

Agenda for a meeting of the Waters Governance Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **THURSDAY, 23 JULY 2020** commencing at **12.30pm**.

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA**
3. **DISCLOSURES OF INTEREST**
4. **CONFIRMATION OF MINUTES**  
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5. **REPORTS**
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6. **EXCLUSION OF THE PUBLIC** 40

GJ Ion  
**CHIEF EXECUTIVE**

## TERMS OF REFERENCE AND DELEGATION

<b>Reports to:</b>	The Council
<b>Chairperson:</b>	Ms Rukumoana Schaafhausen
<b>Membership:</b>	Mr Garth Dibley Mr David Wright Mr Gavin Ion (Chief Executive) 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.

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### **Open Meeting**

<b>To</b>	Waters Governance Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	14 July 2020
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Confirmation of Minutes

## **1. EXECUTIVE SUMMARY**

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To confirm the minutes of the Waters Governance Board meeting held on Tuesday, 23 June 2020.

## **2. RECOMMENDATION**

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**THAT** the minutes of the meeting of the **Waters Governance Board** held on **Tuesday, 23 June 2020** be confirmed as a true and correct record of that meeting.

## **3. ATTACHMENTS**

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WGB Minutes – 23 June 2020

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**MINUTES** of a meeting of the Waters Governance Board of the Waikato District Council held via Audio-Visual Conference on **TUESDAY, 23 JUNE 2020** commencing at **9.30am**.

**Present:**

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

**Attending:**

Mr I Cathcart (Special Infrastructure Projects Manager)  
Ms C Nutt (Waters Contract Relationship Manager)  
Ms C Pidduck (Legal Counsel)  
Mrs LM Wainwright (Committee Secretary)

Ms S Danks (Waikato Business Manager, Watercare)

**APOLOGIES AND LEAVE OF ABSENCE**

All members were present.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

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

**THAT** the agenda for a meeting of the Waters Governance Board held on Tuesday, 23 June 2020 be confirmed and all items therein be considered in open meeting with the exception of those items detailed at agenda item 6 which shall be discussed with the public excluded.

**CARRIED**

**WGB2006/01**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**CONFIRMATION OF MINUTES****Resolved: (Ms Schaafhausen/Mr Ion)****THAT the minutes of a meeting of the Waters Governance Board held on Thursday, 21 May 2020 be confirmed as a true and correct record of that meeting.****CARRIED****WGB2006/02****REPORTS**Actions Register  
Agenda Item 5.1

The report was taken as read.

- Watercare would workshop the Asset Management Plan (AMP) with the Board.

**Action:** Mr Ion and the Chair to discuss and organise a Vision & Strategy workshop for August 2020.

**Resolved: (Ms Schaafhausen/Mr Wright)****THAT the report from the Special Infrastructure Projects Manager be received.****CARRIED****WGB2006/03**Register of Interests  
Agenda Item 5.2**Resolved: (Mr Wright/Mr Dibley)****THAT the report from the Special Infrastructure Projects Manager be received.****CARRIED****WGB2006/04**Three Waters Performance Report – May 2020  
Agenda Item 5.3

The report was taken as read and Ms Danks reported the following matters:

- May 2020 operations had remained quiet due to COVID-19. Planned maintenance was back on track.
- New staff had commenced work with Watercare.

- Watercare’s planning team were working on the AMP (Asset Management Plan). The draft AMP and business plan would be submitted to the Board in July 2020.
- The final workshop on the Mid-Waikato Plan would be held on 23 June 2020.
- Progress had been made on the Meremere abatement notice and the contract would be awarded shortly.
- Water Safety Plan had expired for Raglan and Te Akau. The Raglan plan would be submitted to Waikato Regional Council on 24 June 2020 and to the Regional Health Service in July 2020.
- Discharges in Raglan post COVID-19. Waikato Regional Council’s Incident Team would meet with Waikato District Council in relation to the June discharge.

**Action:** Ms Danks to check what work had been carried out on the lines and advise the Board.

- The Board complimented the Watercare team on work carried out with resource consent notices.

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

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2006/05**

Risk Register Update  
Agenda Item 5.4

The report was taken as read and the following matters were discussed:

**Action:** The Board requested up/down arrows to be included in the risk report indicating where each risk had changed.

- Risk no. 60 – Contract for Hamilton City water supply. Staff were waiting on information from Hamilton City before progressing further.

**Action:** The Board requested a standing Health & Safety report, in dashboard style, showing key trends to be placed on each agenda.

- Risk no. 47 – Abatement notice at Te Kauwhata WWTP. Discussions had been held with Waikato Regional Council and work would be carried out to get the abatement notice extended. A detailed business case would be presented to Waikato Regional Council.



- A meeting had been held with the Te Kauwhata Wastewater Consultation Group where it was suggested that a moratorium on growth and development at Te Kauwhata be put in place.
- Risk no. 40 – Raglan WWTP. Watercare had received a Section 92 notice from Waikato Regional Council requesting further information.

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

**THAT the report from the Special Infrastructure Projects Manager be received.**

**CARRIED**

**WGB2006/06**

**EXCLUSION OF THE PUBLIC**

Agenda Item 6

**Resolved: (Mr Wright/Ms Schaafhausen)**

**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 1 – Confirmation of Minutes 21 May 2020	Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)
Item 2.1 – Actions Register		
Item 2.2 – Contract Financial Report – May 2020		
Item 2.3 – Resource Consent Summary		
Item 2.4 – Resourcing Implications of Ohinewai Development Proposals		

Item 2.5 - Governance Responsibilities in Relation to the Watercare Memorandum of Understanding		
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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 1		Refer to the previous Public Excluded reason in the Agenda for this meeting.
Item 2.1		Refer to the previous Public Excluded reason in the Agenda for this meeting.
Item 2.2	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
Item 2.3	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
Item 2.4	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.



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**Open Meeting**

<b>To</b>	Waters Governance Board
<b>From</b>	Ian Cathcart Special Infrastructure Projects Manager
<b>Date</b>	14 July 2020
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Actions Report

**1. EXECUTIVE SUMMARY**

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To update the Waters Governance Board on actions arising from previous meetings.

**2. RECOMMENDATION**

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**THAT the report from the Special Infrastructure Projects Manager be received.**

**3. ATTACHMENTS**

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Actions Report

## Waters Governance Board - Actions Register

### OPEN MEETING

Meeting Date	Action	To Action	When	Status
20/11/19	The General Manager Service Delivery to confirm the financial reporting and audit process and report back to the Board.	I Cathcart	March 2020	Work has commenced on brief and identification of audit partners. Update to Board due in August.
	Presentation to the Board providing overview of Watercare's plans along the Waikato River re delivery of water services for the District.	Ian Cathcart Watercare	Before Nov 2020	To be completed at July 2020 meeting within the mid Waikato Strategy presentation.
	The Board to be provided with: <ul style="list-style-type: none"> <li>▪ The proposed Te Kauwhata water take consents strategy.</li> </ul>	Ian Cathcart/ Watercare	June 2020	Richard Bax engaged to work with TKWA and include the Mid Waikato servicing Strategy outcomes in securing a new consent.
	<u>Maramarua Wastewater Treatment Plant Compliance</u> Letter of response to be completed and forwarded to Waikato Regional Council.	Ian Cathcart	July 2020	IC discussed status with WRC late May. Closing off final actions ahead of sending the letter.
20/12/19	<i>(Arrange for education and upskilling on maaori perspectives on water: what does it mean to mana whenua, kaitiakitanga, vision and strategy for the Waikato River, uniqueness to river settlement etc.)</i>  The Chair advised that she proposed the training session for Board members in relation to Maaori perspectives on water would take place on a quarterly basis, rather than be tagged on to each Board meeting.	R Schaafhausen	August November February May	Training sessions to take place on a quarterly basis.

## Waters Governance Board - Actions Register

	<ul style="list-style-type: none"> <li>▪ The Minister of Local Government to be invited to the next meeting of the Board. The Chief Executive to outline the urgency and the reasons for her attendance - funding to explore projects and potential changes with water entities.</li> </ul> <p>Presentation to be prepared to form base for discussions with LG Minister</p> <ul style="list-style-type: none"> <li>▪ Council's arrangements with Watercare – learnings and successes to date.</li> <li>▪ Data on potential regulatory (cost) impact on the ratepayer as a consequence of the proposed water regulations.</li> <li>▪ Impact of Council assuming some responsibility for private water supplies.</li> <li>▪ Contribution towards Council/Watercare transition costs.</li> <li>▪ The Lead we are providing on co-governance for 3 waters by Council and Iwi.</li> <li>▪ Funding from central government towards the sub-regional 3 waters study.</li> </ul> <p>Affordability – rates rebates and financial hardship</p>	G Ion	July 2020	Postponed till August due to size of agenda for July Board meeting.
	Staff to seek perspective from Water NZ on funding to explore projects and potential changes with water entities before the Minister of Local Government meets with the Board.	Ian C/Carole N	July 2020	<p>Delayed until after AMP workshop in July</p> <p>Hasn't this been superceded by the recent Steering Group announcements and forthcoming workshop?</p>

## Waters Governance Board - Actions Register

11/2/2019	Investigation into forums held by other Councils in respect of engagement with mana whenua. Iwi and Community Partnerships Manager, Sam Toka, to present the vision to the next meeting of the Board.	Sam Toka / Gavin Ion	July 2020	Council to discuss the formation of four mana whenua for a at the forthcoming Waikato-Tainui/Waikato District Council JMA hui in July.
23/6/2020	Discharges in Raglan post COVID-19 – Ms Danks to check what work had been carried out on the wastewater lines and advise the Board.	Sharon Danks	July 2020	
23/6/2020	Risk Register - The Board requested a standing Health & Safety report, in dashboard style, showing key trends be placed on each agenda.	Ian/Sharon	July 2020	

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**Open Meeting**

<b>To</b>	Waters Governance Board
<b>From</b>	Ian Cathcart Special Infrastructure Projects Manager
<b>Date</b>	14 May 2020
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1301
<b>Report Title</b>	Register of Interests

### **1. EXECUTIVE SUMMARY**

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A copy of the Register of Interests is attached for the Board's information. The register will be updated following receipt of information during the year.

### **2. RECOMMENDATION**

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**THAT the report from the Special Infrastructure Projects Manager be received.**

### **3. ATTACHMENTS**

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Register of Interests – Waters Governance Board



### Register of Interests – Waters Governance Board

Ruku Schaafhausen

<b>Companies and Trusts</b>	Te Waharoa Investments Ltd AgResearch Miro Hautupua Ltd Te Whakakitenga O Waikato Inc Member of Te Arataura
<b>Community organisations</b>	Equippers Trust Tindall Foundation Princes Trust New Zealand
<b>Other appointments</b>	Waikato Regional Council – Co-Governance Committee Waipa District Council – Co-Governance Committee Waikato District Council – Co-Governance Committee Hamilton City Council – Co-Governance Committee Waikato Plan Leadership Committee Chair, Freshwater Iwi Leaders Group
<b>Property within the District</b>	Nil
<b>Any other interests</b>	Nil

Garth Dibley

<b>Companies and Trusts</b>	Water New Zealand – Director
<b>Community organisations (membership)</b>	Electricity Networks Association – member E-Charge working group – MfE member
<b>Other appointments</b>	SmartCo – Chairperson
<b>Property within the District</b>	Yes - Tamahere
<b>Any other interests</b>	Nil

David Wright

<b>Companies and Trusts</b>	<p>Director, David Wright Limited</p> <p>Trustee, Tervuren Trust</p> <p>Trustee, Solomon Islands Tourism Infrastructure Development Fund (Incorporated)</p> <p>Chief Executive, Red Meat Profit Partnership</p> <p>Chair of Waimea Water Ltd</p> <p>Chair, Wellington Water Limited</p> <p>Chair, Solomon Islands Airport Corporation Limited</p>
<b>Community organisations</b>	<p>Chair, Tokelau Renewable Energy Steering Group</p> <p>Member, Audit and Risk Committee, Internet New Zealand Incorporated</p>
<b>Other appointments</b>	<p>Chair, Central Air Ambulance Rescue Limited</p> <p>Chair, Search and Rescue Services Limited</p>
<b>Property within the District</b>	Nil
<b>Any other interests</b>	Nil

Gavin Ion

<b>Companies and Trusts</b>	Trustee and Beneficiary in a family trust
<b>Community organisations</b>	Member Swimming Waikato Technical Panel Member Swimming New Zealand Technical Advisory Committee Swimming Waikato Board Member Member of Institute of Directors Member of International City Managers' Association Member of Chartered Accountants of Australia and New Zealand Member of Business Leaders Health & Safety Forum Steering Group RMA Commissioner
<b>Other appointments</b>	Chief Executive, Waikato District Council Director, Waikato Local Authority Shared Services Limited Chair, Audit & Risk Committee (WLASS)
<b>Property within the District</b>	Nil
<b>Any other interests</b>	Nil

Jackie Colliar

<b>Companies and Trusts</b>	Te Whakakitenga O Waikato Inc Member of Te Arataura
<b>Community organisations</b>	Nil
<b>Other appointments</b>	Trustee and Chair of Taniwha Marae Waipa District Council – Co-Governance Committee Waikato Regional Council – Co-Governance Committee Waikato River Authority Board Member
<b>Property within the District</b>	Nil
<b>Any other interests</b>	Employee of Hamilton City Council Project Lead for the Subregional Three Waters project on behalf of Future Proof

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**Open Meeting**

<b>To</b>	Waters Governance Board
<b>From</b>	Ian Cathcart Special infrastructure Projects Manager
<b>Date</b>	23 July 2020
<b>Prepared by</b>	Carole Nutt Waters Contract Relationship Manager
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	WGB2020
<b>Report Title</b>	Three Waters Performance Report – June 2020

## **1. EXECUTIVE SUMMARY**

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A copy of the Three Waters Performance Report for June 2020 is attached for the Board's information.

## **2. RECOMMENDATION**

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**THAT** the report from the Special Infrastructure Projects Manager be received.

## **3. ATTACHMENTS**

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Waikato District Council Three Waters Monthly Performance Report - June

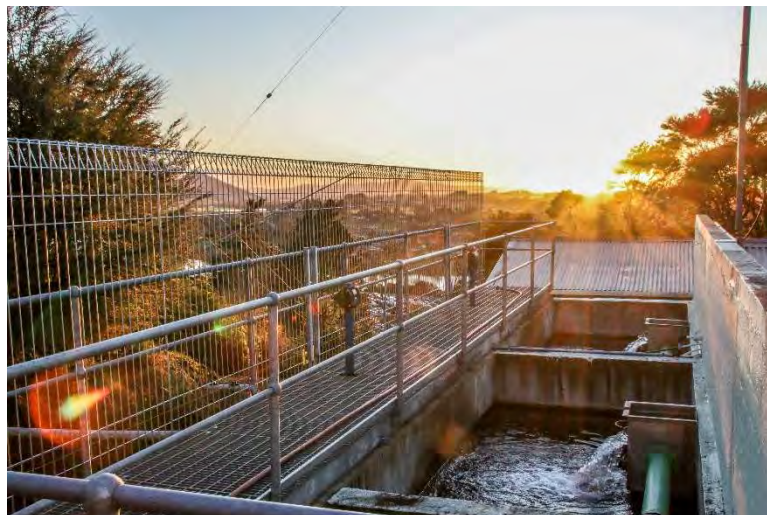
# WAIKATO DC

# THREE WATERS

# MONTHLY

# PERFORMANCE REPORT

**JUNE 2020**



Sharon Danks  
WDC Business Manager  
Watercare Waikato  
June 2020

## 1. Health & Safety

There were no health and safety incidents in June.

A health and safety driven site audit of the Te Kauwhata WTP was undertaken on June and the results were generally good with only minor housekeeping issues to resolve. Moving forward a new site will be audited every month.

Watercare Waikato will be the first trial site Watercare's new online site health and safety induction from July 2020.

## 2. Key Performance Indicators

KPI – Description	Result June	Target 2019/2020
<b>Water</b>		
The extent to which Council's drinking water supply complies with Part 4 of the drinking water standards (bacteria compliance criteria). (Number of zones that comply, maximum 18)	18	18
The extent to which Council's drinking water supply complies with Part 5 of the drinking water standards (bacteria compliance criteria). (Number of zones that comply, maximum 18)	15	15
Where Council attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median response times measured: - Attendance for urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site.	50	40 mins
Where Council attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median response times measured: - Resolution of urgent call-outs: from the time that Council receives notification to the time that service personnel confirm resolution of the fault or interruption.	132	120 minutes
Where Council attends a call out in response to a fault or unplanned interruption to its networked reticulation	1	≤ 3 days

system, the following median response times measured: - Attendance for non-urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site.		
Where Council attends a call out in response to a fault or unplanned interruption to its networked reticulation system, the following median response times measured: - Resolution of non-urgent call-outs: from the time that Council receives notification to the time that service personnel confirm resolution of the fault or interruption.	1	<3days
The total number of complaints received by Council about any of the following (expressed per 1000 connections to the networked reticulation system): - Drinking water clarity - Drinking water taste - Drinking water odour - Drinking water pressure or flow - Continuity of supply - The local authority's response to any of these issues	1.00	22/1000
<b>Stormwater</b>		
Council's level of compliance with resource consents for discharge from its stormwater system, measured by the number of the following notices, orders or convictions received in relation to those consents: - Abatement notices - Infringement notices - Enforcement orders - Convictions	1*  Note this abatement notice was related to WDC non-compliances in the 18/19 financial year prior to the WSL contract	
<b>Wastewater</b>		
The number of dry weather sewage overflows from Council's system expressed per 1000 sewage connections to that sewage system. - Non-sensitive receiving environments	0.35	≤ 2/1000
The number of dry weather sewage overflows from Council's system expressed per 1000 sewage	0.08	≤ 2/1000



connections to that sewage system. - Sensitive receiving environments		
Where Council attends to sewage overflows resulting from a blockage or other fault in its sewage system, the following median response times measured: - Attendance time: from the time that Council receives notification to the time that service personnel reach the site.	48	≤ 1 hour (45 mins)
Where Council attends to sewage overflows resulting from a blockage or other fault in its sewage system, the following median response times measured: - Resolution time: from the time that Council receives notification to the time that service personnel confirm resolution of the blockage or other fault.	211	≤ 4 hours
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	1.05	≤ 10/1000
Council's level of compliance with resource consents for discharge from its wastewater system, measured by the number of: - Abatement notices - Infringement notices - Enforcement orders	3  The 3rd abatement notice is for Maramarua WWTP and relates to the 2018/2019 compliance period to the Watercare contract	≤ 2
Council's level of compliance with resource consents for discharge from its wastewater system, measured by the number of: - Convictions	0	0

<b>Health and Safety</b>		
Safety: Lost time injury frequency rate (LTIFR) per million hours worked	0	≤ 5
Safety: Total recordable injury frequency rate (TRIFR) per million hours worked	17	≤ 20
Safety: 100% of Notifiable (or serious non-notifiable) Events reported to WDC within 2 hours of occurrence	No events	100%
Safety: 100% of Notifiable Event reports supplied to WDC within 21 business days	No events	100%
Safety – percentage of complaints resolved within 10 working days	100%	95%
Safety- Health and safety Audit programme and action plan completed (6 monthly and then annually)	1	1
Safety - All site emergency plans to be drilled 6 monthly as per drill schedule	On-hold	On hold
Safety - Monthly Health and safety meeting held with all workers	Meetings now individual team based and conducted using WhatsApp	>90%
Safety -All workers to have completed required training within 6 months of transition	100%	>100%
Safety-Critical risk audit to be conducted by HSW BP Bi-monthly	1	1
Safety -Actions required to be closed within 1 month	100%	>90%

## 3. Operational Update

### 3.1 Treatment

#### General

There were several callouts to site during June.

Of significance on the 1<sup>st</sup> of June, Port Waikato WTP failed to restart following a remotely initiated filter back wash. All valves and instruments have been serviced to mitigate the issue recurring.

A Huntly WWTP power failure on June 20<sup>th</sup> took more than 6 hours to restore.

#### General Workflow

General work flow has normalised with the first monthly rotation of production staff to new focus plants commencing on the 1<sup>st</sup> of June. This being a milestone in breaking out of Covid-19 lock down levels and providing a welcome morale boost for all production staff.

Other issues include:

Meremere WWTP the influent flow from the local sewer increased dramatically from a low of 2 l/s to 20 l/s for an extended period of time due to storm water ingress. In addition, heavy rain fall added to the surface area of the pond. Extended continuous discharge pumping was required for 4 days to mitigate potential pond overflow. UV treatment continued during pump down. All stake holders notified. Further continuous pump downs will be required during future rain fall events. Note: infrastructure delivery has an extensive I/I programme underway in Meremere to try and reduce stormwater inflows and infiltration.

- The dye testing of all wastewater WWTP discharge diffusers at Meremere, Huntly, Ngaruawahia and Raglan (no diffuser present at Raglan) has been completed by the dive team.
- All consent and compliance flow meters for water and wastewater treatment plants have been calibrated by ABB Ltd in conjunction with our Maintenance Controller. Electronic cards replaced at Ngaruawahia WTP raw water, Huntly WTP and Huntly WWTP.
- Huntly WTP Filter #5 remains out of service. All filter media has been removed. This has revealed major cracking damage to the filter underdrain floor. A concrete expert consultant has been engaged to carry out and inspection of the concrete condition and structural integrity. Options to remediate are being considered. All ceramic nozzles and air scour pipework are to be removed to allow remediation of the concrete floor.
- Huntly WTP #3 Clarifier has been taken out of service and de-sludged. Return to service in progress.
- Tauwhare WWTP and Maramarua WWTP tanks have been cleaned out by vacuum truck to reduce crust build up. Recirculation timer has been replaced at Maramarua WWTP.
- Raglan WTP has suffered from multiple comms failures during the month.
- Sludge surveys for the Raglan WWTP, Ngaruawahia WWTP, Meremere WWTP and Huntly WWTP wastewater ponds are being planned and will commence as soon as contractor staff are available.
- Te Kauwhata WTP # 2 Clarifier has been de-sludged and returned to service on the 3<sup>rd</sup> of June.

- The access to the Te Kauwhata WWTP site continues to be limited whilst contractors for the neighbouring development carry out upgrade work of the new gravity sewer main. The plant has operated on portable generated power for most of June. All site work should be completed by mid to late July.

## 3.2 Networks

- Streamline Environmental have now completed the CCTV cleaning and jetting project works for year 4. Additional works were able to be carried out in our more remote areas of the network (Maramarua, Te Kowhai and Matangi) and these portions of the network have also now been fully cleaned and inspected. To date, the entirety of the WW networks in Raglan, Meremere, Ngaruawahia, Huntly and the rural networks have been completed. Works will continue in Tuakau and Te Kauwhata in the coming weeks, completing most of the WW network for the district (~90%). The focus of the 20/21 FY project will shift from predominantly WW to SW (focussing on the larger, critical pipes initially). Inspections of the Stormwater network will improve the operational performance and ensure that Stormwater consents are closely adhered to, as well as provide key condition data to target renewals.
- An overflow reaching the receiving environment occurred at 31C Government Road, Raglan on 15<sup>th</sup> June. The overflow was a result of root intrusion into the manhole located at the rear of the property and spilled into a SW open drain which feeds into nearby wetlands and ultimately the Raglan Harbour. The on-call engineer received a phone call from the after-hours call centre at 6.37 pm reporting raw sewer flowing from the manhole (marked "X" in the image below). The WW on call serviceman was immediately dispatched and a vacuum tanker supplied by Streamline Environmental was also sent to site. The estimated volume of overflow is <math><5\text{m}^3</math>, based on the time frame from when the spill was identified by the customer to the time Watercare staff were able to isolate and stop the overflow. The roots intruding into the manhole were removed and the line cleared of residual debris. Unfortunately, as a result of this event, the Raglan Harbour required closure for a period of 10 days.



*Image showing the root ball causing the blockage and resultant overflow*



### 3.3 Planning

#### Key tasks completed include:

- Te Kauwhata WTP 4.5 ML/day upgrade – Beca working on design of upgrade
- Weekly Engineering Forum with WDC – this has been enhanced in status as the key weekly interaction between Watercare (Planning and Operations) and WDC (Legal, Development Engineers, Building Consents). Meetings on Developments have tended to be undertaken on an individual basis rather than through the forum.
- Meremere WWTP proposed MBR – Contract awarded to Apex.
- Mid Waikato water supply and wastewater Servicing Strategy is completed. This will be presented to WGB this month. The short list options will need to be consulted upon with Iwi, WDC and various community groups.
- Te Kauwhata water supply reservoir design progressing.
- Te Kauwhata WWTP Short Term Upgrade – We will look developing concept based on solution proposed from the Mid Waikato Servicing Strategy.
- Horotiu SW modelling completed, this project being done in conjunction with HCC and will provide insights to the flooding risk in Horotiu where the district plan review is proposing more residential zoning and business land is currently being developed.
- Scoping of Renewal works is complete and will progress to tendering in the next few months; this will be 2 years of renewal expenditure as we were unable to deliver projects last year.
- Draft of Three Waters AMP has been submitted to WDC, it will be presented to WGB this month.

There are several work packages for the Watercare Professional Engineering services panel in the process of either being put out for Consultant pricing or awaiting approval by Watercare.

These include:

- Ngaruawahia WW Pump Stations and Rising main upgrade concept – package has been prepared.
- Ngaruawahia WTP waste disposal options study is completed, project is included in the ANMP.
- Raglan Consenting – service package has been developed with Beca, PDP consultants relating to further assessment of land disposal and aquifer recharge options. Additional scoping work on a stream recharge option is completed. Liaison with key stakeholders continues
- SW modelling is being undertaken to assist in sizing of proposed SW culvert in Travers Road Te Kauwhata

Development / Growth related matters being worked on include:

- Synlait Dairy Factory Pokeno – rising main and fibre optic connection between Market St wastewater pump Station – issues damage to existing rising main, SCADA control, DA and future flows, Pukekohe WWTP capacity issues, Trade Waste and Development agreements. Synlait have not repaired damaged rising main this month.
- WDC met with Watercare to go over Waikato 2070 strategy and explain variances from draft strategy
- Meeting held with WDC on outstanding POAL issues.

## 3.4 Abatement Notice Resolution

### Meremere WWTP

WRC Abatement notices require Total Suspended Solids (TSS) exceedance and Discharges outside permitted discharge periods to be addressed. Inflow and Infiltration reduction programme is underway and has already seen a reduction of discharges out of permitted periods this winter.

The installation of the MBR at Meremere has been tendered and 2 technically compliant tenders have been received. The contract has been awarded and the contractor has commenced on a 3-month design and procurement process. The plant is expected to be operational by July 2021

The preparation of the Long Term 35-year consent for this site is progressing well and is on track for submission to WRC in September 2020

### Te Kauwhata WWTP

WRC abatement notice on this plant requires Total Kjeldahl Nitrogen (TKN), Total Nitrogen (TN), Total Phosphorus (TP) loads and E.coli exceedances to be addressed. There is also a requirement to develop short term capacity for increase loads residential development from Lakeside and Te Kauwhata structure plan areas prior to the HIF funded new WWTP.

The mid Waikato Strategy has been completed and a preferred solution identified for Water and Wastewater. Consultation will be undertaken with stakeholders in July in parallel with design solutions for the upgraded plant progressing on the site. It expected the MBR plant will be operational by December 2022.

A consenting strategy is being prepared and it is anticipated a new discharge consent application will be submitted to WRC in late 2022.

## 3.5 Shared Services

Planning is continuing for the transition of laboratory and trade waste services to WSL internal providers with a confirmed start date of 1 October 2020. Watercare has developed an operational plan for the services post 1 October.

## 3.6 Compliance

All June compliance reports were submitted to Waikato Regional Council and Waikato Regional Public Health Service on schedule.

Quarter three sampling schedule has been reviewed and sent to the Shared Services team for sampling. The backwash discharge parameters for the WRC discharge consents is now included in the schedule for July 2020.

Water Safety Plan for Raglan has been completed and submitted to Waikato Regional Public Health Services.

### 3.7 Customer

- The customer team continues as business as usual and a focus on SOPs started February 2020, this is to ensure processes are aligned with a proactive and effective approach. Completed four processes so far and are reviewed regularly.
- Business as usual count for team from 1 June 19 are reflected below, this number does not include the emails received directly to [waters@waidc.govt.nz](mailto:waters@waidc.govt.nz):

Customer Care - Business as usual progress summary	From 1 June 19
Service Request to Customer Care Team	2,093
New Connection/Temporary Flow Restrictor Applications created	91
Water Relief Applications sent for recommendation	167
New Meters added	454
Replaced water meters	1113
Permitted Standpipes for the year per application	24

### 3.8 Condition Assessment / Asset Remediation

#### Condition Assessment

The condition assessment field work has been completed and the final report has been received

The asset data collected in the condition assessment programme will be used as the basis of an interim management system. Maintenance planning will be initially focussed on Water Treatment plants. This will allow Watercare to demonstrate compliance with the Drinking Water Standards. The WDC bud



## 3.9 Strategic Resource Consents

### Raglan WWTP Resource consent

The table below highlights progress of each short-listed option investigations, during June. A monthly community e-meeting wasn't held this month as:

- there were no significant steps to cover and;
- there is a clear preference now from all, for the next step to include solid options and costings.

A June update (by email) was provided to the Key stake holder group (KSH) and hapū, which is summarised in the table below. The June update also clarified costing estimates and consent application timing. Broad detail offered on each matter was:

**Costing:** 2019 work on option costing highlighted that:

- a ball-park marine discharge solution with upgraded plant could be \$7M.
- A land irrigation during summer months, with a winter marine discharge could cost \$26M
- A long ocean outfall could be \$39M
- Preliminary 2020 work on option costing highlighted that an:
- MBR (fresh water recharge) option could cost \$24M  
(Note all indicative cost accuracy is +50%/-30%)

#### **Consent timing and actions**


- July/Aug 2020: Option studies continuing (MBR, marine, re-use, non-deficit irrigation, DBI(?))
- July – ongoing: Engagement (land owner, groups, hapū) through individual, meetings, workshops
- Aug-Oct 2020: Studies needed for accompanying WWTP consents (air, seepage, water)
- Nov 2020 lodgement dependent - based on straight forward progress of Best Practical Option (BPO) finalisation.

It was highlighted to all that the above timeline was indicated to Water Governance Board (WGB) in November 2019, where it remains the project team's aspiration schedule, however:

- property discussions are complex and take time (i.e. for non-marine options), where it would be senseless to rush any promising property discussion to meet indicative time lines, where
- any required shift from the Nov date will be accompanied by clear and early communication with all groups and the WGB.

There seems comfort with all groups if delay is needed to get consenting right. 'Plan B' for a lodgement deadline could be Matariki 2021 if the project gets pushed out. This would align with a new beginning/history moving forward. This scenario sits well with groups.

Short listed option	Comment and Investigation status
<p><b>Marine – Outfall</b></p>	<ul style="list-style-type: none"> <li>• The ability to construct an extended outfall is unknown. Strong currents dismantled the last weighted diffuser 20 years ago, where the end of pipe is existing outfall (see images below showing 2020 dye testing and marine inspection). The Sand depth (3m), shallow water and strong tide make on-water testing unfeasible to understand rock formation for any mounted infrastructure. Scantec are engaged and have equipment that enables non-evasive seismic shore testing that should help the project team establish rock and bed formation. This could determine how a theoretical outfall extension would need to be engineered for any such option. Proposed testing is set for late July.</li> <li>• Key consideration is to keep the community and hapū in loop, stressing that all live options require investigation by the technical team, as there is no predetermined idea of the final discharge option. Establishment of feasibility and engineering/scientific methodology are the key requirements of the investigation phase.</li> </ul> <div data-bbox="523 734 1465 1272" data-label="Image"> </div> <div data-bbox="523 1272 1465 1944" data-label="Image"> </div>

<p><b>Stream Recharge</b> – MBR, with nearby discharge</p>	<ul style="list-style-type: none"> <li>• A focused Beca engineering and ecological study is progressing with a due date being the week of 17 July;</li> <li>• DHI (harbour modellers) are engaged for focused study on upper harbour tributary discharge effects of a highly treated wastewater;</li> <li>• Outcomes of studies will clarify existing stream health, mitigation ability, engineering requirements for the option and costing;</li> </ul> 
<p><b>Non-marine</b> – Deep Bore Injection (DBI)</p>	<p>Any further work is paused until WDC steering group advice is received. The option has zero community or hapū support and doesn't align with project objectives and WDC 'Blueprint aspirations' strongly, beyond providing a theoretical non-marine discharge option in the winter months (i.e. the critical challenge for the project alongside affordability).</p>
<p>Land Irrigation (both <b>non-marine</b> with winter storage, and summer irrigation with alternative winter discharge (likely <b>marine</b> outfall))</p>	<p>PDP Ltd are the engaged Environmental Engineering group to investigate land irrigation ability. Availability of land is the limiting factor with this option. Permission has been offered for 'in-principle' testing of some private and public land, which will occur in June. Direct contact with owners of the 'top 20' suitable sites is underway to understand any interest in access to land for irrigation (purchase or long-term lease). Areas are generally shown in the image below. A feasible non-marine option would be construction of a dam/large ponds (i.e. equivalent to 15 Olympic sized pools) for winter storage. Full year-round irrigation is fatally flawed given areas needed.</p>

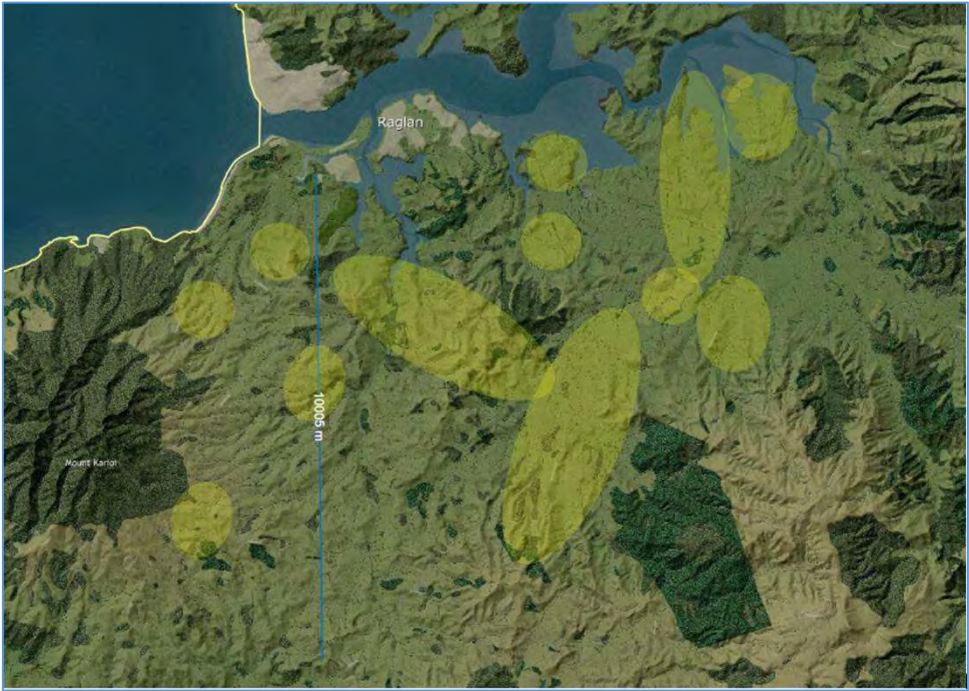
	
<p><b>Side stream re-use options</b> of treated waste water and Habitat enhancement for Eel nursery within the designation footprint</p>	<p>Cropping – A strategic paper is under preparation (PDP), where the study will be used for community engagement and the AEE. Its purpose is to demonstrate how the consenting project will:</p> <ul style="list-style-type: none"> <li>• met objectives of re-use capability, and</li> <li>• hapū and KSH partnership</li> </ul> <p>Habitat enhance options will be better understood once the preferred treatment option is finalised (i.e. MBR or pond/UV/TSS)</p>
<p><b>Bio solids management</b></p>	<p>Resource recovery strategic thinking has started, where Watercare Waikato will prepare a district wide bio solids strategy within the 20/21 year. Geographical separation could lend Raglan to having a local solution, where a consolidation solution may better other plants within the river catchment.</p>

Table 1: Raglan Application consenting progress

### **Meremere WWTP Resource consent**

May work packages have progressed into June, where there are no greater updates on progression to offer. In summary, the hydraulic modelling and quantitative microbial risk assessment (QMRA) investigation to support the assessment of environmental effects remains underway. The project team are continuing to consider the plant design alongside peak flows. It is critical that any proposed conditions on compliance limits and periods (i.e. to accompany the application) are practical and allow for intermittent higher loads. Ongoing discussion is underway, where engagement with Waikato Regional Council as part of pre-application discussion on pathways forward has been initiated and will continue.

### **Draft Mid Waikato Strategy**

Key asset planning work undertaken during the early months of 2020 has been the preparation of a draft Mid Waikato Water and Wastewater Servicing Strategy. This work is needed to develop a long-term water supply and wastewater strategy which:

- provides for the rapid growth predicted in the Mid-Waikato region, while;
- protecting water supplies and receiving environments.

Strategy preparation is now entering the community and mana whenua engagement phase, given that such groups are Council partners. Once finalised, the strategy will be the core Watercare Waikato planning document. It will be a non-statutory document that acts as a guiding document for statutory activities under both the Local Government Act and the Resource Management Act (i.e. discharge and water take consents associated with new infrastructure). Draft strategy preparation methodology has encompassed:

- Literature and data review
- Supply/demand balance and key risks identification
- High level solution options – long list
- Multicriteria assessment and options short list,
- Option analysis report.

Place holder scoring was needed for community and cultural consideration, to provide practical scenarios for discussion. A draft preferred option is shown in the image below, where hapū and community sessions shall be undertaken during July (by e-meeting or workshops). The very first upgrade activities that will arise out of the finalised strategy will be:

- A long term Te Kauwhata wastewater treatment plant and discharge solutions, which will require resource consent applications.

Broadly, there is understood to be hapū satisfaction with advanced treatment solutions for the plant (MBR), which could provide opportunities for habitat enhancement and re-use. July WGB reporting will be accompanied by a Te Kauwhata Consenting Strategy.



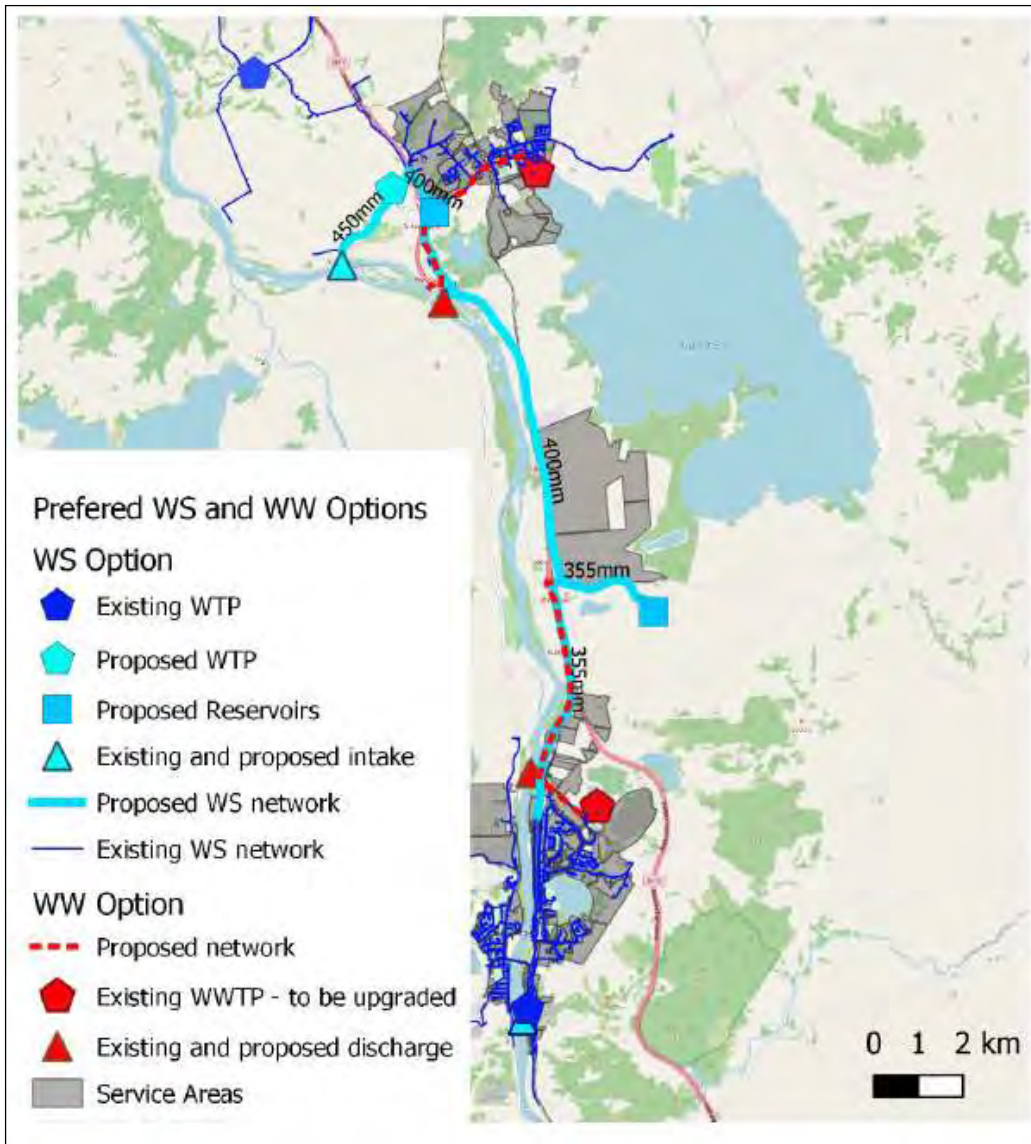


Image 1 Draft Preferred Option

### **3.10 Building Consent – Works Over Approval**

Waikato District Council's Building consent has indicated they will no longer assess works in close to WDC 3 waters assets or responds to CRM requests from WSL to assess these issues from the 1st of August. This work has historically has not been undertaken by the WDC 3- waters business unit.

The lack of assessment of the impact of building works on 3-waters assets will result in Waikato District Councils assets being damaged unnecessarily.

Watercare has highlighted this Issue to WDC and is awaiting resolution.

### Open Meeting

<b>To</b>	Waters Governance Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	16 July 2020
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV1318
<b>Report Title</b>	Exclusion of the Public

## I. RECOMMENDATION

**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 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 2.1 Actions Report		
Item 2.2 Waters Financial Report Results – June 2020		
Item 2.3 Mid-Waikato Water & Wastewater Servicing Strategy dated June 2020		



Item 2.4 Watercare Interim Business Plan 2020-2021		
Item 2.5 Three Waters Reform Programme		

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
I		Refer to the previous Public Excluded reason in the agenda for this meeting.
2.1		Refer to the previous Public Excluded reason in the agenda for this meeting.
2.2	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
2.3	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.
2.4	7(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(j)	To prevent the disclosure or use of official information for improper gain or improper advantage.

- 2.5                    7(2)(b)(ii)        To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
- 7(2)(j)              To prevent the disclosure or use of official information for improper gain or improper advantage.

**AND THAT Ms Danks, Mr Pullar, Ms McFall, Mr Kumar and Mr Kapisilli be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of Watercare. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because of Watercare's role and responsibility for those matters.**