



**I, Steven May, Tumu Whakarae Chief Executive Officer, hereby give notice that  
an Infrastructure Committee Meeting will be held on:**

**Date:** Tuesday, 28 May 2019  
**Time:** 1.30pm  
**Location:** Council Chamber, Wairoa District Council,  
Coronation Square, Wairoa

# **AGENDA**

## **Infrastructure Committee Meeting**

**28 May 2019**

The agenda and associated papers are also available on our website: [www.wairoadc.govt.nz](http://www.wairoadc.govt.nz)

For further information please contact us 06 838 7309 or by email [info@wairoadc.govt.nz](mailto:info@wairoadc.govt.nz)



**Order Of Business**

|          |   |           |
|----------|---|-----------|
| <b>1</b> | <b>Karakia.....</b>                               | <b>5</b>  |
| <b>2</b> | <b>Apologies for Absence .....</b>                | <b>5</b>  |
| <b>3</b> | <b>Declarations of Conflict of Interest .....</b> | <b>5</b>  |
| <b>4</b> | <b>Chairperson’s Announcements .....</b>          | <b>5</b>  |
| <b>5</b> | <b>Late Items of Urgent Business.....</b>         | <b>5</b>  |
| <b>6</b> | <b>Public Participation .....</b>                 | <b>5</b>  |
| <b>7</b> | <b>Minutes of the Previous Meeting.....</b>       | <b>5</b>  |
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| 8.1      | Blue Bay Water Supply upgrade.....                | 10        |
| 8.2      | Community Assets and Services Overview. ....      | 13        |
| 8.3      | Stormwater Inflow into Sewers Update.....         | 16        |



- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

**7 MINUTES OF THE PREVIOUS MEETING**

Ordinary Meeting - 5 March 2019

**MINUTES OF WAIROA DISTRICT COUNCIL  
INFRASTRUCTURE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 5 MARCH 2019 AT 1.30PM**

**PRESENT:** His Worship the Mayor Craig Little (Te Kahika Mayor), Cr Charles (Charlie) Lambert, Mr Chris Olsen

**IN ATTENDANCE:** Steven May (Tumu Whakarae Chief Executive Officer), Gary Borg (Chief Financial Officer), Stephen Heath (Pouwhakarae – Hua Pūmau Hapori/Ratonga Group Manager Community Assets and Services), Luke Knight (Kaiwhakahaere Rawa Property Manager), Gay Waikawa (Kaiurungi Tutohu Governance Officer), Lis Battes

**1 KARAKIA**

Karakia was given by Councillor C Lambert

**2 APOLOGY FOR ABSENCE**

**APOLOGY**

**COMMITTEE RESOLUTION 2019/18**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the apology received from Cr M Johansen be accepted and leave of absence granted.

**CARRIED**

**3 DECLARATION OF CONFLICT OF INTEREST**

None

**4 CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson announced the great work the Community and Assets department are doing and a positive workshop which was held before the IC Committee and build a repo with elected members and officers for IC Committee.

The Chief Executive Officer acknowledged Mr L Knight as 2IC for the Community Assets and Services Department.

**5 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

Lis Battes – Mahanga – Gave a presentation on the Mahanga Water Supply project and the work being undertaken is significant from what was communicated to Mahanga property owners in July 2017.

The Mahanga water was discussed in Point 3.2 (4) of the Community Assets and Services Overview report.

**6 MINUTES OF THE PREVIOUS MEETING****COMMITTEE RESOLUTION 2019/19**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the minutes of the Ordinary Meeting held on 13 November 2018 be confirmed.

**CARRIED**

**7 GENERAL ITEMS****8.1 COMMUNITY ASSETS AND SERVICES OVERVIEW**

Points of Discussion:

- Chlorination of Tuai Water – Is not yet mandatory encourage some form of residual disinfection ie chlorine
- Kitchener Street – Starts in April 2019
- Mahanga water supply – Information Pack be sent to the Mahanga community within one month of today's date and shortly after a meeting be held with the community.

**COMMITTEE RESOLUTION 2019/20**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the Committee receive the report and an Information Pack will be sent to the Mahanga community within one month of today's date and shortly after a meeting be held with the Mahanga community.

**CARRIED**

## 8.2 PROCUREMENT CONTRACT 18/18 - FLOOD DAMAGE REPAIRS MOHAKA/WAIAU PACKAGE 2

### COMMITTEE RESOLUTION 2019/21

Moved: Mr Chris Olsen

Seconded: Cr Charles (Charlie) Lambert

That the Committee receive this report and award Contract 18/18 – Flood Damage Repairs Mohaka/Waiau Package 2 to Russell Roads.

**CARRIED**

## 9 PUBLIC EXCLUDED ITEMS

### RESOLUTION TO EXCLUDE THE PUBLIC

#### RESOLUTION 2019/22

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the public be excluded from the following parts of the proceedings of this meeting at 2.07p.m.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered     | Reason for passing this resolution in relation to each matter   | Ground(s) under section 48 for the passing of this resolution  |
|---|---|--|
| <b>9.1 Community Assets &amp; Services Overview</b> | s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest | s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7 |

**CARRIED**



**COMMITTEE RESOLUTION 2019/23**

Moved: His Worship the Mayor Craig Little

Seconded: Cr Charles (Charlie) Lambert

That the Committee moves out of Closed Committee into Open Committee at 2.22p.m

**CARRIED**

**The Meeting closed at 2.22pm.**

**The minutes of this meeting were confirmed at the Infrastructure Committee Meeting held on 28 May 2019.**

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**CHAIRPERSON**

## 8 GENERAL ITEMS

### 8.1 BLUE BAY WATER SUPPLY UPGRADE

**Author:** Stephen Heath, Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services

**Authoriser:** Steven May, Tumu Whakarae Chief Executive Officer

**Appendices:** Nil

#### 1. PURPOSE

- 1.1 A progress update for the Blue Bay water treatment upgrade tender process

#### RECOMMENDATION

The Group Manager for community Assets and Services RECOMMENDS that Committee Receive this report thus endorsing option A.

#### 2. BACKGROUND

- 2.1 Feedback from the Blue Bay property owners. Owners requested a public forum to have the ability to speak to their submission at the Council meeting where they would like this matter to be finalised and decided. Council agreed to this taking place before Christmas 2018.
- 2.2 In an Extraordinary Council meeting held on the 20/12/2018 Blue Bay community requested that Council share significant costs for the water supply upgrade at the Blue Bay subdivision. A resolution was passed that Council direct the Chief Executive Officer to present an options analysis report to a future Council meeting including the proposed option 3. A Municipal Reticulated Water Supply shared costs Council to fund-55%, approx. \$373,000 and other conditions, & option 4. Rain Water Tanks shared costs Council to fund \$5,000 x 42 properties, approx. \$210,000 and other conditions. (Ref Owner proposed option 3 & 4 in the Blue Bay community 2018 consultation submission.)
- 2.3 As Council only had one tender in late 2018 for the water supply upgrade, in early 2019 the tender document was reviewed and then sent out to re tender using G.E.T.S (Government Electronic Tendering Service.)
- 2.4 At the close of the tender process there were no responses from any contractor's only queries from suppliers and sub contract roles.

#### 3. OPTIONS

- A. Seek direction from the Infrastructure Committee.
- B. Re consult with the Blue Bay community.
- C. If the project is to proceed an option could be to Project Manage this by using a consultant who would engage specialist contractors for the individual components.

**4. CONCLUSION**

- 4.1 Council believe they have followed process, by using G.E.T.S, by including all of the north island, and an extended contract period; Unfortunately have been unsuccessful in receiving any tenders. Council are unsure as to why it did not receive any responses, however noted that other councils are experiencing difficulty in procurement for contracts in projects for water treatment builds.

**5. CORPORATE CONSIDERATIONS****What is the change?****Compliance with legislation and Council Policy****What are the key benefits?**

- 5.1 Safe reliable drinking water

**What is the cost?**

- 5.2 N/A Current tender unsuccessful due to no responses.

**What is the saving?**

- 5.3 N/A

**Who has been consulted?**

- 5.4 At this stage only Council.

**Maori Standing Committee**

- 5.5 This has not been referred to the Maori Standing Committee

**6. SIGNIFICANCE**

- 6.1 Impact [\[implication x how many people affected\]](#)

**7. RISK MANAGEMENT**

- 7.1 The strategic risks (e.g. publicity/public perception, adverse effect on community, timeframes, health and safety, financial/security of funding, political, legal – refer to S10 and S11A of LGA 2002, others) identified in the implementation of the recommendations made are as follows:

- a. [\[Type here\]](#)

**Further Information**

Extraordinary Council meeting held on the 20/12/2018 5.1-BLUE BAY CONSULTATION SUBMISSION REPORT.

**References (to or from other Committees)**

Extraordinary Council meeting held on the 20/12/2018.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

**Signatories**

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|--|--|
|  |  |
| Author<br>Stephen Heath  | Approved by<br>Steven May  |

**8.2 COMMUNITY ASSETS AND SERVICES OVERVIEW.**

**Author:** Stephen Heath, Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services

**Authoriser:** Steven May, Tumu Whakarae Chief Executive Officer

**Appendices:** Nil

**1. PURPOSE**

2. 1.1 This report provides information to the Committee on an Overview for the CAAS (Community Assets and Services) department. No decisions are required by Committee at this stage

**RECOMMENDATION**

The Group Manager Community Assets and Services RECOMMENDS that Committee receive the report.

**1. BACKGROUND**

- 1.1 Council have indicated that they want an Overview with a no surprises outlook.

**2. PROJECTS OVERVIEW.**

- 2.1 CAAS Project Tracking and Activities report is now incorporated into the CEO's report.
- 2.2 Some High Profile Projects updates as follows.

**1: Wairoa wastewater resource consent:** This was lodged in November 2018. The HBRC requested further information under s92 of the RMA in April. The information sought has been of a technical nature and has required technical experts assisting WDC to undertake some further work and develop answers to the questions raised. In addition two of the council team have been away and we have had to juggle the work around their availability. We have agreed with HBRC that this information will be supplied to them by the 20th May.

The needed information has been pulled together and is being reviewed at present. There is some information regarding cultural material which Nigel How is assisting with and hope to also have this included in the information submitted.

Following submission of the requested information, HBRC will within 10 days make a decision on notification. The application indicated that WDC sought full public notification of the application, this was to save the debate about the scope of notification and to essentially save paper work on what seems like a logical decision, especially given the nature and location of the discharge. WDC are continuing to work in a professional and transparent manner with HBRC around the consent application and the ongoing periodic waste water overflow issue.

**2: Oxidation Ponds desludging:**

The bottom pond is over 75% full of sludge in one large area due to a legacy issue of high inflow during rain events which is being addressed with the Inflow project. The New waste water discharge consent requires better treatment of the waste water so very soon we will find ourselves requiring filtration and UV disinfection, the specification of these units will have to be much higher if the ponds are not desludged.

ELC Ltd, the desludging contractor have copy rights to their technology allowing WDC to trigger Government Rules of sourcing- Rule 15.9.c Exemption from open advertising, however the CAAS department have done cost comparisons for an alternative GEO bag type solution, and another service provider to desludge as follows: Geo bag solution was 65% more expensive, another desludging company was 73% more expensive than ECL Ltd.

To mitigate risk this work will be managed under the Fulton Hogan 3 waters contract, with Fulton Hogan only charging a 2% margin.

Delaying is not an option as the desludging contractor ELC Ltd are fully booked for work of this scale, the current high sludge levels will negatively impact on waste water treatment, by reduced effective pond volume available for treatment and run risks of reduced hydraulic retention time (HRT), also increased risk of odour nuisance and sludge rising to the surface, also increased risk of botulism outbreaks. Please Note: Sludge levels are considered significant when approaching 0.9 m from the water surface, Wairoa oxidation ponds have exceeded this, in a large area on the bottom pond the sludge is 0.2m to 0.5m from the water surface.

There has been an overall cost saving of \$12k for the mobilization due to the collaboration with Gisborne District Council. Desludging is planned to happen this June / July 2019 and will include finishing off the top pond; Note there is no mobilization cost for pond 2. This work has been allocated in capital but split over a number of years.

**3: Wairoa Water Intake Stabilisation:** This is well under way with estimated completion middle to end of June 2019. Conflict with old buried sheet piles has delayed the project by 1 month and increased the cost of the project by \$20,000

**4: Mahanga Water supply:** An information pack has been sent to the Mahanga residents and a meeting is scheduled at the Mahanga Marae for 10am on Saturday June 8<sup>th</sup> to discuss next steps.

### 3. CONCLUSION

- 3.1 WDC are making good gains in the 18/01 Fulton Hogan and 18/02 QRS contracts, in terms of delivery and being proactive programme focused. Work has started around budget expenditure tracking with a lot more control introduced. CAAS department activity Managers have started working closely with the finance team to utilise the existing financial system reporting on tracking spend. Program installs on pc's have been initiated with training to follow.



#### Further Information

Water New Zealand Good practice Guide for Waste Stabilisation Ponds: Design and Operation.

**References (to or from other Committees)**

[List any instances this report or previous reports on this topic have gone to Council/Committee]

**Signatories**

|  |  |
|--|--|
|  |  |
| Author<br>Stephen Heath  | Approved by<br>Steven May  |

**8.3 STORMWATER INFLOW INTO SEWERS UPDATE**

**Author:** Andrew Heron, Mataaro Whakakaupapa Project Engineer

**Authoriser:** Stephen Heath, Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services

**Appendices:** Nil

**1. PURPOSE**

- 1.1 This report provides information for Committee on the progress of the Inflow Project. No decisions are required by Committee at this stage.

**RECOMMENDATION**

The Project Engineer RECOMMENDS that Committee receive the report.

**2. BACKGROUND**


- 2.1 The Inflow investigations were completed at the end of last year with the physical works commencing in March. Fulton Hogan are completing the work for the WDC.
- 2.2 88 properties that were discharging into sewer gully traps, have now been diverted away. We have had no major issues with property owners. There are 11 properties where further investigation is needed to determine how to proceed with diverting the downpipes. We have 2 properties, where we have been unable to access the property. There are 17 properties to complete. These will be completed by the end of May.
- 2.3 The next stage of the project will see non-compliant gully traps repaired, raised or replaced. There are 207 properties where these have been identified as high priority, where Inflow of storm water is occurring. Letters will be sent out to property owners commencing the week 19<sup>th</sup> May.
- 2.4 Council have agreed to this work as part of our Inflow and Infiltration Project
- 2.5 This work will reduce overflows at pump stations and reduce stress on pumps and help alleviate properties who have poor functioning sewers during rainfall events. This project will also eliminate the need to increase the pipe capacity of our sewer pumping mains and reduce the need to discharge large waste water volumes from the oxidation ponds in rain events.

**3. CONCLUSION**

- 3.1 The project is moving along well but is taking a little longer than anticipated. The gully trap repairs are expected to continue into the winter months. HBRC have indicated they are happy with WDC's progress.



Signatories

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|---|--|
|  |  |
| <p>Author<br/>Andrew Heron</p>  | <p>Approved by<br/>Stephen Heath</p>   |