



AGENDA

RĀRANGI TAKE

NOTICE OF THE ORDINARY MEETING OF THE

Hokitika Wastewater Treatment Plant Project Oversight Subcommittee

to be held on **Wednesday 6 September 2023** commencing at **3:00pm** at the
Arahura Marae, 1 Old Christchurch Road, Awatuna, Hokitika

Chairperson:	Her Worship the Mayor Cr Cassin (Deputy) Cr Burden Cr Neale
Iwi Representatives:	Ema Weepu – Ngāti Waewae James Mason Russell – Ngāti Waewae Steve McLaren – Ngāti Maahaki Pauline Adams – Ngāti Maahaki
	John Strange, Stantec, Civil Engineer



Council Vision

We work with the people of Westland to grow and protect our communities, our economy, and our unique natural environment.

Purpose

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

1. **NGĀ WHAKAPAAHA APOLOGIES**

2. **WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST**

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3. **NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA**

Section 46A of the Local Government Official Information and Meetings Act 1987 states:

- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if –
 - (a) the local authority by resolution so decides, and
 - (b) the presiding member explains at the meeting at a time when it is open to the public, -
 - (i) the reason why the item is not on the agenda; and
 - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.
- (7A) Where an item is not on the agenda for a meeting, -
 - (a) that item may be discussed at the meeting if –
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

Minutes circulated separately via Microsoft teams and email.

- **Hokitika Waste Water Treatment Plant Oversight Subcommittee Meeting – 12 July 2023**
(Pages 4-7)

5. NGĀ TĀPAETANGA PRESENTATIONS

- **Review of the Draft Material for Public Information and Feedback Sessions and provide endorsement of the way forward.**
John Strange, Civil Engineer, Stantec (To be circulated separately)

**DATE OF THE NEXT HOKITIKA WASTE WATER TREATMENT PLANT OVERSIGHT
SUBCOMMITTEE MEETING – TBC**



Hokitika Wastewater Treatment Plant Project Oversight Subcommittee Minutes

Minutes of the Hokitika Wastewater Treatment Plant Oversight Sub-Committee Meeting of Westland District Council – held in the Council Chambers 36 Weld Street, Hokitika and via Zoom on Wednesday 12 July 2023 - commencing at 3:00pm

The Subcommittee Meeting was live streamed to the Westland District Council YouTube Channel and presentations are made available on the Council website.

Her Worship the Mayor welcomed Steve McLaren the new Ngāti Maahaki Iwi Representative to the Subcommittee and also acknowledged Barry Wilson who recently passed away, who had a big involvement in the Wastewater Sub-Committee and in the Westland District Community.

EMA WEEPU LED THE OPENING KARAKIA

1. MEMBERS PRESENT APOLOGIES

Chairperson	Mayor, Helen Lash	
Members		
	Deputy Mayor Cassin	Cr Burden
	Cr Phelps	E. Weepu, Ngāti Waewae Representative
	P. Adams, Ngāti Maahaki Representative	S. McLaren, Ngāti Maahaki Representative
Speaker	John Strange – Senior Civil Engineer - Stantec	

NGĀ WHAKAPAAHA APOLOGIES

Nil

ABSENT

James Mason-Russell - Ngāti Waewae Representative

STAFF PRESENT

T. Cook, Group Manager, Regulatory, Planning & Community Services; L. Crichton, Group Manager Corporate Services, Risk and Assurance; S. Baxendale, Group Manager District Assets; D. Maitland; Executive Assistant; E. Rae, Strategy and Communications Advisor (via zoom), S. Johnston, Governance Administrator (via zoom)

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and email. There were no changes to the Interest Register noted.

3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

There were no urgent items of business not on the Agenda.

4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

The Minutes of the previous Meeting were circulated separately via Microsoft Teams.

- **Hokitika Waste Water Treatment Plant Oversight Sub-Committee Meeting Minutes – 8 February 2023**

Moved Pauline Adams seconded Deputy Mayor Cassin and **Resolved** that the Minutes of the Hokitika Wastewater Treatment Plant Oversight Sub-Committee Meeting held on the 8 February 2023 be confirmed as a true and correct record of the meeting.

***STATEMENT** – The Chair Approved their digital signature be added to the confirmed Hokitika Wastewater Treatment Plant Oversight Sub-Committee Meeting Minutes of the 8 February 2023.

5. NGĀ TĀPAETANGA PRESENTATIONS

- **Hokitika Wastewater Upgrade Project**

John Strange, Senior Civil Engineer from Stantec welcomed everyone to the meeting and advised that the purpose of this meeting was to provide an update since the last meeting in February and present the planned engagement strategy through to the end of the year, and to seek endorsement from the Committee for the engagement strategy.

Topics discussed were as follows:

- **Project Update**

Project Web Page:

<https://www.westlanddc.govt.nz/your-council/key-projects/hokitika-wastewater-treatment-plant-project/>

- **Overview of Work to Date**

Pathway timeline showing indicative process from start to completion

- **Options/Alternatives – Sieving Approach**

Currently in the shortlist position

- **Assessment Overview and Criteria**

Moving towards the Multi-Criteria Assessment (MCA)

- **Short-List of Potential Wastewater Schemes**

As endorsed by Oversight Sub-Committee in February 2023.

Showing potential receiving environments

- **Communication and Engagement – Slides 1-3**

Planned communication and engagement to the end of 2023 for discussion and endorsement:

- **Iwi Partner**
 - Whanau whitiwhiti kōrero
 - Kaumatua whitiwhiti kōrero
 - Hui at Greymouth Bio-Trickling Filter Wastewater Treatment Plant, and present on Hastings Wastewater Treatment Plant.
 - Whanau hui for public information material comment
 - Schedule Oversight Sub-Committee meeting at Arahura Marae

Ema Weepu advised that some meetings can be held at the Marae and advised the following dates are available:

- 9th August 2023 for exchange with Iwi
- 6th September 2023 for the next Wastewater Sub-Committee Meeting.

- **Statutory Authorities**
 - Meeting with West Coast Regional Council (WCRC) regarding regulatory aspects to inform the Multi-Criteria Assessment (MCA) of options.
 - Project Working Group meeting to update West Coast Regional Council (WCRC), Community and Public Health (CPH), Department of Conservation (DoC), National Transition Unit (NTU) and Department of Internal Affairs (DIA).
 - Continue working closely with each to keep informed as the Sub-Committee move toward option assessments.
- **Key Stakeholders**
 - Westland Milk Products (WMP) – continuing to work closely with them.
 - Silver Fern Farms (SFF) – continue working close with in relation to:
 - Assessment of SFF options for additional on-site treatment
 - Addition of SFF options to the domestic flows ‘Short List’
 - Airport – key stakeholder in terms of location; continued contact
- **Interested parties – including previous submitters, near neighbours, recreational users, business community, media, and the wider community:**
 - E-Newsletter to Council Mailing List, previous submitters, and key stakeholders
 - Ongoing update of Council’s project web page content.
 - Social media posts via Council channels
 - Pre-engagement
- **Wider Community / All**
 - Project Web page on Council’s website:
 - Includes background detailed timeline with hotlinks to key documents and next steps.
 - Ongoing update of content as the project progresses
- **Public Information and Feedback Sessions (two in November 2023 at the Hokitika RSA)**
 - Explain the process so far and the next steps to the Community.
 - Provide an opportunity for input.
- **Endorsement** of the Communication and Engagement approach by the Sub-Committee
- Agreed dates for two public information and feedback sessions in November 2023 are as follows:
 - **Saturday 4th November 10-2pm** – for public engagement and discussion
 - **Wednesday 8th November 4-8pm** – for public engagement and discussion
John Strange to confirm availability with RSA

- It was agreed the next date for the Oversight Sub-Committee meeting will be the **6th September 2023** which gives the Sub-Committee an opportunity to review the information for the public engagement and feedback sessions being held in November.
- **Next Steps**
 - **Communication and Engagement** – *based on the endorsement from Sub-Committee*
 - **Westland Milk Products** – *continue discussion regarding using their ocean outfall.*
 - **Silver Fern Farms** – *assess options with SFF and addition of these to the Short-List.*
 - **Detailed Investigations of Short-Listed Schemes** – *Including SFF options - continue*
 - **Multi Criteria Analysis of the Short-Listed Schemes and decision making.**
 - **Identification of a Preferred Wastewater Scheme.**

Moved Cr Phelps seconded Ema Weepu and **Resolved** that:

1. The Hokitika Wastewater Upgrade Project Presentation from John Strange, Stantec be received.
2. The Sub-Committee endorses the proposed engagement approach.
3. The Sub-Committee identifies dates for public information and feedback sessions as follows:
 - Saturday 4 November 2023 10-2pm** – *Hokitika-Westland RSA - for public engagement and discussion.*
 - Wednesday 8 November 2023 4-8pm** – *Hokitika-Westland RSA - for public engagement and discussion.*
4. The next Subcommittee meeting be held on **Wednesday 6 September 2023 – 3:00pm at the Arapura Marae.**

The meeting closed with a Karakia from Ema Weepu.

**DATE OF THE NEXT HOKITIKA WASTE WATER TREATMENT PLANT OVERSIGHT SUBCOMMITTEE
MEETING – 6 SEPTEMBER 2023
NGATI WAEWAE ARAHURA MARAE, 1 OLD CHRISTCHURCH ROAD, ARHAURA, AWATUNA,
AND VIA ZOOM**

MEETING CLOSED AT 4.17 PM

Confirmed by:

Mayor Helen Lash
Chair

Date: