

Agenda for a meeting of the Waters Governance Board meeting to be held by Audio-Visual Conference on **THURSDAY, 30 APRIL 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

Meeting held on Thursday, 11 February 2020

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GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Waters Governance Board
From	Gavin Ion Chief Executive
Date	23 April 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Waters Governance Board meeting held on Thursday, 11 February 2020.

2. RECOMMENDATION

THAT the minutes of the meeting of the **Waters Governance Board** held on **Thursday, 11 February 2020** be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

WGB Minutes – 11 February 2020

MINUTES of a meeting of the Waters Governance Board Meeting of the Waikato District Council held in Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 11 FEBRUARY 2020** commencing at **9.45am**.

Present:

Ms R Schaafhausen (Chair)
Mr D Wright
Mr GJ Ion (Chief Executive, Waikato District Council)

Attending:

Mr I Cathcart (Special Infrastructure Projects Manager)
Mr S Toka (Pouhono Iwi ki te Haapori | Iwi and Community Partnerships Manager)
Mr C Bailey (Finance Manager)

Ms S Danks (Waikato Business Manager, Watercare)
Mr R Kumar (Commercial Advisor, Watercare)

Mr B Stringer (Democracy Manager)

The Iwi and Community Partnerships Manager opened the meeting with a karakia.

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Ion/Mr Wright)

THAT an apology be received from Mr Dibley and Ms Colliar.

CARRIED

WGB2002/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Mr Ion/Mr Wright)

THAT the agenda for a meeting of the Waters Governance Board Meeting held on Tuesday, 11 February 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;

AND THAT the Board resolves that the following item be added to the open agenda as advised by the Chairperson:

- Register of Interests

AND FURTHER THAT the following item be discussed at an appropriate time during the course of the open meeting:

- Waters Bill

CARRIED

WGB2002/02

DISCLOSURES OF INTEREST

Tabled Item: Register of Interests

The Board members present provided updates to their interests noted in the Register.

Resolved: (Mr Wright/Mr Ion)

THAT the Register of Interests, as updated, be received.

CARRIED

WGB2002/03

CONFIRMATION OF MINUTES

Resolved: (Ms Schaafhausen/Mr Ion)

THAT the minutes of a meeting of the **Waters Governance Board Meeting** held on Friday, 20 December 2019 be confirmed as a true and correct record of that meeting.

CARRIED

WGB2002/04

REPORTS

Actions Register
Agenda Item 5.1

The following updates were provided by the Chief Executive:

- Minister of Local Government would now attend the Board's March 2020 meeting. Mr Wright would attend this part of the meeting via Skype.

- Briefing to Minister to include:
 - Council's arrangement with Watercare – learnings and successes to date.
 - Waters Bill – likely compliance costs which would be levied on local ratepayers.

It was suggested that the Board members meet with staff prior to the March Board meeting to discuss the presentation to the Minister.
- Draft submission on the Waters Bill – to be circulated to Board members by email for approval given submission timeframes.
- Chief Executive to review staff resources to ensure there was capacity to deal with work required by the Board.
- The Chair suggested that a training session was tagged on to each Board meeting in relation to Maaori perspectives on water.
- Other outstanding actions deferred to March 2020 Board meeting, unless otherwise specified.

Resolved: (Mr Wright/Mr Ion)

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

CARRIED

WGB2002/05

Agenda Item 5.3 was presented after the above item to accommodate staff present.

Presentation on Cultural Implications of the Raglan Wastewater Consent - Verbal
Agenda Item 5.3

The Iwi and Community Partnerships Manager presented an overview on the history and Te Ao Maaori in relation to Whaingaroa. He highlighted:

- the degradation to Ngaati Tamainupoo land and waterways caused by development in the region over many years;
- the need for ongoing discussions between the Council and mana whenua to ensure the environment was protected for future generations.

The Special Infrastructure Projects Manager and Ms Danks (Waikato Business Manager, Watercare), supported by the Chief Executive, noted the following matters in relation to the Raglan Wastewater Treatment Plan consent project:

- The Council had approved additional funding recommended by the Board. The interface between the Board and Council was discussed.
- Two key meetings with iwi in January 2020, which were positive.
- Discussions with BECA in relation to issues raised by mana whenua.
- Exploration of potential solutions, including pilot options, continued. The Board acknowledged that it was important that the community was included in that work.

Resolved: (Mr Ion/Mr Wright)

THAT the verbal report from the Iwi and Community Partnerships Manager be received.

CARRIED

WGB2002/06

The Board then considered Agenda Item 5.2.

Roles and Responsibilities – Schedule and Timelines

Agenda Item 5.2

The Chief Executive provided an overview of the report. He noted that some of the delegations to the Board had been completed as part of the contract completion. The following matters were discussed:

- MoU – ensure the higher level governance responsibilities were captured. The Chief Executive to report back to the Board on progress against MoU, with the intention that the Board and Watercare’s Board would then consider this at a joint meeting
- The last two action points in the report’s attachment (page 21 of the Agenda) to be included in the proposed training discussions to be scheduled before Board meetings.
- The vision and strategy of the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act should be brought to the top of the table. A workshop to be held to coincide with the April 2020 Board meeting to discuss vision and strategy.
- Cultural and Carbon Impact considerations should be included as part of decision-making framework in reports presented to the Board.

Resolved: (Ms Schaafhausen/Mr Ion)

THAT the report from the Chief Executive be received.

CARRIED

WGB2002/07

Waikato District Council Three Waters Performance Report December 2019 to January 2020

Agenda Item 5.4

Ms Danks, supported by the Special Infrastructure Projects Manager, spoke to the report, highlighting, and responding to questions, on the following matters:

- Health & Safety – issue with employee who had slipped into a treatment pond; exploration of potential barriers to be installed.
- KPIs – lead Health & Safety indicators included.
- Recruitment of key positions at Watercare.
- Other than areas serviced by Hamilton City Council, no water restrictions required to date despite higher demand.
 - This could change due to Waikato Regional Council’s water conservation plans regarding the Waikato River.
 - Pipeline between Huntly and Ngaruawahia enabled ‘top up’ of water supply between communities, if required.

The Board suggested some positive public communication on the above matters would highlight the benefits of the relationship between the Council and Watercare.

- Theft issue (e.g. Meremere) - potential link to unregistered truck drivers.
- Letters to customers who are taking water against bylaw provisions – highlight the impact on communities.
- Planning
 - A report would be presented to the April Board meeting on the Meremere WWTP.
 - Mid Waikato Servicing Strategy commenced and due to be completed by end of May 2020; connected to FutureProof.
 - A report would be presented to the March Board meeting on the Te Kauwhata WS consent, and solutions for the Board’s consideration. A meeting with the Te Kauwhata Waters Association and Watercare was scheduled for 12 February 2020.
 - Synlait Factory, Pokeno – workshop held on 10 February 2020. Expected that additional capacity from the upgrade due for completion at the end of 2020 would be exhausted within two years. Further discussions with key wet industry stakeholders continued.
- Abatement Notice Resolution
 - Consent strategy for Te Kauwhata WWTP.
- Older reservoirs in Huntly and Ngaruawahia leaking – a strategy to deal with this was being considered.
- Transition to Watercare’s digital system to commence in April 2020.
- Water supply agreement with Hamilton City Council still required resolution.

The Board's role in relation to the Hamilton to Auckland corridor work, as it pertained to water issues, was discussed. It was expected the Board should input into the Subregional Three Waters study that was being drafted.

The Board requested that an overview of Watercare's full extent and implications of plans for water services along the Waikato River be presented during 2020.

Resolved: (Mr Wright/Mr Ion)

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

CARRIED

WGB2002/08

The Board meeting adjourned from 11.10am to 11.20am.

Risk Register Update

Agenda Item 5.5

The Special Infrastructure Projects Manager, supported by Ms Danks, spoke to the report, highlighting, and responding to questions, on the following matters:

- The register presented was the Council's Risk Register; Watercare's Risk Register was included in the December 2019 Board agenda.
- Risk #19 (HIF)
 - update provided on meeting with MBIE on 10 February 2020 and information to be provided to MBIE by the end of February 2020; MBIE indicated proposed drawdown approach was feasible.
 - report would be presented to the Board at the appropriate time on the loan facility for the waters' component of HIF.
- Risk#25 (Laboratory testing and sampling services)
 - it would be a decision for other Waikato territorial authorities whether they would want to access Watercare's services instead of via the Waikato LASS.
 - Staff would provide a report to the April 2020 Board meeting to update the Board on the Council's extraction from the Shared Services arrangement.

Staff would consider how treatment plans/mitigations are recorded in the Register where the Gross Risk Factor and Residual Risk Factor were recorded as the same.

Resolved: (Ms Schaafhausen/Mr Wright)

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

CARRIED

WGB2002/09

Stormwater Management
Agenda Item 5.6

The Special Infrastructure Projects Manager spoke to the report, highlighting, and responding to questions, on the following matters:

- Identified in Risk Register (#39)
- Large number of improvement actions that would need to be undertaken before September 2020.

A draft plan would be presented to the Board in March 2020.

Resolved: (Mr Ion/Mr Wright)

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

CARRIED

WGB2002/10

Waters' Bill - Discussion
Add. Item

The following matters were discussed:

- Summary circulated to Board members by Ms Colliar at the end of 2019.
- Mr Wright spoke to the *Three Waters Review* presentation provided to the Wellington Water Committee.
- Regulatory impact and costs to territorial authorities, particularly for district councils with a small ratepayer base. The Board requested that ratepayer (cost) impact be included in the briefing to the Minister for the March 2020 Board meeting.
- Council's responsibility in relation to water standards (vis-à-vis Te Kauwhata Water Association and private rural bores).

Resolved: (Mr Wright/Mr Ion)

THAT the verbal update on the Waters' Bill be received.

CARRIED

WGB2002/11

EXCLUSION OF THE PUBLIC

Agenda Item 6

Resolved: (Mr Ion/Mr Wright)**THAT the report from the Chief Executive be received;****AND THAT the public be excluded from the meeting to enable the Board to deliberate and make decisions on the following items of business:****Confirmation of Minutes dated 20 December 2019****REPORTS****a. Actions Register****The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:****Reason for passing this resolution to withhold exists under:****Ground(s) under section 48(1) for the passing of this resolution is:****Section 7(2)(b)(ii)
Section 7(2)(j)****Section 48(1)(a)****b. Rates and Rebate and Financial Hardship****The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:****Reason for passing this resolution to withhold exists under:****Ground(s) under section 48(1) for the passing of this resolution is:****Section 7(2)(h)****Section 48(1)(a)**

c. Current status of the Te Kauwhata Housing Infrastructure Fund and wider servicing of the Auckland Hamilton corridor

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(b)(ii)
Section 7(2)(j)

Section 48(1)(a)

d. Contract Financial Report

The general subject of the matter to be considered while the public is excluded, the reason, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

Reason for passing this resolution to withhold exists under:

Ground(s) under section 48(1) for the passing of this resolution is:

Section 7(2)(b)(ii)
Section 7(2)(j)

Section 48(1)(a)

AND FURTHER THAT Ms S Danks and Mr R Kumar be permitted to remain in the meeting, after the public has been excluded, because of their knowledge of Watercare. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant because of Watercare's role and responsibility for those matters.

CARRIED

WGB2002/12

Resolutions WGB2002/13 – WGB2002/19 are contained in the public excluded section of these minutes.

Having resumed open meeting and there being no further business the meeting was declared closed at 12:23pm.

Minutes approved and confirmed this day of 2020.

Rukumoana Schaafhausen
CHAIRPERSON

Open Meeting

To	Waters Governance Board
From	Ian Cathcart General Manager Service Delivery
Date	20 March 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Actions Register

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

Actions Register - Open

Waters Governance Board Actions Register

OPEN MEETING

Meeting Date	Action	To Action	When	Status
20/11/19	<p>Co-ordinate a date with the Minister of Local Government to attend a Board meeting.</p> <p>Skype facilities to be available for the March meeting to enable Mr Wright to join the meeting.</p>	<p>G Ion</p> <p>Democracy team</p>	March 2020	<p>The Minister is now unavailable for the February meeting. Her office has confirmed attendance at the 26 March meeting.</p> <p>Minister is expected at the start of the meeting. Skype facilities to be arranged.</p> <p>Postponed.</p>
	Add dates to delegations table where applicable and put into a Board calendar (along with items in Contract from Schedule 14 Reporting Requirements).	<p>C Nutt</p> <p>I Cathcart</p>	March 2020	To be worked on once Waters Contract Relationship Manager commences role in late February
	<p><u>Potential Water Regulator Changes:</u> Give thought on likely regulation changes (include Wastewater Treatment – don't just think Water), what it might mean and likely cost around it. Watercare has done some work on this for Auckland, Wellington Water have also done some work.</p> <ul style="list-style-type: none"> ▪ Consider effect on farmers and owners of urban water. ▪ Consider effect on Te Kauwhata Water Association and implications for Council. 	<p>I Cathcart</p> <p>G Ion</p> <p>Karen Bredesen</p>	March 2020	<p>Briefing paper required for March Board meeting.</p> <p>Draft submission on the Water Bill to be circulated to the WGB members by email for input, presented to the March Board for retrospective approval. Complete.</p>

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Waters Governance Board
Actions Register

Meeting Date	Action	To Action	When	Status
	<ul style="list-style-type: none"> Source details on small water schemes (e.g. Te Akau) to have available for WGB in advance of when Minister scheduled to attend a WGB meeting. (Infrastructure Committee papers early 2019 – Karen Bredesen to source) 	IC/KB	March 2020	In progress.
	<ul style="list-style-type: none"> 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. 	R Schaaafhausen	March 2020	Training sessions to be added to each Board meeting.
	<ul style="list-style-type: none"> Inform the WGB of the project milestones for the Raglan Wastewater Consent Application. 	I Cathcart Watercare	March 2020	Circulated to WGB within the Council Report for Extraordinary meeting late January.
	<ul style="list-style-type: none"> The General Manager Service Delivery to confirm the financial reporting and audit process and report back to the Board. 	I Cathcart	March 2020	Delayed till April.
	<ul style="list-style-type: none"> Staff to report back to the February 2020 Board meeting on the Meremere abatement notice 	I Cathcart	March 2020	Amended as TK WWTP moved up as a priority (see action below).
20/12/19	<ul style="list-style-type: none"> Key messages to Minister of Local Government in relation to waters' legislation/regulations 	I Cathcart D Wright	March 2020	Delayed.
	<ul style="list-style-type: none"> Council views on proposed waters' legislation to be sent to Ms Colliar for consideration by advisory panel 	I Cathcart	Mch 2020	IC has received the draft bill from JC and is reviewing and compiling a response.
	<ul style="list-style-type: none"> Watercare to review KPIs (re call-out for fault/unplanned interruption; resolution time for sewage overflows) in light of getting service personnel to Raglan 	Watercare	Mch 2020	Performance over December/January to be reviewed in February for March

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Waters Governance Board
Actions Register

Meeting Date	Action	To Action	When	Status
				meeting.
	<ul style="list-style-type: none"> ▪ Watercare to provide high-level programme plan for Te Kauwhata WWTP resource consent strategy (ultimate solution and options, engagement plan) 	Watercare	Mch 2020	Due in March.
	<ul style="list-style-type: none"> ▪ Ngaruawahia Wastewater Reticulation upgrade project used to map out roles and responsibilities between Watercare and Council staff for similar issues potentially within an Operations Mandate 	I Cathcart Watercare	April 2020	April 2020.
11/2/2019	<ul style="list-style-type: none"> ▪ Training session to occur before/after each Board meeting to discuss Maori perspectives on water 	Gavin Ion/Chairperson Democracy	March 2020	
	<ul style="list-style-type: none"> ▪ Report on progress against governance responsibilities in the WDC-Watercare MoU. 	Gavin Ion/Chairperson	March 2020	Deferred till April meeting.
	<ul style="list-style-type: none"> ▪ Joint meeting with Watercare Board to be arranged to track progress 	Gavin Ion/Chairperson	June 2020	Date of 30 June proposed. Seeking confirmation of availability of Board members.
	<ul style="list-style-type: none"> ▪ A vision and strategy workshop to be arranged to coincide with the April Board Meeting 	Gavin Ion/Chairperson	April 2020	
	<ul style="list-style-type: none"> ▪ Board to be provided opportunity to input into the Waikato Subregional Three Waters Study 	Gavin Ion/ Ian Cathcart	June 2020	Future Proof is forming a Governance Steering Group. The Chief Executive has discussed with the Mayor that a member of the Board would represent Council on

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Waters Governance Board
Actions Register

Meeting Date	Action	To Action	When	Status
				this group.
	<ul style="list-style-type: none"> ▪ Presentation to the Board providing overview of Watercare’s plans along the Waikato River re delivery of water services for the District. 	Ilan Cathcart Watercare	Before Nov 2020	
	<ul style="list-style-type: none"> ▪ Staff to review WDC Risk Register to consider how Risk Factors are recorded to account for treatment plans/mitigation steps. 	Ilan Cathcart	Apr 2020	
	<ul style="list-style-type: none"> ▪ Presentation to be prepared for the March meeting to form base for discussions with LG Minister <ul style="list-style-type: none"> ▪ Council’s arrangements with Watercare – learnings and successes to date. ▪ Data on potential regulatory (cost) impact on the ratepayer as a consequence of the proposed water regulations. ▪ Impact of Council assuming some responsibility for private water supplies. ▪ Contribution towards Council/Watercare transition costs. ▪ The Lead we are providing on co-governance for 3 waters by Council and Iwi. ▪ Funding from central government towards the sub-regional 3 waters study. ▪ Affordability – rates rebates and financial hardship 	Ilan Cathcart	Mar 2020	Postponed

Open Meeting

To	Waters Governance Board
From	Ian Cathcart Special Infrastructure Projects Manager
Date	20 March 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1301
Report Title	Register of Interests

1. EXECUTIVE SUMMARY

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

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

3. ATTACHMENTS

Register of Interests – Waters Governance Board

Register of Interests – Waters Governance Board

Ruku Schaafhausen

Companies and Trusts	Te Waharoa Investments Ltd AgResearch Miro Hautupua Ltd Te Whakakitenga O Waikato Inc Member of Te Arataura
Community organisations	Equippers Trust Tindall Foundation Princes Trust New Zealand
Other appointments	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
Property within the District	Nil
Any other interests	Nil

Garth Dibley

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

David Wright

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

Gavin Ion

Companies and Trusts	Trustee and Beneficiary in a family trust
Community organisations	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
Other appointments	Chief Executive, Waikato District Council Director, Waikato Local Authority Shared Services Limited Chair, Audit & Risk Committee (WLASS)
Property within the District	Nil
Any other interests	Nil

Jackie Colliar

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

Open Meeting

To	Waters Governance Board
From	Ian Cathcart Special Infrastructure Projects Manager
Date	26 March 2020
Prepared by	Sharon Danks Business Manager, Watercare Waikato
Chief Executive Approved	Y
Reference #	WGB2020
Report Title	Waikato District Council Three Waters Performance Report – February 2020

1. EXECUTIVE SUMMARY

A copy of the Waikato District Council Three Waters Performance Report – February 2020, is attached for the Board's information.

2. RECOMMENDATION

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

3. ATTACHMENTS

- Waikato District Council Three Waters Performance Report – February 2020

WAIKATO DC

THREE WATERS

MONTHLY

PERFORMANCE REPORT

FEBRUARY 2020



Sharon Danks
WDC Business Manager
Watercare Waikato
9th March 2020

1. Health & Safety

There were 3 Health and Safety incidents reported in February.

- Wastewater operator sprained his knee after slipping when retrieving a sick duck from the Raglan WWTP. No lost time, buddied up with another operator to avoid driving and heavy work for one week.
- Newly recruited Water and Wastewater Treatment Plant Trainee Operator entangled the water filling hose at the Te Kauwhata Wastewater Treatment Plant in the mixing agitator of the Sodium Bicarbonate tank whilst topping up chemicals. No injury to operator. Plastic pipe work was pulled adrift and damaged. Repairs to the pipework will be carried out as soon as replacement fittings are sourced. This to be completed before the next chemical delivery and top up.
- A dangerous driving complaint at the Ngaruawahia WTP.

There were 4 Health and Safety hazard items picked up during condition assessments in February include

- Matangi WWTP the temporary heat protection panels on the external electrical cabinet need to be upgraded with a proper roof providing air space to cool the cabinet during high ambient temperatures.
- Raglan WTP the Golf Club irrigation pump mounting, and switch board is not compliant. The Golf Club needs to address this issue. Contact with the Golf Club to be made.
- Greenslade Road Pump Station power point not secure and switch board not protected from hoist.
- Te Kauwhata WTP Back wash pumps 20-PU-11 and 20-PU-12 are not secured to the supporting plinths, Treated Water Pump 30-PU-51 not secured to plinth. Air Scour Blower 20-BL-12 is redundant and in very poor condition and is to be removed.

2. Key Performance Indicators

KPI – Description	Result Feb	Target 2019/2020
Water		
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.	42	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.	127	120 minutes
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 non-urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site.	1	≤ 3 days
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	3.01	22/1000
Stormwater		
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	0	0

Wastewater		
The number of dry weather sewage overflows from Council's system expressed per 1000 sewage connections to that sewage system. - Non-sensitive receiving environments	0.09	$\leq 2/1000$
The number of dry weather sewage overflows from Council's system expressed per 1000 sewage connections to that sewage system. - Sensitive receiving environments	0	$\leq 2/1000$
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.	28	≤ 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.	567 ^{Note1}	≤ 4 hours (180 mins)
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	0.44	$\leq 10/1000$
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	2	≤ 2
Council's level of compliance with resource consents for discharge from its wastewater system, measured by the number of: - Convictions	0	0
Health and Safety		

Safety: Lost time injury frequency rate (LTIFR) per million hours worked	0	≤ 5
Safety: Total recordable injury frequency rate (TRIFR) per million hours worked	21* ^{Note 2}	≤ 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)	To be reported in March	100%
Safety - All site emergency plans to be drilled 6 monthly as per drill schedule	To be reported in March	>100%
Safety - Monthly Health and safety meeting held with all workers	100%	>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	To be commenced in February 20 with an audit of working at heights	>100%
Safety -Actions required to be closed within 1 month	100%	>90%

Note 1: This KPI was related to a single minor overflow on a private property in Tuakau. The customer reported the leak in the late afternoon and then requested Citycare to defer resolving the issue until the next day as the customer did not want the crew on the property at night. There was no environmental impact to this deferral.

Note 2 – This relates to the knee injury sustained by WWTP operator rescuing a sick duck. Staff have been reminded that ponds should not be entered.

3. Operational Update

3.1 General

Recruitment is continuing with a Project Manager, Reticulation Serviceperson and Water Quality and Compliance analyst commencing work in March. A new position for a Stormwater engineer has been approved and will be advertised this month.

Generally, the water treatment plants and networks coped well with the summer demand peak with the only restrictions enacted in the zones supplied from Hamilton City Council. Apart from a local issue at Springhill reservoir all other parts of the network performed well.

3.2 Treatment

No call outs of significance during February.

General work flow

A number of plant failures at water treatment sites have resulted in short notice response. Multiple instrument failures are being experienced. The WDC server failed on the 11th of February resulting in loss of area visibility and equipment on SCADA. An overview paper on SCADA is being prepared for the April Water Governance Board meeting.

Analysers tend to be in the region of > 10 years old and are no longer proving reliable data. Both UVT analysers at Huntly WTP failed during the early hours of Sunday 23rd of February and the plant shut down. Staff and suppliers were called out to make the necessary repairs.

Te Kauwhata WTP coagulation system air locked and failed on the 26th of February. The plant ultimately shut down and required staff to work extended hours to restore. Reservoir levels were monitored and maintained during this period.

The key issues include:

- Te Akau wharf continues to be problematic. We have very limited online feedback from the site as only chlorine level is monitored. Local demand and occasional bulk water tanker influences the very basic chlorine dose system and can result in a number of callouts during the week ends in particular. This can place a lot of distance between our On Call operator and the major sites.
- Port Waikato Water Treatment plant clarifier de-sludging is being pushed out to 3 weekly as the holiday period water demand reduces.
- A Sludge survey for the Te Kauwhata wastewater ponds sludge survey has been completed and we are awaiting the report.
- The access to the Te Kauwhata WWTP site is limited whilst contractors for the neighbouring development carry out upgrade work of the new gravity sewer main to the plant. This main follows the existing access road and will connect to existing pipework close to the existing chemical storage area. During this process access to the plant will be maintained either via

the main access gate or rear gates through the abandoned land fill site. Work is progressing well.

- Ngaruawahia WWTP Actiflo clarifier is generally operated at night as the high pond water temperatures influence the efficiency of the process resulting in poor performance during daytime operation.
- Ngaruawahia WTP intake screen cleaned by the dive team on 14th of February. Large tree tangled in the upstream side of the structure has been removed.
- Huntly WTP intake screen cleaned by the dive team on the 21st of February.

General work flow

- Maramarua WWTP Final Effluent filter media was totally blinded and in effective.
- All media has been extracted, under drains removed cleaned and reinstalled and new media material installed.
- Before and after photo's below.



Maramarua WWTP prior to media replacement



Maramarua WWTP after media replacement

WDC received a letter of Direction for the Maramarua plant from WRC on the 28th of February. This upgrade will resolve all issues and ensure compliance.

3.3 Networks

- A noted increase in water demand district wide has been observed and monitored closely. Meremere Reservoir is the only part of the network where demand is outstripping supply. To remedy this issue, tankers have been utilised to top up the reservoir. WSL and the WDC Comms team put out messaging via Facebook to the Meremere Community Page requesting residents be conscious of water usage and conserve wherever possible.
- Further to the above comment, the reticulation team have been investigating reasons as to why the reservoir is struggling to maintain an acceptable water level. Pressure tests on meters have been conducted along the 100mm PVC main feeding the reservoir and results indicate a significant pressure loss occurring approximately 250m from the reservoir (250kPa decreases to < 50kPa). No obvious signs of leaks have been observed, however WSL engaged Leak Detection Services to carry out a survey of the main to investigate further. Leak Detection confirmed no leaks on the main, therefore, WSL are looking into the air valves on the lines and are presently in the process of identifying the exact location of these and confirming that they are operationally functional.
- Due to the extremely dry conditions, a large volume of no water Service Requests have been received, with a high concentration occurring in the Southern Districts area where residents are on a trickle feed supply. Historic lack of use of Council supply from residents (preference tends to be utilisation of private rain water supply) has resulted in restrictors being blocked with sediment, but due to a significant lack of rainfall, these residents are having to use supply lines which have been either unused to date or used very occasionally.
- Service requests regarding minor water leaks continue to form the bulk of the reactive works the Retic team are dealing with. As with previous months this is centred in Raglan. Response and repair times continue to be within KPI measures.
- The Incident Management Team in conjunction with WSL met on 19/02 to discuss potential issues in North Waikato with regards to water supply for some residents not connected to reticulated supply. It was agreed that increased communication to community members encouraging careful water management was needed in addition to providing advice to community members as to where they can collect drinking water from publicly available sources, if required.

- There have been several identified instances of water theft/meter tampering occurring within the district. The illegal bypasses and tampering have been immediately rectified by the servicemen, photographs and details recorded, and letters of formal warning sent to the residents.
- The methodology for the Puketaha Booster PS Upgrade methodology has been accepted and the start date of the 6th of March is still in place.
- The reticulation team met with contractors to discuss and plan minor works to create greater resilience in the network, focussing specifically in the Meremere/State Highway 26 area. New linkages and alternate feeds are being planned which will allow for portions of the network to be isolated without impacting supply to customers. This work will also allow for the Meremere reservoir to be isolated in order to carry out rehabilitation works prior to next summer to ensure the supply in this area has additional redundancy.
- Year 4 of the 5-year cycle of the CCTV Cleaning and Inspection project is underway. WSL staff met with Streamline Environmental to discuss works for the 2019/20 FY. Raglan was identified as the first area to be addressed. This will complete the entire Wastewater network in the area. The initial focus will be on wastewater, however larger diameter stormwater pipes are scheduled for inspection once the wastewater network in Raglan has been completed. 26km of wastewater pipe has been identified for inspection this year.

3.4 Planning

Key tasks completed include:

- Capitalisation of Projects completed by WDC projects team (WWTP step screens at Raglan and Te Kauwhata, bulk water mains located in Tuakau and Huntly – Hopuhopu), value \$4.2M.
- 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). The meeting covers wide ranging issues from engineering advice to highlighting of new developments and potential servicing of them.
- Meremere WWTP proposed MBR – site visit with tenderers to plant with ongoing tender questions being responded to during tender period.
- Mid Waikato water supply and wastewater Servicing Strategy underway with Stantec with workshop 1 held; this covered review of information provided, confirmation of growth projections for area.
- Te Kauwhata water supply reservoir Design underway with consultants site visit, land owner discussions and carbon footprint workshop held.
- Te Kauwhata WWTP Short Term Upgrade – Geotech investigation underway Scope/engagement brief for concept design is being developed.
- Horotiu SW modelling underway, 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.
- Pokeno Stormwater Catchment Management Plan is completed and is with WRC for review.

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:

- Pokeno Wastewater Network Upgrades – package has been prepared.
- Te Kauwhata Trunk water main upgrade – package being drafted
- Te Kauwhata WWTP Upgrade (short term) – service package for design of activated sludge conversion being prepared.
- Ngaruawahia WW Pump Stations and Rising main upgrade concept – package to be prepared during February
- Ngaruawahia WTP waste disposal options study underway.
- Raglan Consenting – service package has been developed with Beca, PDP consultants have engaged and are in the process of developing a scope for land disposal investigation for 5 sites closer to the WWTP.

Development / Growth related matters being worked on include:

- River Road Ngaruawahia – modified method of servicing requires gravity network upstream of Regent St Pump Station. Business Case was submitted to WGB December meeting. Watercare have met with the developer to discuss cost reallocation and delivery timing.
- 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. Met with WDC staff to input into Development Agreement and discuss issues.
- Ohinewai Rezoning - met with Stantec who have been engaged by WDC to assess the 3 waters component of Developers submission. Submission is light in wastewater and water supply servicing. The Stormwater report provided a high level of detail.
- Whangarata Business zone - site meeting with developer's consultant
- Ongoing "Water Wash up" meetings with WDC on outstanding development agreement and resource consent issues which require resolution

3.5 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.

Proposed membrane bioreactor concept design report and principals requirements completed, two tenderers have been invited to submit design/build proposals and submit back to Watercare.

A consenting strategy has been prepared for the March WGB board meeting.

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 Servicing Strategy will recommend preferred mid to long term options for WWTPs including potential plant consolidation options.

The preferred option is to convert the existing oxidation ponds to an Activated Sludge system. Feasibility Study of this option with implementation timelines and concept cost estimates has been completed and the Design Call Off package is being developed.

A sludge survey has been completed and shows desludging of the ponds not required, further pond aeration improvement will also be undertaken next month.

3.6 Shared Services

Planning has commenced for the transition of laboratory and trade waste services to WSL internal providers with a view to the transition occurring on the 1 July 2020 after the LASS contract ends. Watercare is currently developing an operational plan for the services post 1 July.

WDC is progressing negotiations with Shared Services to facilitate the withdrawal from shared services

For the 20/21 financial year Watercare will participate in the smart water programme in conjunction with Waikato District Council while the customer facing activities remain with the council. A separate commercial arrangement with Hamilton City Council will be required for this work.

3.7 Compliance

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

3.8 Customer

3.9

The customer team has seen an increase in queries and applications for new water connections or increase in allocation for water over the summer period. The customer team overview is below:

Customer Care - Business as usual progress summary	1 Oct to 31 Dec 2019
Final Readings Raised	302
Service Request to Customer Care Team	138
New Connection/Temporary Flow Restrictor Applications created	22
Water Relief Applications sent for recommendation	27
New Meters added	126
Replaced water meters	833
Permitted Standpipes for the year per application	18

3.10 Condition Assessment / Asset Remediation

Condition Assessment

The field work for the base line condition assessment was completed in early February with the final report expected in mid-March. Following the receipt of this report the asset remediation report will be finalised.

This data will be used to populate the new asset register and Enterprise Asset Management system INFOR which will be developed and implemented over the next 16 months.

3.11 Strategic Resource Consents

Raglan WWTP Resource consent

Finalisation of Beca engagement is near (i.e. (the project lead advisor). Additional time has been taken to extend the engagement package timeline until the proposed lodgement date of November 2020). Advantages of a full engagement contract include:
an upfront understanding of entire cost for the large consultancy package, and avoidance of multiple engagement packages;

assurance of effective budgeting and reservation of funding to cater for both pre-lodgement activities (up to November), and post lodgement activities also.

There maybe significant consultancy costs post application lodgement (i.e. hearing appearances and legal review), therefore reserving funds for such work is necessary.

Additional engagement documents for specialist work are under preparation also. This includes: Cawthron Institute (lab testing for emerging organic contaminants (EOC)) and Pattle Delamore Partners (geotechnical testing to consider land irrigation, aquifer recharge methodology).

Meremere WWTP Resource consent

Technical staff have had preliminary engagement with key Hapu and interested parties during February, with the membrane upgrade being the centre of discussion.

Timelines of construction (mid-year) and consenting in parallel were explained, where it was stressed that such actions are intended to:

resolve risk of non-compliant operation immediately, with a solution that is endorsed by the Waikato Regional Council.

Key hapu were understanding of reasons and reserved their position on the upgrade in the first instance, to allow for greater knowledge gathering.

Agreed next steps were for a technical visit to a northern membrane treatment plant (Clarkes Beach) which is hoped to be arranged for a late March/early April visit.

4. Asset Integrity / Systems Improvements

Digital

The digital transformation of legacy Waikato District Council systems will commence in April. This coincides with the delivery of the condition assessment data for above ground assets.

The first workshop will include determining the asset hierarchy and the facility naming conventions.

Open Meeting

To	Waters Governance Board
From	Ian Cathcart Special Infrastructure Projects Manager
Date	20 April 2020
Prepared by	Carole Nutt Waters Contract Relationship Manager
Chief Executive Approved	Y
Reference #	WGB2020
Report Title	Three Waters Performance Report – March 2020

1. EXECUTIVE SUMMARY

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

2. RECOMMENDATION

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

3. ATTACHMENTS

- Waikato District Council Three Waters Monthly Performance Report – March 2020

WAIKATO DC

THREE WATERS

MONTHLY

PERFORMANCE REPORT

MARCH 2020



Sharon Danks
WDC Business Manager
Watercare Waikato
8th April 2020

1. Health & Safety

There were no health and safety incidents in March.

Covid – 19 Response

Due to Covid- 19 field staff are generally working alone at present to limit the amount of travelling between sites and townships. Safe working practises are being followed with respect to distancing and personal hygiene. Tool box and team meetings are now completed using “What’s app” or Microsoft teams. PPE is being procured centrally by Watercare stores and the Waikato team has a months stock of masks, overalls and gloves.

Office based staff are working from home.

All staff have daily video catch ups with their teams. On-line training has been provided to all staff on topics such as how to successfully work from home, how to fit a mask and common risks when working with Wastewater.

A welfare officer has been appointed to the Watercare Waikato team to monitor staff wellness.

2. Key Performance Indicators

KPI – Description	Result March	Target 2019/2020
Water		
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.	46	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.	120	120 minutes
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 non-urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site.	1	≤ 3 days
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	1.25	22/1000
Stormwater		
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	0

Wastewater		
The number of dry weather sewage overflows from Council's system expressed per 1000 sewage connections to that sewage system. - Non-sensitive receiving environments	0.17	$\leq 2/1000$
The number of dry weather sewage overflows from Council's system expressed per 1000 sewage connections to that sewage system. - Sensitive receiving environments	0	$\leq 2/1000$
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.	51	≤ 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.	118	≤ 4 hours (180 mins)
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	0.96	$\leq 10/1000$
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	2	≤ 2
Council's level of compliance with resource consents for discharge from its wastewater system, measured by the number of: - Convictions	0	0

Health and Safety		
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)	On- hold	On hold
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 What'sApp	>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	On hold	On hold
Safety -Actions required to be closed within 1 month	100%	>90%

3. Operational Update

4. General

There were no significant operational issues in March.

There have been some issues with an increased load of wet wipes

Recruitment:

A new reticulation cadet commenced on the 16th of March

The Project Manager and Water Quality Analyst roles have been filled and both staff will commence on the 6th April.

Recruitment to fill the Water/Wastewater Treatment Operator role has made good progress. The preferred candidate has accepted and signed a letter of offer with a potential start date of the 14th of April. The start date may be adjusted to take in to account the existing Lock Down situation.

Recruitment to fill the Maintenance Controller role has made good progress. The Interview, reference check and pre-employment processes have been completed. A letter of offer is being made with a potential start date mid to late April dependent on the existing Lock Down situation.

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4.1 Treatment

General

Covid-19 Level 4 Lock down impact on the Production team staff:

Our staff had been split into an individual focus site structure in January. The Level 4 Lock down has been easily implemented by extending the time spent focussing on a single plant by a minimum of one month. This can be easily extended further if required. All wastewater treatment plants are being attended by two individuals and all small water treatment plants by one individual. Our management team of two members are working independently, one at home and one based at the Pukete office. Everyone is comfortable at this point in time.

- One callout of significance during March. Huntly WTP shut down as a Chlorine drum (920kg) weigh scale failed resulting in an empty drum displaying a “full “ value when in fact it was empty. This fault failed the plant which automatically shut down to safe guard water quality. A 70kg cylinder was coupled to restart the plant and continue chlorinating during the repair period. Huntly WTP shut down when filter # 5 failed open as the air supply faulted. The treated water tank was drained as a precaution and the plant restarted.
- Port Waikato WTP shut down as the raw water turned brackish following “first” rainfall. Operator attended to flush and backwash the system including the UV unit.
- Huntly WTP both UVT analysers failed. These units are said to have been problematic since installation. The plant was operated without UV treatment for a number of days until one of the UVT units was repaired. The other unit was sent to America for checking and repair. We have an agreement with Swan Australia to trial an AMI SAC254 UVT analyser. This unit has

been delivered to New Zealand and installed at Huntly WTP. Data is being recorded and may form the basis of a future standard and purchase by Watercare.

- Huntly #2 Reservoir flow meter failure. Plant dose control changed over to # 1Reservoir until the flow meter was repaired.
- Te Kauwhata WTP shut down due to main power supply phase failure. This was the first major call out during the Lockdown period. Watercare Plant Operator, McKay Electrician and WEL Power all turned out in a timely manner to restore power supply and to restart both the Water Treatment and Wastewater Treatment Plants as comms was lost. We also lost comms with the river intake pumps supplying WTP. The plant trip was approx. 0615hrs and all plants back into service back 1300hrs. Reservoir levels ok during the outage.

General work flow

General work flow has been good. Operators being able to focus on their own plant or small clusters of plants has improved the learnings operation and operation.

Other issues include:

- Port Waikato Water Treatment plant clarifier de-sludging is being pushed out to 3 weekly as the holiday period water demand reduces.
- A Sludge survey for the Te Kauwhata wastewater ponds sludge survey has been completed. Report received.
- 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. All contractor work is now on hold.
- Ngaruawahia WWTP Actiflo clarifier sludge recirc pump modifications continue.
- Botulism severely struck the bird life at the wastewater ponds mid-month. Many dead birds were removed and disposed of. With the cooler temperatures we are not seeing sick or dying birds.

4.2 Networks

- Water demand has passed its peak levels and is now at an easily manageable point. The reservoirs District wide are in a fully self-managing state.
- Meremere reservoir was found to not be filling adequately due to a faulty air valve. Damage to the valve, which was located in heavy vegetation on farm land, had been resulting in low flow reaching the reservoir itself. The valve was replaced and from that point, the reservoir inflow was significantly increased thus resulting in levels consistently sitting above 75%.
- Puketaha Booster PS upgrade works and commissioning were completed on 20/03. Line pressure is now held at a consistent 480kPa. The upgraded pumps are able to supply this line pressure individually although the 2 other pumps are able to assist should line pressure drop below this.



Puketaha Booster PS after the upgrade works had been completed.

- Earthing and bonding work on Pump Station cabinets continues, and a significant number of minor electrical faults and H&S issues have been rectified in short order. McKay are delivering this work and have made very satisfactory progress to date.
- Work on the Meremere reservoir bypass commenced Monday 23rd, although this was put on hold due to the Level 3 alert announced that afternoon. The reservoir has been left in a fully operational state and works will commence on the alert level decreasing. This has been deemed non-essential work and will continue only when the alert level has decreased.
- Streamline Environmental have made excellent progress in the Raglan area, completing all but 135m of pipe prior to the Level 3 alert announced by Government Monday 23rd. No major defaults or degradation observed on the portions of network analysed. Works have now been suspended until the Level 4 lockdown is completed as Streamline have shifted focus to reactionary essential works. Streamline have been identified as a key contractor throughout the lockdown for the networks team and will provide jetting / vacuum tankering services throughout.
- As a result of the Covid19 outbreak, WSL networks and production teams developed an operational management strategy to allow us to continue to deliver water and wastewater services to the residents of Waikato District. The reticulation servicemen have been broken up into areas – Huntly, Ngaruawahia, Southern, Te Kauwhata/Meremere and Raglan. Each area is serviced by both a water and wastewater serviceman. At alert level 3, the servicemen continued to carry out PPM taskings, however, once the Level 4 alert was put in place, we deemed it necessary to scale back and are now carrying out major fault repairs only. The servicemen are based out of their vehicles for the interim period until the Level 4 alert is reduced. Contingency planning continues to be developed to ensure we provide a continuing service for as long as required.

4.3 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). The meeting covers wide ranging issues from engineering advice to highlighting of new developments and potential servicing of them.
- Meremere WWTP proposed MBR – the two tenderers both undertook Geotech investigations at the plant, also ongoing tender questions being responded to. Tender submissions have been received and are currently being accessed. Contract approval report and Business case will be submitted to the May WGB meeting.
- Mid Waikato water supply and wastewater Servicing Strategy underway with Stantec with workshop 2 held, this covered Long List of options. Technical Memo 1: Literature & Growth Review and Technical Memo 2: Supply/Demand Balance and Risks Identification finalised.
- Te Kauwhata water supply reservoir Design progressing with consultants undertaking geotechnical site testing and investigations.
- Te Kauwhata WWTP Short Term Upgrade – Geotech investigation unfortunately are on hold due to Covid 19 restricting access to site. Scope/engagement brief for concept design is being developed.
- Horotiu SW modelling underway, 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.
- Pokeno Stormwater Catchment Management Plan is complete and WRC feedback has been received.
- Work is progressing on AMP, this will continue over the next 2 months.

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:

- Pokeno Wastewater Network Upgrades – package has been prepared.
- Te Kauwhata Trunk water main upgrade – package being drafted
- Te Kauwhata WWTP Upgrade (short term) – service package for design of activated sludge conversion being prepared.
- Ngaruawahia WW Pump Stations and Rising main upgrade concept – package has been prepared.
- Ngaruawahia WTP waste disposal options study is progressing.
- Raglan Consenting – service package has been developed with Beca, PDP consultants have engaged and are in the process of developing a scope for land disposal investigation for 5 sites closer to the WWTP. Liaison with key stakeholders have occurred however a planned Community meeting was cancelled due to Covid 19 situation.
- 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:

- River Road Ngaruawahia – modified method of servicing requires gravity network upstream of Regent St Pump Station. Business Case was submitted to WGB December meeting. Watercare is assisting WDC Relationship Manager in the development of a Development agreement with the developer (Ultimate Holdings).
- 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. Met with WDC staff to input into Development Agreement and discuss issues.
- Ohinewai Rezoning - further meeting with consultants was delayed by GHD due to Covid 19, it is hoped this will be this will still be able to be undertaken on line during the shutdown period. The consultant has indicated that they will submit proposals for the short-term solution for water and wastewater servicing of this proposed development.
- Ongoing “Water Wash up” meetings with WDC on outstanding development agreement and resource consent issues which require resolution

4.4 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. WSL is progressing the tender evaluation and a Business Case and Contract Approval appear will be submitted to the May WGB for approval . The contractor will likely start on site immediately following the approval.

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 Servicing Strategy will recommend preferred mid to long term options for WWTPs including potential plant consolidation options.

The preferred option is to convert the existing oxidation ponds to an Activated Sludge system. Feasibility Study of this option with implementation timelines and concept cost estimates has been completed and the Design Call Off package is being developed. Geotechnical site investigations were meant to commence late March but have been deferred to the Covid 19 incident.

4.5 Shared Services

Planning has commenced for the transition of laboratory and trade waste services to WSL internal providers with a view to the transition occurring on the 1 July 2020. Watercare has developed an operational plan for the services post 1 July.

WDC is progressing negotiations with Shared Services to facilitate the withdrawal from shared services. WSL is awaiting guidance from WDC on the progress of the negotiations.

4.6 Compliance

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

Recently it was discovered the backwash discharge parameters for the WRC discharge consent had not been sampled for the last 24 months – this sampling should be undertaken 6 monthly. This will be rectified in May 2020 after the lockdown has been eased due to the need for a sampler and operator to work in close proximity to each other during the sampling procedure.

4.7 Customer

- The customer team has been working with Arthur D Riley our reading contractors on estimating readings due to the critical server failure they experienced early last month. Close to 3,000 estimates were manually entered in case ADR was unable to recover and provide actual readings for that month. ADR confirmed actual reading data is ready to upload early April 20, so Customer team will be working with WDC Helpdesk to see these are uploaded and invoiced on or by 8 April 2020.
- The customer team is working from home due to the Covid-19 lock down since 26th March and has been mostly business as usual approach. All electronic contact.

4.8 Condition Assessment / Asset Remediation

Condition Assessment

The condition assessment field work has been completed and the Draft final report is currently being reviewed by WSL. The report is expected to be finalised in Early April.

The data gathered has been passed to the WSL digital transformation team and is being assessed/cleansed for upload to INFOR IPS software. Where appropriate it will be merged with Asset Flnda data. The WDC asset data cleanse has been accelerated as it is something the WSL Digital team can progress whilst working at home during Covid 19.

4.9 Strategic Resource Consents

Raglan WWTP Resource consent

Changes in project working methods, given the national Covid-19 response actions are:

- Progression of a high-level option refinement work shop by video conference (20 April), where representatives from the full project team in attendance. This is a critical assessment in working toward the best practical option, where 'mixed and matched' treatment and discharge options (48 variations) are assessed using a range of criteria including public health effects, environmental effects, cultural considerations, constructability and cost. A traffic light ranking approach will narrow down the number of options to a 'short list' (five to six alternative solutions), which is a workable number for more detailed technical investigation and focussed engagement;
- Planned emerging organic contaminants (EOC) sampling and testing of treated wastewater for April has been postponed.

There is ability to progress the project through the lock-down period. A further information request has been received for the intended 'place holder' consent application (i.e. status quo for three years). Initial review by appropriate project team members is underway, where a summary will be provided for Managers review prior to any response to the Waikato Regional Council. Next steps will be considered at that time.

Meremere WWTP Resource consent

Quotes for consultant work packages have been sought from Beca (prior lead technical consultant) and DHI. DHI can perform both assessments below, which is an efficient and time saving advantage:

- hydraulic modelling to demonstrate dilution at the river discharge point (i.e. proposed to be retained) and
- quantitative microbial risk assessment (QMRA).

A planned engagement activity with local stakeholders was to co-ordinate a nearby site visit to a similar MBR treatment plant (Clarks Beach). Progression is on hold but may be picked up later with suitable clearance that public may enter such facilities post lock-down.

Open Meeting

To	Waters Governance Board
From	Ian Cathcart Special Infrastructure Projects Manager
Date	26 March 2020
Chief Executive Approved	Y
Reference #	WGB2020
Report Title	Maramarua Wastewater Treatment Plant Compliance

1. EXECUTIVE SUMMARY

This report is to give the Board an update on a Letter of Direction received from the Waikato Regional Council (WRC) in February 2020. The letter requires four actions to be completed concerning the Maramarua Wastewater Treatment Plant. The plant has had recent works undertaken to improve performance and a response to the WRC letter will be sent by the 31st March 2020 to ensure compliance requirements are met.

2. RECOMMENDATION

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

3. DISCUSSION

The Maramarua Wastewater Treatment Plant (WWTP) treats the wastewater from 8 properties in the immediate vicinity of the WWTP. The Maramarua WWTP uses septic tanks as a primary treatment method before effluent is sent to a recirculating sand contactor (RSC) and finally to a land soakage field (Wisconsin Mound).

Infiltration during high rainfall periods continues to be problematic. This is a very small system with 8 houses connected. The ground water table is consistently high during winter months.

A Letter of Direction was received on 12 February 2020 for the Annual Audit 2018/2019 of the Maramarua Wastewater Treatment Plant: Coalfields Road, Maramarua.

In the annual audit Waikato District Council attained a compliance status of Partial Compliance and this level of compliance is unsatisfactory.

The issues in the audit that have been highlighted for action are: Resource Consent	Condition Number	Action Required
AUTHI32607.01.01	5	Investigate and take action to reduce volumes to within compliant limits of 8m ³ /day as a 90%ile
AUTHI32607.01.01	14	Please submit a copy of a valid calibration certificate for the meter used for effluent discharge compliance purposes.
AUTHI32607.01.01	16	Ensure that rainfall data is collected and submitted to WRC as required
AUTHI32607.01.01	17	Please submit evidence of annual monitoring of the surface water drains.

WDC must provide evidence of, or a written response as to, how it intends to improve compliance with, or implement the items detailed in the table above by **31st March 2020**. Failure to respond by this date may result in further enforcement action being considered.

4. CONCLUSION

The letter will be responded to with regards to the four required actions. Work has already been undertaken to improve the plant compliance.

5. ATTACHMENTS

Nil

Open Meeting

To	Waters Governance Board
From	Ian Cathcart Special Infrastructure Projects Manager
Date	26 March 2020
Chief Executive Approved	Y
Reference #	WGB2020
Report Title	Water Services Bill Submission

1. EXECUTIVE SUMMARY

This report is to confirm the submission to the Water Services Bill.

2. RECOMMENDATION

THAT the report from the Special Infrastructure Projects Manager be received;
AND THAT retrospective approval be given for the Water Services Bill submission (as attached to the staff report).

3. DISCUSSION

The paper covers the Water Services Bill submission and the letter attached. This was provided to Board members by email and submitted with their agreement.

4. CONCLUSION

The Submission be retrospectively approved for lodgement by the 4 March 2020 deadline.

5. ATTACHMENTS

Submission Letter

4 February 2020

Health Committee
Parliament Buildings
Wellington

WATERS GOVERNANCE BOARD

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SUBMISSION ON TAUMATA AROWAI - WATER SERVICES REGULATOR BILL

The Waters Governance Board (WGB) on behalf of Waikato District Council (WDC) makes this submission on Taumata Arowai – The Water Services Bill (the Bill). The WGB fully support the intent of the Bill and the improvements it anticipates.

The submission relates to specific sections:

Section 4 – Interpretation

The WGB considers that it would also be useful to define ‘drinking water supply scheme’, ‘non-urban area’ and ‘domestic self-supplier’ with specific reference to such schemes as the Te Kauwhata Water Association and the part it plays in supplying raw water to WDC and its farm/irrigation water customers. (It may be prudent to test the workings of the bill on this case study).

The WGB considers that it would be useful to provide comprehensive examples of domestic self-supply which includes multi dwellings, water tankers, rain tank supply, bore supply, desalination supply, commercial buildings, residential buildings, rural agricultural supply.

Section 5 – Maori Interests

The WGB is supportive of the intent to engage iwi and the role of developing and maintaining a framework that guides interpretation on giving effect to Te Mana O Te Wai, enabling maatauranga Maaori, and the exercise of tikanga and kaitiakitanga.

The WGB notes that Te Mana O Te Wai is not defined in the Bill and considers that it is important that only iwi define Te Mana O Te Wai, however, the WGB also submits that Te Mana O Te Wai is defined using methodology developed by iwi in the relevant region to be regulated. The definition of Te Mana O Te Wai must reflect the relationship of the particular Iwi with their Awa and this may differ between iwi and their region’s freshwater.

Section 10 and 11 – Objectives and Functions of Taumata Arowai

The WGB seek clarity on the roles of Regional Councils and their overlap with Taumata Arowai in Section 10(e) and 11(d) regarding stormwater and wastewater. It is important clear boundaries for responsibility of aspects of a technical or regulatory nature are set.

Section 12 – Board

The Bill fails to recognise the broad range of skills and knowledge needed for the governance of the Agency. It is important that both water industry and local government experts are part of the board to enable good governance.

The WGB is supportive of the functions of Taumata Arowai yet has significant concerns about the availability of trained and capable staff within the Three Waters Industry. The waters industry is small, and resource constrained. Recruitment of qualified and knowledgeable staff is difficult. The WGB consider it critical that Central Government further invest in industry training and competency to enable the Three Waters Industry to cater to the future needs of the regulator and the increasing need for competent water supply personnel.

The WGB wishes to speak to this submission.

Yours sincerely

Rukumoana Schaafhausen
Chairperson
Waters Governance Board

Open Meeting

To	Water Governance Board
From	Gavin Ion Chief Executive
Date	23 April 2020
Prepared by	Lynette Wainwright Committee Secretary
Chief Executive Approved	Y
Reference #	GOV1303
Report Title	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
2.1 Actions Register 2.2 Contract Financial Report – February 2020 2.3 Contract Financial Report – March 2020 2.4 Meremere Wastewater Treatment Plant Discharge Consents Renewal 2.5 Shared Services Agreement for Trade Waste, Sampling, Analysis and Smart Water	Good reason to withhold exists under Section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

2.6 Stormwater Status Update		
2.7 Pokeno/Tuakau Wastewater Servicing Update		
2.8 Te Kauwhata Water and Wastewater Treatment Plan Update		
2.9 Electricity Pricing Update		
2.10 SCADA Interim Update		
2.11 Amendment of the Agreement Relating to the Supply of Water and the Collection and Treatment of Wastewater		
2.12 Exiting Shared Services Agreement for Trade Waste, Sampling and Analysis		

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
2.1	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.
2.2	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.
2.6	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.
2.7	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.

2.8	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.
2.9	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.
2.10	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.
2.11	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.
2.12	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 FURTHER THAT Ms S Danks and other Watercare representatives be permitted to remain in the meeting, after the public has been excluded, because of their knowledge of Watercare. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant because of Watercare's role and responsibility for those matters.