December 2024. The two variations cover changes to the contract fee structure and capture changes to the capital delivery process.

#### **Financial Considerations**

46. The statement of operating income and expenditure and statement of capital expenditure for the six month period ending 31 December 2024 is attached as [Appendix 3](#).

#### **Appendices**

No.	Title	Page
1	<a href="#">Appendix A: Risk Description by Process Area</a>	23
2	<a href="#">Appendix B: HCC UHCC JV Capital Delivery Report January 2025</a>	29
3	<a href="#">Financial Report</a>	33

**Author:** Bruce Hodgins, Strategic Advisor




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



### Appendix 1 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

Risk Rating (1) – Current asset risk rating







Risk Rating (2) – Residual risk rating after current LTP investment programme (end 2027 FY)

Process Area	Risk Rating (1)	Current State	Mitigating Measure	Risk Rating (2)
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 will be installed awaiting for equipment delivery.	













Process Area	Risk Rating (1)	Current State	Mitigating Measure	Risk Rating (2)
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 completely unserviceable. The mechanical contractors are reluctant to undertake any refurbishment work as it may compromise the structural integrity of the milliscreens.	Milliscreen replacement project is underway and is currently in planning phase. Reactive renewal work and maintenance is being undertaken until the 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.	Two out of four PSTs have been refurbished. The mechanical components for the third and fourth tank are being procured. A project is underway to replace the obsolete sludge pumps.	















Process Area	Risk Rating (1)	Current State	Mitigating Measure	Risk Rating (2)
Grit Removal System		Currently not operational.	An assessment of the existing asset was undertaken and recommended some maintenance requirements to allow the current system to be recommissioned. Operations team are working on the recommended actions to undertake the recommissioning. Depending on the outcome of the recommissioning, asset refurbishment or complete asset replacement might be undertaken.	
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. All three blowers are operational. Two out of three blowers have been refurbished. 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	One RAS pump has been installed and the second one is being planned to be installed as soon as practicable pending the approval from the operations	



Process Area	Risk Rating (1)	Current State	Mitigating Measure	Risk Rating (2)
		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.	team. 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.	A major component refurbishment is complete. There are other components that still need to be replaced or modified such as the wiper system. A long-term project is underway to replace the unit.	
Storm Tank		Filling of storm tank and the discharge to stream almost occurs simultaneously during wet weather events. The Storm tank is initially filled by 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.	DAF Process has stabilised.	




Process Area	Risk Rating (1)	Current State	Mitigating Measure	Risk Rating (2)
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. The control panel replacement is forecast to be completed by end of June 2025.	
Dryer		The dryer is in poor condition and requires replacement.	Component renewals are being undertaken while the long-term project is underway.	
Odour Control		The odour control system is in poor condition and 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 in progress with the works on the biofilter now complete. Deodorisers will be used only during maintenance activity or process upset which may cause odour.	
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	Result of the initial condition assessment has been provided. NMG to plan the	



Process Area	Risk Rating (1)	Current State	Mitigating Measure	Risk Rating (2)
		capacity of 1,520 L/s at 27m head.	delivery of "like for like" renewal recommended in the report. Further Condition assessment still needs to be undertaken.	



		HCC UHCC Joint Venture WWL Capital Delivery Dashboard					January 2025					
Project detail												
Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000	
Seaview WWTP Odour Ctrl Upgrade	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.	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 around the Lower Hutt area.	Stage 2 RFT issued 31 January, closes 5 March. Underspend forecasted, this will be reviewed once stage 2 tenders received, and we have confidence in costs. Programme risk of not meeting abatement notice completion requirement, GWRC declined request to change the abatement notice deadline	1886	2172	8119	3488	4630	13796	2602	13326	
				HCC 70% split	1320.2	1520.4	5683.3	2441.6	3241	9657.2	1821.4	9328.2
				UHCC 30% split	565.8	651.6	2435.7	1046.4	1389	4138.8	780.6	3997.8
				% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)		35%								
	Jul-23	Jun-27										
Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000	
Seaview WWTP Sludge Dryer Renewal:	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.	Investigations/scoping phase completed. 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. Procurement strategy: market sounding for Design & Construct delivery model completed in March 24 that informed 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.	Multi-stage procurement process has started with Stage 1 Vendor Pre-qualification. Programme is under development.	581	985	7879	1499	6380	92800	1686	91250	
				HCC 70% split	406.7	689.5	5515.3	1049.3	4466.0	64960.0	1180.2	63875.0
				UHCC 30% split	174.3	295.5	2363.7	449.7	1914.0	27840.0	505.8	27375.0
				% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)		28%								
	Jul-23	Jun-28										
Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000	
Seaview WWTP UV Renewal:	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.	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.	The forecast FY variance is primarily due to the time to confirm a temporary UV unit (due in Feb) to allow full UV disinfection to continue during UV equipment replacement. This pushes the project cashflow into next FY.	142	668	3000	902	2098	7515	229	6541	
				HCC 70% split	99.4	467.6	2100	631.4	1468.6	5260.5	160.3	4578.7
				UHCC 30% split	42.6	200.4	900	270.6	629.4	2254.5	68.7	1962.3
				% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)		32%								
	Oct-22	Apr-27										
<div>KEY:    Pre-construction phases    Construction phase (includes as-builts, excludes defects)</div>												





# HCC UHCC Joint Venture WWL Capital Delivery Dashboard

January 2025

Project detail

Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials		
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000
Seaview WWTP RAS System Upgrade	A mechanical renewal project; the objective of this activity is to renew 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.	PMP approved, project in initiation	Funding change request in Stage 2 Annual Plan TBC by HCC	183	185	1,000	223	777	2643	326	5957
			HCC 70% split	128.1	129.5	700	156.1	543.9	1850.1	228.2	4169.9
			UHCC 30% split	54.9	55.5	300	66.9	233.1	792.9	97.8	1787.1
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3
	2024	Oct-29	38%								
Seaview WWTP Aeration Renewal	A mechanical renewal project; the objective of this activity is to renew the aeration system, in a programme of work prioritized to deliver process reliability, reduce odour risk and avoid asset failure.	Originally not funded until 25/26, Project Management Plan approved, project in initiation, procurement strategy in progress to expedite aeration controls and blower order placement	Funding change request in Stage 2 Annual Plan to bring project forward TBC by HCC	200	-	-	668	-668	14,748	248	14,138
			HCC 70% split	140.0	-	-	467.6	-467.6	10323.6	173.6	9896.6
			UHCC 30% split	60.0	-	-	200.4	-200.4	4424.4	74.4	4241.4
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3
	2024	Aug-29	25%								
Seaview WWTP Clarifier Renewal	A mechanical renewal project; the objective of this activity is to renew the clarifier mechanical equipment in a programme of work prioritized to deliver process reliability, reduce odour risk and avoid asset failure.	PMP approved, project initiating	Funding change request in Stage 2 Annual Plan TBC by HCC	16	-	-	17	-17	6,048	64	6,998
			HCC 70% split	11.2	-	-	11.9	-11.9	4233.6	44.8	4898.6
			UHCC 30% split	4.8	-	-	5.1	-5.1	1814.4	19.2	2099.4
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3
	2024	Dec-31	30%								

**KEY:**    Pre-construction phases    Construction phase (includes as-builts, excludes defects)

**Note:** The budget under project life financials includes actuals and has been calculated as below.  
• Total Budget (includes Corporate Cost): Actuals till end of FY 23/24 plus LTP budget (10 years - FY33/34)





# HCC UHCC Joint Venture WWL Capital Delivery Dashboard

January 2025

Project detail

Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000	
Seaview WWTP Backup Power Supply:	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.	PMP approved, project initiating, procurement of generators to be expedited in order to install as quickly as possible	PMP approved, project initiating, funding request reduced in Stage 2 annual plan due to removal of funding risk	322	105	500	565	-65	10,054	377	6,501	
				HCC 70% split	225.4	73.5	350.0	395.5	-45.5	7037.8	263.9	4550.7
				UHCC 30% split	96.6	31.5	150.0	169.5	-19.5	3016.2	113.1	1950.3
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3	
	2024	Aug-28	42%									
Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget (Stage 1&2) \$000	Actuals \$000	Forecast (Stage 1) \$000	
Petone Collecting Sewer – Stage 1	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	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.	Tenders for Stage 1 ECI and investigations closed in late Jan, 4 tenders submitted. Evaluation commenced in Feb.	506	544	2,477	970	1,507	83,056	2,796	37,512	
				HCC 70% split	354.2	380.8	1733.9	679.0	1054.9	58139.2	1957.2	26258.4
				UHCC 30% split	151.8	163.2	743.1	291.0	452.1	24916.8	838.8	11253.6
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3	
	Oct-20	Feb-30	50%									

KEY:    Pre-construction phases    Construction phase (includes as-builts, excludes defects)

**Note:** The budget under project life financials includes actuals and has been calculated as below.

- Total Budget (includes Corporate Cost): Actuals till end of FY 23/24 plus LTP budget (10 years - FY33/34)





# HCC UHCC Joint Venture WWL Capital Delivery Dashboard

January 2025

Project detail

Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000	
Totara Park Road – Bridge Pipework Seismic Strengthening (WW portion)	To reduce the risk of water supply disruption from a seismic event to the Totara Park community.	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.	Recommendation to defer delivery is being drafted in a memo to council for approval. Forecast this FY is based on beginning construction in March 2025.	169	1523	4609	900	3708	5397	1674	7032	
				HCC 70% split	118.3	1066.1	3226.3	630.0	2595.6	3777.9	1171.8	4922.4
				UHCC 30% split	50.7	456.9	1382.7	270.0	1112.4	1619.1	502.2	2109.6
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3	
	Nov-21	Feb-33	16%									
Project	Purpose	Summary	Financial Commentary	Financial Year 24/25					Project Life Financials			
				YTD Actual \$000	YTD Planned Baseline \$000	FY Approved Budget \$000	FY Forecast \$000	FY Variance \$000	Budget \$000	Actuals \$000	Forecast \$000	
Western Hills Sewer Main (Urgent Works)	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	The physical works contract was awarded in December and the liner ordered in time to meet the agreed construction window during the Easter school holidays period. The project team are currently working through the traffic management concept with HCC and the Wellington Transport Alliance. Significant traffic disruption on SH2 is expected despite every effort being made to minimise the impact of these critical works	The project is tracking to programme and budget.	368	5200	5200	5184	5184	5200	368	5184	
				HCC 70% split	257.6	3640.0	3640.0	3628.8	3628.8	3640.0	257.6	3628.8
				UHCC 30% split	110.4	1560.0	1560.0	1555.2	1555.2	1560.0	110.4	1555.2
	Start Date (From PMP)	End Date (Project Closeout date- includes defects)	% Complete (Overall)	FY23/24 Q4	FY 24/25 Q1	FY 24/25 Q2	FY 24/25 Q3	FY 24/25 Q4	FY 25/26 Q1	FY 25/26 Q2	FY 25/26 Q3	
	May-24	May-27	45%									

KEY:

Pre-construction phases

Construction phase (includes as-builts, excludes defects)

**Note:** The budget under project life financials includes actuals and has been calculated as below.

- Total Budget (includes Corporate Cost): Actuals till end of FY 23/24 plus LTP budget (10 years - FY33/34)



**HUTT VALLEY TRUNK WASTEWATER SERVICES**STATEMENT OF OPERATING INCOME AND EXPENDITURE  
FOR THE PERIOD ENDED 31 DECEMBER 2024

	Actual Year to Date \$000's	Budget Year to Date \$000's	Annual Budget \$000's	Forecast \$000's
Rent	154	155	311	307
Profit on sale of Fixed Assets	-	-	-	-
Royalties	2	3	6	2
Trade waste rebates *	765	459	919	1,287
Interest income	-	-	-	-
<b>Total Revenue</b>	<b>921</b>	<b>618</b>	<b>1,235</b>	<b>1,596</b>
Operational contracts	1,079	1,103	2,207	1,824
Operational contracts - Wellington Water Limited	5,850	5,849	11,698	9,188
Trade waste inspection charges	143	143	286	277
Utility rates	1,136	1,113	1,215	1,072
Wastewater / DBO administration	-	-	-	-
Engineering services	-	-	-	-
Rising Main Vulnerability Assessment	-	18	37	1
Insurance	287	287	584	454
Interest	-	-	-	-
Depreciation	3,038	2,279	5,316	4,257
<b>Total operating expenditure</b>	<b>11,534</b>	<b>10,793</b>	<b>21,342</b>	<b>17,073</b>
<b>Net operating deficit</b>	<b>(10,613)</b>	<b>(10,175)</b>	<b>(20,107)</b>	<b>(15,477)</b>
<b>Funded by way of:</b>				
Operating Contributions from HCC (including depn)	69% 7,339	5,746	10,694	10,337
Operating Contributions from UHCC (including depn)	31% 3,273	4,429	9,413	5,140
	<b>10,613</b>	<b>10,175</b>	<b>20,107</b>	<b>15,477</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 31 DECEMBER 2024

<b>Capital - Work in Progress</b>				
Trunk DBO Type A Network Development Growth	5,040	7,693	18,759	11,269
<b>Total Work In Progress</b>	<b>5,040</b>	<b>7,693</b>	<b>18,759</b>	<b>11,269</b>
<b>Funded by way of:</b>				
Capital Contributions from HCC	52% 2,604	5,308	12,943	7,776
Capital Contributions from UHCC	48% 2,435	2,385	5,815	3,493
	<b>5,040</b>	<b>7,693</b>	<b>18,759</b>	<b>11,269</b>

**HUTT VALLEY TRUNK WASTEWATER SERVICES**FIXED ASSET REGISTER SUMMARY  
FOR THE PERIOD ENDED 31 DECEMBER 2024

	Asset Cost \$000's	Accumulated Depreciation \$000's	Net Book Value \$000's
Infrastructural Bulk Wastewater	216,434	4,375	212,059
Infrastructural Land	20,494	-	20,494
Operational Buildings	1,565	140	1,425
Operational Site Improvements	180	21	159
Operational Land	25	-	25
Operational Plant	-	-	-
Restricted Land	1,723	-	1,723
Resource Consents	57	45	12
	<b>240,478</b>	<b>4,581</b>	<b>235,897</b>
<b>Share of assets held by:</b>			
HCC	69% 166,215	3,079	163,136
UHCC	31% 74,263	1,502	72,761
	<b>240,478</b>	<b>4,581</b>	<b>235,897</b>





03 February 2025

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Report no: HVSC2025/1/33

## 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 and Zero Waste Hub.

### Recommendation

That the Committee receives and notes the report.

### Background

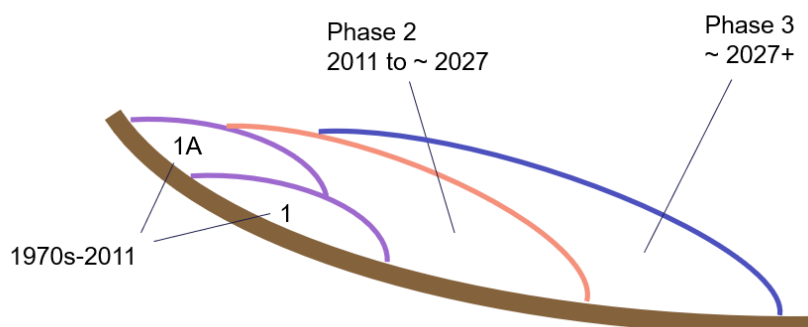
2. Officers provide regular reports to this Committee regarding the development, operation, and performance of Silverstream Landfill (the landfill) and the co-located transfer station.
3. The operation of the landfill is required to meet obligations under the Resource Management Act, the Hutt Valley 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 see [here](#).



## Silverstream Landfill

### *Development and construction*

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 remains focused on implementing 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 in 2027 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. Within the current Phase 2, filling is currently taking place on Slope 10 and 11. Construction of an additional and final Slope 12 within Phase 2 is under way.
9. Phase 3 works continue with stormwater diversion and management being a top priority.
10. Capital costs for the next 10 years have been reforecast and updated in Hutt City Council's draft LTP budgets.

### *Capital Works and Consulting Engineering Contracts*

11. Hutt City Council has identified the preferred suppliers for both the Capital Works Contract and Consulting Engineering Contract for the Landfill. Contract negotiations are near complete and new contracts are expected to be in place within the next couple of months. The new contracts will commence on 1 July 2025.



*Recovery of native timber*

12. The Hard Beech timber recovered from clearance works for Phase 3 is currently being milled and stored for drying. We have approximately 4m<sup>3</sup> of profiled timber (see picture below) and hope to recover more as the logs allow.

*Remediation works*

13. Revegetation works for abandoned borrow areas (parts of the landfill site quarried for fill) have been completed and planting will commence in the autumn/winter. The image below shows the western borrow (approx. 2ha) being prepared for replanting.





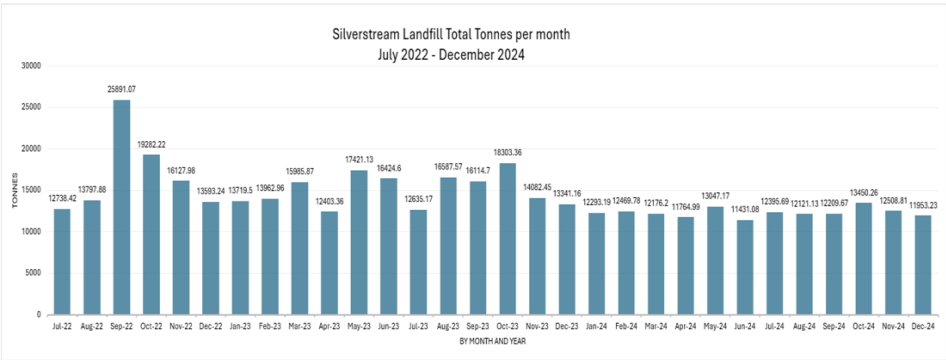
14. The northern end of that borrow area is already ready for replanting, as shown below.



### *Operations*

15. The disposal of sludge from Seaview Waste Water Treatment Plant (WWTP) continued through until Christmas 2024. The Landfill is planning for the possibility of receiving sludge on an ongoing basis to meet the needs of the WTPP and its aging sludge drying plant.
16. 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 but only small quantities have been received. The below figure shows volumes (excluding green waste) since July 2022.



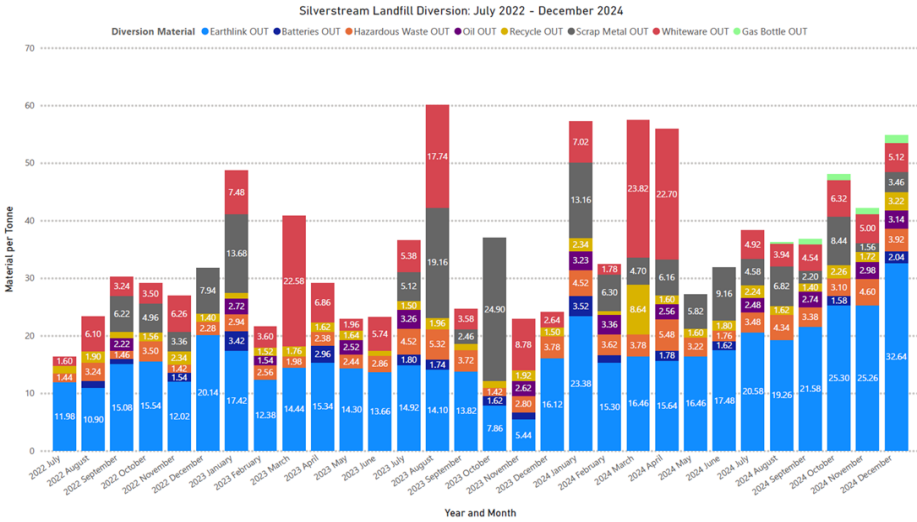


Potential soil and aggregate recovery facility

17. Hutt City Council and Fulton Hogan are in discussions to develop a soil and aggregate recovery facility that would be located at Silverstream Landfill.
18. This facility would reduce the volume of soil and rock that is disposed of to landfill by recovering usable construction products from the waste.

Resource recovery

19. The below figure shows diversion and resource recovery from the transfer station since July 2022. The recovery of resources continues to lift in response to a change in how Earthlink engages with customers.



Health and safety

20. No serious health and safety incidents were reported during the quarter.
21. Members of the public accessing the portion of the Kingsley Street Track that passes through the landfill site continues to be an issue. Heavy dump trucks regularly pass through this area and there is no safe passage for pedestrians at any time. Further signage is being placed at key points and the fencing



and gates are being heightened and extended to discourage people accessing the site.

*Environmental performance*

- 22. A summary of environmental performance for September to December 2024 is shown in [Appendix 1](#) attached to the report.
- 23. The summary references management trigger levels being exceeded, which require investigation or mitigation measures to be undertaken as part of an adaptive management approach.
- 24. Sediment control remains a major issue due to the amount of construction work underway and the resulting ground disturbance. The turbidity (cloudiness) of the stormwater leaving the landfill site has exceeded the consent conditions at various times during December. Work continues to bring this under control via a variety of interventions including, increased silt controls across the construction areas, regular flocking of the dam in coordination with controlled release of the dam contents to tip stream after rain, and remedial work to the silt curtain within the dam.

**Climate Change Impacts and Considerations**

- 25. 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 at the landfill. Civil and electricity supply works are now largely complete, and we are expecting the delivery and installation of the charging infrastructure in April/May.



- 26. 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**



27. Not applicable.

**Legal Considerations**

28. There are no legal considerations currently.

**Financial Considerations**

29. There are no financial considerations currently.

**Appendices**

No.	Title	Page
1	<a href="#">Silverstream Landfill Environmental Dashboard Q4 2024</a>	41

**Author:** Geoff Roberts  
Waste and Resource Recovery Manager

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

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



Silverstream Environmental Quarterly Report for the Hutt Valley Services Committee (October to December 2024)



Waste

Total waste of previous quarter: 36908 tonnes

Total waste of this quarter: 38764 tonnes

Month	Sludge	Special	Total commercial*	Total residential	Total Waste
July	361	3,097	7,713	1,397	12,568
August	402	2,412	7,446	1,451	11,710
September	214	2,784	8,266	1,367	12,630
October	353	3,722	8,040	1,616	13,730
November	221	3,007	7,966	1,641	12,835
December	444	2,680	7,273	1,803	12,199

\*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

Number of samples taken, or surveys and assessments completed

<div></div> Gas surveys - 8	<div></div> Complies with consent conditions
<div></div> Groundwater samples - 15	<div></div> At least 1 consent exceedance
<div></div> Surface water samples - 12	
<div></div> Surface water visual assessments - 12	
<div></div> Leachate measurements - 2 (Flow monitored 24/7)	

Refer to individual sections for detailed information on any exceedances.

Leachate

Leachate quality results:

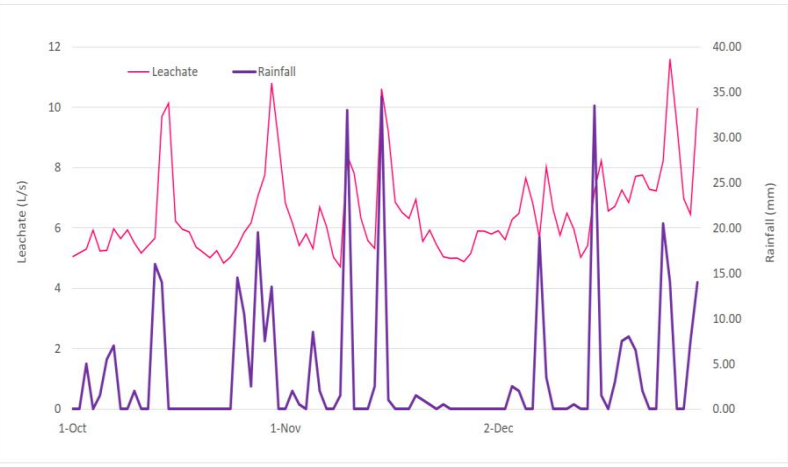
There were no exceedances of leachate trade waste conditions.

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

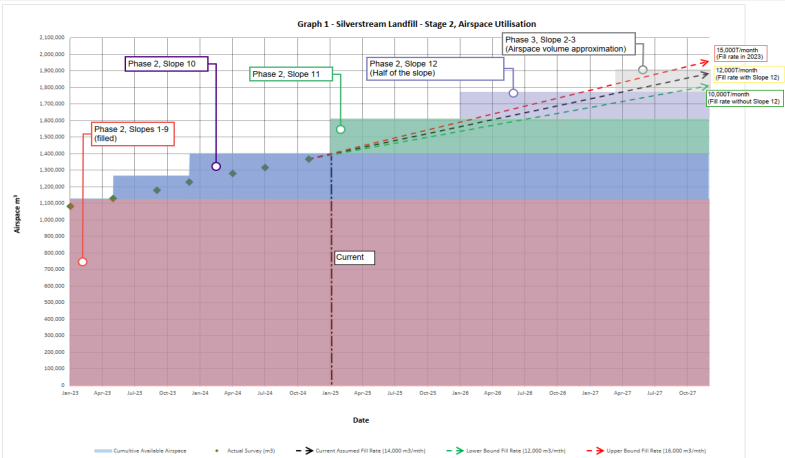
October	November	December
15377	16045	18311

Daily leachate flow and rainfall

Total rainfall = 343.5 mm



Air space utilisation



See page 2 for full size graph

Water

Groundwater monitoring locations



Groundwater analysis

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

Surface water monitoring locations



Surface water analysis

Samples are collected and analysed monthly for a suite of contaminants outlined in the discharge to surface water consent. No exceedances were recorded for any surface water quality parameters in the quarter.

Visual surface water assessments are also carried out monthly and several exceedances were noted in the quarter. See Tip stream visual assessment data for more information.

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

SW4 Observation	October	November	December
Water Clarity	SI cloudy	slightly cloudy	Cloudy
Foam	No	no	Some
Odour	No	no	No
Algae	No	no	No
Flow	Low	low	Mod-High

Controlling silt in tip stream has been challenging over the quarter, with a lot of reliance on the silt pond (which is a "bottom of the cliff" management measure). Additional silt treatment measures have been employed throughout the quarter to protect surface water. Also, those working on the landfill met in November to workshop how to improve silt control at source ("top of the cliff"). Protection of Tip Stream, Hutt Creek and the Hutt River from silt are a main focus for the next quarter.

Gas

Surface gas results

There were no methane concentration exceedances 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.

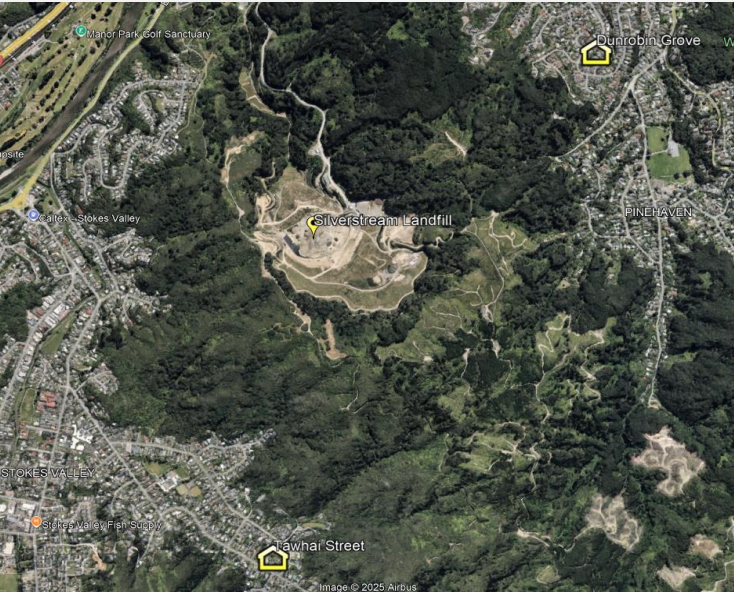
Gas collected

Parameter	Unit	October - December
Gas flow rate	m3/hr	1268
Methane concentration	%	46

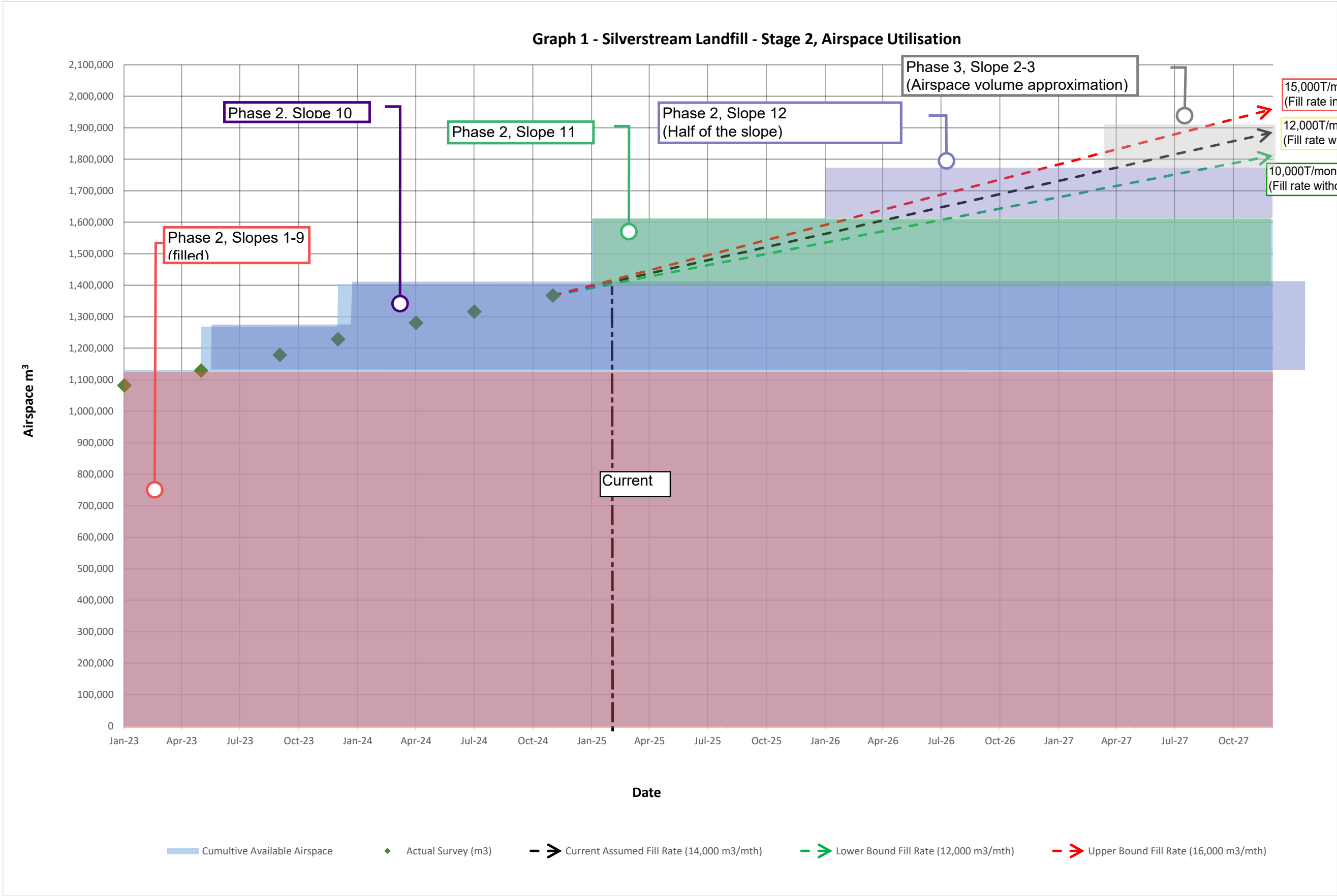
Odour

Months	October	November	December
Complaints	0	1	2
Total in Quarter	3		

Known locations of complaints











To:	Hutt Valley Services Committee	From:	Brett Latimer Open Spaces and Facilities Manager Upper Hutt City Council
Subject:	Akatārawa Cemetery Update	File:	304/01-001
Date:	7 March 2025	Reference	

**Purpose**

1. To update the Hutt Valley Services Committee (HVSC) on the specific actions raised at the 22 November 2024 Hutt Valley Services Committee meeting.
2. To provide an update on the progress of the developed Cemetery extension design and to summarise current operational expenditure.

**Recommendation**

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

**Specific actions requested at the 22 November 2024 Committee meeting.**

4. To formally respond to issues raised in Daniel Chrisp’s written statement tabled at the meeting, with a copy of response to be sent to all members.
5. Liaise with Hutt City Council counterparts to discuss options for equity in fees and charges between the councils, with a paper to be presented at next Hutt Valley Services Committee meeting (7 March 2025), summarising the options.
6. Liaise with Hutt City Council counterparts to produce a brief follow-up report regarding the outcome of the agreement review, outlining the next steps.
7. Members asked that investigations into future land for cemetery purposes include privately owned land.
8. Report back via email to all members regarding whether a Quantity Surveyor (QS) has assessed the Detailed Design plans for the extension of the cemetery. (There was confusion at the meeting as to whether the over-budget Development Designs had been developed into the Detailed Designs {which were to be submitted for resource consent in early December 2024})and whether these consented plans would actually be within budget or not).



## Discussion

9. A response to Mr. Crisp's written submission was sent the to the Hutt City Council Democratic Services team on 29 November 2024.
10. A comparison review of the fees and charges for both councils has been carried out, and whilst there are differences in cost, it would not be too difficult to align fees if deemed necessary. Hutt City Council's Finance and Revenue Policy recovers 30 - 33% of Cemetery operational costs, Upper Hutt City Council recovers 70 - 85% of cemetery operational cost. It would be difficult to achieve alignment of fees without a change of policy. It is unlikely such a change would be considered prior to the next Long-Term Plan as financial assumptions including the public/private split for cemeteries is fixed for the current period.
11. The next steps in the review, specifically dealing with the ownership model, will be finalised by the next review of the Agreement in five years' time and will also address the issue of maintenance responsibilities upon closure of the Akatārawa Cemetery, which is expected to be in approximately 42 years' time. The process leading up to the review will involve both councils forming a consensus view or at least identifying points of difference to resolve these matters. These issues will be discussed at Hutt City Council by the Corporate Leadership Team on 25 February 2025 before further Officer discussions. Regarding the requirement to recover capital costs through fees and charges, as development progresses, the fees and charges will need to be increased, which will impact the fees structure over time. Currently, the cemetery operating budget is still within the Upper Hutt Revenue and Finance Policy of recovering between 70% and 85% through fees and charges. As more development takes place, however, fees will need to be increased accordingly.
12. Currently, there has been no direction to investigate options for establishing another cemetery within the boundary of Hutt City or Upper Hutt City. Both councils' current emphasis is on developing Akatārawa Cemetery in partnership, however further direction will be sought at the Hutt City Communities, Culture and Partnership Committee meeting on 26 February 2025.
13. An explanation regarding the detailed design and the developed design was sent to the Hutt City Democratic team on 2 December 2024.

## Akatārawa Cemetery Development

14. The resource consent for the development has been submitted and it is expected it will be issued in early March, provided that no significant issues are raised.
15. During the next four weeks, officers will prepare the contract specifications and engage contractors to carry out on-site vegetation mulching, which is expected to commence in April 2025 after the bird breeding season.
16. The northern boundary of the Cemetery has been programmed to be fenced, to restrict unauthorized vehicle access from adjoining landowners. The existing boundary fence was removed by the lease holder, and it has not been replaced. This lease has been terminated, and it is expected that the lease holder will be responsible for the reinstatement of the fence, as well as the removal of the burn pile and an offal pit located on cemetery land. Hutt City Council officers will follow this up.
17. The proposed development program is detailed below and has been developed to keep earthworks under 3,000m<sup>2</sup> per year, which will reduce the cost of sediment control that would otherwise have been imposed. This program includes **Stage 3**; however, there is currently only enough funding for



**Stage 1 and 2** to be completed. The estimated cost for **Stage 3** is \$1,15871.89, which has not been allowed for in the current budget. Therefore, this stage will not progress for the time being.

18.

i. **Stage 1 Road 1**

- Vegetation Mulching - April 2025
- Earthworks – October - December 2025 (Under 3,000 m2)
- Roothing Civil works to follow earthworks – November 2025– January 2026

ii. **Stage 2 Road 2**

- Earthworks – January-February 2026 (Under 3,000 m2)
- Roothing Civil works to follow earthworks – February – March 2026
- Culvert Installation Road 3, if funds permit

iii. **Stage 3a Road 3**

- Earthworks – January-February 2027 (Under 3,000 m2)
- Roothing Civil works to follow earthworks – February – March 2027

iv. **Stage 3b Road 3**

- Earthworks – January-February 2028 (Under 3,000 m2)
- Roothing Civil works to follow earthworks – February – March 2028

## General

19. As of 31 January 2025, the total operating Cemetery expenditure is \$273,026 compared to a year-to-date budget of \$273,802. The total Operating revenue is \$297,018 compared to a year-to-date budget of \$263,151.

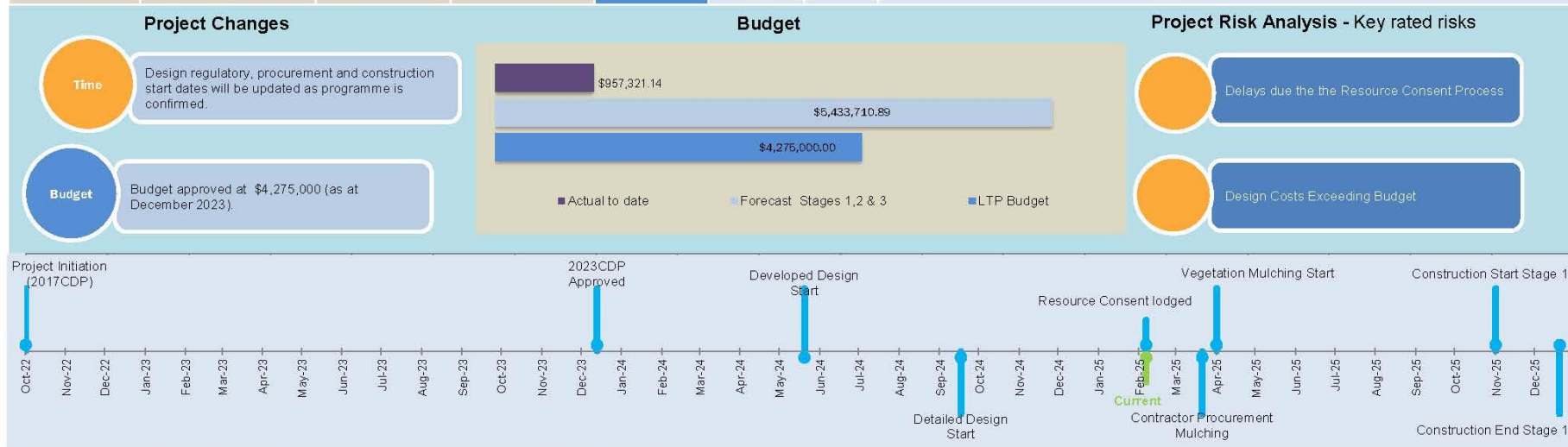
## Attachments

20. [Attachment 1 - Dashboard – Akatarawa Cemetery](#) [page 46](#)

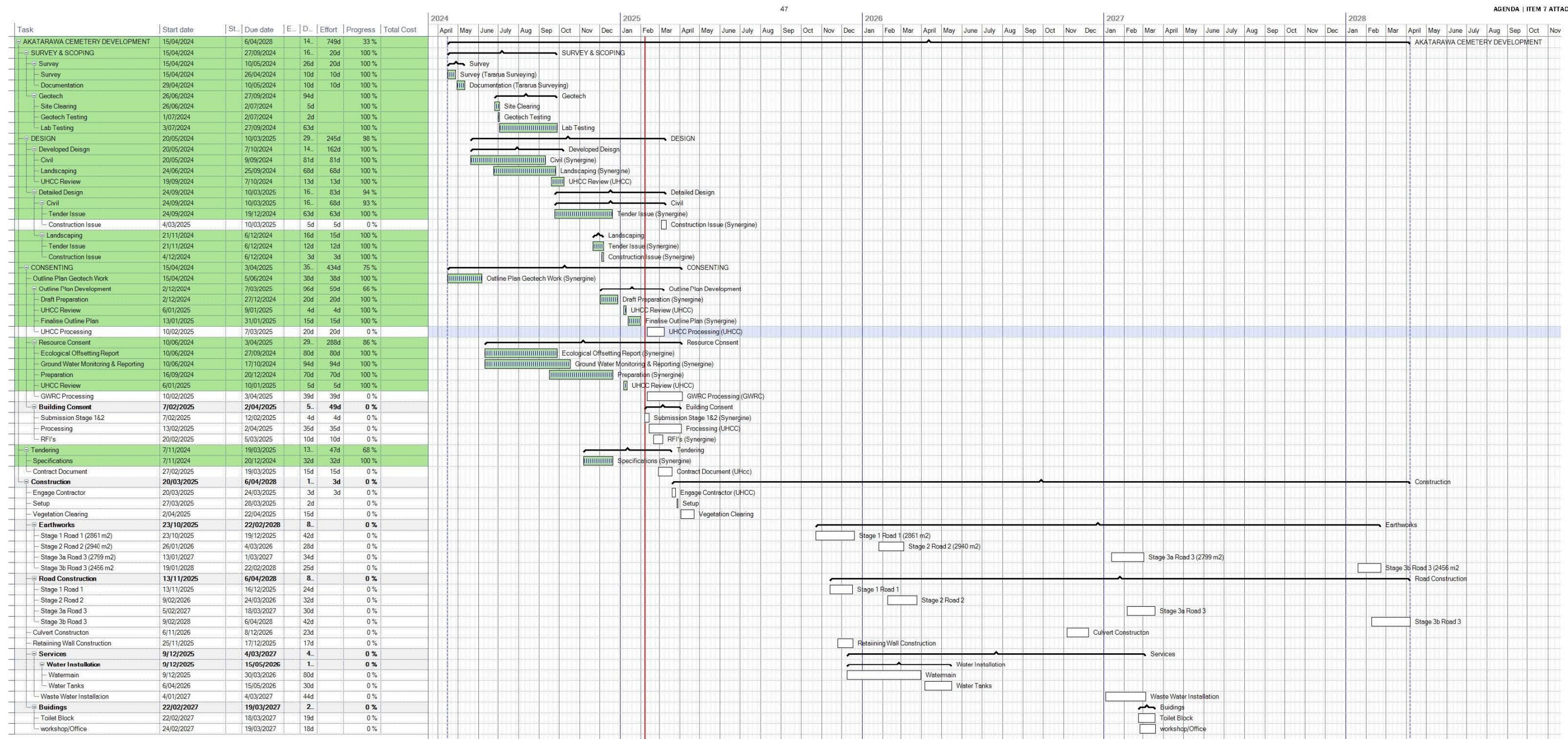
21. [Attachment 2 - Work Program as at 7 February 2025](#) [page 47](#)



Project Name	Akatarawa Cemetery Development Project (Phase 1: Design of Stages 1-3 and construction of Stages 1 & 2 only)			Status Update: 6/02/2025			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.			<div>▪ Detail Design Completed</div> <div>▪ Resource Consent application Lodged</div> <div>▪ Updated comms has gone out to Stake holders and Public</div>			<div>▪ Specification for Vegetation Mulching Complete</div> <div>▪ Engagement with Cultural groups ongoing</div> <div>▪ Resource Consent approved</div> <div>▪ Engagement of Mulching Contractor</div>	
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	<div></div>	<div></div>	Detailed design has completed and Resource Consent application has been lodged with Greater Wellington Regional Council.	
Key Stakeholders	Upper Hutt City Council Hutt City Council Cemetery and Parks and Reserves staff, contractors, users, future users, Mana Whenua, Ōrongomai Marae			Time	<div></div>	<div></div>	Programme was delayed due to resource consent preparation.	
				Budget	<div></div>	<div></div>	The project cost estimate review has been completed and we only have enough funds for Stages 1 & 2. Further funding will be required to complete Stage 3	
Project Stage	2023 Concept Development Plan - Approved Enabling works & additional investigations/surveying - In planning stage.			Scope	<div></div>	<div></div>	Detailed design for Stages 1, 2, & 3 and construction of Stages 1 & 2 only.	
				Risks	<div></div>	<div></div>	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	<div></div>	<div></div>	Potential of Regulatory and Policy issues not being resolved in a timely Manner	
1 Oct 2022	6 Feb 2025	TBC	TBC	Comms & Engagement	<div></div>	<div></div>	Communications and engagement plan being updated; all channels will be updated in coming weeks.	











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To: Hutt Valley Services Committee      From: Fiona Murphy  
7 March 2025      Governance Advisor

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Subject: Forward Work Programme

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Date: 20 February 2025

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**Forward Work Programme**

**Recommendation | He tūtohunga**

- 1. That the Committee receive the report and note the Forward Work Programme for 2025 appended as Attachment 1 to this memorandum.

**Purpose of report | Te pūtake**

- 2. To provide the Hutt Valley Services Committee with a record of the forward work programme for 2025.

**Background | Papamuri**

- 3. The Terms of Reference for the Hutt Valley Services Committee require the committee to facilitate the coordination and decision-making of combined council services within the Hutt Valley.
- 4. The Forward Programme provides a planning tool for both members and officers to coordinate programmes of work for the year. The Forward Programme is appended as [Attachment 1](#) to this report.
- 5. The Forward Programme is a working document and subject to change on a regular basis.

**Included attachment | Ngā āpitihanga**

- 6. [Attachment 1 - Forward Work Programme 2025.](#) [page 49](#)



## Attachment 1 – Forward Work Programme 2025

Reports required for upcoming Agenda	Author	7-Mar-25	2-May-25	22-Aug-25	TBC-Dec-25
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)	Open Spaces and Facilities Manager, Upper Hutt City Council	✓		✓	
Forward Programme	Governance Advisor, 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				✓