

Agenda for a meeting of the Waters Governance Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaaruawaahia on **TUESDAY, 28 NOVEMBER 2023** commencing at **10.00am**.

- 1. APOLOGIES AND LEAVE OF ABSENCE**
- 2. CONFIRMATION OF STATUS OF AGENDA**
- 3. DISCLOSURES OF INTEREST**  
The register of interests is no longer included on agendas, however members still have a duty to disclose any interests under this item.
- 4. CONFIRMATION OF MINUTES**  
Meeting held on Tuesday, 10 October 2023 5
- 5. ACTIONS REGISTER** 14
- 6. REPORTS**
  - 6.1 Three Waters Governance Report – November 2023 17
  - 6.2 Port Waikato Resilience Works 43
  - 6.3 2024 Waters Governance Board Meeting Schedule 52
  - 6.4 Te Kauwhata Water Association Resource Consent Renewal Update 54
- 7. EXCLUSION OF THE PUBLIC**

GJ Ion  
**CHIEF EXECUTIVE**

## TERMS OF REFERENCE AND DELEGATION

<b>Reports to:</b>	The Council
<b>Chairperson:</b>	Mr David Wright
<b>Membership:</b>	Mr Garth Dibley Mr Gavin Ion (Chief Executive) Ms Rukumoana Schaafhausen  Ms Jackie Colliar (Board Intern)
<b>Meeting frequency:</b>	Monthly
<b>Quorum:</b>	A majority of members (excluding the Board Intern)

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The Waters Governance Board is a subordinate decision-making body of the Waikato District Council established under Schedule 7 of the Local Government Act 2002.

### **Purpose and Terms of Reference:**

1. To provide governance and oversight of the development and implementation of the Council contract with Watercare Services Limited ('Watercare').
2. To ensure the activity goals are clearly established, and strategies are in place for achieving them.
3. To establish policies for strengthening the performance of the water activity including ensuring management and the contractor are proactively seeking to build the business through innovation, initiative, technology, new products and the development of its business capital.
4. To monitor the performance of management through the Chief Executive.
5. To ensure high standards of health & safety are maintained by management and Watercare and undertaking appropriate due diligence.
6. To decide on whatever steps are necessary to protect the Council's financial position and the ability to meet its debts and other obligations when they fall due, and ensuring that such steps are taken.
7. To ensure the water activity's financial statements are true and fair and otherwise conform to law.
8. To ensure the water activity adheres to high standards of ethics and corporate behavior.
9. To ensure the water activity has appropriate risk management/regulatory compliance policies in place.
10. To look to improve environmental outcomes from this activity.
11. To consider kaitiakitanga as part of decision-making.
12. To monitor and ensure Watercare are meeting their obligations.
13. To report to Council twice yearly on progress with Waters' Management.

14. To provide innovation and ideas that could improve profitability, service levels or environmental outcomes.
15. To hold Watercare to account over the delivery of the operational and capital programmes.
16. To work with Council to agree the overall funding requirements of the business.
17. To undertake any other matters considered relevant by the Board or referred to the Board by the Council.

**The Board is delegated the following powers to act:**

- Agree the form of the transactional arrangement with Watercare.
- Negotiate with Watercare and recommend to Council the final, or any amended, contract value for waters management.
- Conclude the contract (after Council approval of contract value) and terms and conditions, including any amendments, with Watercare.
- Ensure that transitional contract requirements are met by Watercare and Council.
- Hold Watercare to account for their performance at all levels.
- Monitor and oversee the performance of staff and Watercare in terms of the water activity.
- Consider and ensure improvements or innovation are implemented by Watercare or through the Chief Executive as appropriate.
- Approve changes to the operation of the contract with Watercare.
- Develop strategies to improve contractual performance or to improve business practices.
- Recommend to Council infrastructure strategy and Asset Management Plans for adoption.
- Develop an annual works programme (operating and capital) and submit to council for final approval.
- Approve alterations and transfers within the programme of capital and operational works as prepared for the Long Term Plan and Annual Plan, subject to the overall scope of the programme remaining unchanged and the programme remaining within overall budget.
- Set and ensure Watercare's adherence to health and safety requirements, and wellbeing practices.
- Set and maintain standards of ethics and corporate behavior.
- Consider development opportunities for the Waters' business.
- Define and set levels of service for Waters' management now and in the future.
- Responsible for the financial performance of the contract and operation.
- Approve and/or amend existing or new contracts relating to the delivery of three waters' services and operation unless additional funding by the Council is required or the approval or amendment is inconsistent with Council Policy.

- Recommend to Council any new or additional funding requirements over and above that contained within the Long Term Plan.
- Develop plans to improve the overall resilience of the Waters' networks and allow for growth.
- Consider the impact of growth on the Waters' infrastructure.
- Implement and monitor the risk management framework for the waters' management and activity.
- Approve the annual and half yearly financial statements for the Waters' operation and provide any relevant commentary to the Council.
- Annually review the Board composition, structure and succession and make recommendations to council on these matters.
- Ensure the Waters' business delivered by Watercare provides value for the community in terms of the four wellbeings.
- Determine the approach for resource consent applications for the Waters' business, and monitor progress of those applications on behalf of the Council.
- Review and monitor existing strategic resource consents.
- Ensure that Kaitiakitanga and environmental outcomes are key decision making considerations for the Board.
- Uphold the vision and strategy of the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010.

<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Confirmation of Minutes</b>
Date:	Thursday, 9 November 2023
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To confirm the minutes for a meeting of the Waters Governance Board (WGB) held on Tuesday, 10 October 2023.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the minutes for a meeting of the Waters Governance Board held on Tuesday, 10 October 2023 be confirmed as a true and correct record.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – WGB Minutes – Tuesday, 10 October 2023.

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**MINUTES** for a meeting of the Waters Governance Board of the Waikato District Council held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 10 OCTOBER 2023** commencing at **10.00AM**.

**Present:**

Mr D Wright (Chairperson)  
Mr GJ Ion (Chief Executive, Waikato District Council)  
Mr G Dibley  
Ms J Colliar (Intern)

**Attending:**

Ms M May (Service Delivery General Manager)  
Mr D Sharma (Three Waters Reform Project Manager)  
Mr J Baldwin (Waters Engineering Manager)  
Mrs S Bolt (Waters Contract Support Coordinator)  
Mrs H Coalter (Acting Growth & Analytics Manager)  
Mr W During (Strategic Mayoral Manager)  
Mr M Telfer (Operations Manager Waikato – Watercare)  
Mr J Turner (Watercare)  
Mr P Crabb (Watercare) – *from 10.39am*  
Mr R Pullar (Watercare) – *from 10.39am*

Ms E Saunders (Senior Democracy Advisor)

The meeting was opened with a karakia.

**APOLOGIES AND LEAVE OF ABSENCE****Resolved: (Mr Wright/Mr Ion)****THAT** the apologies for:

- a. non-attendance from **Ms R Schaafausen** and **Mr K Martin (Waters Manager)** be received.

**CARRIED****WGB2310/01****CONFIRMATION OF STATUS OF AGENDA ITEMS****Resolved: (Mr Wright/Mr Ion)****THAT** the agenda for a meeting of the **Waters Governance Board Meeting** held on **Tuesday, 10 October 2023**:

- a. be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 7 which shall be discussed with the public excluded.

**CARRIED****WGB2310/02****DISCLOSURES OF INTEREST**

A non-financial interest was declared by Ms J Collier who is a new Director of Citycare.

**CONFIRMATION OF MINUTES****Resolved: (Mr Dibley/Mr Ion)****THAT** the minutes for a meeting of the **Waters Governance Board Meeting** held on **Tuesday, 5 September 2023** be confirmed as a true and correct record of that meeting.**CARRIED****WGB2310/03**

## **ACTIONS REGISTER**

### Agenda Item 5

The Three Waters Reform Project Manager spoke to the report which was taken as read and highlighted the following key points:

- A response was received from the Department of Conservation (DOC) in regards to the Ngaaruawaahia Reservoir in the Hakarimata Ranges. There is no risk or asset management plan in place that they are aware of and noted that it could be an oversight on their part which they are going to review.
- A discussion around liability took place and what this means for Council? There has been no timeframe given from DOC as to when they are going to review this but a response has been requested in the next two weeks by Council.
- What is the mitigation in place if there is a major storm event at Ngaaruawaahia? What is the plan for managing adverse weather events if the Reservoir becomes compromised? These are questions that need to be asked of DOC.
- It was noted by the Chief Executive that this item needs to be escalated further up the chain to formalise the request for information – emails are fine but a formal request should be given.
- It was noted that DOC are aware of the new Dam regulations but there has been no confirmation to date as to whether these are being adhered to.

**ACTION:** The Chief Executive to prepare a formalised letter to the Department of Conservation (DOC) to request further information on both risk and asset management planning and provide a copy to the Board for review.

- It was noted that staff are continually working with the Communications Advisor at Council for Project Communications and will keep providing updates to the Board.
- Catchment Management Plan work has been completed and a paper has been included in the Public Excluded agenda from Council Staff.
- It was noted that a Compliance and Abatement update will be provided to the Board in January/February 2024.

**ACTION:** Compliance and Abatements – The Board is to be updated of all compliance actions and activities moving forward and each asset with a non-compliance is to be identified along with the non-compliance activity highlighted and the actions that have been taken to date to rectify. This reporting is to be provided to the Board on a quarterly basis.

- Quantify river quality – It was noted that Watercare are still working on what that looks like and how it will work moving forward. A paper will be provided to the Board.

**ACTION:** Watercare to include in the Governance Report at the next Board meeting information regarding the Rural & River quality changes along with providing separate paper that outlines the plans for Rural & River water quality.

- How does the Water plan for the Long Term Plan fit into the other services like Roading? What does the overall picture look like? Council are considering all of the Asset Management Plans over the next two days and will be weighing these things up. Council staff have been through a process with Elected Members on the bigger picture and what investments can be made.

**Resolved: (Mr Wright/Mr Ion)**

**THAT the Waters Governance Board receives the Actions Register to September 2023.**

**CARRIED**

**WGB2310/04**

## **REPORTS**

### Three Waters Governance Report – September 2023

Agenda Item 6.1

Mr Telfer spoke to the report which was taken as read and further discussion was held.

#### Key Highlights:

- The removal of the Hopuhopu reservoir has been completed with really positive engagement with Waikato Tainui throughout the process.
- Revaluation has been completed along with the external audit; it was noted that there were some challenges but staff got there in the end. There will be some “lessons learned” sessions had to reflect on the process.
- Residual FAC (Free Available Chlorine) results have changed from 0.2 to 0.1 – these are the new standards which most Councils have not met. Watercare are currently looking at what the new flushing cycle will have to be to achieve the new standard and what the costs associated with this will be.
- A brief discussion was held on the recent event in Queenstown. It was noted that all Watercare plants are compliant but it has not yet been determined who was at fault.

#### Questions/Discussion:

- A question was raised around Subdivision development and what assessments are staff doing to avoid getting into a position that sees pressure and strain on the water network which is something that Taupiri is experiencing. If the networks are not meeting the level of service what are the plans in place to pre-empt or even avoid this issue?

**ACTION:** Subdivision Development – The Three Waters Reform Project Manager to come back to the Board and provide further information about any plans or active work being done to pre-empt or avoid strain on the Water network.

- It was noted in relation to the project at Riverview Road in Huntly that 20 weeks seems like a long time to replace one kilometre of water pipe – is this reasonable? There have been no complaints to date but staff will continue to check in with the team.
- Design standards for small urban communities – should we be looking at the life of an asset and the development that could potentially happen when we are planning projects? It was noted that in small urban communities like Maatangi the water flow is low however providing assets that will withstand potential growth in a community is something that should definitely be looked at so assets aren't being replaced after a short period of time.
- It was queried whether staff are being proactive with their engagement with Waikato Regional Council (WRC) and mana whenua with the progress been made to date and work that is being done on the abatement notices? It was noted that communication with both WRC and mana whenua is constant and they have been regularly updated and engaged in the work being completed.
- Ms J Colliar noted her non-financial conflict of interest (Nga Muka) for the next discussion item on the Te Kauwhata Wastewater Treatment Plant.
- The Chief Executive provided the Board with an update on the Te Kauwhata Wastewater Project and engagement to date with Nga Muka. A meeting with Nga Muka took place last week along with a representative from Ngaati Ngahou. A great engagement opportunity and BECA are also doing work in this area.
- The Chief Executive made it clear at the meeting of the Boards desire to have lake discharge off the table and Mr R Bax also reiterated that it's still showing as an option but will come off.

**Resolved: (Mr Wright/Mr Ion)**

**THAT the Waters Governance Board receives the Three Waters Governance report for September 2023.**

**CARRIED**

**WGB2310/05**

Three Waters Reform Project Update – August 2023  
Agenda Item 6.2

The Three Waters Reform Project Manager spoke to the report which was taken and read and no further discussion was held.

**Resolved: (Mr Ion/Mr Wright)**

**THAT the Waters Governance Board receives the Three Waters Reform Project Update Report.**

**CARRIED**

**WGB2310/06**

**EXCLUSION OF THE PUBLIC**

Agenda Item 7

**Resolved: (Mr Wright/Mr Ion)****THAT** the public be excluded from the following parts of the proceedings of this meeting; and

- a. The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<b>Item PEX 1</b> <b>Confirmation of Minutes</b>  <b>Item number PEX 2</b> <b>Action Register</b>	<b>Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987</b>	<b>Section 48(1)(a)</b>
<b>Item PEX 3.1</b> <b>Waikato Waters Contract</b> <b>Financial Report – August 2023</b>		
<b>Item PEX 3.2</b> <b>Capital Delivery Programme</b> <b>Overview – September 2023</b>		
<b>Item PEX 3.3</b> <b>Raglan Wastewater</b> <b>Treatment Plant Upgrade</b>		
<b>Item PEX 3.4</b> <b>Huntly Wastewater</b> <b>Treatment Plant Upgrade</b>		
<b>Item PEX 3.5</b> <b>District Flood Mapping</b>		

- b. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
<p><b>Item PEX 1</b> <b>Confirmation of Minutes</b></p> <p><b>Item number PEX 2</b> <b>Action Register</b></p>		<p><b>Refer to the previous Public Excluded reason in the agenda for this meeting.</b></p>
<p><b>Item PEX 3.1</b> <b>Waiakto Waters Contract</b> <b>Financial Report – August</b> <b>2023</b></p>	<p>7(2)(b)(ii)</p> <p>7(2)(h)</p>	<p>To protect information that would otherwise unreasonably prejudice a person’s commercial position.</p> <p>To enable commercial activities to be carried out without prejudice or disadvantage.</p>
<p><b>Item PEX 3.2</b> <b>Capital Delivery Programme</b> <b>Overview – September 2023</b></p>	<p>7(2)(h)</p> <p>7(2)(i)</p>	<p>To enable commercial activities to be carried out without prejudice or disadvantage.</p> <p>To enable negotiations to carry on without prejudice or disadvantage.</p>
<p><b>Item PEX 3.3</b> <b>Raglan Wastewater</b> <b>Treatment Plant Upgrade</b></p>	<p>7(2)(b)(ii)</p> <p>7(2)(h)</p> <p>48(1)(d)</p>	<p>To protect information that would otherwise unreasonably prejudice a person’s commercial position.</p> <p>To enable commercial activities to be carried out without prejudice or disadvantage.</p> <p>To enable deliberations in private on a decision or recommendation in any applicable proceeding</p>



<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Actions Register</b>
Date:	Friday, 10 November 2023
Report Author:	Gavin Ion, Chief Executive

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To update/inform the Waters Governance Board on actions following the Waters Governance Board meeting held on Tuesday, 10 October 2023.

## **2. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the Waters Governance Board receives the Actions Register to November 2023.**

## **3. Attachments**

### **Ngaa taapirihanga**

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Attachment 1 – Actions Register to November 2023.

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# Waters Governance Board<sup>15</sup> Actions Register

## OPEN MEETING

Meeting Date	Action	To Action	When	Status
25/07/2023	The Waters Manager to go back to the Department of Conservation and request the management plan for the old Hakarimata Waterworks Dam in the Hakarimata Ranges in Ngaruawahia. Exposure – PCBU risk? Item for next meeting. Formalise this request. Compliant with new dam regulations? Add to Waters Risk Register. Scenario planning 100 – 50yr	Keith Martin	Nov 2023	Waters Manager to present findings at next Nov meeting
02/05/2023	<b>Compliance and Abatements</b> WGB to be updated of all compliance actions and activities. Each asset with a noncompliance to be identified and the noncompliance activity highlighted, and the plan taken to rectify. Reporting to be provided quarterly	Mathew Telfer	Jan 2024	Next update to be presented at Jan 2024 WGB Meeting
10/10/2023	Watercare to include information in the Governance Report at the next meeting that covers the Rural & River water quality changes. Supply paper on plans for Rural & River on water quality.	Mathew Telfer	Nov 2023	Watercare to present at next Nov meetings
5/09/2023	New Resource Management Act (RMA) legislation – Council staff to come back to the Board with clarification around the potential 10 year maximum consent requirement and what impact this might have on existing/new consents.	Deron Sharma	Nov 2023	WDC to present at next Nov meetings

16  
**Waters Governance Board**  
**Actions Register**

<b>Meeting Date</b>	<b>Action</b>	<b>To Action</b>	<b>When</b>	<b>Status</b>
10/10/2023	Three Waters Governance Report Strain on the Taupiri Water Supply – Networks not meeting levels of service what are we doing to pre-empt/ avoid issue this? River View Road Huntley – 20 weeks? Seems like a long time.	Mathew Telfer	Nov 2023	Watercare to provide update at the Nov meeting.
10/10/2023	Matangi Property Purchase (Staff to provide the Board with further clarity and certainly around first right option for mana whenua and whether there is an obligation that needs to be upheld). Property purchased post 1995 (It was purchased in 2012)?	James Baldwin	Nov 2023	WDC to report at next Nov meetings

<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Three Waters Governance Report – November 2023</b>
Date:	15 November 2023
Report Author:	Deron Sharma, Acting Waters Manager
Authorised by:	Gavin Ion, Chief Executive

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To update the Waters Governance Board of the current workstreams, key matters and metrics under the Agreement for Operation and Maintenance of Water, Wastewater and Stormwater Services with Watercare Serviced Limited (**Watercare**).

## **2. Executive summary**

### **Whakaraapopototanga matua**

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Please refer to the “Highlights and Lowlights” summary section in the report prepared by Watercare (**Attachment A**).

## **3. Staff recommendations**

### **Tuutohu-aa-kaimahi**

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**THAT the Waters Governance Board receives the Three Waters Governance report for November 2023.**

## **4. Attachments**

### **Ngaa taapirihanga**

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Attachment A	Waikato Monthly Governance Report November 2023
Attachment B	Raglan WWTP Out of hours Discharge Investigation Report 1
Attachment C	Raglan WWTP Out of hours Discharge Investigation Report 2

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# WAIKATO DC THREE WATERS GOVERNANCE REPORT NOVEMBER 2023



Mathew Telfer  
Operation Manager  
Watercare Waikato  
November 2023

## 1. Highlights and lowlights

- All results were achieved in the month. Excluding Attendance time: for wastewater was 61 min in the month and 71 YTD against a target of 60 min.
- Raglan discharge on incoming tide event – Community meeting and corrective works have been completed (Detailed below).
- Improvements in Chlorine handling have been implemented for the safety of this high-risk critical activity.
- The contaminated water sample (2 Nov) investigation is ongoing. Resampling confirmed there was no contamination of the water supply.
- The Contract audit is progressing well, with the site visits completed, initial feedback was positive, and the interviews are underway.
- Maramara WWTP dispersal bed replacement is progressing well and will continue to make good progress weather-dependent and is due to be completed in November.
- Te Kauwhata wastewater treatment plant commissioning is underway, and the plant delivery is on track for December.
- Community discussions about the Te Akua bore location are progressing with a new property owner.
- The AMP presentation to the Board and Council was completed in October. Overall, the presentation of the content and work completed was positive, but the concern about affordability was paramount to the discussion.
- CIMS4 training is underway for key staff, with five staff completing it in September and the next round in November.
- Watercare is supporting a discussion with the Regional Council about ownership of assets at Hakanoa Lake and defining overall ownership of flood control vs. stormwater assets.
- The Watercare Operations leadership team (40 people) visited the Te Rapa office and Te Kauwhata water/waste and Merermere wastewater plants.
- Water monitoring meetings have begun to assess the demand management and restriction controls.
- A health and safety event occurred during chemical handling (detailed below).
- The initial river quality monitoring has been completed until UVT sensors can be installed.

## 2. Health and Safety

### 2.1. What we've seen this month

- No lost Time Injury (LTI), Restricted Duties Injury (RDI), or contractor injuries occurred in September or October.
- 10 Icare reports were lodged in the month
  - A Water Treatment Operator received a minor chemical burn to the eye while handling chemicals (detailed below).
  - A caustic refill point was leaking caustic out of a locked cabinet onto concrete; it has been repaired.
  - The risk of the public walking area in front of the Ngaruawahia water treatment plant during chemical unloading has been reviewed following concerns from an

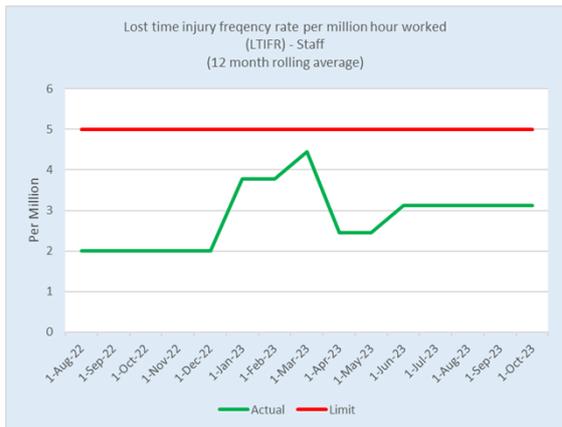
Operator. The SOP has been updated to include barriers to ensure the public is kept at a safe distance.

- A leadership walk with Council staff identified a bend to the ladder protection of a reservoir. This is planned to be repaired.
- 6 General workplace observations. – 30 days to resolve.
- A Water Treatment Operator received a minor chemical burn to the eye while breaking up a lump of Oxalic Acid powder in a 50 lt bucket. Upon knocking the bucket against the floor, a small particle bounced from the bucket and made contact with his eye. No safety glasses were worn. First aid was applied using the on-site saline solution eye wash unit (30 sec) followed by 10 min flushing with potable water. The operator's condition was closely monitored, and no ongoing aftereffects have occurred. The water Treatment Operator and all Production staff were reminded to use eye protection when handling chemicals, and the SOP for handling liquid chemicals has been upgraded to include powder chemicals. This was presented at the Production toolbox meeting.

### 2.2. Looking ahead and wellbeing

- Next month's focus is on Chemical handling.

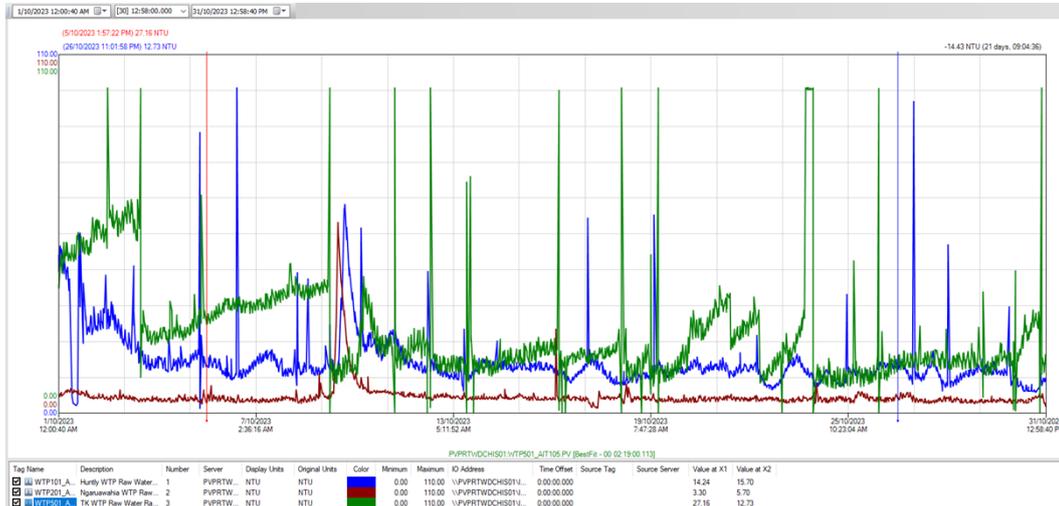
### 2.3. Metrics



### 3. Operations

#### 3.1. Production

- All water and wastewater treatment plants operated well during October, with the exception of the programming error at Raglan WWTP (Detailed below).
- The raw water quality from the Waikato River continues to be unstable (trend below).



The raw water turbidity is monitored at each plant. Ngaruawahia WTP (Red) is the most stable, which usually trends at approx. 5 NTU. We had one turbidity event affecting all plants on the 9<sup>th</sup> of October. This event also affected the Hamilton WTP, so the source of the disturbance would have been south of Hamilton. Generally, across the month, Huntly WTP (Blue) and TeKauwhata WTP (Green) intakes are affected by the Mangawara steam and fluctuate from 30 NTU to 100 NTU. We are using results from raw water grab sample UVT tests as a better measure of identifying change in organic content. We are setting up new analysers for raw water UVT so that these values can be trended on SCADA in the future.

- TeKauwhata WWTP upgrade continues to make good progress. Two main switchboards have arrived, allowing the two new fine screens to be powered up and test-operated in November. The Production team continues to support the commission of the plant.
- TeKauwhata WWTP received a large amount of clay-laden influent around the 25 or 26 October. The suspected origin is from the new subdivision on the hillside near the plant. An investigation could not identify the source point but found a lot of open clay trenches across the sub-division. The on-site contractors were made aware of our concerns regarding the adverse effect on both WWTP ponds as the clay had suffocated algae.



- The Maramara WWTP dispersal bed no. 2 (brown) replacement construction is complete. No. 1 bed (white) has progressed since this photo, and its construction should be complete by mid-November, along with final commissioning and site finishing.

### **Raglan Incident**

- The Raglan wastewater treatment plant operates a tidal discharge, meaning the plant is consented to discharge on the outgoing but not the incoming tide. The plant systems are programmed to automate the discharge pumping and final UV treatment. The programme requires three years of data to be loaded into the system, and this data is manual, as detailed below. The attached reports to WRC (appendix 1 and 2) detail the two events resulting in five instances of treated effluent being discharged on the incoming tide from the plant and the corrective actions. The investigation identified a programming issue in the three years of tidal data was due to human error and a lack of adequate validation of the programme data.

### **Corrective Actions**

#### **Event 1 (Programming data error)**

- Signage was erected to notify the public from Thursday, 12 October to Monday, 16 October.
- Sampling was conducted for Enterococci on Thursday 12, Friday 13, and Sunday 15 October (See below results)
- Programming Issue 1: The tide data for October has been reviewed and validated.
- Programming Issue 2: The discharge pump manual control was fixed and tested. The disable pump function is now working correctly.

#### **Event 2 (Lack of validation of corrective programming)**

- Signage was erected to notify the public from Thursday, 26 October to Tuesday, 31 October.

- Sampling was conducted for Enterococci on Friday 27, Saturday 28 and Sunday 29 October (See below results)
- The tide data was manually checked before reloading and corrected by the Software Engineer.
- This data has been reviewed up to 30 November 2023 by the Software Engineer and validated by two additional people to confirm the corrective actions.
- The plant discharges were monitored manually until the corrective programming, testing and implementation were completed on Monday 30 October 2023.
- A program to improve the validation process using macros and Excel is being created. Manual spot checks will also be conducted on an ongoing basis by the Process engineer.
- We will review and update the change control and management process for future programme changes before the next upload is due on 1 December.
- Three new control system alerts have been created and tested to notify before a discharge on an incoming tide occurs in the future. This will also interlock the discharge pumps to prevent them from operating and notify staff.

Watercare attended the community meeting on the evening of Thursday, 2 November, with Board members, Council staff, and a Watercare executive in Raglan to explain what happened, what actions have been taken, and to respond to any concerns.

The review and correction of the data to the end of December has been completed, and the rest of the data to June 2024 is ongoing.

While the out-of-cycle discharge is regrettable, it's crucial to note that no untreated wastewater was discharged. The discharge consisted of treated effluent, which unfortunately occurred on the incoming rather than the outgoing tide. We deeply regret any inconvenience this situation may have caused and remain committed to addressing and rectifying the issue.

### 3.2. Networks

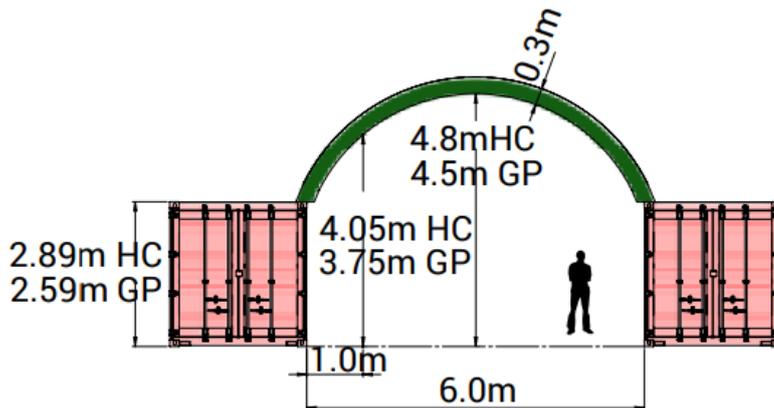
- The Pokeno reservoir on Hitchen Rd had poor ground conditions around the base due to works and insufficient grading, causing water to accumulate and not allow drainage. NS Contracting was engaged to grade the ground and relay metal. This has dramatically improved the drainage and will make ongoing ground maintenance more manageable.



- Line relay, Durham Street, Ngaruawahia sewer line relay – a new build was occurring in the neighbouring property, and the homeowner of the existing dwelling was having severe issues with the sewer backing up. On investigation, it was found that the sewer connection

to the main had been incorrectly assumed to be an abandoned line and was disconnected. Staff relayed the line quickly and restored service to the existing property.

- To address secure storage space limitations at the Brownlee Avenue Depot, a container shelter has been procured through Smart Shelters. This shed utilises 2 x 20ft shipping containers with an arching plastic weave shelter covering the span of the containers. This will give the digger a parking space sheltered from the weather, prolonging the life of the hydraulic hosing and driver's cab while also providing options for storing higher-value items, such as power tools, brass fittings etc. in the containers themselves.



- Current Vacancies and Staffing – Advertising for a second Cadet role continues, with applications for this closing on 3 November. Currently, 12 quality candidates have applied, which bodes well for recruitment.  
The recruitment of the Waters Technician role is progressing. This role will assist the broader team in various tasks, such as managing build-over applications, GIS and asset information, and Billing & Customer enquiries. This role will significantly assist in streamlining internal processes and is expected to go out before Christmas.
- Staff training – Traffic management training is scheduled for all Water and WW network staff. Changes in legislation and training requirements have made the requirements far more comprehensive, and the Watercare Campus is now delivering this training in-house to streamline the process. Staff with STMS level 2 qualifications will transition to CAT A competency as a minimum (allowing them to work on roads with a speed of less than 60km/h), while several senior staff will be trained to CAT B competency. The Traffic Management training is the final piece of requisite certification for network staff, meaning all service staff will be trained to standard and have current certification for the next 18-24 months.

### 3.3. Stormwater

#### 4.3.1 Strategic/Planning/Asset management/Consent planning

- A comprehensive Stormwater Monitoring Plan has been developed in collaboration with stakeholders and is in the final stages of fine-tuning. After the WRC approves, the implementation plan will be executed with site-oriented actions and sampling.

- Stormwater ponds and wetlands across the District Council have been assessed regarding aesthetic qualities, planting, and stormwater asset structures. This assessment will lead to subsequent physical maintenance.

#### 4.3.2 Stormwater projects

- The draft design for the Hakanoa stream upgrade project has been received, and engagement with the impacted property owners is continuing.
- The consent approval for the revised design has been received for the stormwater pipe upgrade project on Cambrae Rd. This project will now move to tender to appoint a contractor.
- Funding has been sourced from the Central Government to support the delivery of improvements to Port Waikato. Scoping is underway.

## 4. Planning and project delivery

### 4.1. Infrastructure Planning

There are several work packages underway, including.

- The system performance phase of the Southern Districts and Tuakau Water Network Models continues.
- The Raglan WW model - Draw-down testing at Nero is required before the model recalibration occurs. The Raglan WW and WS servicing strategy is nearing completion.
- Huntly Wastewater network model - Consultants have assessed the asset data, and Magflow meter installation at two key pump stations is progressing (one is installed). The regauging flows through the network at specific sites for three months is completed.
- We are assisting WDC staff with Ngaruawahia Structure Planning, SWCMP.
- Phase 1 of the Mid-Waikato and Central Districts water supply long-term servicing strategy was completed in late October. The Phase 1 report highlighted the issues within the Ngaruawahia, Huntly, Te Kauwhata and surrounding towns at network/infrastructure and treatment plant levels. A workshop was convened involving the Beca team and internal Watercare staff to delve into the report's findings and the long-list options.
- Concept designs are underway for the Tuakau, Raglan, Tamahere, and Matangi reservoirs. Tuakau reservoir site acquisition, including negotiations with the property owner, is underway. Further investigations are underway for the Raglan site, with the existing [Spring/Te Hutewai] site being shown as the most favoured option. A paper to the Waters Governance Board is in preparation, encompassing all upcoming reservoir projects, including Pokeno, Raglan, Matangi, Tamahere and Tuakau.
- Stormwater Modelling studies for Ngaruawahia and Te Kauwhata are completed, and Ngaruawahia is contributing to WDC's Structure Planning.
- 2<sup>nd</sup> version of 24-27 LTP was submitted in March to DIA; work continues on the scoping and costing of some projects. The storyline to accompany the LTP is in its third draft. It describes project timings and drivers on a township-by-township basis. The stormwater component still requires more effort; external resources are assisting in this area. Watercare and WDC are working to submit a 3<sup>rd</sup> version at the end of November.

### 4.2. Development and growth

Input into District Plan Appeals on servicing of appeal areas continues. Discussions with WDC Land Development Engineers and Developer’s Engineers on several development sites continues.

### 4.3. Asset Management

- This month, 229 three-water assets were added to the database, covering 1.7 km of main lines and a combined value of \$1.31m.
- Three capital projects were capitalised with a total value of \$565,746.29



### 4.4. Project delivery

#### Water Network Upgrades

- In response to the strain on the **Taupiri** water supply network, we have developed a comprehensive plan for infrastructure upgrades to improve the water supply and firefighting capabilities for the Taupiri township and its rapidly expanding eastern zone.

**Water Booster Pump Station:** Significant progress has been made with the building's concrete pad now poured with the 'blockies' on-site to construct the pump and control building. With favourable weather conditions, progress will continue ahead of Christmas, and we will see the site transform.

<https://www.waikatodistrict.govt.nz/projects/project/taupiri-water-infrastructure-upgrades>



Taupiri – pump and control building taking place

- To comply with drinking water standards and ensure safe access and management of large water takes, we have established bulk water supply points equipped with tanker filling stations across the district. Permanent water filling stations have been installed across the district, with a new station in Te Kauwhata now in operation. Our final permanent filling station site in Huntly is scheduled for December 23.



*Te Kauwhata water filling station*

- The 1100m of new watermain along Riverview Road in **Huntly** has been installed. Fittings crews are progressing with installing fire hydrants, valves, and service laterals. Commissioning activities are planned to complete the project ahead of the Christmas holiday period.

<https://www.waikatodistrict.govt.nz/projects/project/huntly-water-supply-renewals>



*Huntly – Watermain replacement underway on Riverview Road*

- Construction crews have established on **Morrinsville Road (SH26)** and have completed the pipeline installation. The new pipelines are for the renewal and upsizing of critical infrastructure that delivers water supply to our furthestmost rural networks in the south. Works are on track to complete the upgrades before Waka Kotahi’s network Moratorium and Christmas holidays.

<https://www.waikatodistrict.govt.nz/projects/project/state-highway-26-water-supply-infrastructure-upgrades>



*Morrinsville Road (SH26) – Pipeline installation*

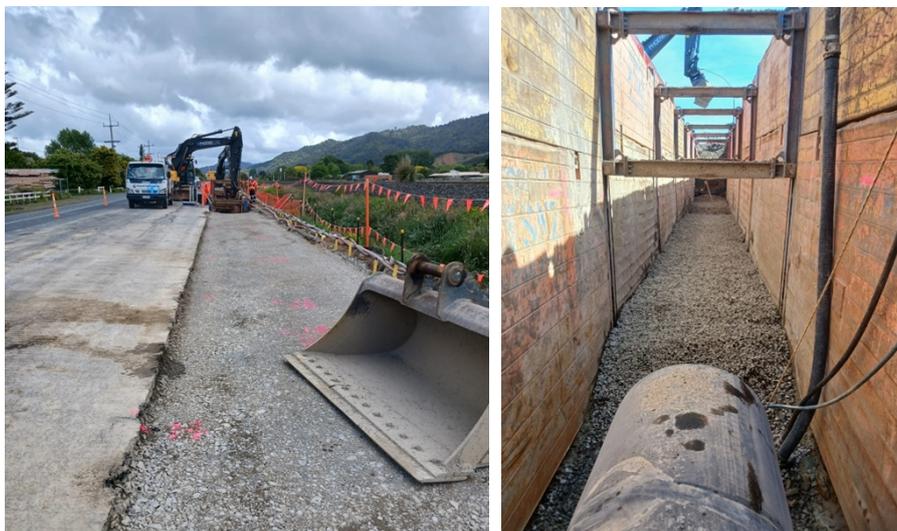
- Infrastructure upgrade commitments have been made in the Pokeno and Tuakau areas. In **Pokeno**, we’ve planned two upgrades.
  - The first is a pipeline extension on Helenslee Road.
  - The second is the resolution of a missing network link on Pokeno Road.
 Works are scheduled to commence in November.
- The concrete structure for the Te Kauwhata Reservoir Upgrade is complete, and once the central pier is fully cured, the remaining formwork will be removed. Join sealing is well underway, and the installation of the external pipework has commenced.



*Te Kauwhata Reservoir 1 - Roof complete, joint sealing underway*

## Wastewater Network Upgrades

Ngāruawāhia Pipeline – The pump station is complete. Work is well underway in Great South Road. The Kiwi Rail under-track crossing is being planned to link both sides.



*Ngāruawāhia Pipeline – The installation works under a Great South Road lane closure*

- Washer Road Rising Main – The new Washer rising main is being installed up to the railway crossing. The HDD drill shot encountered rock, and a safer working area is required to support open-cut. An agreement is being prepared with the Ports of Auckland.
- Tuakau to Pokeno pipeline: On hold pending an updated Servicing Strategy.
- Tuakau Interceptor WWPS: Orders for new pumps and variable speed drives have been placed, and construction planning is underway. A building consent application for the new switchroom (a shed) has been submitted.

## Treatment Plant Upgrades

### Te Kauwhata WWTP Upgrade

- The main liquid-stream pipework is in place. The supporting plant installation is well underway: Power, control, chemical, water, and utility-air supplies. The air-stream construction and electrical installation have notably progressed. Key elements of the plant are being tested and are ready for commissioning. Both main switchboards have been installed.
- The installation of the new screens is complete; this is the first area to be brought into service to support commissioning. The new chemical facility has new chemical tanks, and dosing units are ready to undergo wet testing.
- The temporary Ultrafiltration plant remains operational, improving the suspended solids treatment performance ahead of the main plant being brought into service.



*Te Kauwhata WWTP - New inlet screens and an Aerostrip® diffuser grid*



*Te Kauwhata WWTP – New switchboard and RAS Pumps accessway*

- Huntly WWTP Upgrade – A planning review is underway to assess the appropriate location and arrangement of the future WWTP Upgrade, and a workshop is planned with WDC. The following initial upgrades are being planned:
  - Concept design of main MBR plant upgrade
  - A MABR Pilot Trail
  - A power supply and inlet screen upgrade
  - An outfall pump station upgrade
- Raglan WWTP Upgrade – Approvals have been received; contract award is underway.
- Ngaruawahia WTP Upgrade – The run-to-waste is operational. The de-chlorination system is being installed. Alongside the project work, the draft resource consent application has been submitted; we await final Iwi comments to close.

## 5. Compliance

- The monthly reports of all October drinking water quality assurance rules (DWQAR) demonstrated compliance.
- The contaminated water sample (2 Nov) investigation is ongoing. The resampling confirmed there was no contamination of the water supply.

### 5.1. Abatement notices

- There are three abatement notices in place at the moment, two in Raglan for a Cambre road stormwater and the wastewater treatment plant. The third is for the Te Kauwhata wastewater treatment plants. Actions are in place to address all notices.

## 6. Customer and Billing

### 6.1. Billing and Customer

- Backflow Control Services Limited Procurement plan complete and letters to provide notice to customers drafted.
- The annual rural letters were sent to customers to raise awareness during peak season. A data issue has been identified with changes in the Council system not being reflected against meter data. The Customer team will work with the Council to confirm the correct mailout dataset.

Your Ref «Property_ID»	In reply, please quote	If calling, please ask for Contact Centre	
2 November 2023			Postal Address Private Bag 514 Ngaruaawhia, 3742 New Zealand 0800 492 452 www.waikatodistrict.govt.nz
«Addr1» «addr2» «addr3» «addr4» «addr5» «addr6»			
Tēnā koe,			
<b>RURAL WATER SUPPLY</b>			
Meter ID: «Meter_Number» Meter Location: «Meter_Location» Property Address: «Property_Address» «Property_Address_2»			
We are writing to inform you that now is an excellent time to ensure your trickle-feed water supply works as expected before summer arrives.			
Your property is a rural restricted supply area, meaning the Council provides a top-up potable water supply of 1,800 litres over 24 hours, which should feed directly into your tank.			
Now is a great time to check if:			
<ul style="list-style-type: none"> <li>• Your storage tank/s and float valves are working as expected. If there is a fault, you may see or hear water overflowing in this instance, we recommend calling a plumber to investigate.</li> <li>• The tank not filling may be due to a leak between the meter and to the tank.</li> <li>• It is generally good practice to take a couple of readings between the six-monthly reads to gauge actual use.</li> </ul>			
Attached is a flyer with further information for rural trickle-feed water supply.			
If you have any queries concerning this letter, please visit our website <a href="http://waikatodistrict.govt.nz/services-facilities/water">waikatodistrict.govt.nz/services-facilities/water</a> .			
Ngā mihi nui Customer Care Representative <b>Waikato District Council</b> Services provided by Watercare Waikato			

## 6.2. Trade waste

- Accessing and searching for new customers throughout the district, applications to be sent out to all new customers (ongoing).
- Septic Tanker - Annual fees for 2023/24 completed. Monthly invoicing completed.
- Quarterly invoicing for Conditional Consent Holders – Quarter 1 invoicing – completed.
- New applications - Laundry facilities in Ngaruawahia, Sushi shop in Taupiri,

## 7. Strategic resource consents.

### Raglan WWTP:

- GIS work for the theoretical private land discharge design on the Mangatawhiri Road site of interest has been completed. The project team is still awaiting confirmation of any Memorandum of Understanding (MoU) to proceed with further project phases.
- Work has commenced on the SDI concept design for Wainui Reserve. This public land option needed further assessment for the MCA process.
- The next important step is the treatment upgrade's tender process, with recommendations for the Infrastructure Committee to consider approval in early November.

### Te Kauwhata WWTP:

- Richard Bax is making good progress in establishing effective communication and engagement strategies with stakeholders, the community, and tangatawhenua. The overall responsibility for this falls outside the WDC/WSL contract, with the WDC managing this process.

### Matangi WWTP:

- A Matangi treatment plant and network investigation is about to commence. The investigation will focus on the impact of greater flows experienced during wet years, considering the performance and the opportunity & risk associated with the potentially increased load contributed by the school role increasing. The next crucial step for engineers is to review plant data.
- Collaboration is underway between Watercare and the Ministry of Education, involving information sharing. The Ministry of Education has advised that implementing a property flow gauge is planned.
- Engineers will explore methodologies like flow smoothing, offset storage, and stormwater analysis to determine a realistic maximum discharge flow suitable for the WWTP/discharge field. Once known, Managerial decision-making will be enabled to determine if greater school flow can be agreed to or if the school will need to pursue an on-site solution further.

## 8. Key performance indicators

<b>KPI – description</b>	<b>Results</b>	<b>Target 2022/2023</b>
	<b>Water</b>	
<i>The extent to which the Council's drinking water supply complies with Part 4 of the drinking water standards (bacteria compliance criteria).</i>	18	18
<i>The extent to which the Council's drinking water supply complies with Part 5 of the drinking water standards (bacteria compliance criteria).</i>	15	15
<i>Attendance for urgent call-outs: from the time that Council receives a notification to the time that service personnel reaches the site.</i>	October - 32 Year to date - 23	≤ 60 mins
<i>Resolution of urgent call-outs: from the time that Council receives a notification to the time that service personnel confirms resolution of the fault or interruption.</i>	October – 74 Year to date - 74	≤ 240 mins
<i>Attendance for non-urgent call-outs: from the time that Council receives a notification to the time that service personnel reaches the site</i>	October– 1 Year to date - 1	≤ 3 days (contracted Measure, not the LTP < 5 days)
<i>Resolution of non-urgent call-outs: from the time that Council receives a notification to the time that service personnel confirms resolution of the fault or interruption.</i>	October – 1 Year to date - 2	< 3 days
<i>The total number of complaints related to Water services received by Council (expressed per 1000 connections to the networked reticulation system):</i>	October– 0.91 Year to date Result – 3.38	≤ 22/1000 (contracted Measure, not the LTP < 25/1000)
	<b>Wastewater</b>	
<i>The number of dry weather sewage overflows from Council's system (expressed per 1000 sewage connections to that sewage system.) - Non-sensitive receiving environments.</i>	October – 0.39 Year to date Result – 1.02	≤ 2/1000 (contracted Measure, not the LTP < 3/1000)
<i>The number of dry weather sewage overflows from Council's system (expressed per 1000 sewage connections to that sewage system.) - Sensitive receiving environments.</i>	October – 0.0 Year to date Result – 0.0	≤ 2/1000 (contracted Measure, not the LTP < 3/1000)

<i>Attendance time: from the time that Council receives a notification to the time that service personnel reaches the site.</i>	October – 61 Year to date Result – 71	≤ 60 mins
<i>Resolution time: from the time that Council receives a notification to the time that service personnel confirms resolution of the blockage or other fault.</i>	October – 143 Year to date Result – 147	≤ 240 mins
<i>The total number of complaints received by Council about any of the following (expressed per 1000 connections to the sewage system): - Sewage odour - Sewage system faults - Sewage system blockages - Council's response to issues with its sewage system.</i>	October – 0.55 Year to date Result – 1.89	≤ 10
<i>The total number of complaints received by Council about any of the following (expressed per 1000 connections to the sewage system):</i>	October – 0.55 Year to date Result – 1.89	≤ 10/1000
<i>Level of compliance, number of the following, Abatement, infringement notices, enforcement orders or convictions</i>	September – 0 Year to date Result – 0 (in this FY)	≤ 2
<i>Council's level of compliance with resource consents for discharge from its wastewater system, measured by the number of: - Convictions</i>	September – 0 Year to date Result – 0	0
<i>Stormwater</i>		
<i>The number of flooding events that occur in the district per annum (Event defined as a habitable floor flooded)</i>	October – 0.0 Year to date Result – 0.0	< 5
<i>For each flooding event, the number of habitable floors affected (expressed per 1000 properties connected to the stormwater system).</i>	October – 0.0 Year to date Result – 0.0	< 0.3
<i>The median response time to attend a flooding event, measured from the time that Council receives notification to the time that service personnel reach per quarter.</i>	October – 0.0 Year to date Result – 0.0	< 2 hours (LTP Measure, not the contracted < 8 hours)
<i>The total number of complaints received by Council about the performance of the stormwater system (expressed per 1000 connections):</i>	October – 0.1 Year to date Result – 0.62	< 1.25 (contracted Measure, not the LTP < 4)

Level of compliance, number of the following,  
Abatement, infringement notices, enforcement orders or  
convictions

2023/24 – 0  
(in this FY)

0

*Health and Safety*

*Safety: Lost time injury frequency rate (LTIFR) per million hours  
worked*

3.11

≤ 5

*Safety: Total recordable injury frequency rate (TRIFR) per  
million hours worked*

7.79

≤ 20

*Safety: 100% of Notifiable (or serious non-notifiable) Events  
reported to WDC within 2 hours of the occurrence*

100%

100%

*Safety: 100% of Notifiable Event reports supplied to WDC  
within 21 business days*

100%

100%

*Safety – the percentage of complaints resolved within ten  
working days*

100%

95%

*Safety- Health and safety Audit programme and action plan  
completed (6 monthly and then annually)*

100%

1

*Safety - All site emergency plans to be drilled six-monthly as  
per drill schedule*

100%

> 100%

*Safety - Monthly Health and safety meeting held with all  
workers*

1

> 90%

*Safety-Critical risk audit to be conducted by HSW BP Bi-  
monthly*

100%

1

*Safety -Actions required to be closed within one month*

100%

> 90%

**Report By:** Tom Shilton (Operations Controller – Watercare Waikato)

**Date:** 17/10/2023

## Summary

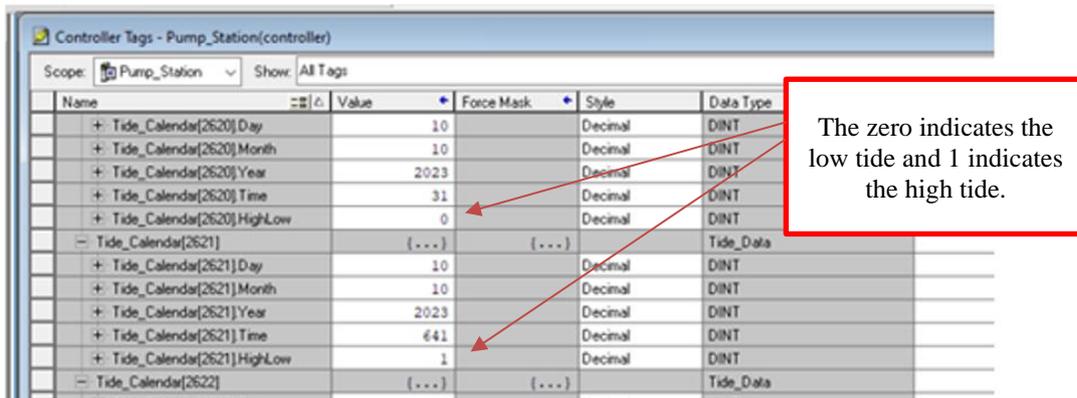
Between Tuesday, 10 October, and Thursday, 12 October, the Raglan Waste Water Treatment Plant had two programming errors in the operating system, resulting in 3 discharges of treated effluent on the incoming tide to the Raglan Harbour. These errors have been resolved, and the plant returned to normal operation, discharging on outgoing tides.

**Date Time of Incident:** 10/10/23 20:43

## Background

The Raglan wastewater treatment plant operates with a tidal discharge, meaning the plant consent allows for discharge on the outgoing tide, not the incoming tide.

The plant systems are programmed to automate the discharge pumping and final UV treatment. The programming is completed by a professional third party on behalf of Watercare. This is standard practice due to the specialised nature of system programming. Within the program, tides are represented as 0's and 1's and should always follow the sequence of 1, 0, 1, 0, 1, 0 to reflect standard tide characteristics.



Name	Value	Force Mask	Style	Data Type
+ Tide_Calendar[2620] Day	10		Decimal	DINT
+ Tide_Calendar[2620] Month	10		Decimal	DINT
+ Tide_Calendar[2620] Year	2023		Decimal	DINT
+ Tide_Calendar[2620] Time	31		Decimal	DINT
+ Tide_Calendar[2620] HighLow	0		Decimal	DINT
- Tide_Calendar[2621]	{...}	{...}		Tide_Data
+ Tide_Calendar[2621] Day	10		Decimal	DINT
+ Tide_Calendar[2621] Month	10		Decimal	DINT
+ Tide_Calendar[2621] Year	2023		Decimal	DINT
+ Tide_Calendar[2621] Time	641		Decimal	DINT
+ Tide_Calendar[2621] HighLow	1		Decimal	DINT
- Tide_Calendar[2622]	{...}	{...}		Tide_Data

The zero indicates the low tide and 1 indicates the high tide.

## Investigation

On Tuesday, 10 October, at 8:43 pm at Raglan Waste Water Treatment Plant, an error in the tide data resulted in consecutive low tides in the tide data array e.g. 1, 0, 1, **0, 0**, 1, 0.

Name	Value	Force Mkn	Style	Data Type	Description
+ Tide_Calendar(2620) Day	10		Decimal	DINT	
+ Tide_Calendar(2620) Month	10		Decimal	DINT	
+ Tide_Calendar(2620) Year	2023		Decimal	DINT	
+ Tide_Calendar(2620) Time	31		Decimal	DINT	
+ Tide_Calendar(2620) HighLow	0		Decimal	DINT	
- Tide_Calendar(2621)	{...}	{...}		Tide_Data	
+ Tide_Calendar(2621) Day	10		Decimal	DINT	
+ Tide_Calendar(2621) Month	10		Decimal	DINT	
+ Tide_Calendar(2621) Year	2023		Decimal	DINT	
+ Tide_Calendar(2621) Time	441		Decimal	DINT	
+ Tide_Calendar(2621) HighLow	3		Decimal	DINT	
- Tide_Calendar(2622)	{...}	{...}		Tide_Data	
+ Tide_Calendar(2622) Day	10		Decimal	DINT	
+ Tide_Calendar(2622) Month	10		Decimal	DINT	
+ Tide_Calendar(2622) Year	2023		Decimal	DINT	
+ Tide_Calendar(2622) Time	1249		Decimal	DINT	
+ Tide_Calendar(2622) HighLow	0		Decimal	DINT	
- Tide_Calendar(2623)	{...}	{...}		Tide_Data	
+ Tide_Calendar(2623) Day	10		Decimal	DINT	
+ Tide_Calendar(2623) Month	10		Decimal	DINT	
+ Tide_Calendar(2623) Year	2023		Decimal	DINT	
+ Tide_Calendar(2623) Time	1404		Decimal	DINT	
+ Tide_Calendar(2623) HighLow	0		Decimal	DINT	
- Tide_Calendar(2624)	{...}	{...}		Tide_Data	
+ Tide_Calendar(2624) Day	11		Decimal	DINT	
+ Tide_Calendar(2624) Month	10		Decimal	DINT	
+ Tide_Calendar(2624) Year	2023		Decimal	DINT	
+ Tide_Calendar(2624) Time	119		Decimal	DINT	
+ Tide_Calendar(2624) HighLow	3		Decimal	DINT	
- Tide_Calendar(2625)	{...}	{...}		Tide_Data	
+ Tide_Calendar(2625) Day	11		Decimal	DINT	
+ Tide_Calendar(2625) Month	10		Decimal	DINT	
+ Tide_Calendar(2625) Year	2023		Decimal	DINT	

Tide time array data shows consecutive low tides (0, 0) on 10/10/2023 resulting in the system fault and creation the inversion of the low tide and high tides. This data is loaded by a contracted software engineer and going forward will be verified on a monthly basis by the Production team.

This caused an error in the program and resulted in an inversion of the low and high tide sequence used to determine the consented discharge timing. This resulted in three out-of-hours discharges on the incoming tide rather than the outgoing tide. The discharge times are detailed below.

11/10 02:16am to 2:51am (35min)  
 11/10 2:35 pm to 7:36 pm (5hrs and 1min)  
 12/10 2:53am to 4:51am (1hrs 58min)

A member of the public notified the Waikato District Council of the second discharge on the incoming tide, which was visible at the outfall (Mouth of Raglan Harbour) at low tide on the evening of 11/10/2023. Watercare was notified, and the plant discharge was shut off via the remote operating system for the night. This manual intervention did not work due to a secondary programming error, resulting in another discharge on the incoming tide on 12/10/2023 from 2:53 am to 4:51 am. Both issues were investigated, and the two programming issues were remediated in the plant operating system and tested. There have been no further out-of-hours discharges since the corrective action was taken.

The investigation's outcome is that the issue resulted from human error, and we are working with the provider to ensure appropriate validations are in place for future programming.

## Mitigations and Corrective Actions

- Signage was erected to notify the public from Thursday, 12 October to Monday, 16 October.
- Sampling was conducted for Enterococci on Thursday 12<sup>th</sup>, Friday 13<sup>th</sup>, and Sunday 15 October (See below results)
- Programming Issue 1: The tide data for October has been reviewed and validated.
- Programming Issue 2: The discharge pump manual control was fixed and tested. The disable pump function is now working correctly.

**Lab Results for Enterococci (cfu/100mL) – Consent Limit is <35 cfu/100mL**

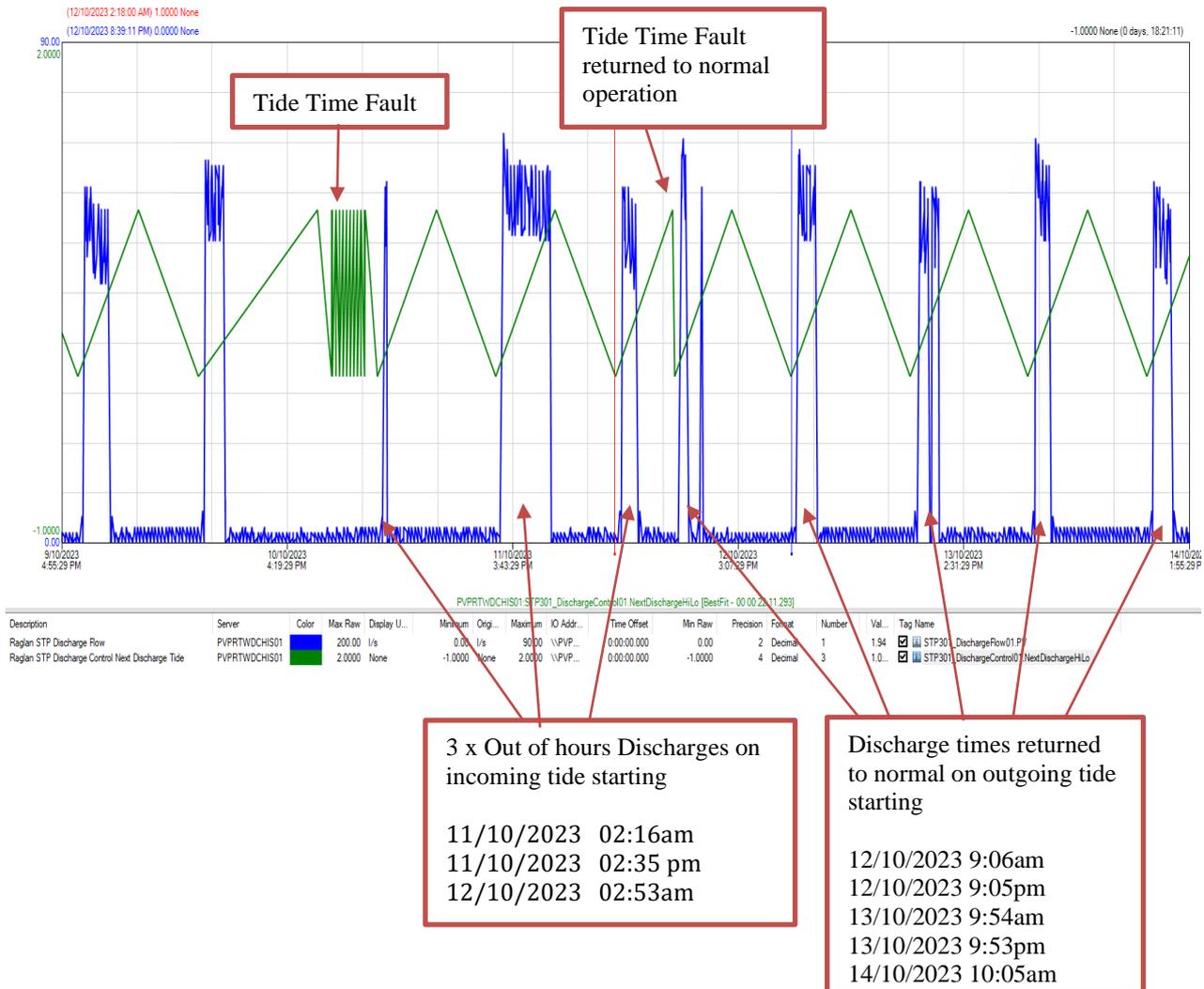
Location/Date/Time	12/10/2023 (12:17-12:41)	13/10/2023 (9:30-11:00)	15/10/2023 (12:16-12:47)
Wainamu Beach	<1.6	<1.6	33
Te Kopua Beach	3.3	3.3	16
Boat Ramp off Marine Parade	8.2	1.6	660
Behind Raglan Museum	-	<1.6	240

The sampling highlights two occasions; the consented limit was exceeded on 15/12/2023 at the Boat Ramp and Museum. This result occurred only on the final sampling day, four days following the incident. This is considered an unrelated event i.e. possibly due to recreational activities.

**Future Actions**

- The programming will be reviewed to ensure there are no further errors in the data programmed to 2028. – To be completed no later than 31 October and is underway now.
- The programming will be validated monthly in the future.

**Appendix A – Plant Operating System Trending**



**Report By:** Tom Shilton (Operations Controller – Watercare Waikato)

**Date:** 31/10/2023

## Summary

Between Wednesday 25 October, and Thursday 26 October, the Raglan Wastewater Treatment Plant had a repeat programming fault, resulting in 2 discharges of treated effluent on the incoming tide to the Raglan Harbour. During a routine check, the out-of-hours discharges were identified on Thursday the 26th. The discharge pumps were disabled immediately to prevent any further out-of-hours discharges until the issue was resolved.

**Date Time of Incident:** 25/10/23 01:24

## Background

The Raglan wastewater treatment plant operates a tidal discharge, meaning the plant is consented to discharge on the outgoing but not the incoming tide. The plant systems are programmed to automate the discharge pumping and final UV treatment. The programme requires three years of data to be loaded into the system, and this data is manual as detailed below.

This report follows and supports the report provided on 17 October 2023, which detailed the initial cause of the error at the plant, resulting in the discharge of treated effluent on the incoming tide.

The first investigation identified a programming issue in the three years of tidal data due to human error. We worked with the contractor (Software engineer) to correct the programming issue up to the end of October, as detailed below, to give time to identify the ultimate solutions.

## Mitigations and Corrective Actions (17 October 2023 report)

- *Signage was erected to notify the public from Thursday, 12 October to Monday, 16 October.*
- *Sampling was conducted for Enterococci on Thursday 12, Friday 13 and Sunday 15 October (See below results)*
- *Programming Issue 1: The tide data for October has been reviewed and validated.*
- *Programming Issue 2: The discharge pump manual control was fixed and tested. The disable pump function is now working correctly.*

The review and correction of the data to the end of October was completed. The data validation failed to correct an error in the data on 25 October 2023, resulting in two additional discharges of treated effluent on the incoming tide.

## Sequence of Events for both Events

The sequence of events leading up to the out-of-cycle discharges is as follows:

1. An error occurred in the programming on Sunday 24 September when a discharge was expected but did not happen. This issue was investigated and was believed to be related to daylight saving and was corrected.
2. On 10 October, we experienced the initial occurrence of discharging on the incoming tide, resulting in three out-of-cycle discharges of treated effluent on the incoming tide, which the community promptly brought to our attention. We immediately investigated and found an error in the programming data that had led to the unintended switch in tidal discharges. Corrective measures were implemented to address this, with the data believed to have been corrected for October. This allowed time for further assessment and implementation of a permanent solution. We undertook Harbour sampling at various locations to determine any environmental impact, and the results are presented below. While most locations indicate low impact, it is noteworthy that the

results at the boat ramp and nearby location behind the museum, which were taken five days after the discharge, displayed elevated results. In light of this, we think a separate investigation is warranted to uncover the cause of these anomalies, as they appear unrelated to the discharge due to the timing difference.

3. A second instance of discharging on the incoming tide occurred on 25 October, resulting in two out-of-cycle treated effluent discharges. This was due to a missed exception during the corrective work undertaken by our contractor. Further sampling was taken on 27, 28 and 29 October to determine any environmental impact. These show low results at the treatment plant but again reported elevated results behind the museum. This aligns with the sample results from the first instance and supports the recommendation above for further investigation to determine the source of this.

### Investigation

On Thursday the 25 October, at 1:28AM at Raglan Waste Water Treatment Plant, an error in the uploaded tide data resulted in consecutive high tides in the tide array e.g. 0,1,0,0,1,0,1. This is the same issue which occurred on 10 October. This caused an error in the program and resulted in an inversion of the low and high tide sequence used to determine the consented discharge timing. This resulted in two out-of-hours discharges on the incoming tide rather than the outgoing tide. The discharge times are detailed below.

Name	Value	Force Mask	Style	Data Type
+ Tide_Calendar[2676]	{...}	{...}		Tide_Data
- Tide_Calendar[2677]	{...}	{...}		Tide_Data
+ Tide_Calendar[2677].Day	24		Decimal	DINT
+ Tide_Calendar[2677].Month	10		Decimal	DINT
+ Tide_Calendar[2677].Year	2023		Decimal	DINT
+ Tide_Calendar[2677].Time	1741		Decimal	DINT
+ Tide_Calendar[2677].HighLow	1		Decimal	DINT
- Tide_Calendar[2678]	{...}	{...}		Tide_Data
+ Tide_Calendar[2678].Day	25		Decimal	DINT
+ Tide_Calendar[2678].Month	10		Decimal	DINT
+ Tide_Calendar[2678].Year	2023		Decimal	DINT
+ Tide_Calendar[2678].Time	2		Decimal	DINT
+ Tide_Calendar[2678].HighLow	0		Decimal	DINT
- Tide_Calendar[2679]	{...}	{...}		Tide_Data
+ Tide_Calendar[2679].Day	25		Decimal	DINT
+ Tide_Calendar[2679].Month	10		Decimal	DINT
+ Tide_Calendar[2679].Year	2023		Decimal	DINT
+ Tide_Calendar[2679].Time	617		Decimal	DINT
+ Tide_Calendar[2679].HighLow	0		Decimal	DINT
- Tide_Calendar[2680]	{...}	{...}		Tide_Data
+ Tide_Calendar[2680].Day	25		Decimal	DINT
+ Tide_Calendar[2680].Month	10		Decimal	DINT
+ Tide_Calendar[2680].Year	2023		Decimal	DINT
+ Tide_Calendar[2680].Time	1228		Decimal	DINT
+ Tide_Calendar[2680].HighLow	1		Decimal	DINT
- Tide_Calendar[2681]	{...}	{...}		Tide_Data
+ Tide_Calendar[2681].Day	25		Decimal	DINT
+ Tide_Calendar[2681].Month	10		Decimal	DINT
+ Tide_Calendar[2681].Year	2023		Decimal	DINT
+ Tide_Calendar[2681].Time	1843		Decimal	DINT
+ Tide_Calendar[2681].HighLow	0		Decimal	DINT
- Tide_Calendar[2682]	{...}	{...}		Tide_Data

Tide time array shows consecutive low tides (0, 0) on 25/10/2023 resulting in the system fault and creating the inversion of the low tide and high tides. This data is loaded by a contracted software engineer and going forward will be verified on a monthly basis by the Watercare engineer.

25/10 01:21PM to 05:07PM (3hrs and 46min)

26/10 01:52AM to 03:38AM (1hr and 46min)

During a routine check, the two discharges of treated effluent on the incoming tide were identified. Following this, the plant discharge was disabled via the control system remotely. This manual intervention operated correctly after the discharge pump manual control was fixed and tested as detailed in the mitigations and corrective Actions (17 October 2023 report)

Following the discharge event and initial rectifying actions, the contractor immediately investigated the data and found the oversight on the previously validated data, as explained in the sequence of events above.

The suspected out-of-hours discharge event was escalated immediately to the Production Manager. Once validation of the out-of-hours discharge was confirmed, it escalated to the Operations manager.

#### Mitigations and Corrective Actions

- Signage was erected to notify the public from Thursday 26 October to Tuesday 31 October.
- Sampling was conducted for Enterococci on Friday 27, Saturday 28 and Sunday 29 October (See below results)
- The tide data was manually checked before reloading and corrected by the Software Engineer.
- This data has been reviewed up to 30 November 2023 by the Software Engineer and validated by two additional people to confirm the corrective actions.
- The plant discharges were monitored manually until the corrective programming, testing and implementation were completed on Monday 30 October 2023.
- A program to improve the validation process using macros and Excel is being created. Manual spot checks will also be conducted on an ongoing basis by the Process engineer.
- We will review and update the change control and management process for future programme changes before the next upload is due on 1 December.
- Three new control system alerts have been created and tested to notify before a discharge on an incoming tide occurs in the future. This will also interlock the discharge pumps to prevent them from operating and notify staff.
- Watercare attended the community meeting on the evening of Thursday 2 November, in Raglan to explain what happened, what actions have been taken, and to respond to any concerns.

#### Final Statement

While the out-of-cycle discharge is regrettable, it's crucial to note that no untreated wastewater was discharged. The discharge consisted of treated effluent, which unfortunately occurred on the incoming rather than the outgoing tide.

We deeply regret any inconvenience this situation may have caused and remain committed to addressing and rectifying the issue.

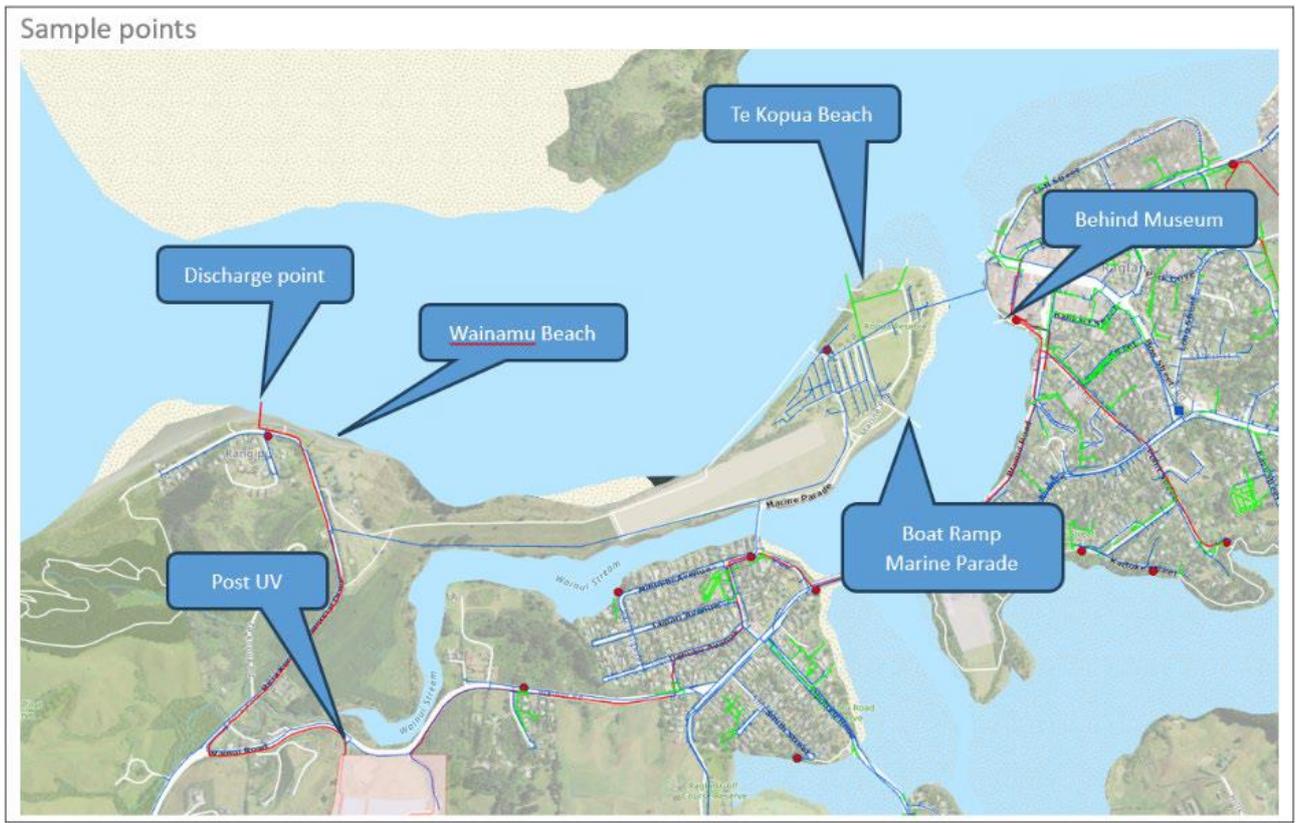
#### Lab Results for Enterococci (cfu/100mL) – Consent Limit is <35 cfu/100mL

Below is a summary of the follow up Harbour Lab results from the past two events.

Location/Date	12/10/2023	13/10/2023	14/10/2023	15/10/2023	27/10/2023	28/10/2023	29/10/2023
Sample time	12:17pm-12:41pm	9:30am-11:00am	-	12:16pm-12:47pm	9:15am – 9:50am	9:50am – 10:45am	11:17am – 12:06pm
Tidal stage during sampling	Mid tide, Outgoing	Around high tide	-	High tide, Outgoing	High tide, Incoming	High tide, Incoming	Around high tide
Rainfall (mm): Raglan WWTP	0.8	0.01	7.52	0.28	7.71	0.28	0
Rainfall (mm): Catchment (Waiteuna)	0.06	0.48	9.13	1.35	11.02	0.48	0
Enterococci - Post UV	-	-	-	-	1.6	1.6	<1.6
Enterococci - Wainamu Beach	<1.6	<1.6	-	33	23	58	13
Enterococci - Te Kopua Beach	3.3	3.3	-	16	18	8.2	15
Enterococci - Boat Ramp - Marine Parade	8.2	1.6	-	660	120	6.6	40
Enterococci - Behind Raglan Museum	Unable to sample	<1.6	-	240	74	<1.6	800

There are three occasions where high enterococci results were found at the Boat Ramp and Museum near the inner estuaries. This is considered unrelated to the discharges and possibly due to other environmental factors. The rainfall has been included as a possible contributing factor for further investigation.

The samples taken at the outfall on 27, 28 and 29 October show low enterococci readings (All equal to or less than 1.6cfu/100ml), indicating that the plant was operating well within consented limits.



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<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Port Waikato Flood Resilience Fund</b>
Date:	28 November 2023
Report Author:	James Baldwin, Waters Engineering Manager
Authorised by:	Megan May, General Manager Service Delivery

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To inform the Water Governance Board about the approval of a Local Government Flood Resilience Co-investment Fund by the Department of the Prime Minister and Cabinet, following a stormwater catchment review in Port Waikato, and advise of Waikato District Councils commitment to support this project.

## **2. Executive summary**

### **Whakaraapopototanga matua**

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Following Cyclone Gabriel, scoping to improve the Port Waikato stormwater catchments uncovered a need for infrastructure upgrades in this area.

Two catchments were identified as requiring review:

- Catchment 1, Dairy Shop: 10 Tuakau Bridge-Port Waikato Road/ Sunset Farms (Mid Catchment)/ Waikato Regional Council (Upper Catchment).
- Catchment 2, Maunsell Road

Without planned infrastructural improvements these catchments are likely to experience further degradation and cause downstream impacts on the Port Waikato community.

To help build the required resilience, the Department of the Prime Minister and Cabinet approved a \$2,350,000 Local Government Flood Resilience Co-investment Fund application submitted by Waikato District Council (WDC).

The utilisation of this fund will enable the Council to communicate with all the stakeholders, and to undertake catchment redesign and carry out priority works, to address the shortfalls and potential for on-site mitigation.

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### 3. Staff recommendations Tuutohu-aa-kaimahi

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THAT the Waters Governance Board recommends to Council:

- a. to approve the reallocation of funds from account codes 104670.1700.0000.00.25407 and 102623.1700.0000.00.25407 to be used towards the Port Waikato Three-Waters Resilience Fund; and
- b. supports the Council funding obligations to this project.

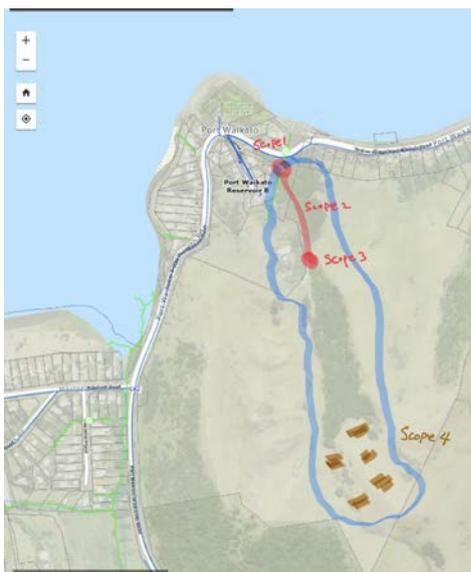
### 4. Background Koorero whaimaarama

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Following Cyclone Gabrielle, staff completed work to access the storm water catchments in Port Waikato. These catchments were identified and are detailed below:

#### Catchment 1: Dairy shop

- Scope1: WDC SW asset review.
- Scope2: Investigation required to assess the current status and potential mitigation measures for controlling hydraulic run-off through potential check dam installation (Private land – Sunset Farms).
- Scope3: Investigation needed to evaluate culvert stability, given the current unstable conditions (Private land – Sunset Farms).
- Scope4: Investigation required to find mitigation strategies for minimizing sediment discharge into the ocean and ensuring compliance with consent conditions (Waikato Regional Council).





*Dairy Shop Catchment*

### Catchment 2: Maunsell Rd

- Scope1: WDC SW asset design review including assessment of requests from mana whenua to divert stormwater drainage away from the waahi tapu sites.
- Scope2: Investigation needed for addressing slip-related issues and implementing mitigation measures to prevent further slips.
- Scope3: Similar to Scope2, an investigation is required to address slip issues and incorporate perforated pipes into the main pipe to address ground infiltration.
- Scope4: Consider the necessity of safety-related investigations.





### *Maunsell Road Catchment*

Following this, staff became aware of a funding opportunity through the Local Government Flood Resilience Co-investment Fund to support resilience projects in communities affected by the North Island Weather Events (NIWE).

This application was successful and WDC have been allocated \$2,350,000.00 which is reliant on WDC contributing \$500,000 towards project management costs.

## **5. Discussion and analysis**

### **Taataritanga me ngaa tohutohu**

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Catchment improvements will help with resilience and offer residents protection from future storm events. Infrastructure upgrades are required to protect residents, properties, roading and the only dairy in the region.

Designing the catchments for storm events will help minimise run off and improve the water quality discharge.

Although the proposed works are intended to improve the catchment management, Cultural considerations around wetlands discharge need to be factored as the area has historical relevance to mana whenua. This work has not been completed but will be incorporated into the wider project.

Funding has been agreed for the flood modelling portion of this initiative (\$350,000). For the rehabilitation portion of this initiative, funding has been agreed at \$2,000,000 (with an additional \$500,000 for project management, which should be funded as that local contribution). Before the funding agreement can be progressed, the council must confirm that the local contribution is available. This report seeks a recommendation to reallocate existing budget to support this need. Timelines and delivery feasibility will also need to be confirmed.

To protect existing residents from flooding events likely to increase in frequency with climate change. Post the North Island Weather Events (NIWE) our Waters team have been actively assessing what occurred and what mitigations are now required to reduce impacts on the Port Waikato community.

The initiative protects residential properties to a more flood resilient standard than the pre-NIWE state. It protects existing properties but does not encourage further development.

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## 5.1 Options

### Ngaa koowhiringa

Staff have assessed that there are two reasonable and viable options for the Waters Governance Board to consider. The options are set out below.

#### **Option 1: Recommend the approval of the reallocation of funds to support the local contribution to this project.**

The reallocation of funds to support this project will enable additional funds are available from Central Government which would not otherwise be available. This will support improved infrastructure in Port Waikato and progress towards a more resilient community.

#### **Option 2: Do not recommend the approval of the reallocation of funds to support the local contribution to this project.**

Should the recommendations of this report not be approved, the funds allocated to this project will not be available and the project cannot progress. This will have detrimental impact on the Port Waikato Community.

**Staff recommend Option 1.**

## 5.2 Financial considerations

### Whaiwhakaaro puutea

#### Funding

Initiative title	Funding received
Port Waikato Three-Waters Resilience Work	\$2,350,000*
<b>TOTAL</b>	<b>\$2,350,000</b>

The \$500k funding required for project management is a local contribution and was not anticipated during Long Term Plan budgeting but staff have identified available budget which can be reallocated to this project.

Current Budget Code	Project	2023/2024 Budget	Amount Required
104670.1700.0000.00.25407	District Wide Stormwater Extension	\$229,102	\$229,102
102623.1700.0000.00.25407	District Wide Stormwater Extension	\$421,982	\$270,898
<b>Total</b>			<b>\$500,000</b>

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### **5.3 Legal considerations** **Whaiwhakaaro-aa-ture**

Staff confirm that the staff recommendation complies with the Council's legal and policy requirements.

### **5.4 Strategy and policy considerations** **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions. These intended works align themselves with the Council's goal to improve resilience within the region.

The initiative will deliver:

1. **Public health and safety:** More resilient water infrastructure helps to prevent contamination, minimising the risk of waterborne diseases and maintaining public health.
2. **Economic stability:** Key businesses and local employers / employees rely on effective stormwater management and a stable water supply. Rapid repairs prevent prolonged disruptions, helping to maintain economic activities and to avoid further revenue lost for businesses.
3. **Social wellbeing:** Access to clean water is a basic human need. Resilient three waters infrastructure in the town will restore a sense of normalcy, reducing stress and anxiety.
4. **Cost-effective:** Provides immediate community benefit as well as providing longer-term infrastructure resilience and adaptation to changing climate conditions in one of our most vulnerable communities. Funding committed up-front will also save money by minimising future response and repair works that could be mitigated.
5. **Building trust:** Timely mitigations to key issues from Cyclone Gabrielle demonstrate government and agency responsiveness, fostering trust among the affected community and improving public perception. Government visibility is important to demonstrate efforts have been made to protect their homes.

### **5.5 Maaori and cultural considerations** **Whaiwhakaaro Maaori me oona tikanga**

Cultural considerations around wetlands discharge need to be factored as the area has historical relevance to mana whenua due its recognition as a waahi tapu site. The Mayor and Deputy Mayor have recognised the merits of setting some funds aside for an investigation / feasibility study.

Pre-engagement with local hapū groups has taken place post-Cyclone Gabrielle, and there is Maaori and local hapū representation on the community engagement groups meeting on a regular basis. Specifically, there have been meetings with Ngāti Karewa and Ngāti Tahinga Trust, discussing what issues need to be addressed, in particular focusing on stormwater.

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Further engagement will need to occur with local hapuu if funding is approved and work can commence. Resource consents will also need to be applied for, which will also ensure iwi and hapuu engagement occurs. Waikato District Council has a dedicated role within the Resilience Team for Maaori engagement, along with a dedicated iwi partnerships team, to support ongoing engagement with Waikato-Tainui, local hapuu and marae groups.

## **5.6 Climate response and resilience considerations**

### **Whaiwhakaaro-aa-taiao**

The initiative supports other stormwater-related investigations and potential projects in Port Waikato to protect existing residents from flooding events likely to increase in frequency with climate change. Post the NIWE our Waters team have been actively assessing what occurred and what mitigations are now required to reduce impacts on the Port Waikato community.

This application primarily responds to 'protect' in the PARA framework (protect, avoid, relocate, and accommodate) - it is the optimal intervention for Port Waikato as it is necessary to protect existing properties. There is no need to undertake costly and disruptive relocation in the short-term for most properties, and avoidance and accommodation (via higher floor levels) are not readily available for existing properties.

The initiative protects residential properties to a more flood resilient standard than the pre-NIWE state. It protects existing properties but does not encourage further development.

## **5.7 Risks**

### **Tuuraru**

The main challenge that we foresee that may prevent the delivery of this work would be any unforeseen hazard identification issue identified during the resource consent process.

The section challenge that we foresee is the amount of time that has already passed within the calendar year already. Furthermore, weather and any additional severe weather event which may impact the water table in this area could impact delivery.

Resource consent approval is the only unresolved factor that is currently identified. With Watercare's delivery track record, and our ongoing engagement with local hapuu, community groups and property owners, we do not foresee any likely issues with the resource consent process in terms of stakeholder engagement.

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## 6. Significance and engagement assessment

### Aromatawai paahekoheko

#### 6.1 Significance

##### Te Hiranga

The decisions and matters of this specific report are assessed as moderate significance in accordance with the Council's [Significance and Engagement Policy](#).

The following criteria are particularly relevant in determining the level of significance for this matter:

- The proposal or decision will impact a portion of the Port Waikato community.
- The likely impact on present and future interests of the community, recognising Maaori Tikanga (culture values) and their relationship to land and water.
- The community interest is likely to be high.

#### 6.2 Engagement

##### Te Whakatuutakitaki

Council began further consultation with the Port Waikato Community in 2020 under the Port Waikato Resilience group. The initial focus of the group was on coastal erosion however stormwater issues were also identified, especially following Cyclone Gabriel.

On going Port Waikato Resilience Teamwork has maintained constant engagement and engagement with Local Hapuu.

Highest level of engagement	Inform	Consult	Involve	Collaborate	Empower
	✓	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>
<i>Tick the appropriate box/boxes and specify what it involves by providing a brief explanation of the tools which will be used to engage (refer to the project engagement plan if applicable).</i>	<i>Local Community Ngāti Karewa and Ngāti Tahinga Trust Waikato-Tainui, local hapuu and marae groups.</i>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
<input type="checkbox"/>	✓	<input type="checkbox"/>	Internal
<input type="checkbox"/>	✓	<input type="checkbox"/>	Community Boards/Community Committees
<input type="checkbox"/>	✓	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
<input type="checkbox"/>	✓	<input type="checkbox"/>	Affected Communities
<input type="checkbox"/>	✓	<input type="checkbox"/>	Affected Businesses
<input type="checkbox"/>	✓	<input type="checkbox"/>	Other (Please Specify)

## 7. Next steps

### Ahu whakamua

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If approved, staff will engage a consultant to begin scoping and design then project management of recommended works.

## 8. Confirmation of statutory compliance

### Te Whakatuuturutanga aa-ture

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As required by the Local Government Act 2002, staff confirm the following:

The report fits with Council's role and Water Governance Board's Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	Moderate
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

## 9. Attachments

### Ngaa taapirihanga

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There are no attachments for this report.

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<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Schedule of Meetings - 2023</b>
Date:	Tuesday, 21 November 2023
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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The purpose of this report is to seek the Board's approval to a proposed schedule of Board meetings for 2024.

## **2. Executive summary**

### **Whakaraapopotanga matua**

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Following confirmation of availability of Board members in 2024, it is proposed to meet six-weekly from 10.00am to 2.00pm on the following dates:

- Wednesday, 14 February,
- Tuesday, 26 March,
- Tuesday, 2 May,
- Wednesday, 19 June,
- Tuesday, 30 July,
- Tuesday, 10 September,
- Tuesday, 22 October, and
- Tuesday, 26 November.

Workshops and additional (extraordinary) meetings may be required during 2024, and these will be scheduled in consultation with Board members.

If approved, staff will arrange for meeting invitations to be circulated to Board members and other stakeholders.

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### **3. Staff recommendations** **Tuutohu-aa-kaimahi**

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**THAT the Waters Governance Board approves the schedule of Board meetings for 2023 as follows:**

- **Wednesday, 14 February,**
- **Tuesday, 26 March,**
- **Tuesday, 2 May,**
- **Wednesday, 19 June,**
- **Tuesday, 30 July,**
- **Tuesday, 10 September,**
- **Tuesday, 22 October, and**
- **Tuesday, 26 November,**

**noting that each meeting will be scheduled to commence at 10.00am.**

### **4. Attachments** **Ngaa taapirihanga**

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Nil

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<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Te Kauwhata Water Association resource consent renewal update</b>
Date:	28 November 2023
Report Author:	Richard Bax - Consultant Engineer
Authorised by:	Gavin Ion - Chief Executive

## **1. Purpose of the report**

### **Te Take moo te puurongo**

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To update the Board on progress with the Te Kauwhata Water Association (TKWA) resource consent renewal and also to seek support from the Board to fund potable water, as required in summer, to the member marae of Nga Muka Development Trust.

## **2. Executive summary**

### **Whakaraapopotanga matua**

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The Te Kauwhata Water Association (TKWA) has resource consents for a water take, a discharge to the river and for flushing activities from their pipe network.

The consents expire on 30 June 2024, and for them to continue, a renewal application must be made 6 months prior.

The TKWA has provided bulk untreated water (other than coarse sand filtration) to Waikato District Council (Council ) for many years. There is a water supply agreement in place between TKWA and Council that covers how much water is provided; the method of calculating the fees and key performance indicators. It also addresses the future goal Council has to have its own water take, and eventually be independent of TKWA.

There is a project in the Long Term Plan for a new Water Treatment Plant to address growth and a new intake, as the current plant has limited capacity.

Investigation and concept design work is underway by Beca consultants for Watercare that will address this.

The TKWA have prepared a resource consent renewal application and Richard Bax Consulting has provided input on behalf of Council to the process. There have been a number of hui with Waikato Tainui and Nga Muka Development Trust, and it is anticipated that letters of support to the application will be provided. The application is intended to be submitted by 17 November.

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TKWA has offered to provide some potable water to the five Nga Muka Development Trust member marae in summer if they run short of their current roof/bore water. This was supported by Waikato Tainui staff.

The TKWA has agreed to provide up to 120m<sup>3</sup> each summer using the Te Kauwhata Fire Service water tanker, if required, and at no cost to the marae. The TKWA would pay the Fire Service and have asked Council to provide the water at no cost. This is valued at \$375 (plus GST)/year. The WGB are asked to support this for three years commencing in the summer of 2023/24, with an option to extend it beyond the three years, if still required.

The TKWA has agreed to allocate 25% of its annual community grants to environmental and freshwater improvement projects. The other 75% is for general community grants to St John ambulance and other charities.

The TKWA is also reviewing its board composition with the intention of having a mana whenua representative.

### 3. Staff recommendations Tuutohu-aa-kaimahi

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**THAT the Waters Governance Board:**

- a. receives this report, and
- b. requests the Chief Executive arrange that tankered potable water delivered by TKWA to Nga Muka Development Trust five marae during summer, is not charged up to 120m<sup>3</sup>/year and for a period of three years.

### 4. Background Koorero whaimaarama

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The resource consent renewal applications to Waikato Regional Council are expected to be lodged by TKWA in November for its water take and discharges. The water take resource consent is critical to Council as its source of raw water in this area. The raw water is treated by Council and then supplied to Te Kauwhata, Meremere, Rangiriri and Hampton Downs including Spring Hill Corrections facility.

### 5. Discussion and analysis Taataritanga me ngaa tohutohu

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The water resource consent applications provide for additional water over the 35-year term for growth in the above areas and also in Huntly and Ohinewai. This totals 14,415m<sup>3</sup>/day with a greater allowance in summer. It is less than the earlier indicated 16,000m<sup>3</sup>/day following the refinement of the requirements.

The TKWA's own requirements are 5,000m<sup>3</sup>/day plus water for filter backwash of 1,080m<sup>3</sup>/day, so a total of 20,495m<sup>3</sup>/day. This is less than the current consent of 22,900m<sup>3</sup>/day. The annual take has increased to meet the Council's ongoing requirements rather than the summer irrigation focus of the current consent.

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## **5.1 Options**

### **Ngaa koowhiringa**

Staff have assessed that there are two reasonable and viable options for the Board to consider. This assessment reflects the level of significance (see paragraph 6.1) and are to accept the recommendation or not.

Staff recommend it is accepted as it is low dollar value but is important to the five marae and the ongoing relationship with TKWA.

## **5.2 Financial considerations**

### **Whaiwhakaaro puutea**

The Water Supply Agreement with TKWA provides for it to recover its costs of providing water to council, and this includes the costs of renewing the resource consents on a flow proportional basis.

The cost of providing 120m<sup>3</sup>/year of potable water to a tanker for the five marae, is \$375 (plus GST)/year.

## **5.3 Legal considerations**

### **Whaiwhakaaro-aa-ture**

There are no legal implications associated with this report and its recommendations.

## **5.4 Strategy and policy considerations**

### **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

## **5.5 Maaori and cultural considerations**

### **Whaiwhakaaro Maaori me oona tikanga**

This report is for information only other than the recommendation not to charge for potable tanker water supplied to the five marae by TKWA in summer and to a limited quantity of 120m<sup>3</sup>/year.

## **5.6 Climate response and resilience considerations**

### **Whaiwhakaaro-aa-taiao**

The matters in this report have no known impact on climate change or resilience for the Council.

## **5.7 Risks**

### **Tuuraru**

The level of risk is seen as very low with the recommendation other than one of perception of providing potable water at no cost. The value is very low, and the conditions are specific, but the outcomes are positive.

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## 6. Significance and engagement assessment

### Aromatawai paahekoheko

#### 6.1 Significance

##### Te Hiranga

The decisions and matters of this specific report are assessed as of low significance in accordance with the Council's [Significance and Engagement Policy](#).

#### 6.2 Engagement

##### Te Whakatuutakitaki

TKWA supported by Richard Bax on behalf of Council have engaged with Waikato Tainui staff and Nga Muka Development Trust regarding this water take renewal.

It is possible that the consent will require further engagement and this will be lead by TKWA with support of Richard Bax on behalf of Council.

Highest level of engagement	Inform ✓	Consult ✓	Involve <input type="checkbox"/>	Collaborate <input type="checkbox"/>	Empower <input type="checkbox"/>
	<p>The impacted communities will be informed of Council's input to the resource consent renewals as TKWA is the holder of the consents.</p> <p>The consultation is with Waikato Tainui, Ngaa Muka Development Trust, and the Waikato River Authority.</p>				

State below which external stakeholders have been or will be engaged with:

Planned	In Progress	Complete	
<input type="checkbox"/>	✓	<input type="checkbox"/>	Internal
✓	<input type="checkbox"/>	<input type="checkbox"/>	Community Boards/Community Committees
<input type="checkbox"/>	✓	<input type="checkbox"/>	Waikato-Tainui/Local iwi and hapuu
✓	<input type="checkbox"/>	<input type="checkbox"/>	Affected Communities
✓	<input type="checkbox"/>	<input type="checkbox"/>	Affected Businesses
✓	<input type="checkbox"/>	<input type="checkbox"/>	Waikato River Authority

## 7. Next steps

### Ahu whakamua

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TKWA will lead the response to any requests from Waikato Regional Council for further information and Richard Bax will support and provide any further information related to Council's component of the application.

## 8. Confirmation of statutory compliance

### Te Whakatuuturutanga aa-ture

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As required by the Local Government Act 2002, staff confirm the following:

The report fits with the Board's role and Terms of Reference and Delegations.	Confirmed
The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages ( <i>Section 5.1</i> ).	Confirmed
Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy ( <i>Section 6.1</i> ).	Low
The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance ( <i>Section 6.2</i> ).	Confirmed
The report considers impact on Maaori ( <i>Section 5.5</i> )	Confirmed
The report and recommendations are consistent with Council's plans and policies ( <i>Section 5.4</i> ).	Confirmed
The report and recommendations comply with Council's legal duties and responsibilities ( <i>Section 5.3</i> ).	Confirmed

## 9. Attachments

### Ngaa taapirihanga

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There are no attachments for this report.

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<b>To</b>	<b>Waters Governance Board</b>
<b>Report title</b>	<b>Exclusion of the Public</b>
Date:	Tuesday, 21 November 2023
Report Author:	Elizabeth Saunders, Senior Democracy Advisor
Authorised by:	Gaylene Kanawa, Democracy Manager

## 1. Staff recommendations

### Tuutohu-aa-kaimahi

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

**The general subject 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(1) 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(1) for the passing of this resolution
Item PEX 1 Confirmation of Minutes	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item number PEX 2 Action Register		
Item PEX 3.1 Te Kauwhata Wastewater Treatment Plant Resource Consent Update		
Item PEX 3.2 Waikato Waters Contract Financial Report – October 2023		

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Item PEX 3.3 Capital Delivery Programme Overview – October 2023	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item PEX 3.4 Ngaaruawaahia Wastewater Network Extensions		
Item PEX 3.5 Pookeno Water Supply Reservoir Reticulation Extensions		
Item PEX 3.6 Te Kauwhata Network Upgrades		
Item PEX 3.7 Reservoir Programme of Works		

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Item No.	Section	Interest
Item PEX 1 Confirmation of Minutes  Item number PEX 2 Action Register		Refer to the previous Public Excluded reason in the agenda for this meeting.
Item PEX 3.1 Te Kauwhata Wastewater Treatment Plant Resource Consent Update	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.

Item No.	Section	Interest
<b>Item PEX 3.2</b> <b>Waikato Waters Contract</b> <b>Financial Report – October 2023</b>	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person’s commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
<b>Item PEX 3.3</b> <b>Capital Delivery Programme</b> <b>Overview – October 2023</b>	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(i)	To enable negotiations to carry on without prejudice or disadvantage.
<b>Item PEX 3.4</b> <b>Ngaaruawaahia Wastewater</b> <b>Network Extensions</b>	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person’s commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(j)	To prevent use of the information for improper gain or advantage
<b>Item PEX 3.5</b> <b>Pookeno Water Supply</b> <b>Reservoir Reticulation</b> <b>Extensions</b>	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person’s commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(j)	To prevent use of the information for improper gain or advantage

Item No.	Section	Interest
<b>Item PEX 3.6 Te Kauwhata Network Upgrades</b>	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	7(2)(j)	To prevent use of the information for improper gain or advantage
<b>Item PEX 3.7 Reservoir Programme of Works</b>	7(2)(b)(ii)	To protect information that would otherwise unreasonably prejudice a person's commercial position.
	7(2)(h)	To enable commercial activities to be carried out without prejudice or disadvantage.
	48(1)(d)	To enable deliberations in private on a decision or recommendation in any applicable proceeding

Mr R Bax (Richard Bax Consulting) be permitted to remain at this meeting, after the public has been excluded to discuss Item PEX3.1 - Te Kauwhata Wastewater Treatment Plant Resource Consent Update because of his knowledge and work on this Item and the assistance being provided.

## 2. Attachments

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There are no attachments for this report.

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