



## **ASSETS AND SERVICES COMMITTEE**

### **Agenda**

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#### **NOTICE OF MEETING**

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Texas Street, Martinborough on Wednesday 7 July 2021 at 10:00am. The meeting will be held in public (except for any items specifically noted in the agenda as being for public exclusion).

#### **MEMBERSHIP OF THE COMMITTEE**

Councillors Brian Jephson (Chair), Garrick Emms, Rebecca Fox, Pip Maynard, Alistair Plimmer, Ross Vickery and Mayor Alex Beijen.

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#### **Open Section**

**A1.** Apologies

**A2.** Conflicts of interest

**A3.** Public participation

*As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

**A4.** Actions from public participation

**A5.** Extraordinary business

**A6.** Minutes for Confirmation:

Assets and Services Committee Minutes of 12 May 2021

***Proposed Resolution:*** *That the minutes of the Assets and Services Committee meeting held on 12 May 2021 are a true and correct record.*

***Proposed Resolution:*** *That the public excluded minutes of the Assets and Services Committee meeting held on 12 May 2021 are a true and correct record.*

Pages 1-7

#### **B. Recommendations from Subcommittees/Community Boards**

**B1.** Recommendation from Water Race Subcommittee

Pages 8-17

**C. Information and Verbal Reports from Chief Executive and Staff**

- C1.** Waka Kotahi (NZTA) Update  
*Steve James and Emma Speight in attendance*  
- Road to Zero (including speed review and crossings update)  
- Funding overview
- C2.** Upgrade of the Water Treatment Plants at Waiohine and Soldiers Memorial Park Pages 18-24
- C3.** Smart Meter Trial Pages 25-27
- C4.** Tauherenikau River Water Main Crossing Featherston Pages 28-30
- C5.** Partnerships and Operations Report Pages 31-50
- C6.** Trade Waste Report Pages 51-54
- C7.** Action Items Report Pages 55-59
- C8.** Hinekura Road Update (to be tabled)

**ASSETS AND SERVICES COMMITTEE**  
**Minutes from 12 May 2021**

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- Present:** Councillors Brian Jephson (Chair), Garrick Emms, Rebecca Fox, Pip Maynard, Ross Vickery (until 11:37am) and Mayor Alex Beijen.
- In Attendance:** Euan Stitt (Group Manager Partnerships and Operations), Harry Wilson (Chief Executive), Katrina Neems (Chief Financial Officer), Bryce Neems (Amenities and Waste Manager), Karen Yates (Policy and Governance Manager), and Suzanne Clark (Committee Advisor).  
Wellington Water: Jeremy McKibbin, and Adam Mattsen.
- Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 10:00am and 11:44am except where expressly noted.
- Also in Attendance:** Cr Pam Colenso and Ann Rainford (Greytown Community Board Chair).
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**Open Section**

- A1. Apologies**  
*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/09) to receive apologies from Cr Rebecca Fox.*  
*(Moved Cr Maynard/Seconded Cr Emms)* Carried
- A2. Conflicts of Interest**  
There were no conflicts of interest declared.
- A3. Public Participation**  
There was no public participation.
- A4. Actions from Public Participation**  
There were no actions from public participation.
- A5. Extraordinary Business**  
There was no extraordinary business.

**A6. Minutes for Confirmation**

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/10)* that the minutes of the Assets and Services Committee meeting held on 11 March 2021 are a true and correct record.

*(Moved Cr Maynard/Seconded Cr Emms)*

Carried

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/11)* that the publicly released sections of the public excluded minutes of the Assets and Services Committee meeting held on 11 March 2021 are a true and correct record.

*(Moved Cr Jephson/Seconded Mayor Beijen)*

Carried

**B Recommendations from Community Boards**

**B1. Recommendations from Greytown Community Board – Road Safety in Greytown**

Mrs Rainford spoke in favour of the recommendation from the Greytown Community Board due to safety concerns and as an opportunity for a central meeting place to be created.

Members discussed utilising the Waka Kotahi innovating streets programme, signalling to Waka Kotahi support for moving State Highway 2 outside townships, and utilising rail for log transport.

Mr Stitt had met with Waka Kotahi, NZTA regarding visibility and conjunctions from side streets to State Highway 2 and more detail on proposals to alleviate safety issues would be available soon. Mr Stitt and Mr Wilson advised waiting to see what changes NZTA were going to make before moving forward with any proposal.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/12):*

1. To receive the Road Safety in Greytown Report.
2. To note the issues identified by the local community and Greytown Community Board.
3. To consider the proposed initiative once the proposed safety improvements from Waka Kotahi, NZTA, for the SH2 corridor in Greytown are known.

*(Moved Cr Maynard/Seconded Cr Jephson)*

Carried

**B2. Recommendations from Featherston Community Board – Use of Alternatives to Glyphosate by Council**

Mr Stitt advised that there were alternatives to glyphosate that were significantly more expensive but that when the parks and reserves contract was tendered alternative environmental solutions would be sought.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/13)* to receive the Partnerships and Operations Report.

*(Moved Cr Plimmer/Seconded Cr Vickery)*

Carried

## **C Information and Verbal Reports from Chief Executive and Staff**

Reports were considered in the minuted order.

### **C3. Partnerships and Operations Report**

Wellington Water staff and Mr Stitt answered members' questions on providing an updated Featherston Wastewater project timeline, commissioning the 4<sup>th</sup> Waiohine bore, water leak reduction statistics, fire hydrant maintenance, the smart meter trial, and expenditure of government stimulus funding.

Council officers discussed gravel extraction from Donalds Creek, unused land adjacent to senior housing, funding of civic ceremonies, repairs to Lake Ferry wastewater system, the innovating streets project, Reading Street safety issues and the waste management contract review timeframe with members.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/14):*

1. To receive the Partnerships and Operations Report.  
*(Moved Cr Jephson/Seconded Cr Emms)* Carried
2. Action 167: Provide a report by town on the estimated (percentage) of water being lost through leaks; E Stitt
3. Action 168: Provide an update on the water reform stimulus funded programme work; E Stitt
4. Action 169: Start proceedings to revoke the 2001 resolution authorising the subdivision of Council land beside the Greytown senior housing units; K Yates
5. Action 170: Provide an update on the Greytown Medical Centre Parking Plan; E Stitt

### **C2. Upgrade of the Water Treatment Plant at Soldiers Memorial Park Reserve, Greytown**

Council officers discussed engagement undertaken, relocation of the chemical storage site, and ensuring the proposal states that it will meet Ministry of Health regulations.

Members requested officers start on any preparatory work that could be undertaken prior to formal approval.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/15):*

1. To receive the Upgrade of the Water Treatment Plant at Soldiers Memorial Park Reserve, Greytown Report.
2. Recommend to Council to approve the programme of work to upgrade the Soldiers Memorial Park Water Treatment Plant in the Soldiers Memorial Park Reserve, Greytown and grant an easement to enable the upgrade of the water treatment plant to go ahead.  
*(Moved Cr Maynard/Seconded Cr Emms)* Carried

## **C2. Kuranui College Gym – Funding and Agreements**

Members discussed membership of the Facilities Management Group, and corrections for the Memorandum of Understanding Document.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/16):*

1. To receive the Kuranui College Gym – Funding and Agreements Report.
2. Note the proposed concept design of the facility and the content of the draft MOU and Casual Use Agreements.  
*(Moved Cr Plimmer/Seconded Cr Vickery)* Carried
3. Action 171: Amend the draft Memorandum of Understanding between Kuranui College and SWDC to clarify that a Council officer would be a member of the Gymnasium Management Group; E Stitt
4. Action 172: Liaise with sports clubs from Featherston and Martinborough to ensure that they understand and are comfortable with the Greytown Sports and Leisure Society representing the districts' sporting clubs on the Kuranui College Gymnasium Facilities Management Group; E Stitt

## **C3. Action items**

Mr Stitt provided an update on the water race survey and proposed next steps.

Cr Vickery left the meeting at 11:37am.

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/17)* to receive the Action Items Report.

*(Moved Cr Vickery/Seconded Cr Maynard)*

Carried

## **D Public Excluded Business**

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 (A&S2021/18) are as follows:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
Public Excluded Minutes from 11 March 2021 for confirmation (not yet released)	Good reason to withhold exists under section 7(2)(b)(ii), 7(2)(h) and 7(2)(i)	Section 48(1)(a)

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 are as follows:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
The withholding of the information is necessary to protect information where the making available of the	Section 7(2)(b)(i)

information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	
The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	Section 7(2)(h)

*(Moved Mayor Beijen/Seconded Cr Plimmer)*

Carried

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)



**ASSETS AND SERVICES COMMITTEE**  
**Public Excluded Minutes from 12 May 2021**

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**Present:** Councillors Brian Jephson (Chair), Garrick Emms, Rebecca Fox, Pip Maynard, and Mayor Alex Beijen.

**In Attendance:** Euan Stitt (Group Manager Partnerships and Operations), Harry Wilson (Chief Executive), Katrina Neems (Chief Financial Officer), Bryce Neems (Amenities and Waste Manager), Karen Yates (Policy and Governance Manager), and Suzanne Clark (Committee Advisor).

**Conduct of Business:** The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public excluded between 11:40am and 11:44am.

**Also in Attendance:** Cr Pam Colenso.

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**Open Section**

**A1. Apologies**

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/09) to receive apologies from Cr Rebecca Fox.*

*(Moved Cr Maynard/Seconded Cr Emms)*

Carried

**D Public Excluded Business**

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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 are as follows:

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The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	Section 7(2)(h)
The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

*(Moved Mayor Beijen/Seconded Cr Plimmer)*

Carried

#### **D1. Minutes for Confirmation**

*ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/19PE)* that the public excluded minutes of the Assets and Services Committee meeting held on 11 March 2021 are a true and correct record.

*(Moved Mayor Beijen/Seconded Cr Jephson)*

Carried

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

# ASSETS AND SERVICES COMMITTEE

7 JULY 2021

## AGENDA ITEM B1

### RECOMMENDATIONS FROM WATER RACE SUBCOMMITTEE

#### Purpose of Report

To provide an opportunity for members to consider recommendations received from the Water Race Subcommittee.

#### Recommendations

Officers recommend that the Committee:

1. *Receive the Recommendations from the Water Race Subcommittee Report.*
2. *That the following recommendation from the Water Race Subcommittee be considered:*

Recommendations from Water Race SubCommittee	Resolution Number
1. To present the key findings and recommendations from the Water Race Survey to the Assets and Services Committee for consideration.	WRS2021/02

## 1. Background

### 1.1 Water Race Survey

The report relating to recommendation WRS2021/02, was considered by the Water Race Subcommittee at their meeting on the 28 June 2021.

As per the recommendation the full report is attached in Appendix 1 for the Committees consideration.

Council officers were to prepare a 'next steps' plan for review by the Subcommittee and to share more detail on individual responses.

## 2. Appendices

Appendix 1 – Water Race Survey Report

Contact Officer: Euan Stitt, Partnerships and Operations

Reviewed By: Harry Wilson, Chief Executive Officer

## **Appendix 1 –Water Race Survey Report**

## WATER RACE SUBCOMMITTEE

28 JUNE 2021

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### AGENDA ITEM B1

## WATER RACE SURVEY REPORT

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### **Purpose of Report**

To inform members of the outcome of the Moroa and Longwood water race survey.

### **Recommendations**

Officers recommend that the Subcommittee:

1. *Receive the Water Race Survey Report, and*
2. *Present the key findings and recommendations to the Assets and Services Committee for consideration.*

### **1. Executive Summary**

This report presents the outcome of the Moroa and Longwood water race survey (March 2021). It informs how property owners paying targeted rates currently use their water race and how they feel about future regulatory requirements.

### **2. Background**

The Council provides two stock water races, the Moroa Race near Greytown and the Longwood Race near Featherston, which intake water from the Waiohine and Tauherenikau rivers respectively. The water races have been in existence since circa 1930 (Longwood) and 1890 (Moroa). The original purpose of the water races was for stock watering purposes.

It is recognised that changes in owner demographics and farming practices have evolved over time. With environmental and regulatory changes in mind, the Council is committed to the development of a long-term water race strategy for the Moroa and Longwood Water Race Systems.

To inform the strategy, the Water Race Subcommittee ran two community pre-engagement opportunities in February 2021. One was a drop-in day at the Greytown Town Hall and the other an evening session at the Featherston Tin Hut. The intent was to gauge water race users regarding their perceptions about how environmental regulatory changes may affect the use of their property and how they felt about it.

Following the community engagement meetings, water race property owners were mailed a hard copy water race survey; the survey ran until 15 March 2021.

### 3. Discussion

#### 3.1 Survey Response

A total of 40% of property owners paying a targeted rate for the use of a water race at their property took the opportunity to respond to the water race survey. This relatively high response rate may be attributed to the direct invitational approach of a mailed survey and pre-engagement public open days.

The Moroa water race has a total of 291 owners, 113 surveys were received from these property owners. The Longwood water race has a total of 63 owners, 27 surveys were received from these property owners.

Of the 140 surveys received within the survey period, the return rate was 39.5%.

140/354 = **39.5% return rate total**

113/291 = 38.8% return rate for Moroa

27/63 = 43% return rate for Longwood

The survey questions were designed as the beginning of the community discussion about the value and use of water races. There was a separate survey for Moroa and Longwood, due to the geographic differences, but the questions were materially the same. More than half of the survey respondents provided rich information with question 13 of the survey, other thoughts. This feedback is very useful in informing specific areas of query or concern for the long-term water race strategy.

	Survey question summary	Moroa (113 resp)	Longwood (27 resp)	General response
1	Have you made changes to your water race?	94 said no	26 said no	
2	If yes, what?			
3	Is the attached water race map correct?	88 said yes	26 said yes	Yes, needs to be clearer
4	Do you use your water race?	55 said all 24 said not at all	17 said all 2 said not at all	Yes
5	How important is the water race to your property?	47 said essential 21 said not at all	16 said essential 5 said not at all	Essential and important
6	Stock access – expectation not to linger. Comfort with strategies			Strategies in place
7	Feedback on regulatory requirements for planting and quality			Cleaning/clearing concerns
8	Timeframe for alternate arrangements if stock excluded			Not possible, need it
9	Alternate water supply for stock?	33 said yes 46 said no	6 said yes 20 said no	More don't than do
10	Neighbouring properties with alternate supply?	60 said yes 25 said no	15 said yes 7 said no	Some do
11	Do you consider the rates paid on water races reasonable?	60 said yes 25 said no	15 said yes 7 said no	Most do
12	Do you think that urban property owners should contribute to costs if	81 said yes 7 said no	18 said yes 4 said no	Majority say yes

	Survey question summary	Moroa (113 resp)	Longwood (27 resp)	General response
	they benefit from the stormwater management provided?			
13	Other thoughts			Real concern about the idea of the water races being closed down – important for stormwater management and watering stock/animals

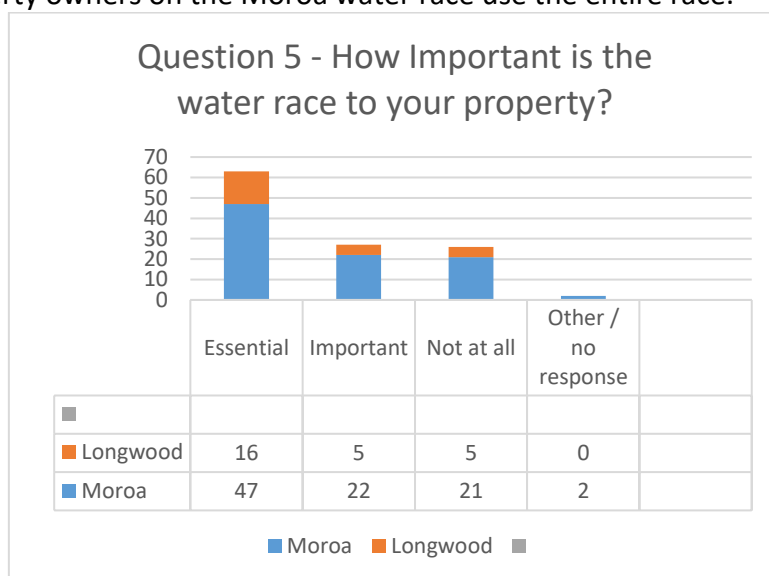
### 3.1.1. Themes and observations

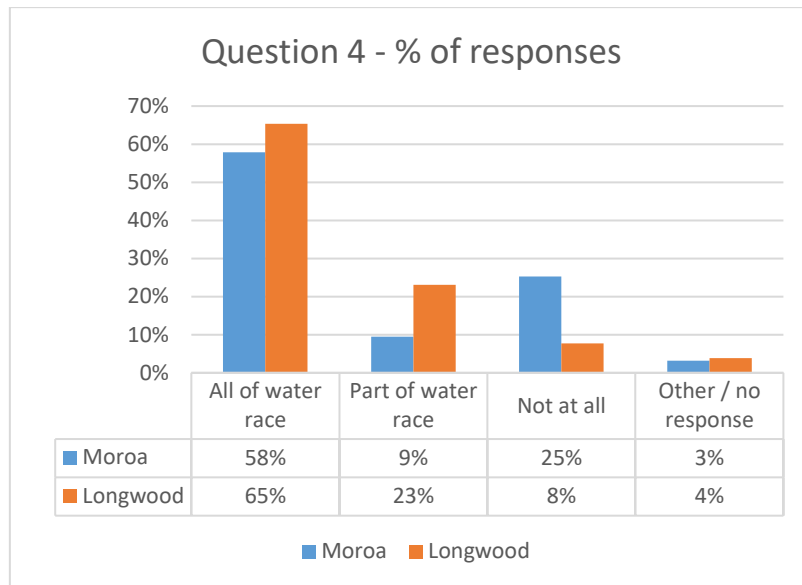
General themes emerging from the surveys include comment on the effectiveness of planting and fencing for stock watering, support for ecological planting and water quality improvements, the importance of the water races for animal care and an expectation for regulatory enforcement.

The community engagement sessions and the written surveys indicated that people were aware of the importance of water quality and the relationship that riparian planting has with sustainable land practices.

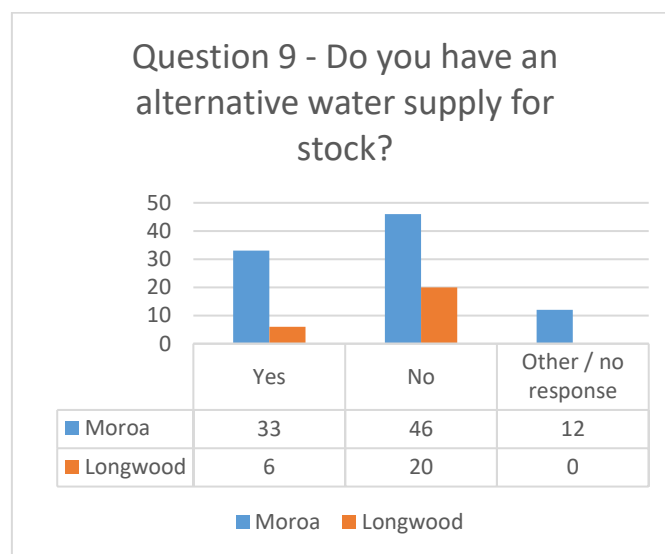
The survey findings are informative in considering held community values and will assist with future policy and planning work.

Survey respondents were clear that their water race is either essential or important to them (only 7% reported that it wasn't), they want the asset to continue to be available to them. 65% of property owners on the Longwood water race use the entire race; 58% of property owners on the Moroa water race use the entire race.



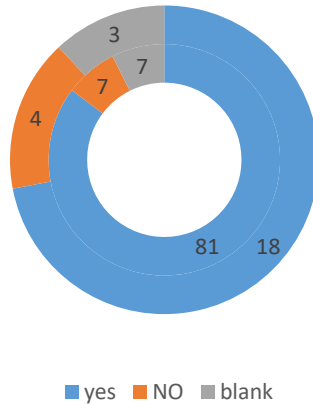


The other key consideration is what the impact might be if the water races were not available for stock watering purposes. Most of the Longwood water race property owners (20 properties) don't have an alternate water supply for stock, whereas 33 properties on the Moroa water race do have an alternative stock water supply.



There was shared comfort with the concept of urban property owners contributing to water race maintenance costs if they benefit from the stormwater management they provide.

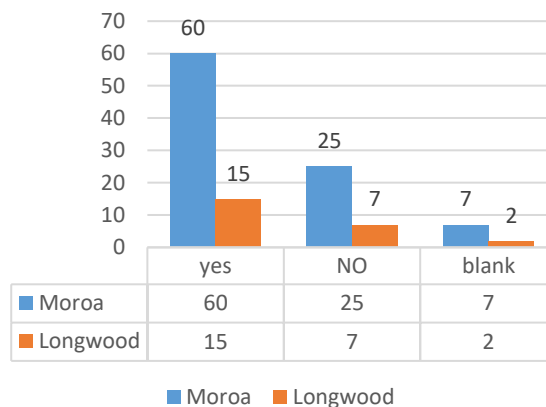
Question 12 - Do you think urban property owners should contribute to water race maintenance costs



Longwood outer circle, Moroea inner circle

Most of the water race property owners consider their current targeted rates to be reasonable.

Question 11 - Do you consider the rates you pay on water races reasonable?





## **4. Appendices**

Appendix 1 – Community Engagement posters

Contact Officer: Gen Drake

Reviewed By: Euan Stitt, Group Manager, Partnerships and Operations

## Appendix 1 – Community Engagement Posters



The poster features a dark blue header with the South Wairarapa District Council logo and name. Below this, the title 'LONGWOOD WATER RACE COMMUNITY ENGAGEMENT OPPORTUNITY' is displayed in large, bold, white and yellow text. Two speech bubbles invite community participation. The main body of the poster contains an invitation to a meeting at the Tin Hut, details about upcoming changes to water race management, and a call to action. Three paragraphs of smaller text provide background information on the water races and the council's strategy. The bottom of the poster is decorated with a wavy, light blue pattern.

**SOUTH WAIRARAPA DISTRICT COUNCIL**  
*Kia Reretahi Tātau*

### LONGWOOD WATER RACE COMMUNITY ENGAGEMENT OPPORTUNITY

**Do you have a water race at your place?**

**Want to talk about it?**

**You're invited to drop into the:**  
**Tin Hut on Monday evening: 15 February 7pm – 9pm**

**There are changes coming regarding the management of water races, let's talk about how that might affect you.**

**Come along and have a chat – there's a survey too!**

The Council provides two stock water races, the Moroa Race near Greytown and the Longwood Race near Featherston, which intake water from the Waiohine and Tauherenikau rivers respectively.

The water races have been in existence since circa 1930 (Longwood) and 1890 (Moroa). The original purpose of the water races was for stock watering purposes and drainage.

Council has committed to the development of a long-term water race strategy for the Moroa and Longwood Water Race Systems. It is recognised that the changes in owner demographics and farming practices have evolved over time; it's prudent to test the relevance of the water race assets for users and the wider community.



SOUTH WAIRARAPA  
DISTRICT COUNCIL  
*Kia Reretahi Tātau*

## MOROA WATER RACE

# COMMUNITY ENGAGEMENT OPPORTUNITY

**Do you have a water  
race at your place?**

**Want to talk  
about it?**

**You're invited to drop into the:**

**Greytown Town Hall: Saturday 13 February 10am – 2pm**

**There are changes coming regarding the management of  
water races, let's talk about how that might affect you.**

**Come along and have a chat – there's a survey too!**

The Council provides two stock water races, the Moroa Race near Greytown and the Longwood Race near Featherston, which intake water from the Waiohine and Tauherenikau rivers respectively.

The water races have been in existence since circa 1930 (Longwood) and 1890 (Moroa). The original purpose of the water races was for stock watering purposes and drainage.

Council has committed to the development of a long-term water race strategy for the Moroa and Longwood Water Race Systems. It is recognised that the changes in owner demographics and farming practices have evolved over time; it's prudent to test the relevance of the water race assets for users and the wider community.



# ASSETS AND SERVICES COMMITTEE

7 JULY 2021

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## AGENDA ITEM C2

### UPGRADE OF THE WATER TREATMENT PLANTS AT WAIOHINE AND SOLDIERS MEMORIAL PARK

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#### **Purpose of Report**

To update members on the progress of water treatment plant upgrades for Featherston and Greytown, to deliver safe and reliable supply of drinking water and increase operational resilience.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the update report for the water treatment plant upgrade projects at Waiohine and Soldiers Memorial Park*
2. *Note the delivery of compliant drinking water for Greytown (at Memorial Park) is expected to be delivered in the 2021-22 financial year*

#### **1. Executive summary**

Wellington Water is currently progressing upgrades to the treatment plants at Waiohine and Memorial Park which are required to achieve a resilient, compliant and safe drinking water supply for Featherston and Greytown.

Due to a number of issues this programme of work has been delayed.

Contributing factors to this delay include:

1. The complexity of implementing all of the treatment plant upgrades at the same time while maintaining sufficient supply of safe and healthy drinking water through summer months and winter storm conditions.
2. Treatment plant operators have had limited availability to support the upgrade work due to resource constraints and the need to ensure ongoing supply of safe drinking water through challenging conditions.
3. The existing asset condition and actual configurations were different to what was shown on treatment plant as-built information, introducing additional complexity and cost for the projects.

4. Additional scope components are required to meet the outcome of the two projects, which caused slippage in timeline for delivery, as well as increasing the expected delivery cost.
5. Issues affecting the projects were not clearly communicated or escalated in a timely way.

Wellington Water has put together a plan to provide assurance to Council that the projects will be achieved as soon as possible.

All other Council water treatment plants except for Memorial Park are expected to meet drinking water standards compliance requirements. However for full technical compliance, the water safety plans for the district also require updating and approval by the Drinking Water Assessor (in addition to completing the upgrade work at Memorial Park). Wellington Water is working to update and submit a water safety plan for South Wairarapa in financial year 2021-22.

## **2. Background**

The Waiohine and Memorial Park Water Treatment Plants (WTP) are owned by Council and operated by Wellington Water. The Waiohine plant supplies water to both Featherston and Greytown, and the Memorial Park plant supplies Greytown only. Activity business cases were developed by Wellington Water for each of the plants to achieve the primary customer outcome of delivering safe and healthy drinking water to customers.

This outcome is supported by several service objectives and performance measures:

- Water is delivered to meet current NZ Drinking Water Standards/Legislation
- Reduction in risk exposure for operators and members of the public
- Increased operational supply and storage capacity

Since SWDC joined Wellington Water in October 2019, Wellington Water has been implementing a series of improvements to Council's drinking water treatment plants. This work requires us to plan outages and must be balanced with the inconvenience and risk this creates to customers, particularly during periods of high demand and low river flows (in summer) and through winter conditions when high river flows cause problems for water quality.



Progress and work still to be completed is shown in the following table:

Treatment Plant	Work completed	Work still to be completed
Waiohine WTP (Supplying Featherston and Greytown)	<ul style="list-style-type: none"> <li>-Installation of pH correction to mitigate blue staining issues.</li> <li>-Installation and commissioning of fourth bore to provide additional inflow capacity</li> <li>-Design for additional chlorine treatment post-treated water storage</li> <li>-Assessment of work required for alteration to treated water storage scour/overflow pipework</li> </ul>	<ul style="list-style-type: none"> <li>-Installation of post-treated water storage chlorine system</li> <li>-Installation of scour/overflow pipework for treated water storage</li> <li>-Commissioning of treated water storage</li> </ul>
Memorial Park WTP (Supplying Greytown)	<ul style="list-style-type: none"> <li>-Installation of pH correction to mitigate blue staining issues.</li> <li>-UV installation in temporary arrangement to increase safety of drinking water</li> </ul>	<ul style="list-style-type: none"> <li>-Replacement of existing aging bore pump and pipework to increase resilience</li> <li>-Installation of filtration and UV in permanent arrangement, including chemical storage upgrades</li> </ul>

Due to the limited supply capacity of the treatment plants and interconnected nature of the supplies, it is necessary to complete commissioning of the treated water storage at the Waiohine WTP before carrying out any further work at the Memorial Park WTP. This will mitigate the risk of loss of supply to Greytown during physical works at Memorial Park WTP.



*Figure 1. 8000m3 treated water storage at Waiohine treatment plant, ready for commissioning*

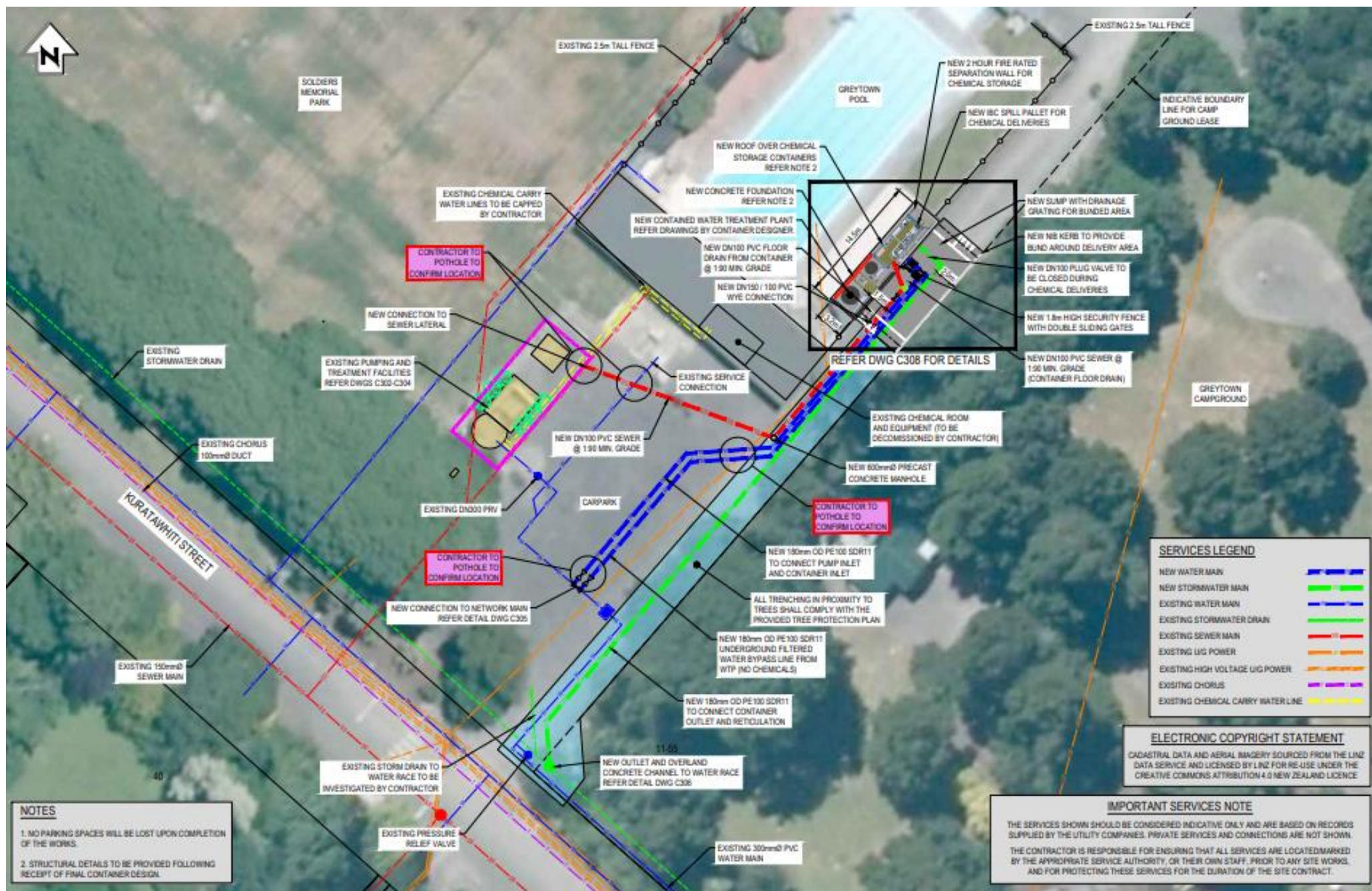


Figure 2. Soldiers Memorial Park WTP upgrades site plan (proposed permanent arrangement)



### **3. Project delivery**

Wellington Water set a target completion date for mid-2021, noting that compliance with national drinking water standards is assessed on an annual basis from 1 July to 30 June each year. Issues with the project mean the company has now revised delivery dates with completion expected in the 2021-22 financial year.

Several unanticipated design and additional physical works items have been required of the project delivery team that were not included in the original project scope. For example, the team needed to design and commission caustic soda dosing (pH correction) systems at both Waiohine and Memorial Park WTPs were required to address community complaints of discoloured treated water; and temporary noise reduction measures at Memorial Park were necessary to address noise complaints arising from the old pump.

Separately, the project team had to develop a number of as-built drawings, specifications and procedures that were missing but required for the project. This work was not in the original project scope, and so caused delays in project delivery. Missing electrical control plans and incorrect site plans required additional investigations, testing, design and pipework modifications to ensure the additional bore and pH control systems would function as designed.

The delivery team has also had to work within the operational constraints of the live plants, and the availability of treatment plant operators necessary to support planned work. The priority has to remain the ongoing supply of safe drinking water. This has been challenged in both summer – when low river flows and high demand place reduce the opportunity for taking supply out of the system – and during winter, when excessive flows reduce the ability to treat to water.

The complexity and constraints affecting delivery were underestimated at the beginning of the project, and we have been working with our teams to put in place strategies to help prevent this from recurring in the future.

In order to ensure these projects are successfully completed, Wellington Water have taken the following steps:

- Review the project scope to incorporate the known risks and required mitigations.
- Revise project schedules to allow for known risks and build contingency for unknown risks materialising.
- Implement a project monitoring plan to provide frequent and regular check-ins to keep the project team focused on successful project delivery.
- Develop a collaborative project delivery environment where project management, engineering design, contractor and operations teams are able to work together to identify and control for risks early as a team.



#### **4. Project costs**

The forecast cost of both projects has increased, primarily driven by an increase in required scope components to meet the project outcomes of safe and healthy drinking water. Wellington Water are looking to address these additional costs at the programme level where a separate paper is being prepared for Council.

#### **5. Ongoing risks caused by delays**

Until the additional storage at Waiohine WTP can be completed, conserve water messaging may occur at times of heavy rainfall that cause turbid or cloudy water in the bores, or peak demand periods typically seen in summer occur early.

There remains an ongoing low risk chemical safety issue at the Memorial Park swimming pool that we continue to manage. Until the containerised treatment plant is established onsite, and the chemical units can be transferred into the new contained housing.

As the Waiohine WTP upgrades need to be completed first, any further delays on this project will impact the timing of the Memorial Park WTP upgrades.

#### **6. Safe drinking water compliance**

Looking forward, the updated project delivery timelines will see the upgrades at Waiohine and Memorial Park WTPs completed in the new financial year 2021-22.

In terms of priority, the project team will complete the upgrades at Waiohine WTP first. Once these are complete, this treatment plant will be able to meet supply demand for both Featherston and Greytown while upgrades are completed at the Memorial Park WTP.

The project team are acutely aware of the public location of the Memorial Park WTP next to community swimming pool, playground and camping ground which are busy areas over the summer period. The project delivery timeline has taken this into account as well as ensuring these key stakeholders are kept fully informed on progress delivery.

To achieve compliance with the drinking water standards, the Memorial Park treatment plant requires filtration to be installed in addition to the UV that is now in place. The Memorial Park WTP will therefore not achieve compliance with the drinking water standards until this is installed.

All other water treatment plants except for Memorial Park are expected to meet drinking water standards compliance requirements. For full technical compliance, the water safety plans for the district also require updating and approval by the Drinking Water Assessor (in addition to completing the upgrade work at Memorial Park). Wellington Water is working to update and submit a water safety plan for South Wairarapa in financial year 2021-22.

## **7. Conclusion**

Wellington Water is committed to delivering resilient, safe, healthy and compliant drinking water for the communities of Featherston and Greytown. The final upgrades required to bring Councils water supply plants into compliance will be achieved in financial year 2021-22. This is later than we had first hoped to deliver this.

Wellington Water has put together a set of actions to bring these two projects on-track for delivery in financial year 2021-22. The forecast cost of both projects has increased, primarily driven by an increase in required scope components to meet the project outcomes of safe and healthy drinking water.

The Memorial Park water treatment plant will not achieve compliance with the drinking water standards until filtration is installed in the new financial year.

All other water treatment plants except for Memorial Park are expected to meet drinking water standards compliance requirements. For full technical compliance, the water safety plans for the district also require updating and approval by the Drinking Water Assessor (in addition to completing the upgrade work at Memorial Park). Wellington Water is working to update and submit a water safety plan for South Wairarapa in financial year 2021-22.

Contact Officer: Euan Stitt, GM Partnerships and Operations

# ASSETS AND SERVICES COMMITTEE

WEDNESDAY 7 JULY

## AGENDA ITEM C3

### SMART METER TRIAL GREYTOWN

#### Purpose of Report

To update Councillors on the activity and progress for the Smart Meter Trial in Greytown.

#### Recommendations

Officers recommend that the Committee:

1. *Receive the update report for the Greytown smart meter trial.*

#### 1. Background

A pilot smart meter trial is proposed in Greytown South Wairarapa, to install Landis & Gyr smart meters at residential properties. The trial will test the performance of smart metering with leak detection technology. The project is funded by the government's water reform stimulus funding. Total project budget is \$500,000.

#### 2. Project objectives and benefits

- To identify the benefits of smart meters above basic mechanical meters.
- To provide meter consumption and event information to consumers in an agreed and simple trial format in order to understand consumer behaviour.

The following additional benefits are considered to be achievable through this metering trial:

- To gain an understanding into the technical issues associated with installation and operation.
- To assess the potential reduction in average water consumption before, during and after the trial.

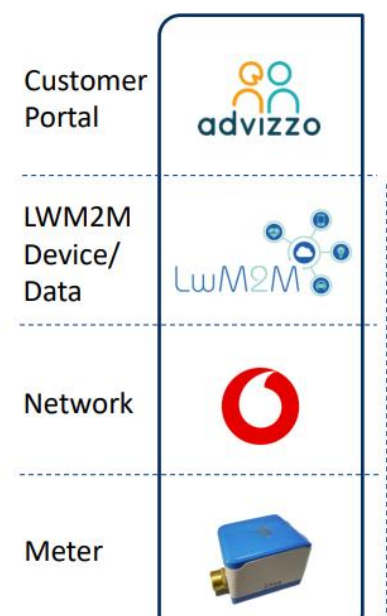


Figure 1. cloud-based device & data management

- To identify any water leakage occurring within the network or on private property.
- To assess the relative costs and benefits of smart metering.
- To improve public awareness and gauge community engagement on smart metering technology.

### 3. Current status

A discovery survey is scheduled to start in July to finalise the site locations, scope of works and installation costs. Through this survey, the project team will address any installation risks to minimise project delays.

Up to 250 meter units have been earmarked for this trial, of which 50 units fitted with pressure sensors and 50 units fitted with vibration sensors. A contract with Citycare is due for award shortly. The project team are also very much aware of the current global supply chain delays and are looking to manage this risk.

A detailed communications plan has been developed by Wellington Water with input and feedback from SWDC. To date, this includes a sample letter with a list of questions and answers for the potential trial participants.

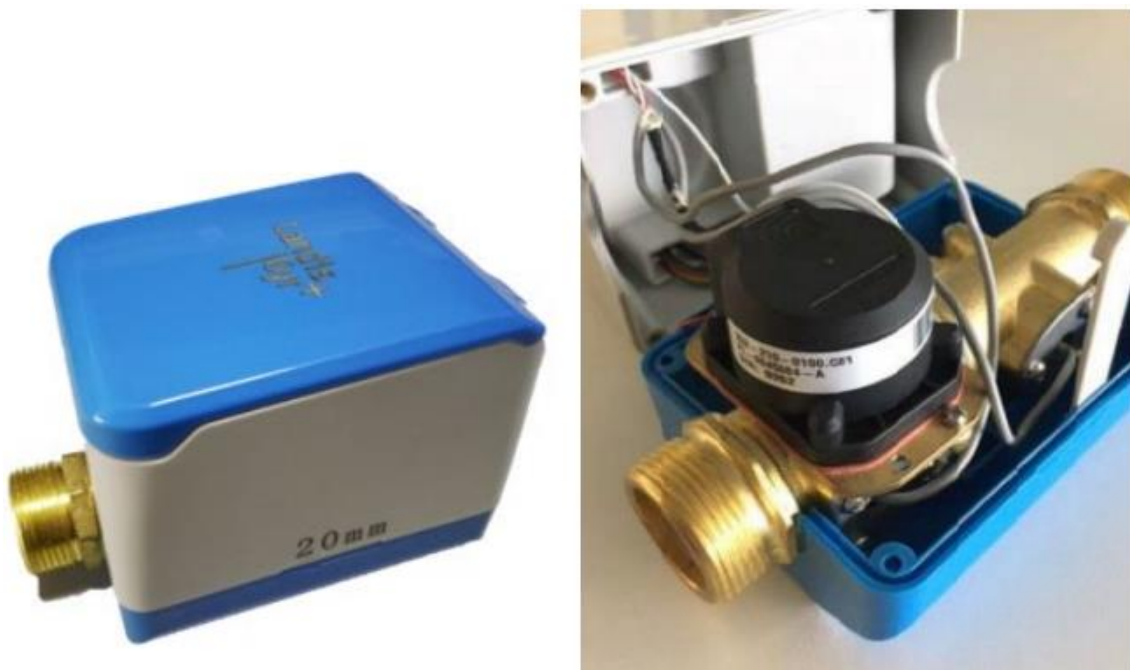


Figure 2. Landis & Gyr smart meter box and vibration sensor

#### 4. Project milestones

Timing	Task
April 2021 to now	Project Planning
July 2021	Discovery Survey
July 2021	Contract signed & Meters ordered
August 2021	Trial Participants on-boarding
Sept to Oct 2021	Meter installation
Oct 2021 to Mar 2022	Trial observation & monitoring
Mar 2022	End of trial & reporting

Contact Officer: Euan Stitt, GM Partnerships and Operations

## ASSETS AND SERVICES COMMITTEE

WEDNESDAY 7 JULY

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### AGENDA ITEM C4

## TAUHERENIKAU RIVER WATER MAIN CROSSING FEATHERSTON

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### **Purpose of Report**

To inform members of emerging issues with the Tauherenikau River water main crossing, Featherston and provide an update on progress.

### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Tauherenikau River Water Main Crossing Featherston Report.*

### **1. Background**

The Featherston township drinking water is supplied from the Waiohine Water Treatment Plant, 8km away. The watermain pipeline crosses the Tauherenikau River and this section was installed in 1998, encased in concrete and buried beneath the active river channel. The riverbed has since moved and degraded (lowered) to the point where the previously buried pipe is now sitting exposed in the riverbed.

Wellington Water's initial investigation work suggests that the risk of immediate failure is relatively low however the pipe is at risk of continued corrosion and/or impact damage which will eventually lead to failure. Given its' criticality for supply of Featherston, replacing the pipe section across the river is a high priority.



*Figure 1. Exposed water supply main in Tauherenikau river found March 2021*

## **2. Short term response**

Wellington Water has put together several initiatives in the short term to monitor and respond should the situation deteriorate. Regular inspections of the pipeline are done to monitor any observed changes and a contingency plan has been drafted. The contingency plan includes preparation for the rapid installation of an emergency river crossing as one response to provide an emergency supply of water to Featherston.

## **3. Long term response**

Wellington Water is progressing with an options assessment and design work for the replacement of the pipeline. Through the multi criteria analysis workshop, the project team presenting several options which fall into either:

1. Go beneath the river channel
2. Go over the river channel
3. Go through river channel (existing).

The greatest challenge faced by the project team, is how to design and construct an asset that is resilient against a dynamic river environment. The draft high level options assessment is due for completion in the coming weeks, and Wellington Water will continue to provide updates as work progresses.

Once a preferred option for replacement of the pipe section and cost estimates for the work have been refined, consideration will be given to the relative prioritisation of the project in our annual work program and potential implications will be communicated with council. It may be necessary to defer other work to complete the replacement (to be confirmed), though we need to understand the potential impact before making an informed decision on this.

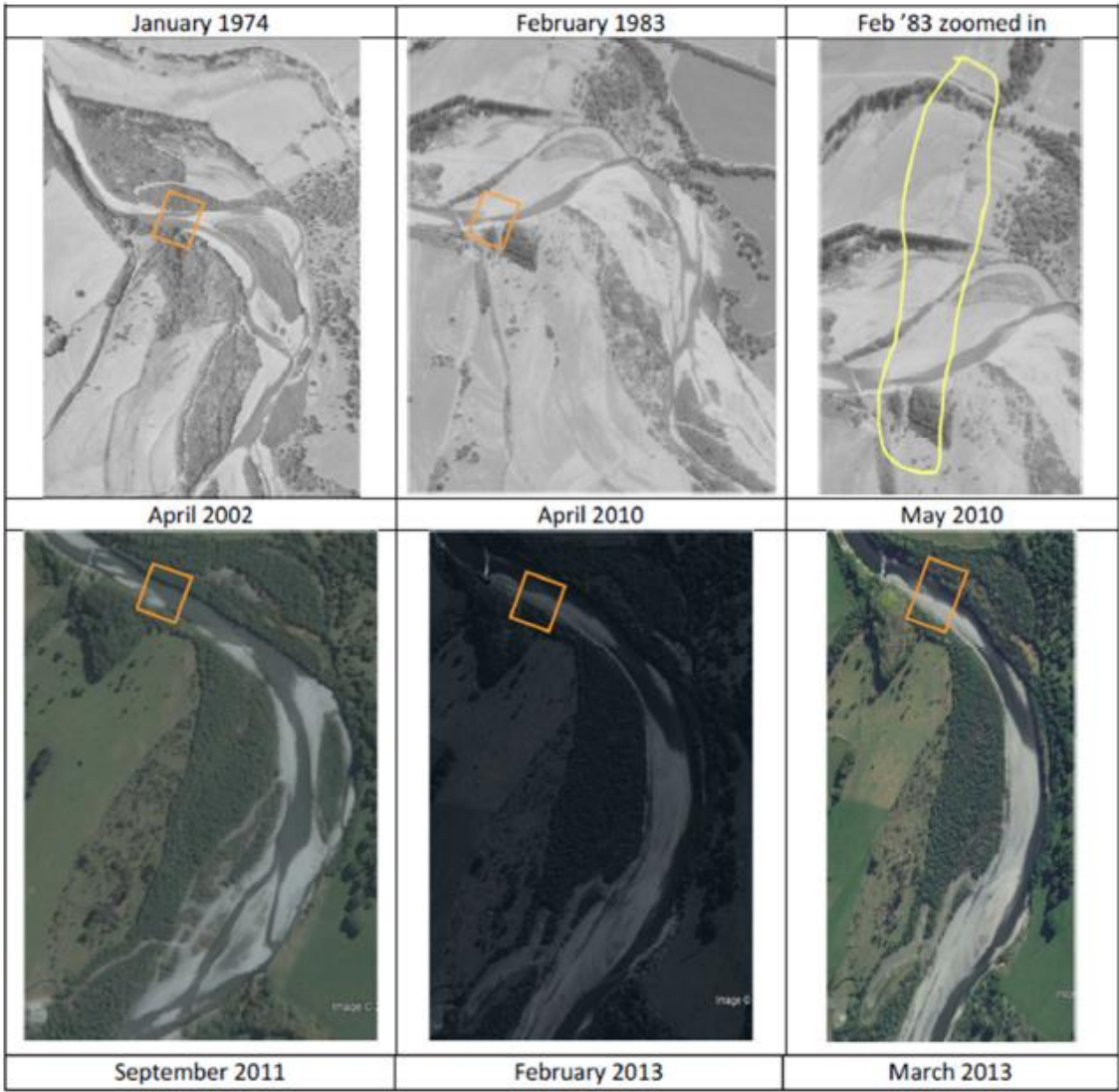


Figure 2. Historical aerial imagery of pipeline crossing, Tauherenikau River showing changes in flow and riverbed

Contact Officer: Euan Stitt, GM Partnerships and Operations



# ASSETS AND SERVICES COMMITTEE

7 JULY 2021

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## AGENDA ITEM C5

### PARTNERSHIPS AND OPERATIONS REPORT

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#### **Purpose of Report**

To update members on activity and progress within the Partnerships and Operations group.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Partnerships and Operations Report.*

#### **1. Group Manager Commentary**

The end of the FY has seen projects close out and completion of operational plans. Some issues have been identified in some projects (discussed as separate papers) and recent weather events have impacted parts of our roading and water infrastructure over the last two months, which have included:

- Keeping Ponatahi bridge open during the storm event in 21-22 June, when the Waihinga bridge over SH53 was closed due to river levels,
- Damage to, and closure of, Hinekura Road (update to be tabled at meeting),
- Managing high turbidity levels at the Waiohine Water Treatment Plant and the impact on water supply, and
- Closing Cape Palliser Road 29-30 June and remediating minor damage caused by storm and high swells.

These events have reinforced the value of 'push' communications from Council to affected ratepayers (i.e. not relying on social media) and work is underway on this to ensure Council is able to successfully get messages out to our communities.

Some images of the damage sustained 29/30 June are shown below:



Te Awaiti/Tora



Cape Palliser Road



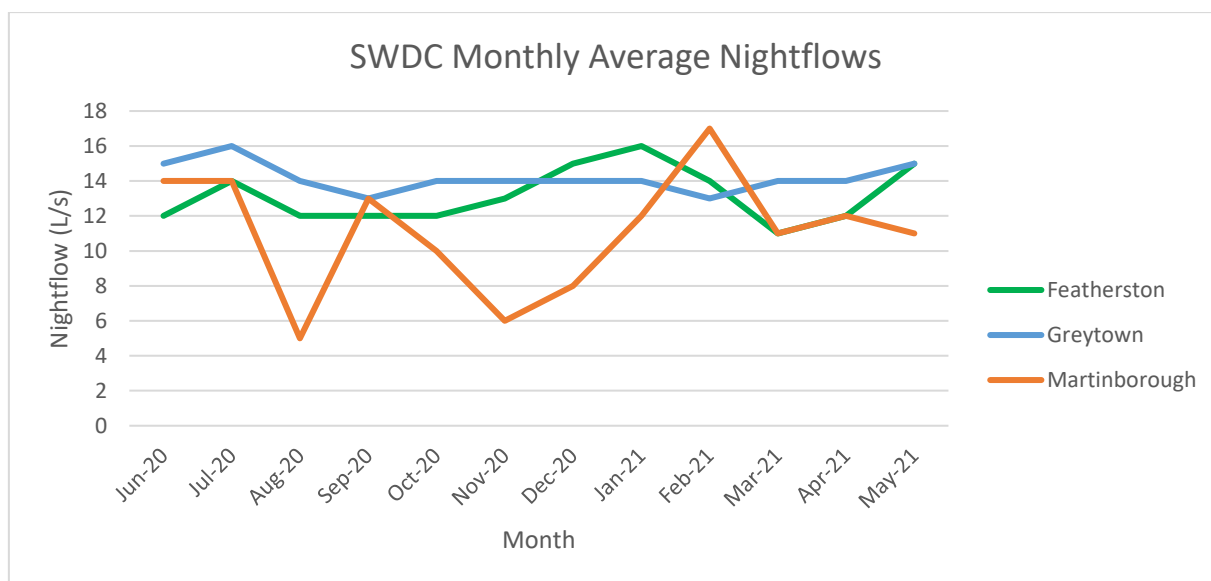
Cape Palliser Road

## 2. Water

### 2.1 Reducing leakage across the South Wairarapa

Further to previous committee updates, Wellington Water continue to monitor and address leakage across the South Wairarapa networks. As demonstrated by the

average nightflows, below, further work is required and will be an ongoing process. With relatively small networks individual leaks can have a large impact on this data.



## 2.2 Water Capex delivery programme

Wellington Water are reporting a capex forecast cost of \$6.6M against a budget of \$7.3M. The underspend is largely due to the delays in delivering the safe drinking water projects (*see paper C2- Soldiers Memorial Park and Waiohine Water Treatment Plant Paper Report*).

Wellington Water are proposing to carryover the underspend from this financial year into next, for the following:

	Full Year Variance \$
Drinking Water	\$300,000
Stormwater	\$39,000
Wastewater	<u>\$391,000</u>
<b>Total Variance as per 31 May 2021 dashboard</b>	<u><b>\$730,000</b></u>

### Proposed carry overs:

Drinking Water	\$339,000
Wastewater	<u>\$391,000</u>
<b>Total</b>	<u><b>\$730,000</b></u>



### 3. Land Transport

#### 3.1 Roading Maintenance - Ruamahanga Roads

An outline of key works completed through May 2021 is provided below:

- 285.1 km of roads were inspected and identified faults recorded in RAMM for future scheduling with 208.9 being sealed and 76.2 being unsealed.
- 14 bridges were inspected and found to be in an acceptable condition. Concerns were raised about cracks in Tawha Culvert on Te Marie Road. Bridge Engineers carried out a site inspection and further investigation works are planned for July
- 110 rural culverts were inspected, RAMM data updated including condition rating.
- 91.8 km of unsealed roads were graded.
- 1278 m3 of maintenance aggregate supplied and place on unsealed road
- 76 signs were inspected, and condition and data updated.
- The entire sealed network was remarked prior to winter.
- 111.5 km of mechanical street sweeping was completed.
- Pre-seal repairs for the 2021-2022 sealing season have continued and draft programmed identified and will be confirmed as final as soon as budgets approved.
- Maintenance works continued on the footpaths within the three main towns.
- Works were completed on Donalds Creek gravel extraction under the GWRC consent, shown below:



- Sealed pavement rehabilitation sites for 2021/2022 on Western Lake Road have identified allowing investigation, design to commence and estimates calculated.
- Noxious Plant control has taken place at various sites.
- Autumn spraying of roadside drains and around signposts and markers
- Emergency response to climatic events occurred throughout the month.
- Kerb and Channel replacement commenced in Massey Place in Greytown.
- Footpath renewal occurred in Bethune Street Featherston and commenced in West Street Greytown.
- Timber for posts and sight rails is in short supply.
- Some sign material and Armco guard rail are causing supply delays due to a backlog at the ports and supply issues due to Covid-19.

### **3.2 Further activities of note**

- Annual bridge inspection programme has commenced and to date no urgent faults have been identified. Types of inspection have been done as required by NZTA. This is a key programme of work and one that will continue into future years. An additional desktop investigation occurred on the Huripi Bridge on Cape Palliser Road due to Bridge Engineers concerns.
- Roading infrastructure input has been supplied to all subdivision resource consents.
- Heavy vehicle overweight permits, Traffic management Plans and Corridor Access requests have been actioned and approved.
- Ecoreef Environmental Management Plan has been submitted to GWRC as per consent requirements. Iwi and Archaeologist engagement has occurred and we are awaiting sign off.
- WSP consultants have been engaged to provide concept plans for possible intersection improvements for Bidwills Cutting/ Moiki Road intersection and Bidwills Cutting Road Glenmorven Roads/Faibians Road intersections. Plans will be available mid-July for approval then for public consultation.

## **4. Amenities**

### **4.1 Housing for Seniors**

All, but two Housing for Seniors units are tenanted. Interviews for potential new tenants for those two units are underway. The driveway at Westhaven Flats has had gravel top up and usual maintenance activities undertaken.

The following work has been completed at Westhaven flat 4:

- Interior painted
- New drapes/curtains
- Newly installed carpet

- Extractor fans installed in the bathroom and kitchen vented to the outside (these are compliant with the healthy homes ventilation standard)
- Replaced shower linings
- Electrical work ie light fittings/power points checked



Westhaven flat 4



Bathroom

#### 4.2 Pain Farm

Pain Farm Homestead and Cottage have had inspections carried out in June 2021 and both are being well maintained.

#### 4.3 SWDC Playgrounds

Work has continued on upgrades and maintenance of playgrounds, including:

- New fence and park bench has been installed in the Martinborough Playground. More planting will be completed.
- Featherston playground general refresh is completed with painting and new bark.

- Still awaiting parts for replacement of netting for Greytown equipment and the replacement of the see-saw and spinning wheel due to their age (equipment ordered can take three months+ to arrive due to supply restrictions).

#### 4.4 Parks and Reserves

Activity has been ongoing in maintaining our parks and reserves:

- Parks and Reserves Procurement – Advanced Notice issued to the market, RFP developed and will be published early July, with contract to be agreed by end August with successful bidder(s).
- Tree management plan for all SWDC parks and reserves is currently being developed and reviewed
- Lake Ferry native planting has commenced (30<sup>th</sup> June)
- Recycling bins being installed in three towns, Featherston below, Greytown being installed prior to the Christmas Festival:



- New carpark formed in Udy Street, Greytown to assist parking for the Lions walk.



- Quotes being received for the Featherston Peace Garden upgrade in conjunction with Heritage NZ
- Trees at junction of Wood and Kempton Street topped and scheduled for removal due to poor condition:





- Greytown plaque restored and reinstalled prior to Arbor Day:



## 4.5 Cemeteries

Purchases of burial plots/niches 01/03/2021 30/04/21

	Greytown	Featherston	Martinborough
Niche			1
In-ground ashes Beam			
Burial plot	5		2
Services area			
<b>Total</b>	<b>5</b>		<b>3</b>

Ashes interments/burials 01/03/2021 to 30/04/2021

	Greytown	Featherston	Martinborough
Burial	3		3
Ashes in-ground	3	2	
Ashes wall			
Services Area	1		
Disinterment			
<b>Total</b>	<b>7</b>	<b>2</b>	<b>3</b>

Trees have been planted along the driveway at Greytown Cemetery, along with irrigation:



Two new concrete beams have been installed at the Martinborough Cemetery:



#### 4.5 Plotbox

Council has agreed a contract with ‘PLOTBOX” a cloud based, cemetery software company that will enhance our cemetery recording and will be available to the general public online. With high resolution drone imagery tools such as Walk to Grave this will significantly improve public access to our cemetery information. Watch this space!

#### 4.6 Swimming Pools

We are taking advantage of the ‘pools closed for winter’ season and carrying out much needed maintenance and repairs at all our three pools. With retiling, painting and renovations due to get underway – we shall be up and ready for opening day in November:



#### 4.6 Other Projects

- Featherston Community (PGF fund project) is completed on budget. Opening celebrations to be confirmed.

- Hua Ariki Marae is progressing well with 75% of the work completed.
- Tauherenikau bridge contract has been signed, build material being ordered or built off site, approximate start date mid September with an 8 week build.
- Featherston Information Centre – new heat pump on order
- SWDC and Fire and Emergency New Zealand (FENZ) have executed the Licence to Occupy the Ngawi Fire Station at 3111 Cape Palliser Road, Martinborough and Lake Ferry at 34 Lake Ferry Road.
- Low-pressure wash, gutter clean, flush downpipes of a number of council owned properties ie Featherston Library.
- Hodder Farm Cottage inspection completed on 16/06/2021.
- Innovating Streets project progressing to schedule – voting for street art design now closed. Updates are available here: <https://swdc.govt.nz/innovating-streets>.

## 5. Appendices

### Appendix 1 – Project Dashboards

Contact Officer: Euan Stitt, GM Partnerships and Operations

Reviewed by: Harry Wilson, CEO

# **Appendix 1 – Project Dashboards**



SWDC Assets and Services Committee		Programme		Roothing		
Meeting	7-Jul-21	Period		Jun-21		
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Programme on track overall. Some resource constraints remain but works progressing well.
Current Projects						
Ruakokoputuna		\$400k	Oct 20 - Dec 20			
Ruakokoputuna Seal Extension						Rrogramme completed
Sealed Road Pavement Rehab		\$220K	Dec 20- Feb 21			
Western Lake Rd Area Wide						Rrogramme completed
Sealed Road Resurfacing Local Roads		\$467.5k	Oct 20 - Dec 20			
Scheduled programme of works comprising 14.5kms of resurfacing on: Shooting Butts Road, Hikinui Road, Bucks Road, Underhill Road, Boundary Road, Pa Road, Birdie Way, Eagle Place, Fairway Drive, Te Muna Road, Papawai Road, Fraters Road, Tilsons Road, Hecklers Road, Moroa Road, Kahutara Road, White Rock Road, Lake Ferry Road, East Street.						Programme complete
Sealed Road Resurfacing Special Purpose Rd		\$115K	Jan 21 - Jun 21			
3.5 kms of resurfacing work on Cape Palliser Road						Programme complete
FootPath Renewals		\$177K	Oct 20 - Jun 21			
Planned maintenance						Work ongoing - Bethune Street completed, West Street & Regent Street deferred due to UFB rollout.
FootPath maintenance Extra Funding		\$375K	Jun 20 - Jun 21			
Footpath Maintenance \$125K per town						As above
Esther Street Footpath Extension		\$70K	Sep-20			
Noted from AP submissions						Completed.
Low Cost Low Risk Local Roads		\$345K	Aug 20 - jun 21			
Culvert Extensions, safety improvements, seal widening, intersection improvements, slip stabilisation, guardrails, kerb and channel works.						Completed works this period - Seal widening on Western Lake Road and Johnson Street, raised pavement markers on Bidwills Cutting Rd installed.  Planned works - Lake Ferry box culvert extension completed; Guard rail for Ponatahi Rd bridge ordered; Intersection designs for Bidwills Cutting Rd at Moiki and Glenmorven Rds.
Low Cost low Rick Special Purpose Rd		\$250K	Aug 20 - jun 21			
Guardrail installation, Signage upgrade, Rock revetment supply						Includes \$100k carry forward from 19/20, 500 tonne of rock delivered, Final documentation (Environmental Management Plan) for ECOREEF signed off by GWRC, Archeological assessment completed June 2021, awaiting MSC review.
Aseet Management Plan		\$50k	June 20 - Nov 20			

Plan development and RLTP funding						Programme Completed
<div> <div>Reading Street Upgrade</div> <div>\$250k</div> </div>						
Upgrade Reading Street as part of Orchards Development						3rd party dependent
<div> <div>Speed Limit Review</div> <div>Nov 20 - Jun 21</div> </div>						
Consult re speed review						Link to NZTA speed reduction and Road to Zero, Urban safety for vulnerable users etc. NZTA planned consultation and in discussions with NZTA on alignment. Wilkie Consultants have been engaged to manage delivery and consultation processes
<div> <div>Tora Farm Rd bridge beam painting x2</div> <div>\$100K</div> <div>Jan 21 - Jun 21</div> </div>						
Painting steel beams on Tora Farm and Pukeamuri Bridges						Programme Completed

Status key:
 

On track/achieving

Some concern

Off Track/Major concern

SWDC Assets and Services Committee		Programme	Water
Meeting	7/07/2021	Period	Jun-20

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
<b>Overall Programme Status (RAG)</b>		↓				A number of projects come to a close for Q4 however challenges continue for the larger legacy projects seeing delays in the delivery of these. The slippage in programme delivery has seen an underspend for the FY, where any carryovers will be proposed as targeted towards ensuring safe drinking water and resilient networks outcome projects.

## Major Projects

<b>Manganese Reduction Plant - Martinborough</b>		\$2.5m	Nov 19 - Nov 20			
Construct and commission a manganese reduction plant						PROJECT COMPLETE - MRP is successfully running and allowing use of additional bores in Martinborough.

<b>Featherston WWTP</b>		\$500k*	Jul 20 - Jun 2025			
Develop and implement a suitable wastewater solution for Featherston	↑			↑	↑	Progress slowed while LTP consultation was completed by SWDC, this allowed the project team to undertake additional work and address questions raised by council. Planning is underway to begin the next stage of community engagement on the shortlisted options. Although there remains concerns about the affordability of the final solution, the current and forecasted pre-construction phases are within budget.

## Upgrade/Renewal Projects

<b>Papawai Road WW Upgrade</b>		\$2.8m	May 2021 onwards			
Capacity issue - upgrade pipe		↓	↓		↓	Contractor has begun construction onsite, using trenchless technology method. Ground conditions experienced has caused issues with this methodology. Contractor and consultant working through best way forward. Construction to continue in FY 21-22. Two H&S incidents onsite; overhead telecoms cable strike and TMP inadequacies addressed with contractor.

<b>Pinot Grove WW upgrade</b>		\$300k	Mar 21 - Jul 21			
Capacity issue - upgrade pipe		↑				PROJECT COMPLETE - Work complete, awaiting as-builts.

<b>Waiohine Water Treatment Plant (WTP)</b>		\$900k	Dec-20			
a) 4th bore/pump and commissioning						PROJECT COMPLETE - Work complete, awaiting as-builts
b) Treated water storage (chlorine)	↓	↓				Construction work for bypass pipework ongoing, shortly followed by scour testing and electrical upgrades. Commissioning work to begin within Q1 FY21-22. See sep paper for updates.
c) pH dosing system upgrade	↓	↓				Temp dosing system has been installed to better balance pH. Permanent dosing system construction and commissioning ongoing into FY21-22.
d) Site Security						Security Fencing policy (standard) to be completed prior to project brief being released for design & construction

<b>Memorial Park WTP upgrades stage 2</b>		\$330k	Nov-20			
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Replace bore pump, new housing container, additional pipework and run to waste	↓	↓				Manufacturing of the containerised treatment plant is ongoing, due for delivery within Q1 FY21-22. Construction and commissioning as per below.
<b>Memorial Park WTP upgrades stage 3</b> \$1.5m      Apr-21						
Chemical dosing, electrical equipment, UV and filter upgrades	↓	↓				Design and Construct contract awarded to Brian Perry Civil and Filtec. Onsite construction work will continue into Q1, with commissioning due for completion in FY21-22. The project has seen slippage in delivery due to lack of risk identification and mitigation early in the project programme. Additional budget has been requested to complete remaining works.
<b>Lake Ferry WWTP driplines</b> \$326k      May-21						
Renewal driplines at WWTP	↑					Major construction work has been completed onsite. Irrigation field electronics being coompleted.
<b>WWTP Improvement Programme</b> \$400k      Dec-20						
Enhance processes, facilities and management of WWTPs across District		↑	↑			Pond sludge surveys have been undertaken to determine the timeframe and budget for pond desludging. A bird control trial at the Greytown WWTP is underway. Management plans have been submitted to GWRC for certification, the remainder are being finalised in conjunction with optimisation of the discharge to land facilities. H&S upgrades accross the WWTP site are now completed.
<b>SWDC-led Projects</b>						
<b>Water Race User Survey</b> n/a      Dec-20						
Survey Water Race users and related stakeholders on use		↓				Water Race survey completed and presented to Sub-Committee. Covered in sep paper.
<b>Longwood Water Race Consent</b> n/a      Dec-20						
Gain consent for continued use of water race						Further information provided to GWRC who have requested further time to Sept 21 due to resource constraints. WR continues to operate under previous consent.
<b>Status key:</b> <span></span> <i>On track/achieving</i> <span></span> <i>Some concern</i> <span></span> <i>Off Track/Major concern</i>						

SWDC Assets and Services Committee		Programme	Amenities			
Meeting	7-Jul-21	Period	Jun-21			
Overall Programme Status (RAG)	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
						Overall programme progressing to plan, including works that were not resourced at start of year (PGF etc.)
Current Projects						
Featherston War Memorial		\$250k	Apr-21			
Repair earthquake damage and structural deficiencies						PROJECT COMPLETE - to time (for ANZAC Day) and budget
Anzac Hall upgrades		\$100k				
Toilets, roof and wall repairs						PROJECT COMPLETE
Featherston Community Centre		\$110k	tbc			
Roof and wall repairs, asbestos removal, painting, car park and kitchen/toilet repairs						PROJECT COMPLETE
Hau Arika marae - PGF support		\$371k	tbc			
Various upgrades - sprinkler systems, water storage, kitchen/toilet upgrades.						Works underway and progressing well - ongoing consultation with contractors and marae. 75% completed
Tauherenikau Bridge		\$1.36m	tbc			
Construct cycle/walkway over Tauherenikau river						Contract with MBIE agreed. Agreement with Trails Trust and Kiwirail signed. Material being ordered. Project underway
Kuranui College Gym		\$1m	tbc			
Manage delivery of gym in college and provide for community access.						MOU signed, funding released to College.
SWDC Tree asset management		tbc				
Develop a long term District wide programme for tree management						Trial is underway on high profile reserve to determine the state of our trees to attach to the Parks management plan. Relates to H & S and age of trees.
Stella Bull Park Lighting		\$12k	Nov-20			
Install lighting for safety/security of users						Project completed
Peace Garden, Featherston		\$120k	tbc			
Construct accessible ramp and web-enabled information display with additional seating and planting						Quote has been supplied awaiting on Heritage NZ for work to start
Featherston Stadium		\$20k	tbc			

Upgrade to kitchen, seating and ablutions						LTP funding to complete upgrade to kitchen and storage, tradesman availability is delivery constraint
<b>Ngawi Community Hall</b> \$30k      Aug-21						
Upgrade septic system						Designer engaged, Resource consent approved, awaiting on available tradesman ( August)
<b>Cemetries data project</b> n/a      Dec-20						
Data validation, GPS capture and database established						Moving to Plotbox, cemetery management system. Contract agreed, data upload to be completed.
<b>Pain Farm upgrades</b> \$100k      Sep-20						
Upgrades to Main House and cottage to meet standards			↑			Project Completed
<b>SWDC Lease review programme</b> n/a      Dec-20						
Complete review of leases						Focus on Papawai and Lake Ferry leases in short-term. Multiple leases to work through
<b>Senior Housing</b> \$85k      Oct-20						
Heat pump/air conditioning installation and paiting (int and ext)						Project completed - under budget
<b>Swimming Pools</b> \$15k      Oct-20						
Upgrade to Greytown Stand and painting						Project completed - on time for new season
<b>Martinborough Waiinga Cemetery</b> \$15k      Oct-20						
Install Lych gate as part of anniversary celebrations						Project Completed
<b>Considine Park, Martinborough</b> \$8k      Nov-20						
Install additional lime path						Path has been sprayed and agreed by locals. Weather delays means reschedule.
<b>Park exercise equipment</b> \$45k      Oct-20						
Install outdoor exercise equipment in local parks						Project completed - proving popular in communities

Status key:



On track/achieving



Some concern



Off Track/Major concern

SWDC Assets and Services Committee

Programme Other

Meeting 7-Jul-21

Period Jun-21

	Finance	Delivery	H&S	Stakeholders	Risk profile	Commentary
Overall Programme Status (RAG)						Additional projects added to A&S dashboard for visibility. May be moved to other sheets once progressed from strategy phase. Some resource constraints limiting progress.

Current Projects

Waihinga Lessons Learned \$15k tbc

Business Improvement - Undertake a review of the Waihinga Centre project to improve future SWDC project delivery		↑		↑		Draft report completed and submitted for Officer review
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Greenspace review \$40k

Undertake a review of the availability and use of Council greenspace provision in Greytown						Resolution from AP deliberations. Further data collection underway, including use, size and accessibility.
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Walking and Cycling Strategy tbc tbc

Develop a District-wide Walking and Cycling strategy						Linked to 5TTN project and other stakeholders. SWDC plans to be developed at town level. Project commenced with initial scoping underway.
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Innovating Streets - Martinborough \$200k Apr-21

Develop and test repurposing of car parks near square						Design survey completed. Install through early July for community feedback.
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Road Stopping Policy \$15k Jan-21

Develop a Road Stopping Policy						Draft policy being finalised. Completing user guide to enable easier use.
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Status key: On track/achieving Some concern Off Track/Major concern

# ASSETS AND SERVICES COMMITTEE

7 JULY 2021

## AGENDA ITEM C6

### Information report on Trade Waste activities

#### Purpose

To update the Committee of progress regarding Trade Waste within the South Wairarapa district.

Officers recommend that the Committee:

1. *Receive the Trade Waste activities report.*

#### 1. Background

South Wairarapa District Council (SWDC) has implemented a bylaw on 8 July 2019 pursuant to section 146 of the Local Government Act 2002 (LGA). This bylaw draws on New Zealand's Standards 9201 series.

This bylaw applies to all trade premises within the Masterton, Carterton and South Wairarapa districts where trade wastes are discharged or sought or likely to be discharged to the sewerage system. The bylaw applies also to tankered wastes collected for the purpose of discharge to the sewerage systems operated by the Wastewater Authority (WWA) or its agents.

#### What is Trade Waste?

Any liquid, with or without matter in suspension or solution, that is or may be discharged from a trade or industrial process or operation, or in the course of any activity or operation of a like nature; and may include condensing or cooling waters; stormwater which cannot be practically separated, or domestic sewage.

#### Why is a discharge consent necessary?

It helps SWDC to protect its workers, its infrastructure and the environment residents live and work in by controlling the quality and quantity of discharges into the sewer system.

#### How does SWDC monitor its trade waste?

SWDC is now working to implement an inspection and auditing process by using Environmental Health Officers (EHO) to inspect premises who currently have grease traps as well as consenting the waste discharge from commercial entities.

## Environmental Services Team

While SWDC has undertaken this function, it was decided that we needed to increase the focus on the auditing and inspection of the area to ensure that we were understanding the implications on the network and to ensure that the right user base was contributing their share of the maintenance of the network. In discussion with the Group Manager for Partnerships and Operations it was agreed that this work got be undertaken by the Environmental Services team especially the Environmental Health Officers (EHO) as it naturally fit with the work done regarding food/alcohol premises. These types of premises were a large sector of the users of trade waste.

The EHOs have continued the work done previously but are looking to continue developing procedure and policies regarding the trade waste area. We have engaged with our stakeholders (internally and externally) to understand the current position with our network, capacity, problems and customer service. The team has collaborated with Wellington Water to establish and look to continually improve our knowledge and service.

The team has proactively looked to increase its communication with the sector/commercial users regarding how we intend to continue forward. We determined that the best starting point was with actual inspections of grease traps within the region.

We started this inspection programme in May of 2021 and was to establish a base line of what different mechanisms were used by users in the sector to clear trade waste from their premises. We took what records we had and built on it to update our database of not only the premises but also exactly what systems were been used to “tap” into the network. This included working with the building team to understand what had been consented to and to ensure the current business continued to me that purpose and therefore the installed system continued to be fit for purpose.

Our initial focus has been on food premises with grease traps connected to council network.

## **2. Statistics**

Current Inspections: 48 (out of 68 food businesses) 4/05/2021 – 28/06/2021

Town	Number of Businesses	Number Inspected
Martinborough	20	15
Greytown	17	11
Featherston	16	9
<b>Total</b>	<b>53</b>	<b>35</b>

Food Businesses that are connected to council system **with no** grease trap: **4 in Martinborough, 3 in Greytown.**

Food Businesses that have a grease trap, **not connected** to council system (own on-site waste system): **5**

- 5 of 35 are under bench grease converter/big dippers, all have a high-risk rating.
- 1 out of 30 passive traps is too small for the food business.
- 19 of 35 have receipts available showing emptying done.
- 14 of 35 are emptying at correct frequencies.

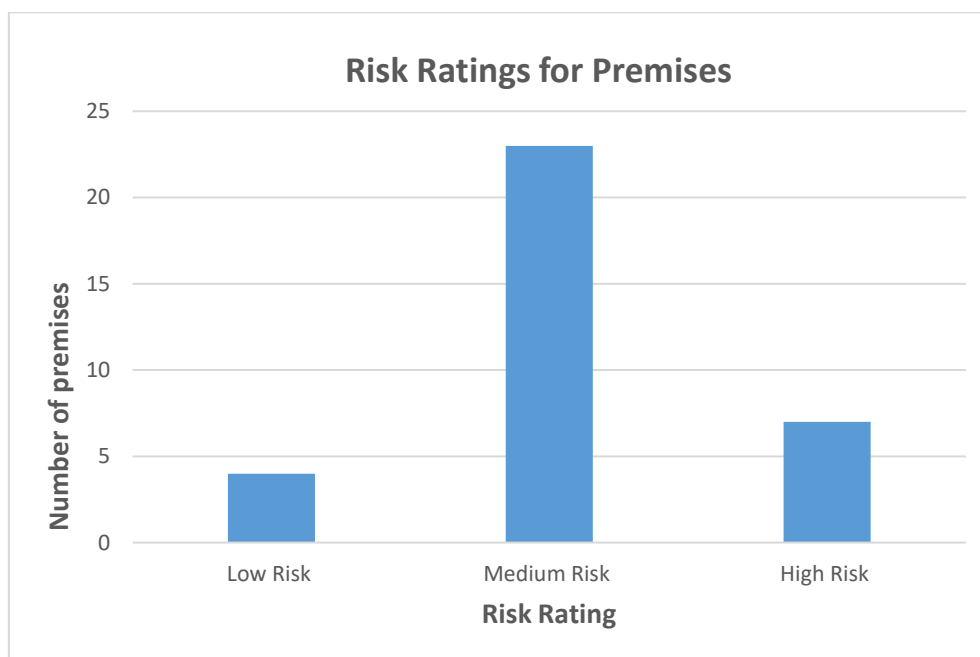
**Risk Rating** is used to determine if a food business has a high, medium or low risk to council's wastewater infrastructure. The factors a risk rating is based on are;

- Is the size of the grease trap appropriate for the business?
- Is the grease trap getting emptied frequently enough (with proof)?
- Are the premises cooking high risk foods (fatty, oily)?

The Risk Rating will also determine what fee the business will be charged. Businesses can move between risk levels depending on the above factors.

Our initial draft risk rating would be as follows:

#### **South Wairarapa District Risk Rating as of 28 June 2021**



### **3. Summary of Main Points:**

- 48 of the South Wairarapa districts 68 food businesses (71%) have been inspected since 4 May 2021. 35 Businesses are connected to council wastewater system, 7 have no grease trap and 5 have their own on-site waste system (all cellar doors), 1 in the process of installing a new system.

- 5 of 35 (14%) businesses are using an under-bench grease converter/big dipper, all have high risk ratings. As discussed at Industrial Waters Conference 2021, all attending councils agreed that passive units are superior in preventing Fat, Oils and Grease (FOG) entering the wastewater system, with many councils now not allowing the installation of grease converters.
- 14 of 35 (40%) businesses are emptying at correct frequencies.
- 19 of 35 (54%) have receipts (proof) to show emptying frequencies.
- 29 of 30 (97%) passive grease traps are the correct size for the current business.

This work is continuing to develop as we look to formalise our procedures and look to streamline the customer experience for the better.

Contact Officer: Rick Mead, Manager Environmental Services

Reviewed By: Euan Stitt, Group Manager Partnership & Operation



# ASSETS AND SERVICES COMMITTEE

7 JULY 2021

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## AGENDA ITEM C7

### ACTION ITEMS REPORT

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#### **Purpose of Report**

To present the Assets and Services Committee with updates on actions and resolutions.

#### **Recommendations**

Officers recommend that the Committee:

1. *Receive the Assets and Services Action Items Report.*

#### **1. Executive Summary**

Action items from recent meetings are presented to the Committee for information. The Chair may ask officers for comment and all members may ask officers for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will remain in a master register but no longer reported on. Procedural resolutions are not reported on.

#### **2. Appendices**

Appendix 1 – Action items to 7 July 2021

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed by: Euan Stitt, Group Manager Partnerships and Operations

# **Appendix 1 – Action Items to 7 July 2021**

Number	Meeting	Raised Date	Responsible Manager	Action or Task details	Open	Notes
81	A&S	20-Feb-19	Euan	<p>COUNCIL RESOLVED (DC2019/15):</p> <ol style="list-style-type: none"> <li>1. To receive the Wastewater Sewer Later Replacement Management Report.</li> <li>2. That lateral renewal up to the boundary where necessary will be undertaken at Council's cost but only when main pipeline renewal is being undertaken (this will be regarded as an operational expense).</li> <li>3. That council in the meantime will not fund depreciation of private lateral assets.</li> <li>4. That clearing of obstructions and ensuring the lateral is functional will be carried out within Council land.</li> <li>5. That private property owners remain responsible for lateral renewal maintenance and renewal as per the bylaw when (2 above) does not apply.</li> <li>6. That the policy be altered to reflect this change and the bylaw remain unchanged.</li> </ol> <p>(Moved Cr Olds/Seconded Cr Craig) Carried Cr Wright voted against the motion. Cr Carter voted against the motion.</p>	Open	<p>Policy to come to A&amp;S meeting on the 24th of July</p> <p>29/07/19 - The section 3.1.9 of the Bylaw will be amended when the bylaw is reviewed and the resolution is put into practice now. Lateral Renewals being done in conjunction with capital works is currently in practice and able to be done under the current bylaw. 27/08/19 Bylaw and Policy reviewed. Officers feel there is no need to amend as the changes can be done under existing policy. 4/9/19: Reopened, report required to next A&amp;S Committee to ensure inconsistencies are address 12/2/20: To be placed on a policy review schedule for 2020 (for the purpose of checking consistency)</p>
423	A&S	19-Jun-19	Euan	<p>ASSETS AND SERVICES RESOLVED (AS2019/12):</p> <ol style="list-style-type: none"> <li>1. To receive the Directional Sign Policy for Accommodation, Information and Tourist Attraction Report.</li> <li>2. That the Blue Signs Policy be amended and then circulated to community board chairs for feedback, and then presented to the Assets and Services Committee seeking a recommendation for Council to approve the Policy.</li> </ol> <p>(Moved Cornelissen/Seconded Cr Colenso) Carried</p>	Open	<p>16/08/19 policy is being redrafted in terms of NZTA Traffic Control Devices Manual to ensure Level of Service meets ONRC requirements for national consistency 12/2/20: To be placed on a policy review schedule for 2020</p>
424	A&S	19-Jun-19	Euan	<p>Make amendments to the Directional Sign Policy so that consideration is given to generic vs business specific signs, historic business specific signs, making the policy relevant</p>	Open	<p>16/08/19 policy is being redrafted in terms of NZTA Traffic Control Devices Manual to ensure Level of Service meets</p>

Number	Meeting	Raised Date	Responsible Manager	Action or Task details	Open	Notes
				for all towns, consideration and appropriate use of coloured signs (blue and white vs black and yellow vs brown signs), policy exclusion situations, relevant NZTA policies, publication of the approved policy and application form, and a recommended process for managing requests		ONRC requirements for national consistency 12/2/20: To be placed on a policy review schedule for 2020
39	A&S	19-Feb-20	Euan	Provide a programme of scheduled maintenance works for the Senior Housing units to the A&S Committee	Open	12/08/20 programme being finalised. Update to work completed in P&O Officers Report.25/02/ 2021 report included in main document
114	A&S	18-Mar-20	Euan	COUNCIL RESOLVED (DC2020/27): 1. To receive the Featherston Treated Wastewater to Land and Water Resource Consent Application Report. (Moved Cr West/Seconded Cr Colenso) Carried 2. To endorse Option 2 (withdrawal of the current consent application and lodging a new consent application) as the way forward for the Featherston Treated Wastewater to land and water consent application. 3. Within three months prepare options for the Assessment of Environmental Effects and a Community Engagement Plan. (Moved Cr Fox/Seconded Cr Colenso) Carried	Open	27/5/20: work continues on the Project Plan, AEE and Comms plans. Due to significance and budget, project sits within the Major Projects team at Wellington Water. GHD have been engaged to manage the project and progress the above work. 17/06/20 - A&S committee provided with updated timeline. 12/08/20 Work continues 04/11/20 – 2017 Consent application withdrawn in letter to GWRC. Ongoing update to project provided in Officers' Report. 07/07/21 - Work has continued in background and Council and public engagement can recommence now LTP finalised.
400	A&S	12-Aug-20	Euan	Investigate the nature of Moroa Water Race events resulting in an operational callout (e.g. urban vs rural vs stormwater), cost and location, and put together some analysis	Open	Work in Progress 16/12/20 - Data gathered, analysis under way 12/05/21 – to be completed in parallel with WR survey.
689	A&S	16-Dec-20	Euan	ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/68): 1. To receive the Draft Rooding Activity Management Plan Report. (Moved Cr Plimmer/Seconded Cr Jephson) Carried 2. To consider the Activity Management Plan and provide strategic feedback for consideration following a workshop yet to be advised. (Moved Mayor Beijen/Seconded Cr Jephson) Carried	Open	07/07/21 - Rooding AMP findings included in LTP Infrastructure Strategy

Number	Meeting	Raised Date	Responsible Manager	Action or Task details	Open	Notes
694	A&S	16-Dec-20	Euan	Provide an update on the Martinborough and Greytown wastewater plant volume capacity now and planned capacity following upgrades including narrative on whether the plants will cater to future growth projections	Open	07/07/21 - Work is ongoing.
695	A&S	16-Dec-20	Euan	Schedule a workshop with the A&S Committee and Greater Wellington Regional Council to understand the Donald's Creek flooding issue and to clarify responsibilities for works and protection in waterways	Open	12/05/21 – work being undertaken now under GWRC global consent. 07/07/21 - Clearance of Creek completed. Update in P&O Report.
89	A&S	7-Apr-21	Euan	Relook at options, including the waste management contract, to determine whether there is an opportunity for local glass recycling initiatives to be implemented in the Wairarapa (i.e. reducing the carbon footprint) as opposed to the current out-of-town destination (transfer action to A&S)	Open	20/4/21: moved to A&S 12/05/21 – Update included in Ops Report
161	A&S	12-May-21		ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2021/12): 1. To receive the Road Safety in Greytown Report. 2. To note the issues identified by the local community and Greytown Community Board. 3. To consider the proposed initiative once the proposed safety improvements from Waka Kotahi, NZTA, for the SH2 corridor in Greytown are known. (Moved Cr Maynard/Seconded Cr Jephson) Carried	Open	07/07/21 - Waka Kotahi, NZTA providing update and proposal in meeting.
167	A&S	12-May-21	Euan	Provide a report by town on the estimated (percentage) of water being lost through leaks	Actioned	Note: litres/second flows being reduced will be reported moving forward 07/07/21 - Update in report
168	A&S	12-May-21	Euan	Provide an update on the water reform stimulus funded programme work	Actioned	7/07/21 - Smart Meter Trial update paper on agenda. Updates on other work to be included in P&O Report
169	A&S	12-May-21	Karen	Start proceedings to revoke the 2001 resolution authorising the subdivision of Council land beside the Greytown senior housing units	Open	7/7/21 – Resolution made by Council, so needs to be revoked by Council. Will go to 28 July meeting.
170	A&S	12-May-21	Euan	Provide an update on the Greytown Medical Centre Parking Plan	Actioned	07/07/21 - Paper to P&R as Planning issue