



**I, Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer, hereby
give notice that
Infrastructure Committee Meeting will be held on:**

Date: Tuesday, 23 February 2021
Time: 1.30pm
Location: Council Chamber, Wairoa District Council,
Coronation Square, Wairoa

AGENDA

Infrastructure Committee Meeting

23 February 2021

The agenda and associated papers are also available on our website: www.wairoadc.govt.nz

For further information please contact us 06 838 7309 or by email info@wairoadc.govt.nz

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- 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 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

7 MINUTES OF THE PREVIOUS MEETING

Ordinary Meeting - 3 November 2020

Extraordinary Meeting - 22 December 2020

**MINUTES OF WAIROA DISTRICT COUNCIL
INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 3 NOVEMBER 2020 AT 1.30PM**

PRESENT: His Worship the Mayor Craig Little, Cr Chaans Tumataroa-Clarke, Cr Denise Eaglesome-Karekare, Cr Hine Flood (Deputy Mayor), Chris Olsen (Independent member)

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae Taupua Interim Chief Executive), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū Group Manager Finance and Corporate Support), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga Group Manager Community Assets and Services), **Luke Knight** (Kaiwhakahaere Rawa Property Manager), **Mike Hardie** (Kaiwhakahaere Hua Pūmau Huarahi (Taupua) Transport Asset Manager), **Tyler Trafford-Misson** (Kaiurungi Mana Ārahi/Whakawhanake Ōhanga Governance and Economic Development Officer), **Adele Jones** (WSP)

1 KARAKIA

Karakia was given by Mr K Tipuna

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATION OF CONFLICT OF INTEREST

Nil

4 CHAIRPERSON'S ANNOUNCEMENTS

Nil

5 LATE ITEMS OF URGENT BUSINESS

Nil

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**COMMITTEE RESOLUTION 2020/37**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Hine Flood

That the minutes and the confidential minutes of the Ordinary Meeting held on 11 August 2020 be confirmed, with amendments.

CARRIED

8 GENERAL ITEMS**8.1 COMMUNITY ASSETS AND SERVICES DEPARTMENT - UPDATE****COMMITTEE RESOLUTION 2020/38**

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Hine Flood

That Committee receive the report.

CARRIED

Stephen Heath (Pouwhakarae – Hua Pūmau Hapori/Ratonga Group Manager Community Assets and Services) and Mike Hardie gave a summary of projects being undertaken by the Community and Assets (CAAS) team, items of interest include the following:

Committee discussed the effect that COVID-19 has had on these projects, specifically, the Mahia East Coast Roding Traction Sealing. A variation claim has been submitted due to time-related costs. This has been accepted by the Provincial Development Unit, and an extra \$1 million has been allocated to complete the original work.

In terms of Worker Redeveloped PGF projects, three projects have been priced at approximately \$2.45m by contractors. Costs have increased for the Nuhaka River Roads projects by \$200,000 due to incorrect quantities in the Realignment design. This shortfall will be funded through emergency work funding.

The CAAS department noted that the Landing (Patangata/Rāhui Bridge) has been completed.

All pre casting work is near completion as part of the PGF Bridge Strengthening Package one, physical works have been pushed out to November and communications will be ongoing as to road closures.

Mr Heath also spoke on the levels of resourcing.

COMMITTEE RESOLUTION 2020/39

Moved: His Worship the Mayor Craig Little

Seconded: Cr Hine Flood

That the public be excluded from the following parts of the proceedings of this meeting at 2.21pm.

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
9.1 – Three Waters reform programme and funding package.	<p>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.</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities.</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	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 2020/40

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Hine Flood

That Council moves out of Closed Council into Open Council at 3.00pm.

CARRIED

The Meeting closed at 3:01pm with a karakia from Mr K Tipuna.

The minutes of this meeting were confirmed at the Infrastructure Committee Meeting held on 23 February 2021.

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CHAIRPERSON

**MINUTES OF WAIROA DISTRICT COUNCIL
EXTRAORDINARY INFRASTRUCTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA
ON TUESDAY, 22 DECEMBER 2020 AT 1.30PM**

PRESENT: His Worship the Mayor Craig Little, Cr Chaans Tumataroa-Clarke, Cr Denise Eaglesome-Karekare, Cr Hine Flood (Deputy Mayor), Mr Chris Olsen

IN ATTENDANCE: **Kitea Tipuna** (Tumu Whakarae Taupua Interim Chief Executive), **Stephen Heath** (Pouwhakarae – Hua Pūmau Hapori/Ratonga Group Manager Community Assets and Services), **Luke Knight** (Kaiwhakahaere Rawa Property Manager), **Mike Hardie** (Kaiwhakahaere Hua Pūmau Huarahi (Taupua) Transport Asset Manager), **Karen Akuhata** (Kaiwhakahaere Whaipanga Utilities Manager), **Courtney Hayward** (Kaiurungi Matua Kaupapa Here me te Mana Ārahi Senior Policy and Governance Advisor), Adele Jones (WSP)

1 KARAKIA

Karakia was given by Kitea Tipuna, Interim Chief Executive

2 APOLOGIES FOR ABSENCE

Nil

3 DECLARATIONS OF CONFLICT OF INTEREST

Nil

4 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.

5 GENERAL ITEMS

5.1 – COMMUNITY ASSETS AND SERVICES DEPARTMENT - UPDATE

COMMITTEE RESOLUTION 2020/41

Moved: His Worship the Mayor Craig Little

Seconded: Cr Denise Eaglesome-Karekare

That the Committee receive the report.

CARRIED

The Hua Pumau Hapori/Ratonga Group Manager Community Assets and Services presented his report and reported on summary of projects at a glance, projects align with Council's direction and how these projects are being delivered in line with relevant policies and strategies, monitoring on current spends on operational budgets and a summary of CSR data for 3 main area spends: Land Transport, 3 Waters and Property, Risks, Resources and general

LATE ITEM – 5.2 - PETITION TO MAKE WAIROA STREET SAFER

COMMITTEE RESOLUTION 2020/42

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Denise Eaglesome-Karekare

That in accordance with Section 46A (7) of the Local Government Official Information and Meetings Act 1987 the **Item 5.2 – Petition to Make Wairoa Streets Safer** be considered given the item had not come to hand at the time of the Agenda compilation.

CARRIED

5.2 PRESENTATION OF PETITION - "PETITION TO MAKE WAIROA STREETS SAFER"

COMMITTEE RESOLUTION 2020/43

Moved: Cr Hine Flood

Seconded: Cr Denise Eaglesome-Karekare

That Committee receive the petition "Petition to make Wairoa Streets Safer" (appendix 1)

CARRIED

The Chairman noted that this petition would be recognised by the Committee as safety is a key priority. The Transport Manager advised that safety is being considered throughout Council's Asset Management Plans, a full safety report is being undertaken to provide evidence as to where efforts need to be focused.

6 PUBLIC EXCLUDED ITEMS

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2020/44

Moved: Cr Chaans Tumataroa-Clarke

Seconded: His Worship the Mayor Craig Little

That the public be excluded from the following parts of the proceedings of this meeting at 3.00pm.

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
6.1 - Infrastructure Strategy and Activity Management Plans	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	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
6.2 - Wastewater consent and Stimulus Package update	<p>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</p> <p>s7(2)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</p>	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 2020/45**

Moved: Cr Chaans Tumataroa-Clarke

Seconded: Cr Hine Flood

That Council moves out of Closed Council into Open Council at 3.33pm.

CARRIED

The Meeting closed at 3.34PM with a Karakia from Kitea Tipuna, Interim CEO.

The minutes of this meeting were confirmed at the Extraordinary Infrastructure Committee Meeting held on 23 February 2021.

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CHAIRPERSON

8 GENERAL ITEMS

8.1 WATER TREATMENT PLANT - TUAI UPDATE

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

Authoriser: Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer

Appendices: 1. WDC Drinking Water Compliance Report [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee on Community Assets and Services (CAAS) department responsibilities for on-going drinking water compliance.
- 1.2 No decisions are required by Committee at this stage.

RECOMMENDATION

The Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 This report provides an update for Councils on-going requirements to supply safe reliable drinking water to the Tuai community.
- 2.2 Wairoa District Council as a Water Supplier is assessed annually for compliance to Drinking-water standards for NZ 2005 (revised 2018) and duties under the Health Act 1956.

3. GENERAL

- 3.1.1. Drinking Water Assessors (DWAs) are required under section 69ZL of the Act to assess whether a drinking water supplier complies with the Drinking Water Standards NZ (DWSNZ) and specific sections of the Act. An assessment for the compliance period 1st July 2019 to 30th June 2020 has been undertaken by a DWA from CNIDWAU (Central North Island Drinking Water Assessment Unit-Napier Branch).
- 3.1.2. This report aligns with the information entered in the Ministry of Health (MoH) 'Annual Survey of Drinking water Quality 2019-2020' which will populate the Minister of Health's 'Annual Report on Drinking Water 2019-2020'. The Minister's report will be publicly released during the 2020/2021 year.
- 3.1.3. The Drinking Water Supplies for Tuai Village (TUA005) and Wairoa (WAI006) have recently been assessed and (Quote from the report) *"The Napier Branch of the CNIDWAU gives deserved recognition to the hard work of the WDC water team, operators and contractors throughout the 2019/2020 year in working towards the delivery of a compliant supply of drinking water to the Wairoa and Tuai communities"*.

- 3.2 Summary of DWSNZ Compliance. Wairoa and Tuai supplies achieved full compliance with DWSNZ and the Act for the 2019-2020 compliance year, which includes WDC's Duty under the act (section 69U) to take reasonable steps to contribute to protection of source of drinking water. Refer Appendices 1

4. PROPOSED NEW DRINKING WATER STANDARDS AND RULES

The draft Water Safety Bill out for submission – stipulating residual disinfections for all public water supplies including small water supplies must be chlorinating their respective reticulations. The Taumata Arowai Act is through which intends to bring the entity 'on-line' on the 1st July 2021. The draft drinking water standards are out which gives direction for monitoring residual chlorine there is enough information suggesting that this will be mandatory from 1st July 2021.

Refer <https://www.dia.govt.nz/Taumata-Arowai-Establishment-Unit>

5. TUAI WATER TREATMENT:

A chlorine upgrade will be required to dose the water at Tuai to minimal levels and will be introduced slowly to avoid scaling of pipes as seen recently in Napier City Council.

Due to the recent Otago / Dunedin Lead contamination in the water supply, Wairoa District Council want to understand the root cause for the lead in the water supply, prior to chlorination for the Tuai reticulation.

The most common sources of lead in drinking water are lead pipes, faucets, and plumbing fixtures. Certain pipes that carry drinking water from the water source to the home may contain lead. Household plumbing fixtures, welding solder, and pipe fittings made prior to 1986 may also contain lead. Steps taken during the last two decades have reduced exposures to lead in tap water. These steps include actions taken under requirements of the 1986 and 1996 amendments to the Safe Drinking Water Act. Even so, lead in water can come from homes with lead service lines that connect the home to the main water line. Homes without lead service lines may still have brass or chrome-plated brass faucets, galvanized iron pipes or other plumbing soldered with lead. Some drinking water fountains with lead-lined tanks and other plumbing fixtures not intended for drinking water (e.g., lab faucets, hoses, spigots, hand washing sinks) may also have lead in the water. Lead can enter drinking water when a chemical reaction occurs in plumbing materials that contain lead. This is known as corrosion – dissolving or wearing away of metal from the pipes and fixtures.

Council can confirm our dataset doesn't indicate lead pipes and lead pipes aren't typically used in retic, there is also a low probability of lead fittings.

The biggest risk Council will have in Tuai is on the homeowner's side/private connection, particularly if a house was built between 1900s and 1940s where lead pipes were more commonly used.

WSP Opus are currently doing this type of work with Dunedin and Taupo and giving risk profiles. As a precaution prior to the commencement of chlorination for the Tuai water supply WSP Opus will do the same for Tuai once they have completed the work in Dunedin and Taupo, WDC water safety plans will also be updated to reflect WSP Opus findings.



WDC property Manager, and the Maori relationship Manager are currently working with local IWI for an easement as the existing Tuai water treatment plant is located on Maori Land. To help with compliance for the local community Council have recently installed and manage a back flow preventor system to the local marae who also draw water from the same spring as the water

treatment plant. It should also be noted that both the existing water treatment plant water and the water source are future proofed and have capacity to also supply the marae.

6. COST:

\$50,000 which is budgeted for in the current Annual Plan

Signatories

	
Author Stephen Heath	Approved by Kitea Tipuna



Report on Compliance with the Drinking-water Standards for New Zealand 2005 (Revised 2018) and duties under Health Act 1956

For Period: 1st July 2019 to 30th June 2020

Drinking Water Supplies:

Tuai Village (TUA005)

Wairoa (WAI006)

Water Supplier:

Wairoa District Council

Central North Island Drinking Water Assessment Unit

Napier Branch

PO Box 447

NAPIER 4140

Report Identifier

WairoaDistrictCouncil_DWSNZ2005/18Compliance_09102020_v1

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Terminology

CNIDWAU	Central North Island Drinking Water Assessment Unit
DWA	Drinking Water Assessor
DWSNZ	Drinking Water Standards for New Zealand 2005 (Revised 2018)
DWO	Drinking Water Online
<i>E. coli</i>	Escherichia coli
FAC	Free Available Chlorine
MAV	Maximum Acceptable value
MoH	Ministry of Health
MPN	Most probable Number
The Act	Health Act 1956
WDC	Wairoa District Council
WSP	Water Safety Plan
WTP	Water Treatment Plant

Codes

Supply: Wairoa (WAI006), Tuai Village (TUA005)
 Source(s): Waiau River (S00063), Tuai Spring (S00363)
 Treatment Plant(s): Wairoa (TP00100), Tuai (TP00597)
 Distribution Zone(s): Frasertown (WAI006FR), Wairoa (WAI006WA), Tuai (TUA005TU)

Purpose

The purpose of this report is to provide Wairoa District Council (WDC) with the results from the assessments carried out on their supplies under the following compliance standard and statute:

- Drinking Water Standards for New Zealand 2005 (Revised 2018) (DWSNZ)
- Health Act 1956 (the Act)

The assessments are based on the information provided by WDC during the 2019/20 annual survey period.

Executive Summary

DWAs are required under section 69ZL of the Act to assess whether a drinking water supplier complies with the DWSNZ and specific sections of the Act. An assessment for the compliance period 1st July 2019 to 30th June 2020 has been undertaken by a DWA from CNIDWAU (Napier Branch).

This report aligns with the information entered in the MoH 'Annual Survey of Drinking water Quality 2019-2020' which will populate the Minister of Health's 'Annual Report on Drinking Water 2019-2020'. The Minister's report will be publicly released during the 2020/2021 year.

The Napier Branch of the CNIDWAU gives deserved recognition to the hard work of the WDC water team, operators and contractors throughout the 2019/2020 year in working towards the delivery of a compliant supply of drinking water to the Wairoa and Tuai communities.

Summary of DWSNZ Compliance

Wairoa and Tuai supplies achieved full compliance with DWSNZ and the Act for the 2019-2020 compliance year.

A copy of the DWO report is attached as Appendix 1.

Summary of Treatment Plant/Bore Compliance

Plant name and code	Compliance					
	Bacterial	Protozoa	Cyanotoxin	Chemical	Radiological	Overall
Wairoa TP00100	✓	✓	✓	✓	✓	✓
Tuai TP00597	✓	✓	✓	✓	✓	✓

Table 1a

Summary of Distribution Zone Compliance

Distribution Zone Name and code	Compliance			
	Bacterial	Cyanotoxin	Chemical	Overall
Wairoa (WAI006WA)	✓	✓	✓	✓
Frasertown (WAI006FR)	✓	✓	✓	✓
Tuai (TUA005TU)	✓	✓	✓	✓

Table 2b

Compliance with Duties in the Act

Section of the Act	Compliance
69S: Duty of suppliers in relation to the provision of drinking water	✓
69U: Duty to take reasonable steps to contribute to protection of source of drinking water	✓
69Y: Duty to monitor drinking water	✓
69Z: Duty to prepare and implement a Water Safety Plan (WSP)	✓
69ZD: Duty to keep records and make them available	✓
69ZE: Duty to investigate complaints	✓
69ZF: Duty to take remedial actions if drinking-water standards are breached	✓

Table 1c

Note: This report (other than the DWO report in Appendix 1) will not report on Blue Bay (BLU300). The supply is not operational and is not supplying potable water. The supply is registered for >100 population so is therefore reported on in DWO.

Summary of Current and Ongoing Compliance Requirements

Wairoa: Population 4650 (minor supply)

Compliance criterion 1 of the DWSNZ has been nominated WDC for the Wairoa WTP to achieve bacterial compliance in the 2019/20 compliance period.

- To demonstrate ongoing bacterial compliance at the Wairoa WTP monitoring must be carried out in accordance with section 4.2.8.1 of the DWSNZ.
 - Minimum sampling frequency of twice weekly
 - Maximum of 5 days between samples

To demonstrate ongoing protozoal compliance using Ultra-violet (UV) light disinfection at the Wairoa WTP monitoring must be carried out in accordance with section 5.16 of the DWSNZ.

- Annual standardisation of the UV reference sensor in accordance with section 5.16.3 (2) (b) of the DWSNZ.

Compliance criterion 6A of the DWSNZ has been nominated by WDC for the Frasertown and Wairoa DZs to achieve bacterial compliance. *E. coli* monitoring is required to meet this criterion.

- To demonstrate ongoing bacterial compliance in the Frasertown and Wairoa DZs monitoring must be carried out in accordance with sections 4.3.1 and 4.3.3 of the DWSNZ.

Tuai Village: Population 300 (small supply)

Compliance criterion 5 of the DWSNZ has been nominated by WDC for the Tuai WTP to achieve bacterial compliance in the 2019/20 compliance period.

- Section 5.16 of DWSNZ must be followed as per UV treatment below.
- Annual standardisation of the UV reference sensor in accordance with section 5.16.3 (2) (b) of the DWSNZ.

Compliance criterion 6A of the DWSNZ has been nominated by WDC for the Tuai DZ to achieve bacterial compliance. *E. coli* monitoring is required to meet this criterion.

- To demonstrate ongoing bacterial compliance in the Tuai DZ monitoring must be carried out in accordance with sections 4.3.1 and 4.3.3 of the DWSNZ.

It is taken that the above criteria has been elected by the supplier. Any changes to the elected compliance criteria must be agreed with the DWA.

Treatment Plant Compliance

The following compliance information is derived from WDC and DWO. Other compliance information is derived from CNIDWAU records.

Treatment Plant: Bacterial Compliance (Section 4, DWSNZ)

Treatment Plant Criterion 1 Results

WTP Name	Number of <i>E. coli</i> (total coliform) samples required	Number of samples collected	Number of <i>E. coli</i> transgressions	Compliance
Wairoa (TP00100)	104	152	0	✓

Table 2

Summary of compliance with sampling / analytical / remedial / operational requirements

Compliance was achieved for the following criteria of the DWSNZ:

- Section 4.2.6 Compliance sampling.
Staff taking samples have been trained in aseptic techniques.
All samples were tested in a MoH recognised laboratory: Wairoa DC Laboratory was used.
- Section 4.2.7 Sampling sites for bacteria compliance of water leaving the treatment plant.
Sampling points have been agreed upon between the DWA and WDC.
- Section 4.2.8 Sampling frequencies for compliance of water leaving the treatment plant.
Maximum days between samples: Maximum of 1 day between samples.
Minimum days of the week used for sampling: Minimum of 7 days of the week used.
- Section 4.2.9 Response to transgression in drinking-water leaving the treatment plant.
No transgressions recorded for the Wairoa treatment plant during the 2019 – 2020 compliance year.
- Section 4.2.6.2 in DWSNZ indicates: for compliance testing, a method that enumerates Total Coliforms and *E. coli* must be used.

WDC was able to demonstrate a MPN method was used to enumerate for both Total Coliforms and *E. coli* along with test results.

Treatment Plant: Protozoa Compliance (Section 5, DWSNZ)

The compliance criteria for protozoa are based around the probability the treatment process will have inactivated or removed any protozoa present.

Protozoa Log Credit Requirement

WTP Name	Treatment Process ¹	Potential Log Credit Available	Log credit achieved	Compliance
Wairoa (TP00100)	Coagulation, UV disinfection, and enhanced individual filtration	7	7	✓

Table 3

¹ Treatment Process meeting DWSNZ definition of available combination of treatment technology

² Further detail provided below

Treatment Plant: Cyanotoxin Compliance (Section 7, DWSNZ)

Summary of Management Protocol Compliance

Wairoa (TP00100): Monitoring for cyanobacteria occurred in the summer months.

WDC are encouraged to advise the DWA if:

- cyanobacteria are found in the source water supplying any of their treatment plants
- WDC identify runoff or seepage from ponded water or nearby wet soil that supports the growth of cyanobacteria.

Treatment Plant: Chemical Compliance (Section 8, DWSNZ)

This section is not applicable to the treatment plants covered by this report as no Priority 2 determinands have been assigned to them.

Treatment Plant: Radiological Compliance (Section 9, DWSNZ)

Radiological monitoring is required for water from new underground sources before connection to public supplies, and every ten years for bore water supplies that are not considered to be equivalent to surface water. Radiological testing of water from other sources is discretionary.

Distribution Zone Compliance

Distribution Zone: Bacterial Compliance (Section 4.3, DWSNZ)

Distribution Zone criteria 6A Results

DZ name	Number of <i>E. coli</i> (total coliform) samples required	Number of samples collected	Number of transgressions	Compliance
Wairoa (WAI006WA)	52	75	0	✓
Frasertown (WAI006FR)	12	30	0	✓

Table 5

Summary of compliance with general sampling / analytical / remedial action requirements

Compliance was achieved for the following criteria of the DWSNZ:

- Section 4.3.3 Sampling sites for compliance in the distribution zone
Sampling points have been agreed upon between the DWA and NCC.
- Section 4.3.4 Sampling frequencies in a distribution zone:
Wairoa 13 samples per quarter
Maximum days between samples: 11
Minimum days of the week used for sampling: 5

Frasertown 3 samples per quarter

Maximum days between sample 45
Minimum days of the week used for sampling: 2

- Section 4.3.5 (4.2.6) Compliance sampling

Staff taking samples have been trained in aseptic techniques.

All samples were tested in a MoH recognised laboratory: Wairoa DC Laboratory was used.

- Section 4.3.6 Remedial actions involving criteria 6A

No transgressions recorded for the Wairoa supply during the 2019 – 2020 compliance year.

Bacterial compliance was achieved for all Wairoa DZs.

Distribution Zone: Cyanotoxin Compliance (Section 7, DWSNZ)

The P2 (Cyanotoxin) has not been assigned to any of the DZ covered in this report. Therefore no testing is required and full compliance is achieved.

Distribution Zone: Chemical Compliance (Section 8, DWSNZ)

Plumbosolvency

Wairoa (WAI006WA) and Frasertown (WAI006FR) DZ: Two plumbosolvency notice issued in the Wairoa Star in the reporting year.

Tuai (TUA005) DZs: As per section 8.2.1.4 of the DWSNZ, plumbosolvency water public notices are not required for the Tuai DZ as it does not service more than 500 people.

Priority 2 Determinands: Monitoring Results

There are no P2 chemical determinands assigned to the distribution zones covered in this report. Therefore no testing is required and full compliance is achieved.

Supplies using Section 10 to demonstrate compliance

Compliance criterion Section 10 supplies

Name of Supply	WSP approved & implemented	Appropriate treatment*	Monitoring	Remedial Actions	Overall compliance
Tuai Village (TUA005)	WSP is considered to be implemented.	The WTP utilises cartridge filtration and UV disinfection and are considered appropriate treatment methods.	A total of 7 log was demonstrated 11 samples were taken in the DZ (4 were required)	No remedial actions were required to be undertaken as there were no transgressions.	✓

Table 4

*Appropriate treatment includes bacterial, chemical and protozoa treatment

Summary of Audit Activities to Verify DWSNZ Monitoring Data

There were no transgressions of the WDC water supplies during the compliance period.

WDC entered the appropriate information into DWO. WDC also provided a spreadsheet to the CNIDWAU which contained the relevant information that was needed to ascertain compliance with DWSNZ.

During the review the sampling results for the annual survey were also checked against any records that were held by the CNIDWAU, no discrepancies were found. Overall the DWAs did not have any concerns with the quality of the monitoring data.

Assessment of Compliance with Duties of drinking water suppliers under the Act

The duties of the water supplier under the Act have all been met.

69S: Duty of suppliers in relation to the provision of drinking water	Met
--	------------

WDC provided evidence that none of their supplies were interrupted or restricted for >8 hours for planned or emergency works in the compliance year.

69U: Duty to take reasonable steps to contribute to protection of source of drinking water	Met
---	------------

WDC have advised of the following actions to show compliance with 69U of the Act:

- Member of the Drinking Water Joint Working Group for Hawkes Bay
- Wairoa District Plan – requires the disposal of sewage, wastewater, solid waste and storm water in a manner that avoids, remedies or mitigates any adverse effects on the environment (Section 18.3 of the Wairoa District Plan June 2005)
- WDC is working with consultancy Good Earth Matters for the improved management of waste water/storm water discharges in the District
- Chemical suite testing of source water (evidence provided of recent testing in May 2019)
- WDC advises it has strong relationship with the Hawkes Bay Regional Council
- Wairoa Farmers have taken on initiatives to help remove cows from the water catchment areas
- WDC representatives attend regular meetings with Ngai Tūhoe Iwi and Power station representatives to discuss the “health” of Lake Waikaremoana.

69Y: Duty to monitor drinking water	Met
--	------------

Evidence provided via monthly SCADA reporting, DWO and Spreadsheets provided evidence of monitoring.

69Z: Duty to prepare and implement WSP	Met
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WDC currently has approved WSP's for both Wairoa and the Tuai Village. Recent Implementation Audits determined that the WSP is being implemented.

69ZD: Duty to keep records and make them available	Met
---	------------

WDC have demonstrated the ability to retrieve records during Implementation Audits for both Wairoa and Tuai and the records supplied to the DWA on a regular basis for treatment plant compliance and reticulation monitoring.

69ZE: Duty to investigate complaints	Met
---	------------

WDC presented evidence of using and responding to complaints as a method for identifying leaks in the reticulation network. The record keeping and management of complaints will be further investigated in the WSP Implementation Audits planned for 2020 in the Wairoa and Tuai supplies.

69ZF: Duty to take remedial actions if drinking-water standards are breached	Met
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This decision is based on no remedial actions required.


The results in this report relate only to the compliance of the above listed WTPs and DZs.

Information in this report may be provided to the MoH at their request. With the exception of the MoH, this report shall not be reproduced without the approval of the Public Health Unit/CNIDWAU and WDC.

Completed 9th October 2020



Reynold Ball
Drinking Water Assessor
Central North Island Drinking Water Assessment Unit – Napier Branch

Assessment 1: Report Information DWO Compliance Report	
Report identifier	WairoaDistrictCouncil_DWSNZ2005/08Compliance_09102020_v1
Drinking Water Assessment Unit (Inspection Body)	Central North Island Drinking Water Assessment Unit Napier Branch P O Box 447 Napier 4140 Phone: 06 834 1815
Drinking Water Assessor	Reynold ball
Assessment Date	July – October 2020
Description of assessment work	Assessment of Compliance with the Drinking Water Standards for New Zealand 2005 (Revised 2018) for the following: Supplies: Wairoa (WAI006); Tuai Village (TUA005) Sources: Waiau River, Wairoa (S00063); Tuai Spring (SO00363) Treatment Plants: Wairoa (TP00100); Tuai (TP00597) Distribution Zones: Wairoa (WAI006WA); Frasertown (WAI006FR); Tuai Village (TUA005)
Equipment Used	Drinking Water Online (v1.0.20269.2) Monthly SCADA Compliance Reports
Water Supply Owner / Person Responsible	Wairoa District Council Stephen Heath, Engineering Manager
Assessment method	Standard assessment as per DWA Procedure Drinking Water Standards for New Zealand 2005 (Revised 2018)
Documents and Information	<ul style="list-style-type: none"> • Drinking Water Standards for New Zealand 2005 (Revised 2018) • Part 2A Health Act 1956 • Compliance Data on Drinking Water Online • CNIDWAW supply files for Wairoa (WAI006) and Tuai (TUA005)
Site of Assessment	Central North Island Drinking Water Assessment Unit Napier Branch
Omissions from proposed assessment	Nil
Sub-contracted work	Nil
Document checked by:	Jo Waldon Drinking Water Assessor 14/10/2020
Release of report authorised by:	Reynold Ball  Drinking Water Assessor 4 th November 2020

If you do not agree with the findings of this report a written appeal must be lodged with the Technical Manager, **Central North Island Drinking Water Assessment Unit, C/- Toi Te Ora Public Health, PO Box 2120, Tauranga 3140** within 2 months of receipt of this report. The Deputy Technical Manager will arrange for a review to be undertaken using the MoH appeals procedure.

Appendix 1: DWO Compliance Report



8.2 COMMUNITY ASSETS AND SERVICES DEPARTMENT - UPDATE

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

Authoriser: Kitea Tipuna, Tumu Whakarae Taupua Interim Chief Executive Officer

Appendices:

1. Operational Activity Report [↓](#)
2. Land Transport projects - photos [↓](#)
3. Waste Management Projects - photos [↓](#)
4. CAAS Projects Tracker - Public Excluded

1. PURPOSE

- 1.1 This report provides information for Committee on Community Assets and Services (CAAS) department projects.
- 1.2 No decisions are required by Committee at this stage.

RECOMMENDATION

The Pouwhakarae – Hua Pūmau Hapori / Ratonga Group Manager Community Assets and Services RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 This report forms a summary only of projects “at a glance”. Additional reports will continue to be provided where further direction is sought from Infrastructure Committee.
- 2.2 As a general rule, projects valued under \$100,000 will be reported by exception only.

3. DIRECTION

- 3.1 This section will outline the direction that Infrastructure Committee & Council provide CAAS. It will outline how projects align with Council’s direction and how these projects are being delivered in line with relevant policies and strategies i.e., Infrastructure strategy, procurement guidelines, AMPs, LTP, Annual Plan.
- 3.2 On 9th February, the Council were presented with all Community Assets and Services department’s Activity Management Plans, including a ‘possible reduction’ spreadsheet on where there is potential movement in proposed budgets. This highlighted the risk to level of service, and a risk to Council. From this, a further workshop will be held on the 23rd February 2021.

4. MONITORING

- 4.1 This section will refer to the project dashboard at Appendix 1. Any project areas such as budget or delivery that are highlighted Amber or Red in the dashboard will be commented on here. (please note this project dashboard forms part of an Excel spread sheet capturing all project activities, Property, Land Transport, 3 Waters)
- 4.2 Appendix 2 Monitoring report shows current spends on operational budgets and a summary of CSR data for 3 main area spends: Land Transport, 3 Waters, Property.

5. RISKS

- 5.1 This section will refer to the project dashboard at Appendix 1. Any risks outlined will be summarised with mitigation actions outlined. This will focus on the high or extreme risk levels.
- 5.2 A Hacker modified drinking water chemical levels in Florida: The intrusion was detected right away, and the hacker's modifications were reversed immediately. An unidentified hacker has accessed the computer systems for the water treatment facility in the city of Oldsmar, Florida, and has modified chemical levels to dangerous parameters. The intrusion took place on Friday, February 5, when the hacker accessed a computer system that was set up to allow for the remote control of water treatment operations. Wairoa District Council have sent this article to the water treatment plant staff and all key stake holders. ie: Council service providers, including Electrical suppliers, Software suppliers, control system support and Datacom.
- 5.3 Mahia East Coast Road Traction Sealing – the main physical works have been completed, with the second coat sealing taking place in Feb/Mar 2021. A drive over with all parties will be done to ensure all works are complete. Budgets are tight and there is continual monitoring and pressure being put on contractors to ensure this is delivered within budget availability.
- 5.4 20/06 PGF Bridge Strengthening Package 1 – timing of road closure has caused delay in getting this work completed. Doughboy Bridge to be closed for up to 3 weeks. Communication has gone out and information boards have been put up on the road. UPDATE: Successful bridge closure with no significant issues during this period.

6. RESOURCES

- 6.1 This section will discuss levels of resourcing such as budget, equipment, contractors or staffing.
- 6.2 Flood Damage 2018/2019 – funding from these events has been rolled over through the last two financial years through process from design to tendering to completion. Estimates v actual costs are a risk, and the Transport Asset Manager has submitted a cost scope adjustment to try and secure further funds to be able to complete all the work needed. UPDATE: Waka Kotahi Investment advisor has submitted his approval and recommended that the funding for this comes in the next financial year. The decision now sits with Senior Waka Kotahi Investment team.
- 6.3 A flood damage application to Waka Kotahi has been submitted for \$1.7m following November 9th weather event, which saw the Mohaka region get hit hard. This was the tail of the storm that flooded Napier, but there was still significant damage seen. UPDATE: Funding has been received for this and full clean up is under way, with 4 dropout sites being designed for the 2021/2022 construction season.
- 6.4 Land Transport – a busy few months ahead coming to the end of the National Land Transport funding period (June 30th 2021), working with a range of contractors to ensure all projects are completed. A major project to get completed by June 30th is the next section of piping the Kitchener Street drain, from Clyde Road corner to the first hospital entrance closest to Clyde Road. Plans are well underway and we are confident of completion.

7. GENERAL

- 7.1 A strong project focus: In 6 months to 31 December 2020 Council has spent \$10.5 million CAPEX spend. This was 104% of our planned \$10.1 million for the period and was a result of re – phasing of some projects, and external PGF funding for these projects.
- 7.2 Nuhaka River Road realignment is complete, with an official opening of this scheduled for 6th March 2021 at the newly formed road.
- 7.3 Land Transport team have put together a Communications plan on how we will communicate our projects and also how we will receive communication in a structured way from the community. Engaging with key stakeholders in the community is the key focus moving forward, to ensure our forward works plans are well developed with all key stakeholders not just Council staff and contractors.
- 7.4 Following workshop with council, business case templates are in draft format for council properties. A workshop will be held with council in March to review.

8. WAIROA WASTE WATER CONSENT.

The Wairoa wastewater hearing closed 1 December 2020. Since that time there has been a minute from the hearing panel requesting opinions from all parties as to the process forward, namely views on experts getting together and ‘conferencing’ to work through differences, and the provision of additional information.

On 29 January 2021 counsel for WDC prepared a response to the Panels direction, essentially providing an interim closing and identifying issues and experts WDC considers appropriate for conferencing. This minute made it clear that the ongoing debate, and that needed to draw matters to a close, has been drawn out and many of the previously engaged parties have withdrawn from the consent process as they thought matters had been settled. In particular Matthew Lawson noted:

1. The draft consent conditions proposed by the Applicant and lodged with the AEE were intended to respond to the key consultation outcomes and provide certainty that the Applicant would implement the proposed programmes of investigations and works. These were intended to demonstrate that the community’s views, particularly the cultural opposition to on-going discharges of treated wastewater to the Wairoa River, were being taken seriously by the Applicant and would drive the Applicant to pursue all practicable means to remove the discharge in the long term. Consequently, the conditions as they are, particularly the framework, reflect the input of the community and to significantly change the structure and condition intent would potentially move away from conditions that have satisfied a large number of participants in the application process to date. The consultation summary demonstrates and records this level of engagement.
2. Discussion on conditions, including technical input has occurred on a number of occasions to date; including;
 - a. As alluded to above conditions were formed based on feed back from the community and this was part of the suggested conditions contained in the application;
 - b. Feedback from the submitters and the Council during the consent processing, including the initial pre-hearing resulted revised conditions being discussed at the

- second pre-hearing. This included refinement based on draft technical reports provided by Council experts;
- c. Following the second pre-hearing a revised set of conditions were circulated to submitters and Council for comment. On receipt of those comments, a series of video hui with some submitters resulted in explanation and discussion of both the Applicant and submitter position. Those comments were included in yet a revised set of conditions provided to all parties prior to Council preparing their s42A reports; and
 - d. On receipt of Council's s42A reports, the suggested conditions by the council officer were further taken into account and revised and provided with the evidence of Mr Lowe.
3. The reality is that the engagement above has not result in significant changes to the conditions. There has been refinement with comments from all parties being taken into account. Outstanding matters are minor and number albeit but a few.
 4. While some submitters have an underlying issue with the proposal, particularly a surface water discharge, the condition framework has been specifically crafted with their help to commit council to making ongoing changes. In other words, the conditions deliver what the submitters want.
 5. Council technical experts have contributed to the conditions, and the history of changes reflect this. The Applicant has largely accepted and adopted the changes sought by the Council experts, particularly monitoring. Being consistent with the Applicants approach to engage, further discussion is accepted, but it is unclear why further debate is needed when Council's recommendations have been adopted.
 6. The Applicant is consulting with the community regarding the cost and speed of delivery of the various aspects of the long-term programme as part of their preparation of the 2021-31 Long Term Plan. This in turn will assist with certainty of timing and funding for each of the future actions to be implemented in accordance with the consent conditions.

In addition to resolving subtle changes to consent conditions, the Panel is questioning the affordability of changes and WDC's ability to pay for such changes. There is additional information WDC needs to provide the Panel by 30 June 2021.

A key aspect of information to be provided is WDC's use of central government 3Water funding and how further wastewater funding is to be secured to the Long Term Plan currently being processed. To this end, the timing of the response being 30 June, provides WDC with an opportunity to gauge the community's propensity to commit further funding to change the current wastewater discharge away from the river. During the hearing, Mr Lawson and Mr Lowe made it clear that the current recipe was in response to the previous LTP process and the reality was additional council rate payer based funding for capital works was limited, and major changes including a move away from the river discharge would be unaffordable without central government help.

Looking ahead, experts have been instructed to engage and conference on outstanding technical issues by early March 2021. Additional information sought by the panel is due by 30 June 2021. This includes the community's appetite to spend more ratepayer money on changing to a land based discharge.

Matangirau Reserve Board

For the concession application. While separate and independent from the Regional Council consent process, there are some key details that the Regional Council hearing panel would like to know. Specifically they have indicated:

The concession application - advice and confirmation over the anticipated timeframe for a decision on the concession application, as to the establishment and make-up of the Reserves Board considering the application, and as to the Council's intentions including for an alternative (or temporary) outfall or contingency in the event the concession is declined, including to deal with the existing surcharge outfall discharging to the riverbank at the Fitzroy Street pump station.

Some specific questions include:

- what is the process for making a decision on the application?
- what is the timing for making a decision?
- they have asked the makeup of the reserve board, whilst an application has to be considered on its own merits (and a decision needs to be made within the criteria for concession decision making), a related question has popped up. The regional council staff have steered the application to be a more significant structure in the main river channel, which comes at cost. An alternative is more of a fix up of the existing discharge, meaning that any discharge will be closer to the bank (not in the main river channel), but a lot cheaper. This means more resources could be put into storage and alternative discharge options. Would the MRB be open/see it as being more favourable? This would be primarily based on costs, despite not having the discharge in the main active channel. If such an option was supported, then subject to regional council (and DHB) support, a revised concession application would be needed, and this would be for a discharge in the reserve footprint and not a pipeline passing through it (as per the current application). We also want to identify any additional information the MRB would like to help them with their decision.

This was due to be discussed at Matangirau Reserve Board scheduled meeting on 15/02/2021, however was postponed due to Tātau Tātau members not yet finalised. Council will be advised when the next meeting is to be held.

Signatories

	
<p>Author Stephen Heath</p>	<p>Approved by Kitea Tipuna</p>

36 requests were received in December/January. 11 water toby's, 8 water, 7 water mains, 3 odors, 2 sewage system blockage, 2 flooding, 1 sewage system fault, 1 sewage overflow and 1 deemed as general.

Wastewater Treatment plants

Wairoa

Pilot's Hill wastewater discharges have been compliant until three days around Christmas where the daily load was exceeded, as well as discharging out of consent times due to shock loading over the busy holiday period. This discharge daily limit was also exceeded on the 21/01/21 due to the discharge valve having electrical issues.

Tuai

Tuai has been compliant over this period, apart from the January pH level being slightly acidic. This cause is currently being investigated.

Opoutama

Opoutama wastewater treatment plant's discharge quality is currently significantly non-compliant for multiple parameters. This is being addressed through plant upgrades currently underway.

Mahia

Mahia wastewater treatment plant is fully compliant.

Pump Faults

13 pump faults occurred in January; all except 1 at North Clyde were experienced at Bluebay. 9 blocked with rags, 1 with wipes and 3 unknowns. Rag blockages were an ongoing issue over the Christmas new year period.

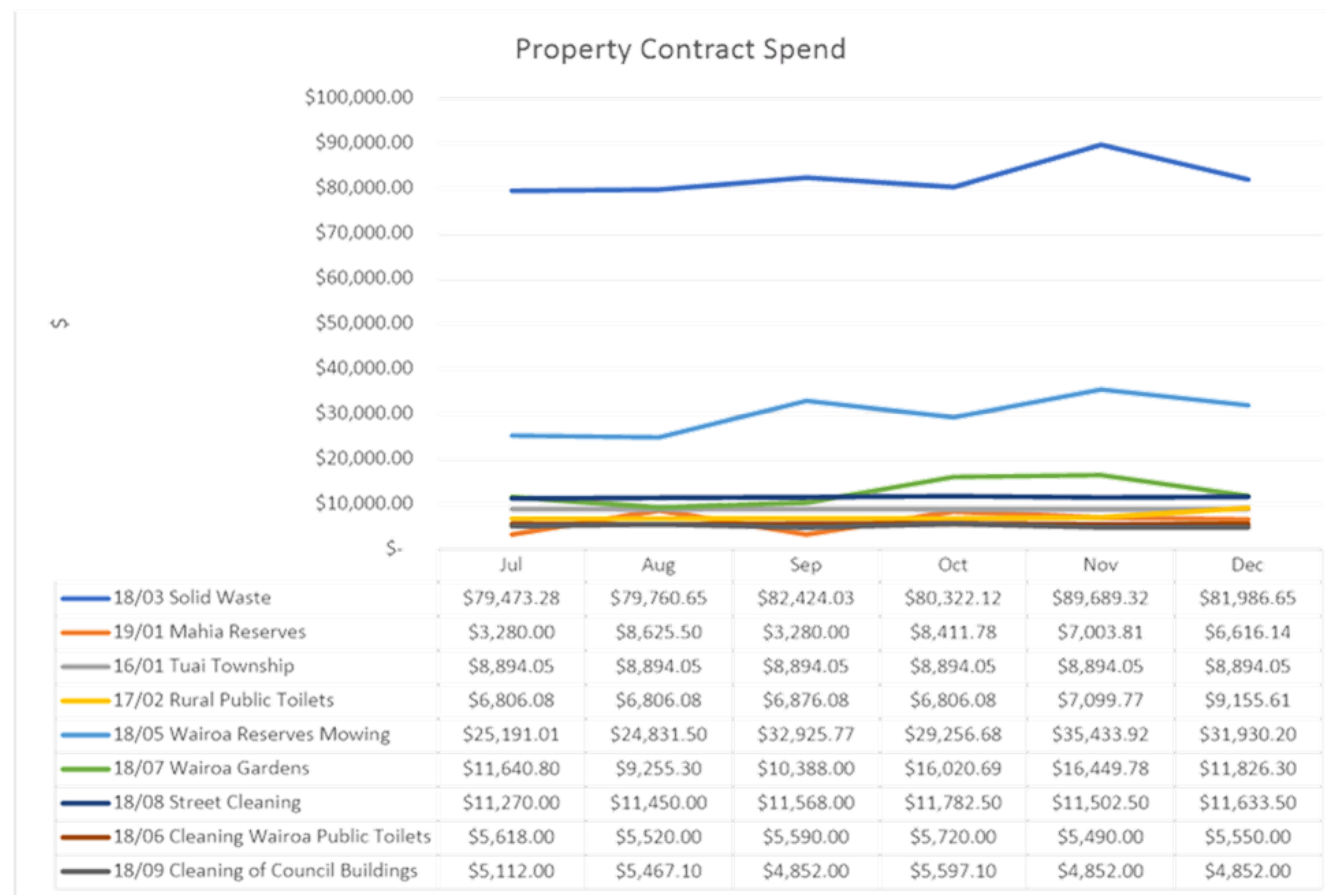
Contract spend YTD



36 requests were received in December/January. 12 surfaces, 6 traffic safety/accidents, 5 fallen trees across roads, 5 long grasses along roads/boundaries, 2 street lighting, 2 slips/dropouts, 2 blocked culverts, 1 sign and 1 bridge underpass.



36 requests were received in December/January. 7 rubbish/litter, 6 public toilets/rest rooms, 6 generals, 4 parks/reserves, 3 abandoned vehicles, 2 aerodrome, 2 animals general, 1 rubbish collection, 1 empty section, 1 council housing & pensioner flats, 1 cemetery interments, 1 cemeteries/plot enquiries and 1 contract.



Examples of some Land Transport projects

19/10 Flood Damage Contract – Mohaka Coach Road 6.6km



20/06 PGF Bridge Strengthening Package 1 – Doughboy Bridge



20/03 Rangatahi Dropout Contract





Low Cost Low Risk projects



20/07 Worker Redeployment contract – The Landing



Big Belly Bin installed at Mokotahi



Big Belly Bin installed at Blacks Beach Toilet



Big Belly Bin graphics to be installed with Pilot Hill toilet



Mahia recycling containers for holiday season



8.3 3 WATERS STIMULUS PROJECT UPDATE

Author: Jonny Hardie, Kaiwhakahaere Kaupapa-Whaipainga Project Manager-Infrastructure

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

Appendices: 1. Project tracking spreadsheet [↓](#)
2. Geobag laydown area construction for sludge dewatering [↓](#)

1. PURPOSE

- 1.1 This report provides information for Committee on the Three Waters Stimulus package.
- 1.2 No decisions are required by Committee at this stage.

RECOMMENDATION

The Kaiwhakahaere Kaupapa-Whaipainga Project Manager-Infrastructure RECOMMENDS that Committee receive the report.

2. BACKGROUND

- 2.1 This report forms a summary only of projects “at a glance”. Additional reports will continue to be provided where further direction is sought from Infrastructure Committee.

3. DIRECTION

- 3.1 This section will outline the direction that Infrastructure Committee & Council provide CAAS. It will outline how projects align with Council’s direction and how these projects are being delivered in line with relevant policies and strategies i.e. Infrastructure strategy, procurement guidelines, AMPs, LTP, Annual Plan.

4. MONITORING

- 4.1 This section will refer to the project dashboard at Appendix 1. Any project areas such as budget or delivery that are highlighted Amber or Red in the dashboard will be commented on here. (please note this project dashboard forms part of an Excel spread sheet capturing all project activities, Property, Roding, 3 Waters)
- 4.2 See below in Risks for the identified risks of the Three Waters Stimulus Projects.
- 4.3 Appendix 2 Monitoring report shows current spends on operational budgets and a summary of CSR data for 3 main area spends, Roads, 3 Waters, Property.

5. RISKS

- 5.1 This section will refer to the project dashboard at Appendix 1. Any risks outlined will be summarised with mitigation actions outlined. This will focus on the high or extreme risk levels.
- 5.2 Project Biological Nutrient Removal & Activated Sludge is showing a forecast overspend of \$45,000.00. This is manageable and will likely be offset by savings in other projects,

and current overall forecast expenditure is down based on quotes received to date. More clarity will arise as firm prices are received from suppliers.

- 5.3 Project Smart Meter Installation is experiencing supply problems which may delay the expected start date of March 2021. Our manifold supplier Accuflow have indicated the first shipment will arrive end of February '21, followed by 500 every six weeks. Fulton Hogan have expressed concern that these targets may initially not be met.
- 5.4 Quarterly reporting to the Department of Internal Affairs (DIA) has identified several key risks to the project. The table below is taken from the most recent January quarterly report. The top risk labelled 'mandatory' was also identified by DIA themselves. The tight timeframe is being carefully monitored and constantly reiterated to our suppliers.

Top 5 Risks and Contractor Claims				
Risk # (Highest to lowest)	Risk Name	Impact	Likelihood	Commentary on mitigants
Mandatory	Completion of programme by 31 March 2022	High	Medium	
1	Under expenditure - \$11.04M programme is significant compared to prior years' expenditure.	Medium	Medium	New staff employed to assist with delivery
2	Minor variation to existing consent and landowner approval required for the Opoutama/Blue Bay WWTP effluent disposal field.	Medium	Low	Dedicated personnel have been appointed to resolve this issue
3	Smart metering (\$2.98M) is new to the Wairoa DC.	Low	Low	Developing robust project delivery plan with suppliers. Utilising FH Gisborne who have delivered for GDC previously
4	Covid related delays for overseas equipment orders	Medium	Medium	Ordering early, allowing contingency for delays
5	Lack of suppliers available to deliver accelerated works programme in such a tight timeframe	High	Low	Engaging suppliers early and ensuring they prioritise and commit to expected timeframes

6. RESOURCES

- 6.1 This section will discuss levels of resourcing such as budget, equipment, contractors or staffing.
- 6.2 Three full time staff have been employed through this stimulus package.
- 6.3 Budget remains on track. As scoping progresses, we will have more clarity on how final budgets will be allocated for each project. An initial cashflow forecast has been submitted to DIA in the January quarterly report. This has indicated all funding to be spent by March 2022 at this stage. If delays are experienced and can be justified, DIA may agree to a time extension further down the track, however, March 2022 will remain our target completion date for the foreseeable future.
- 6.4 The risk of delays due to COVID-19 remain high. Several items of equipment have been ordered from Europe with an estimated 6-month lead time. The latest NZ Level 2-3 lockdown (15-18 February 2021) has already potentially delayed the start date for our pond desludging, part of Project Biological Nutrient Removal & Activated Sludge.
- 6.5 Several work packages are being delivered through our existing three waters contractor Fulton Hogan. Their size and presence allows access to further resource if required, which will help mitigate any project delays.

Signatories

	
Author Jonny Hardie	Approved by Stephen Heath

Project	Risk		Phase	Financials				Delivery		Commentary
	Raw	Res.		Budget	Variation Budget	Spend to date	Forecast spend	Delivery date	%	
Smart Meter Installation - Wairoa Township			Investigative	\$ 2,725,876	\$ -	\$ 2,600	\$ 2,725,876	Mar 22		Smart meters ordered through FH. Manifold & meter stock level low with supplier Accuflow. Real risk of project duration extended beyond required March 2022 completion date; this will be monitored closely.
Water Main Replacement - Achilles Street			Design	\$ 1,000,000	\$ 300,000	\$ -	\$ 735,000	Jun 21		Preliminary quote from FH well under budget. Start date May 2021.
Water Main Resilience - River Parade (Ferry Hotel)			Investigative	\$ 180,000	\$ -	\$ 2,000	\$ 180,000	Apr 21		Currently selecting alignment for relocated watermain to suit HBRC's retaining wall design.
Blue Bay WWTP Upgrade - Stage 1 (Plant / Dump Station)			Design	\$ 650,000	\$ -	\$ 86,000	\$ 650,000	Oct 21	10	Design being completed by Parklink & WaterSolutionNZ. Design to focus on a re-fit of the existing plant footprint. Dedicated underground encapsulated tanks to be installed to regain motorhome dump station compliance.
Blue Bay WWTP Upgrade - Stage 2 (Disposal Field)			Investigative	\$ 800,000	\$ -	\$ -	\$ 800,000	Jul 21	5	Reclassification of land adjacent to the existing disposal field is being completed by WSP, to allow disposal to take place. The design of the new field will be based on the original.
CCTV Wastewater Pipe Network - Wairoa Township			Delivery	\$ 157,950	\$ 50,000	\$ -	\$ 107,950	Mar 21	10	Remaining budget utilised in landfill study to investigate leachate implications for WWTP.
Relining Wastewater Pipe Network - Wairoa Township			Delivery	\$ 1,140,500	\$ -	\$ -	\$ 1,140,500	Feb 22		Work to be completed in April/October 2021, and February 2022. An accelerated programme will allow 5 years
Wairoa WWTP Upgrade - Biological Nutrient Removal & Activated Sludge			Design	\$ 897,000	\$ -	\$ 765	\$ 942,385	Aug 21	30	Forecasting slightly over budget due to actual quotes exceeding original estimate. Agreement recently signed for supply and installation of an Inlet Screen currently on order from Europe (\$610,000.00 value)
Dedicated Pump Station Generators - Wairoa Township			Design	\$ 451,350	\$ -	\$ -	\$ 451,350	May 21	20	Three generators have been ordered (approx \$80,000.00 value). Scoping is ongoing to determine how best to incorporate these with the existing pump stations
Wairoa WWTP Upgrade - Disposal to Land / Irrigation (Mucalo / Powdrell)			Investigative	\$ 306,000	\$ -	\$ -	\$ 306,000	Dec 21	5	Memorandum of Understanding signed with landowners Powdrell and Mucalo. Discussing initial feasibility with Lowe Environmental this month.
Wairoa WWTP Upgrade - Filtration / UV			Design	\$ 710,000	\$ -	\$ -	\$ 710,000	Aug 21	5	Working on developing an overall strategy for the WWTP to ensure correct components are installed.
Telemetry Base Sets / Pump Station Renewals - Wairoa Township			Investigative	\$ 414,825	\$ -	\$ -	\$ 414,825	Nov 21		Scoping in progress
Mahanga Water Supply Upgrade (Consideration only)			Investigative	\$ 410,000	\$ -	\$ -	\$ 410,000	Dec 21	5	Referendum in progress
Blue Bay Water Supply Upgrade (Consideration only)			Investigative	\$ 200,000	\$ -	\$ -	\$ 200,000	Mar 22		Scoping in progress. Feasibility still unknown
Chlorination Dosing Pumps / Resilience - Raupunga Water Supply			Completed	\$ 12,000	\$ -	\$ 10,435	\$ 12,000	Feb 21	100	Complete
Hawke's Bay Regional Contribution - Water Safety Plans, etc			Investigative	\$ 166,420	\$ -	\$ -	\$ 166,420	Mar 22	15	RFP for private water supplies being developed currently. Other regional projects to follow.
Landfill Leachate Study - Implications to Wairoa WWTP			Investigative	\$ -	\$ 50,000	\$ -	\$ 50,000	Mar 22	5	Scoping in progress
Wairoa Water Treatment Plant upgrades/resilience			Design	\$ -	\$ 84,137	\$ -	\$ 84,137	Jul 21		Quote received. Utilising portion of Achilles St watermain budget following lower contractor price
TOTAL OVERHEAD ALLOCATION				\$ 803,501	\$ -	\$ 80,453	\$ 803,501			Staff wages, including DIA RFI costs incurred
FUNDS COMMITTED TO DATE THROUGH WORK INSTRUCTIONS				\$ -	\$ -	\$ 5,057,768	\$ -			Smart meters contract; Achilles St water main; HBRC river parade contribution; CCTV wastewater pipes; BNRAS total; Regional project contribution; Water Treatment Plant minor resilience
Risk Key <div><div>Low</div><div>Considerable</div><div>High</div><div>Extreme</div></div> Referendum in progress										

