



AGENDA

Hutt Valley Services Committee

9.30 am Friday 22 September 2023

Hutt City Council Chambers, 30 Laings Road, Lower Hutt

Membership

Upper Hutt City Council	Hutt City Council
Cr J B Griffiths	Cr T Stallinger
Mayor W N Guppy	Cr B Dyer
Cr C B G Carson	Cr C Parkin
Cr H Newell	Cr N Shaw

Deputy Mayor H Swales (alternate) Cr K Brown (alternate)

Have your say

Members of the public can speak to any item on the agenda. If you wish to speak, it is preferable to let Upper Hutt City Council know by midday of the day before the meeting. This can be done by either emailing askus@uhcc.govt.nz or by phoning 04 527 2169.

Hutt Valley Services (Joint) Committee

This is a joint committee of the Upper Hutt and Hutt City Councils.

Membership: Each Council appoints four [4] members and an alternate member who may act in the event that a regular member is absent. The Chair alternates between the two Councils, with Hutt City Council appointing the Chair in odd numbered years, and the change taking place at the final meeting of each year.

Upper Hutt City Council: Cr B Griffiths, Mayor Guppy, Cr C Carson, Cr H Newell. Deputy Mayor Swales as alternate.

Hutt City Council: Cr T Stallinger, Cr B Dyer, Cr C Parkin, Cr N Shaw, Cr K Brown as alternate.

Meeting cycle: Hutt Valley Services Committee meets quarterly or as required.

Quorum: Four [4] members (i.e. a combination of Upper Hutt City Council and Hutt City Council members)

Delegated authority:

The Committee's function is to facilitate coordination and decision-making on combined council services in the Hutt Valley. Consider and make recommendations to the two Councils on:

- The coordination of activities of the Upper Hutt City Council and the Hutt City Council in respect of matters affecting the Hutt Valley as a whole
- In particular, the coordination of the sewage disposal scheme, the Silverstream refuse landfill, Akatarawa Cemetery, dog control, environmental health, and combined cemetery services for the Hutt Valley.
- Any other activities common to both Councils that could be coordinated.

Hutt Valley Services Committee

Public Business | 9.30 am Friday 22 September 2023

Item	Contents	Page No.
1.	Apologies	
2.	Public Forum Members of the public can speak for three minutes on any matter on the agenda. Speakers may be asked questions on the matters that they raise. Anybody wishing to speak or share their views should let us know, preferably no later than midday of the working day before the meeting. This can be done by either emailing askus@uhcc.govt.nz or by phoning 04 527 2169.	
3.	Declarations of Interest Elected members must declare any interests that may arise between their roles as members and any private or other external interests they may have. If this happens, members should stand aside from decision-making related to such interests.	
4.	Wellington Water Limited – Joint Venture Projects for the Long Term Plan Report expected from Wellington Water Ltd on Wednesday 20 September 2023.	To follow
5.	Wastewater Joint Venture Update Report from the Strategic Advisor through the Director Environment and Sustainability (Hutt City Council) dated 7 August 2023.	4
6.	Update on Silverstream Landfill and Resource Recovery Report from the Waste Minimisation Manager, reviewed by the Head of Climate and Solid Waste, through the Director Environment and Sustainability (Hutt City Council) dated 7 August 2023.	14
7.	Akatārawa Cemetery Update Report from the Parks and Reserves Manager (Upper Hutt City Council) dated 7 August 2023.	20
8.	Minutes 8.1 Minutes of the Hutt Valley Services Committee meeting 5 May 2023 8.2 Minutes of the Hutt Valley Services Workshop 30 June 2023	23 27
9.	Proposed Changes to the Terms of Reference Report from the Senior Governance Advisor (Upper Hutt City Council) dated 2 August 2023.	29
9.	Outstanding Actions and Forward Programme Report from the Senior Governance Advisor (Upper Hutt City Council) dated 10 August 2023.	34



07 August 2023

Report no:

Wastewater Joint Venture Update 1 April 2023 to 30 June 2023

Purpose of Report

1. The purpose of this report is to update the Committee on matters relating to the bulk wastewater system shared by the two cities.

Recommendation

That the Committee notes the information in this report.

Background

2. The report provides information to the Committee on matters relating to wastewater assets which make up the joint venture.

Seaview Wastewater Treatment Plant

3. The Seaview Wastewater Treatment Plant (SWWTP) is operated under the *Regional Wastewater Treatment Plant Services Contract* with Veolia. This is a 10-year contract.
4. The plant came back into compliance for effluent faecal coliform limits on 16 May 2023. The plant is in consent compliance for effluent parameters.
5. Recommissioning work to replace the UV (Ultraviolet) outlet penstock gearbox was completed during the reporting period. This work contributed to improving effluent quality and compliance.

6. An assessment of the plant's performance during wet weather events is underway. Progress has been made on the special sampling programme feeding into the wet weather performance of the plant. Sampling will continue over the winter period resulting in a final report expected to be completed by the end of 2023.
7. Wellington Water Limited (WWL) have identified capital projects that need to be undertaken to improve the plant performance including UV replacement, aeration system upgrade and upgrade of the plant's power backup supply. The activity briefs for these projects are underway.
8. Consultants engaged to assess the use of chlorine in the treatment plant to control the algal growth which has been affecting the plant's effluent compliance completed their report. The assessment was forwarded to Greater Wellington Regional Council (GWRC) with the aim to have this confirmed as a permitted activity under the Resource Consents. GWRC has confirmed that the use of chlorine is allowable as a "clean in place" activity rather than as a permitted use. Chlorine use is a summertime activity only.
9. There were four odour complaints recorded during the three-month reporting period (2 May, 3 June and two complaints on 6 June 2023). The frequency of complaints is lower when compared to the five odour complaints received for the plant for the last reporting period 1 February to 31 March 2023. All odour complaints were investigated.
10. An odour masking agent is being continuously sprayed to mitigate the odour from the site. Community members have expressed concern about the health effects of the odour sprayer being used. The odour masking chemical being used is classified as non-hazardous even for acute toxicity inhalation.
11. WWL sought additional advice from the National Public Health Service (Te Whatu Ora) regarding the chemical's potential health effects. The National Public Health Service provided a response and expressed, in summary "*we would not expect (exposure) this to represent a health risk for the general public*".
12. Following the completion of assessments of the odour control system, hydrogen sulphide monitoring and odour survey, the odour control system report was finalised and presented in April 2023. An activity brief has been developed and allocated within WWL for project planning.
13. Planning for the replacement of the biofilter media has been undertaken over the reporting period. Work is expected to start in August 2023.
14. The odour control system report highlighted possible blockages within the biofilter plenum (aeration cavity under the biofilter media). This will be investigated during the biofilter media replacement work.
15. During the reporting period there were four consented discharges of fully treated wastewater to the Waiwhetu Stream due to wet weather flow exceeding plant outfall capacity, this occurred on the 3, 10, and 19 April and 4 May 2023.

16. Work to repair the leak in the Main Outfall Pipe was completed on 7 June 2023. Temporary work to manage a leaking seal was undertaken in December 2022 and the work completed in June successfully replaced this seal. The timing for the work was as agreed with GWRC.
17. On 27 April 2023, GWRC issued two infringement notices arising from an odour complaint on 31 January 2023 from SWWTP. Infringement I910 related to the unauthorised discharge of odour on that date and infringement notice I911 for a breach of Abatement Notice A956 (issued 14 June 2021) relating to odour.
18. On 27 April 2023, GWRC issued two infringement notices relating to non-compliant effluent. Infringement notice I902 for permitting discharge of non-compliant effluent for periods between 13 November 2022 and 10 April 2023 and infringement notice I903 for contravening Abatement Notice A1026 (issued 28 September 2022) which relates to the discharge of non-compliant effluent to the Coastal Marine Environment.
19. The infringement notices outlined in (17) and (18) above were issued to WWL, Veolia, Upper Hutt City Council (UHCC) and Hutt City Council (HCC).

Treatment Plant Development

20. A draft Asset Management Plan for the plant was received from Veolia and is being considered along with condition assessment work and high criticality asset reviews (previously reported) to inform the long-term investment planning process, currently underway.
21. The final consultant report into a review of the power supply to the plant has been reviewed by the WWL Engineering Team and an activity brief is being drafted. The activity brief will describe the expected outcomes desired from the project. The project, once underway, will determine, then deliver the required back-up power supply for the full site, to ensure continual operation so that compliance can be maintained. The activity brief is expected by the end of August 2023.
22. The level of funding available for renewals and upgrades will be determined in the upcoming investment planning for the 2024-34 Long Term Plan and Entity G Asset Management Plan. This process is underway with Council Owners, the National Transition Unit and the Regional Establishment Group.

Major Projects Update

23. A Capital Project Update can be found in [Appendix 1](#) attached to the report which includes the update for the Barber Grove Project, Petone Collector Sewer Renewal, and SWWTP Discharge to Waiwhetu Stream consent renewal.

Consultation

24. The regular monthly meetings with GWRC consent officers have been maintained. This will ensure that GWRC is kept updated on the concerns with the SWWTP performance.
25. Monthly performance dashboards including updates relating to odour management are posted on the WWL/SWWTP website and updated monthly.

Climate Change Impact and Considerations

26. WWL has recently completed a carbon emissions baseline study on its capital programme as part of its commitment to carbon reduction. There has been a good understanding of carbon emissions attributable to its operations since 2019.
27. The replacement of the sludge dryer, (currently gas operated) will have a significant impact on operational carbon emissions.

Legal Considerations

28. There are no legal considerations to report.

Financial Considerations

29. The latest financial report is attached as [Appendix 2](#) to the report.

Included Attachments:

No.	Title	Page
1	Hutt City Council, Upper Hutt City Council Joint Venture Committee Project Report July 2023	8
2	Quarterly Report Hutt Valley Services Committee June 2023	11

Author: Bruce Hodgins
Strategic Advisor

Approved By: Alison Geddes
Director Environment and Sustainability



HCC & UHCC Joint Venture Committee Project Report July 2023

Project	Purpose and summary:
Petone Collecting Sewer – Stage 1 (See map on next page)	Purpose: <ul style="list-style-type: none"> Renew the existing rising main to convey current and future wastewater flows, increase the seismic resilience and design a pipeline with a life expectancy of 100 years Summary: <ul style="list-style-type: none"> Design work is progressing, this project phase is expected to take 12-15 months before moving to procurement with construction expected to commence in early 2025 Investigations on stage 2 of the pipeline have been delayed and should be completed in the next six months. These investigations will provide more detailed information on the condition of the pipeline and will inform investment requirements for the next stage (or stages) of work. The highest risk this project faces is the failure of the existing pipeline before this project is completed.
Seaview WWTP Consent/Storage:	Purpose: <ul style="list-style-type: none"> Renewal of Intermittent discharge consent and upgrades to Seaview Wastewater Treatment Plant Bypass Discharge system. Summary: <ul style="list-style-type: none"> Project critical path is engaging with iwi. Memorandum of partnership is drafted and being reviewed to inform this project at a business level. All iwi have stated specifically that they do not want any more waste into the Waiwhetū Stream. 19-25 Seaview Road Stormwater Construction: <ul style="list-style-type: none"> Planting location confirmed with HCC and Friends of Waiwhetu, and information with iwi to review. Consent aimed to be lodged in July/Aug.
Seaview Odour Control upgrade	Purpose: <ul style="list-style-type: none"> To renew and upgrade the odour treatment equipment at the Seaview WWTP to achieve odour compliance over the expected 20-year life of the new equipment and provide a safe working environment for operators. Summary: <ul style="list-style-type: none"> The project brief for this has been completed and assigned to major projects for delivery. A project team has been mobilised and work has begun on a project management plan. We have met with Veolia to understand up-coming operational work that links with this project and ensure we have a coherent approach to addressing odour management.
Seaview WWTP Sludge Dryer Replacement:	Purpose: <ul style="list-style-type: none"> The objective of this activity is to renew and/or upgrade the existing Seaview WWTP thermal sludge dryer to support the growth in the Seaview WWTP catchment and aligns with HCC and WWL carbon emission reduction goals. Summary: <ul style="list-style-type: none"> Consultant selection has been completed. Number of investigations are currently being scoped before the Concept phase can commence. In parallel, there is an another workstream, Regional Biosolid Strategy. The outcome from this strategy would feed into the Seaview WWTP Sludge Dyer replacement project.
Totara Park Road – Bridge Pipework Seismic Strengthening (WW portion)	Purpose: <ul style="list-style-type: none"> To reduce the risk of water supply disruption from a seismic event to the Totara Park community. Summary: <ul style="list-style-type: none"> In addition to the original scope to renew the water supply pipe across the bridge, there was efficiencies found in renewing 255m of the wastewater pipe across the bridge at the same time. The project is currently in pre-construction (design) phase.
*VHCA-Western Hutt Trunk Sewer Renewal JV *Very high criticality asset	Purpose: <ul style="list-style-type: none"> Maintain reliable wastewater services to Lower Hutt and Upper Hutt to avoid the discharge of wastewater to the surrounding environment by ensuring that the critical wastewater pipeline does not fail or collapse Summary: <ul style="list-style-type: none"> A key objective of this project is to urgently scope a well informed and cost-effective renewal programme for the identified pipelines and associated assets of the Western Hutt Trunk Sewer running parallel to the Hutt River and Stateway Highway 2. The other objective is to prevent unexpected interruption of service from the potential pipeline collapse due to its poor structural condition. The project is currently in the early stages of implementation.

Petone Collecting Sewer Renewal

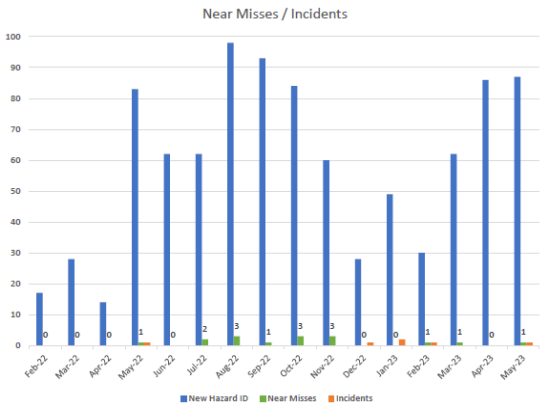




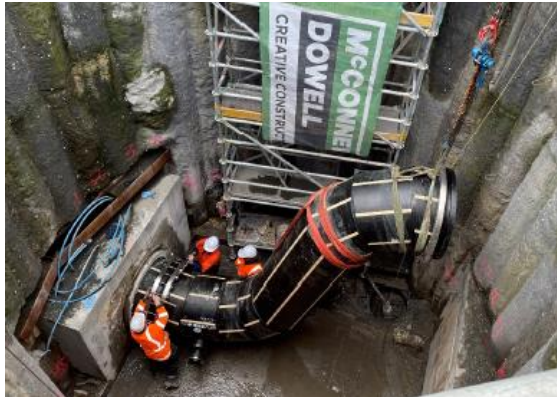
Barber Grove to Seaview WWTP Duplication Project

HCC & UHCC JV Committee report July 2023

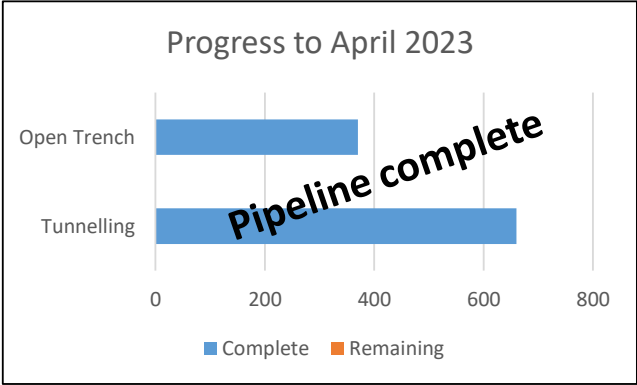
Topic		Commentary
Progress		<ul style="list-style-type: none">The pipeline installation from the Barber Grove pumpstation to the Seaview WWTP is complete.Testing and commissioning of this pipeline will be undertaken in late July, once this is completed Randwick Road will be fully re-openedReinstatement works have commenced with re-surfacing on affected roads underway.Some reinstatement works will be completed in August, including reinstatement of the Lightwing Sculpture on the Seaview round-a-bout
Budget		<p>The project continues to forecast an overspend of approximately \$4m.</p> <p>This estimate includes the realisation of known risks, unforeseen work required at Barber Grove pumpstation and remaining risks until project completion.</p>
Stakeholders		<ul style="list-style-type: none">There was an incident where sub-contractors made inappropriate comments and noises to a young woman walking past the site. The main contractor responded to this immediately and had these people removed from site.Some positive feedback was received noting that contractors had gone above and beyond for a resident in Barber Grove - mowing their lawns when restricted access meant their usual lawn mower person was unable to complete the work for them.A project completion ceremony was held at Hutt Park with Mayors from both HCC and UHCC, mana whenua, Wellington Water Board and senior leadership in late July.A Civil Construction NZ award was won by Halverson Civil, a subcontractor who constructed the 9m deep secant shaft on Seaview round-a-bout
Environmental		No environmental incidents in this reporting period.
Risk		<p>The key outstanding risks as we get closer to completing the project are:</p> <ul style="list-style-type: none">Reinstatement requirementsWeather
Health & Safety		McConnell Dowell continue to have high levels of engagement and reporting of H&S risk identification, near misses and "something good" observations. There have been no serious incidents since our last report.



Reinstatement in Barber Grove



"S" bend connection in Seaview round-a-bout



HUTT VALLEY TRUNK WASTEWATER SERVICES

STATEMENT OF OPERATING INCOME AND EXPENDITURE FOR THE PERIOD ENDED 30 JUNE 2023

	<i>Actual Year to Date</i>	<i>Budget Year to Date</i>	<i>Annual Budget</i>
	<i>\$000's</i>	<i>\$000's</i>	<i>\$000's</i>
Rent	307	294	294
Profit on sale of Fixed Assets	-	-	-
Royalties	2	5	5
Trade waste rebates *	1,156	777	777
Interest income	-	-	-
Total Revenue	1,465	1,076	1,076
Operational contracts	1,809	1,592	1,592
Operational contracts - Wellington Water Limited	7,192	7,063	7,063
Trade waste inspection charges	271	271	271
Utility rates	1,090	1,054	1,054
Wastewater / DBO administration	-	-	-
Engineering services	-	-	-
Rising Main Vulnerability Assessment	-	35	35
Insurance	479	451	451
Interest	-	-	-
Depreciation	3,830	5,199	5,199
Total operating expenditure	14,671	15,664	15,664
Net operating deficit	(13,206)	(14,588)	(14,588)
Funded by way of:			
Operating Contributions from HCC (including depn)	65% 8,587	9,526	9,526
Operating Contributions from UHCC (including depn)	35% 4,619	5,062	5,062
	13,206	14,588	14,588

* Trade waste rebates are not shared on a 70%/30% split - which impacts on the funding % rates

HUTT VALLEY TRUNK WASTEWATER SERVICES

STATEMENT OF CAPITAL EXPENDITURE FOR THE PERIOD ENDED 30 JUNE 2023

Capital - Work in Progress

Trunk DBO Type A Network Development Growth	25,808	27,272	27,272
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Total Work In Progress

25,808	27,272	27,272
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Funded by way of:

Capital Contributions from HCC	67%	17,303	17,509	17,509
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Capital Contributions from UHCC	33%	8,505	9,763	9,763
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25,808	27,272	27,272
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HUTT VALLEY TRUNK WASTEWATER SERVICES

FIXED ASSET REGISTER SUMMARY FOR THE PERIOD ENDED 30 JUNE 2023

		Asset Cost \$000's	Accumulated Depreciation \$000's	Net Book Value \$000's
Infrastructural Bulk Wasterwater		111,399	5,787	105,612
Infrastructural Land		15,180	-	15,180
Operational Buildings		1,291	212	1,079
Operational Site Improvements		160	43	117
Operational Land		21	-	21
Operational Plant		-	-	-
Restricted Land		1,007	-	1,007
Resource Consents		95	79	16
		129,153	6,121	123,032
Share of assets held by:				
HCC	69%	89,477	4,217	85,260
UHCC	31%	39,676	1,904	37,772
		129,153	6,121	123,032



07 August 2023

Report no:

Update on Silverstream Landfill and resource recovery

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1. The purpose of the report is to update the Committee on the development, operation and performance of Silverstream Landfill, and initiatives associated with the co-located transfer station.

Recommendation

That the Committee receives the report.

Background

2. Officers provide regular reports to this Committee regarding the development, operation and performance of Silverstream Landfill (the landfill) and the co-located transfer station.
3. The operation of the landfill is required to meet obligations under the Resource Management Act, the Hutt Valley Trade Waste Bylaw, the Climate Change Response Act and related legislation, the Waste Minimisation Act and relevant Hutt City Council (HCC) and Upper Hutt City Council (UHCC) waste minimisation and climate change objectives.
4. Note that HCC officers report on a wider range of solid waste and waste minimisation initiatives via HCC's Climate Change and Sustainability Committee. For the latest two reports, please go to http://infocouncil.huttcity.govt.nz/Open/2023/05/CCASC_02052023_AG_N_3132_AT.PDF (page 167) and http://infocouncil.huttcity.govt.nz/Open/2023/07/CCASC_04072023_AG_N_3149_AT.PDF (page 135 and 140).

Silverstream Landfill

Development

5. The Silverstream Landfill accepts a range of mixed waste for disposal. While there are three landfills in the Wellington region that accept municipal waste, Silverstream is the only lined Class A landfill, which means it must meet various strict regulatory, siting, design and operational requirements.
6. The Landfill requires ongoing capital investment to create 'air space' that can be used for the disposal of residual waste. Capital investment is staged to develop disposal capacity as required, with timing periodically re-evaluated in light of forward projections for the quantity of material accepted for disposal.
7. Work during 2023/24 is focused on designing Phase 3 of the landfill, whereby operation will move down the valley, to start filling from the bottom again. Phase 3 will initially involve clearing forest at the base of the current landfill, but work is underway to ensure forest is re-established elsewhere to compensate for this loss. Rehoming of the native lizard population in the location of Phase 3 will also begin in the coming months prior to clearing the forestry.

Health and safety

8. There was one significant health and safety incident over the period between April 2023 to June 2023, with a small fire at the gas plant in May 2023. The fire was quickly extinguished, and LMS energy has reviewed their processes to ensure all systems worked as intended.

Environmental performance

9. A summary of environmental performance for April 2023 to June 2023 is shown in Appendix 1 attached to the report.
10. The summary references management trigger levels being exceeded, which require investigation or mitigation measures to be undertaken as part of an adaptive management approach. No compliance trigger levels were exceeded. Overall, the landfill has been compliant with its resource consent conditions.

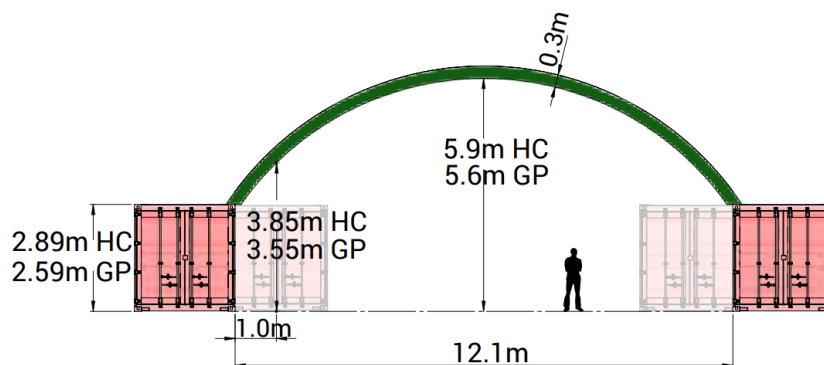
Resource recovery changes at Silverstream transfer station

11. The implementation of the new discount voucher scheme was launched in late March 2023. This scheme has been received well by both landfill users and staff, with over 65 vouchers issued and redeemed. Continued communications for this scheme and transfer station upgrades are planned throughout the next six months.
12. The project to construct a new resource recovery shelter for Earthlink is well underway with the containers and shelter materials now on site awaiting assembly.

13. While there have been unexpected delays due to geotechnical issues requiring additional engineering of the foundations, officers are aiming to have the structure completed by no later than October 2023.
14. This will greatly increase the ease and safety of donating recoverable materials. Domestic landfill users will be able to drive through this new covered area and drop their items at the relevant station within the structure. Any non-recoverable refuse can then be driven around to the transfer station site.



A12 SERIES



15. While these works are being completed, officers will begin working with Waste Management New Zealand (WMNZ) on establishing construction and demolition (C&D) waste diversion opportunities at Silverstream transfer station. While details are yet to be confirmed, this will likely involve bins for self-sorting certain C&D waste streams, such as wood waste and plasterboard, to be in place before the end of 2023.

Resource Recovery Park proposal for Manor Park

16. HCC has received a resource consent application by WMNZ to establish a Resource Recovery Park (RRP) in Manor Park, near the SH1/SH58 Interchange. There has been no further progress on this since the last update in July 2023. The consent is still being processed, with a possible decision at the end of 2023.
17. Information regarding this consent application is available at <https://www.huttcity.govt.nz/property-and-building/resource-consents/types-of-work-that-need-a-resource-consent/30-benmore-crescent>.

Climate Change Impacts and Considerations

18. With regard to the new landfill operations contract, note that it includes specific requirements for the operator to reduce operational emissions. Emissions have been estimated at 652tCO₂e for 2021/22. The operator has already committed to reduce these emissions by at least 25% by 2030, but HCC is also working with the operator toward reducing these by 50% by 2030, in line with HCC's carbon target.
19. To achieve a reduction in emissions of 50% or more by 2030, HCC commissioned Retyna Consulting to undertake a feasibility study on how to decarbonise non-road mobile machinery (such as loaders, trucks, etc) at Silverstream landfill. It found that electrification is considered the lowest cost option to fully decarbonise, where vehicle or machinery options exist or are emerging. HCC is now working with WMNZ on realising this opportunity. In the first instance, this involves establishing charging infrastructure for trucks and non-road machinery over the next 6-12 months.
20. With regard to emissions from the landfill itself (methane), a powerplant and supplementary flare operated by LMS are in place to destroy emissions as much as possible.

Consultation

21. Not applicable.

Legal Considerations

22. There are no legal considerations at this time.

Financial Considerations

23. There are no financial considerations at this time.

Included Attachment

No.	Title	Page
1	Silverstream Environmental Quarterly Report for the Hutt Valley Services Committee (April to June 2023)	19

Author: Geoff Roberts
Manager Waste Minimisation

Reviewed By: Jörn Scherzer
Head of Climate and Solid Waste

Approved By: Alison Geddes
Director Environment and Sustainability

Silverstream Environmental Quarterly Report for the Hutt Valley Services Committee (April to June 2023)



Waste

Total waste of previous quarter: 41694 tonnes

Total waste of this quarter: 44281 tonnes

Month	General*	Sludge	Special	Total commercial	Total residential	Total Waste
January	7,264	422	3,029	7,657	2,064	13,173
February	7,856	411	2,102	8,590	1,836	12,939
March	9,077	472	3,187	9,835	2,088	15,582
April	6,756	470	1,644	6,787	1,782	10,683
May	8,820	490	4,476	8,972	3,323	17,261
June	8,317	434	4,643	8,142	3,117	16,337

*General waste is also included in the commercial waste total

In June the total commercial waste total is less than the general waste total. This is due to diversion of green waste (included in commercial waste) from the landfill.

Monitoring effort during the quarter

	Gas surveys - 10		Complies with consent conditions
	Groundwater monitoring rounds - 4		At least 1 management trigger value exceedance
	Surface water monitoring rounds - 4		At least 1 consent exceedance
	Surface water visual assessments - 3		
	Leachate measurements - 1 (Flow monitored 24/7)		

Leachate

Leachate quality results:

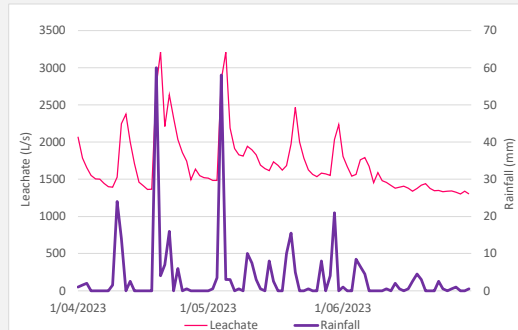
There were no exceedances of leachate trade waste conditions.

Leachate flow volume to Seaview Wastewater treatment plant (m3):

April	May	June
16,419	14,634	13,102

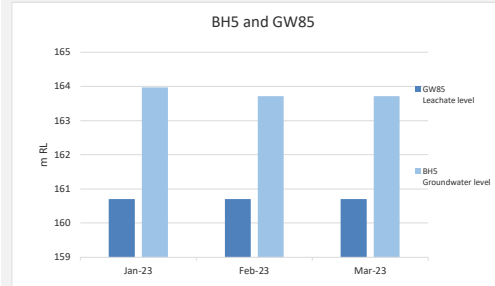
Daily leachate flow and rainfall

Total rainfall: 343 mm



Leachate levels in wells GW85 and BH5 (m RL)

The comparison between the leachate levels (GW85) and groundwater levels (BH5) confirm the hydraulic gradient in the south-western area is generally toward Tip Stream.



Water



Groundwater analysis

There were 5 trigger value exceedances for total alkalinity (April, May and June - BH4S), pH (June - BH5) and chloride (June - BH14) during the quarter. The elevated results are unlikely to be caused by leachate contamination or affect water quality.



Surface water analysis

There were three trigger level exceedances of ammonia-N at SW1A during the quarter. Several leachate breakouts are currently under repair at the toe of Stage 2 which are likely to be the cause of the elevated ammonia-N concentrations. There were no exceedances at the compliance point SW4 during the quarter.

Tip stream (downstream of the landfill, SW4) visual assessment

SW4 Observation	April	May	June
Water Clarity	Clear	Cloudy	Slightly cloudy
Foam	No	No	No
Odour	No	No	No
Algae	No	No	No
Flow	Mod	Mod	Mod

Hulls Creek Observation	April	May	June
Water Clarity	Not required, SW4 clear	Slightly Cloudy	Slightly cloudy
Foam	Not required, SW4 clear	Trace	Trace
Odour	Not required, SW4 clear	Minor	No
Algae	Not required, SW4 clear	No	No
Flow	Not required, SW4 clear	Mod	Mod

Gas

Surface gas results

There were surface methane concentration management trigger exceedances at multiple gas well locations in the quarter. Remediation of the capping is ongoing and installation of new gas wells GW15, 16, 17, 18 and 20 was completed in the quarter.

Gas probe results

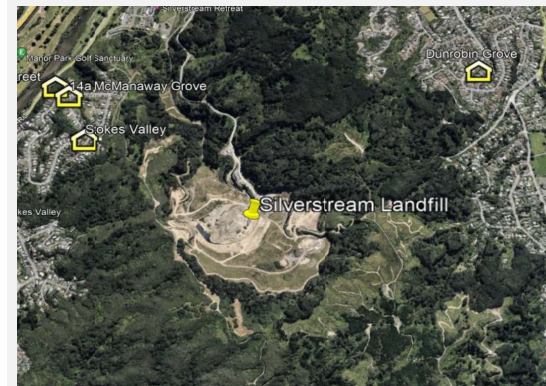
No methane exceedances (greater than 5% CH4 by volume) for either of the two probes located outside the landfill footprint.

Gas collected

Parameter	Unit	April - June
Gas flow rate	m3/hr	1162
Methane concentration	%	48.61

Odour

Months	April	May	June
Complaints	1	4	2
Total in Quarter	7		





To: Hutt Valley Services Committee | 22 September 2023

From: Brett Latimer, Parks and Reserves Manager

Subject: Akatārawa Cemetery update

Akatārawa Cemetery Update

Recommendation

1. That the Committee receives and notes the Akatārawa Cemetery Update.

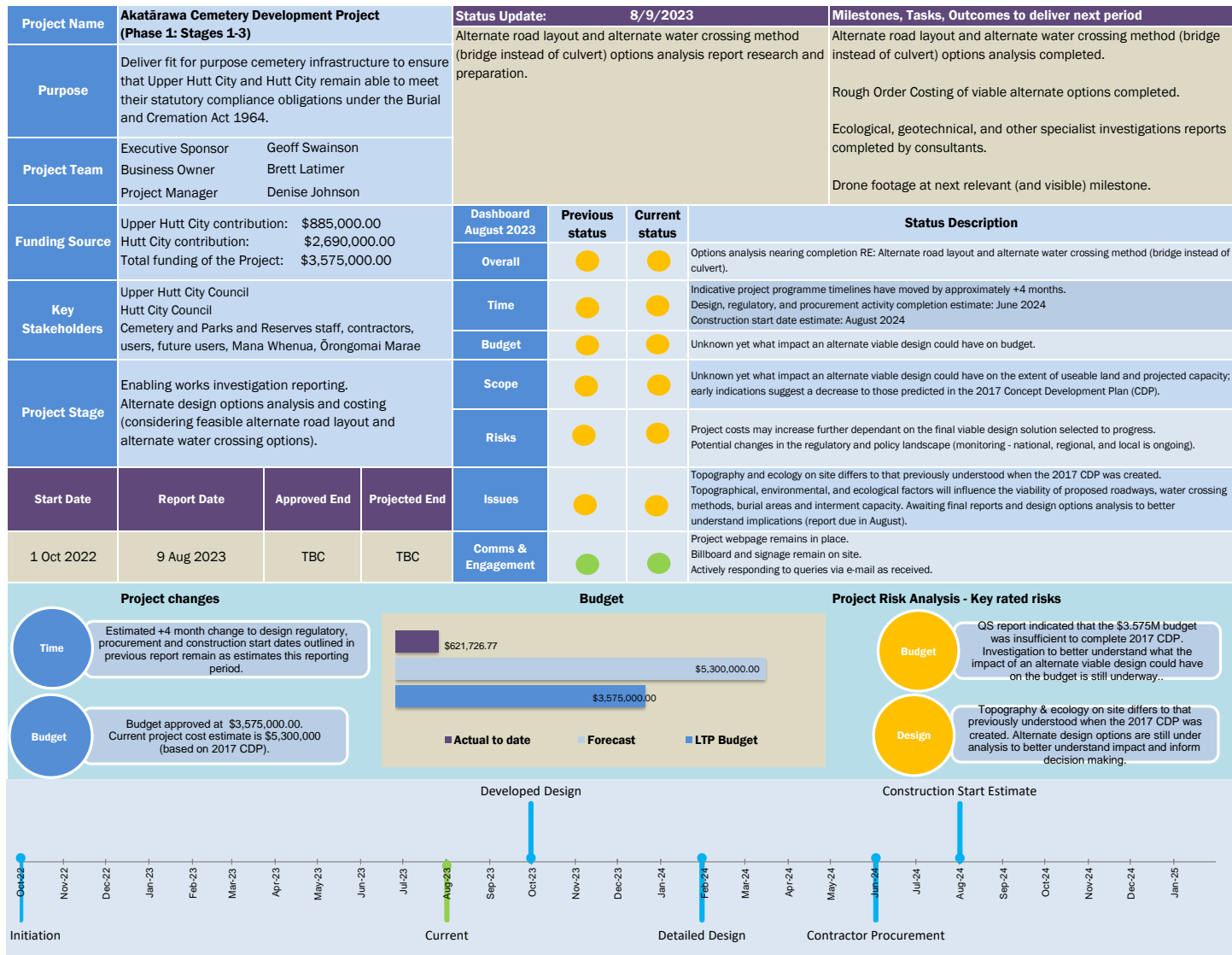
Current issues

2. There are no current issues to note.

Cemetery Development

3. The primary goal of the Akatārawa Cemetery Development project is to deliver fit for purpose cemetery infrastructure to ensure that Upper Hutt City and Hutt City remain able to meet their statutory compliance obligations under the Burial and Cremation Act 1964. It is proposed to expand the existing cemetery and deliver infrastructure that meets the community's expectations for burial and ashes interment for Upper Hutt City and Hutt City residents for the next 30 years.
4. Access through private property was negotiated (to avoid stream crossing) to support the installation of a bore. During the works, some minor damage occurred to the property owner's ground surface and reinstatement has been completed.
5. Results from enabling works activities and investigations have provided previously unknown information about the topography, ecology, and geology of the land which makes the 2017 Concept Development Plan impractical without modification to the design impacting upon stream crossing and road layout. Bridging instead of culverting and alternate road layout options are being considered; an Options analysis report and Quantity Surveying to confirm viability and better understand the impact to capacity projections, budget, environment etc. is expected to be completed in August.
6. Discussions will be held with Hutt City to determine which option is selected for progression to a developed and detailed design.
7. The abovementioned options development, options analysis, and further quantity surveying works will impact the project programme by an estimated +4 months. However, the actual impact will be more accurately assessed and reported upon confirmation of which viable option is selected to progress.
8. A Licence to Occupy (Grazing) agreement between Hutt City and another party for part of the development site will terminate in November. The current Lease holder has been notified.

9. The Akatārawa Cemetery Development Project dashboard with revised key dates is below.



General

10. As of the 30th June 2023, the total operating Cemetery expenditure was \$540,083 compared to a year-to-date budget of \$625,743. The total Operating revenue was \$441,547 compared to a year-to-date budget of \$411,768.

Date of report: 2 August 2023

Report writer:

Brett Latimer

Parks and Reserves Manager

Approved by:

Geoff Swainson

Director Asset Management and Operations | Kaihautū Taiao



MINUTES

Record of a meeting of the HUTT VALLEY SERVICES COMMITTEE in Hutt City Council Chambers, 30 Laings Road, Lower Hutt on FRIDAY 5 MAY 2023 at 9.30 am

	Upper Hutt City Council (UHCC)	Hutt City Council (HCC)
Present:	Cr C B G Carson Cr H Newell Deputy Mayor H Swales	Cr T Stallinger (Chair) Cr B Dyer Cr C Parkin (via Zoom)
In attendance:	Fiona Murphy, Governance Advisor Brett Latimer, Parks & Reserves Manager	Jarred Griffiths Director of Strategy and Engagement Jörn Scherzer, Head of Climate and Solid Waste Derek Kerite, Head of Regulatory Services (part meeting) Dean Bentley, Environmental Health Manager (part meeting) Geoff Roberts, Manager, Waste Minimisation Annie Doornebosch, Democracy Advisor
Also in Attendance:	Steve Hutchison, Chief Advisor of Wastewater at Wellington Water Limited (WWL), Blair Johnson, Head of Waste Contract at WWL, Jeremy McKibbin Group Manager of Network Management at WWL and Linda Fairbrother Project Lead for Barber Grove at WWL (all part meeting)	
Apologies:	Cr J B Griffiths (Chair) Mayor W N Guppy	Cr N Shaw

1. Opening Formalities – Karakia Timatanga

Councillor Stallinger read the Karakia Timatanga.

2. Apologies

Apologies were received from Mayor Guppy, Councillor Griffiths and Councillor Shaw.

RESOLVED Councillor Stallinger / Deputy Mayor Swales **CARRIED: HVSC 230301**

“That the apologies from Mayor Guppy, Councillor Griffiths and Councillor Shaw be accepted and leave of absence be granted.”

3. Public Comment

There were no speakers.

4. Conflict of Interest Declarations

There were no declarations of interest.

5. Minutes

RESOLVED Councillor Stallinger / Councillor Newell

CARRIED: HVSC 230302

"That the minutes of the meeting of the Hutt Valley Services Committee held on 10 March 2023, be confirmed as a true and correct record."

Deputy Mayor Swales abstained from the vote because she did not attend the 10 March 2023 meeting.

6. Wastewater Joint Venture Update

Steve Hutchison Chief Advisor WWL, Jeremy McKibbin Group Manager Network Management Group, Blair Johnson Head of Wastewater Contract WWL, and Linda Fairbrother Project Lead for Barber Grove WWL were present for this item.

Seaview Wastewater Treatment Plant

Since submitting the report WWL has received 2 infringement notices relating to Seaview Wastewater Treatment Plant from Greater Wellington Regional Council (GWRC) relating to non-compliant effluent quality and unauthorised odour.

Steve Hutchinson responded to members' questions about meeting compliance by the end of May 2023, the impact of further wet weather events, dry weather unconsented discharges and related enforcement action and financial implications.

Jeremy McKibbin answered questions from a member relating to the potential impact of the forecasted wet weather events during the May to June assessment of the plant's power and capacity performance during high flows and wet weather. Assessment results should be available in July 2023.

Blair Johnson responded to a question about the progress of the odour assessment for the odour management system and confirmed that WWL has kept the local community interest groups updated with the progress and provided the ingredients of the odour blaster neutraliser. Blair advised that both of those documents will be included in a future Hutt Valley Services Committee report.

Trade Waste

Blair Johnson answered a member's question about the costs relating to the Trade Waste petrochemical discharge.

Major Projects Update

Linda Fairbrother responded to a member's question about the Barber Grove Project's progress and funding for the next financial year.

In response to a question from a member about the actions from the recent review of Veolia's running of the new contract, Steve Hutchison confirmed that the only outstanding item from that is for Veolia to complete the ISO 55000, this is due for completion at the end of 2023.

RESOLVED: Councillor Stallinger / Councillor Carson

CARRIED: HVSC 230303

"That the Committee notes the information in the Wastewater Joint Venture Update."

7. Update on Silverstream Landfill and Resource Recovery

Jörn Scherzer, Head of Climate and Solid Waste at Hutt City Council was present for this item.

RESOLVED Councillor Stallinger / Councillor Dyer**CARRIED: HVSC 230304**

“That the Committee receives the Update on Silverstream Landfill and Resource Recovery report.”

8. Akatārawa Cemetery Update

Brett Latimer, Manager Parks and Reserves at Upper Hutt City Council was present for this item.

Brett Latimer answered questions from members relating to the cost estimate and expected budget for the cemetery, which is based on the 2017 Concept Development Plan, the subsequent impact on the useable burial land, the lifespan of the extension of the cemetery, and consideration for an alternative burial site.

Members agreed to hold a workshop before the next Hutt Valley Services Committee meeting to discuss future options for the cemetery.

RESOLVED Councillor Stallinger / Deputy Mayor Swales**CARRIED: HVSC 230305**

“That the Committee receives the Akatārawa Cemetery Update report.”

9. Environmental Health Update

Deputy Mayor Swales acknowledged the apologies from Helen Hamilton Director Planning and Regulatory Services and Shane Sykes Compliance Services Manager (UHCC).

Derek Kerite Head of Regulatory Services, and Dean Bentley Compliance Manager were present for this item.

Note that Upper Hutt City Council will no longer be receiving Environmental Health Services from Hutt City Council beyond the expiry of the current contract on 30 June 2023. Therefore, there will not be any further Environmental Health Updates reported to this committee.

Deputy Mayor Swales requested that odour is captured within the health nuisance complaints received, with medium to high density, some of the unintended consequences are odour and it will be good to separate these figures so that we can measure any increase.

The environmental health team deal with public nuisance complaints rather than commercial ones, which sits with GWRC.

Members discussed the value of holding a workshop to review the Committee's Terms of Reference, the current status and future of shared services, and options for the future development of the Akatārawa Cemetery.

RESOLVED: Councillor Stallinger / Deputy Mayor Swales**CARRIED: HVSC 230306**

“That the Committee receives the Environmental Health Update report.”

Councillor Newell is keen to undertake a site tour of the Seaview Wastewater Treatment Plant.

10. Outstanding Action Items and Forward Programme

A member asked for more clarity between the action items and the forward work programme.

RESOLVED: Councillor Stallinger / Councillor Newell**CARRIED: HVSC 230307**

“That the Committee holds a workshop prior to the next committee meeting to discuss the

terms of reference of the committee and any associated matters.”

11. Regional Joint Services Opportunities

Nothing to discuss.

12. Closing Formalities – Karakia Whakamutunga

Councillor Stallinger read the Karakia Whakamutunga.

The meeting closed at 10.30 am.

Cr T Stallinger
Chair



Hutt Valley Services (Joint) Committee Workshop

Record of a workshop of the Hutt Valley Services (Joint) Committee (HVSC) Workshop held in Pākuratahi Room, NZCIS, Level 4 Block B 48 Somme Road, Upper Hutt and via audio-visual link (Zoom) on Friday 30 June 2023 at 2.30 pm.

Attendees:	
Upper Hutt City Council (UHCC)	Hutt City Council (HCC)
Cr Blair Griffiths (Co-Chair of the HVSC)	Cr Tony Stallinger (Co-Chair of the HVSC)
Deputy Mayor Swales (alternate member)	Cr Naomi Shaw
Mayor Wayne Guppy	Cr Chris Parkin
Cr Heather Newell	Cr Brady Dyer (part meeting) (Zoom)
Cr Bill Hammond	Cr Karen Morgan
Cr Dave Wheeler	
Cr Chris Carson	
Cr Tracey Ultra (Zoom)	
Cr Emma Holderness (Zoom)	
Peter Kelly, Chief Executive	Alison Geddes, Director Environment & Sustainability (Zoom)
Geoff Swainson, Director Asset Management	Bruce Hodgins, (Zoom)
Vibhuti Chopra, Director Strategy, Partnerships and Growth (Zoom)	Melissa Harvard, Solicitor (Zoom)
Catherine Dyhrberg, Strategic Policy Manager (Zoom)	Geoff Roberts, Parks Manager (Zoom)
	Steve Hutchison, Wellington Water Ltd (Zoom)

1. Welcome and Expectations

Cr Blair Griffiths opened the meeting and welcomed the elected members and officers from Upper Hutt City Council and Hutt City Council.

2. Current shared services/matters report on.

Elected members talked about the heritage and history behind this committee. It was noted that Hutt City Council became 'The Board' in place of the original Hutt Valley Drainage Board when that was disbanded in 1989, the resulting Hutt Valley Services Committee (HVSC) ensures that UHCC continues to have visibility and input in the shared wastewater services for the Hutt Valley. Hutt City Council owns the assets and is accountable, but the decisions are made jointly, via the HVSC.

HVSC provides a platform for shared services and interests in the Hutt Valley and it was felt to be important that there should be an opportunity at HVSC meetings for members to raise and discuss any shared services and/or interests.

The group discussed the impact of the proposed Water Services Reform, in 18 months' time the wastewater assets that underpin the need for the HVSC will no longer belong to HCC and there will be no legislative requirement to continue the HVSC.

It was agreed that the HVSC Terms of Reference need to be updated to correct the alternation of Co-Chairs between councils, and to remove the second bullet point under the committee's function that refers to the Silverstream Refuse Landfill, Akatārawa Cemetery, Dog Control and Environmental Health. A draft will be presented to the next HVSC meeting with a recommendation for adoption by both councils.

3. Associated matters noted for consideration and Future of the HVSC

Moving forward, the Councils could consider holding regular informal meetings to discuss shared interests and establishing a memorandum of understanding to guide collaboration between councils.

It was felt that any mandate and requirements for discussion at future meetings need to be agreed upon and led by the mayors, and it would not be appropriate for officers to bring items of interest to this committee.

It would be challenging for the councils to be aligned years/months in advance on projects and enable synergy and cost savings. However, it was noted that there would be benefits from sharing learnings from the projects that have taken place.

Elected members raised issues such as homelessness and social housing, waste management and minimisation and civil defence emergency coordination as topics that could be open for discussion, shared ideas and planning between councils.

Elected members agreed that they would find value in the HVSC meetings by having both Chief Executives or a delegated officer, provide a brief high-level update at each HVSC meeting. This could reflect on recent key LTP activities, what's currently important for their council, key discussions, issues and decisions that have been made (since the last HVSC meeting).

Elected members agreed that there is a genuine desire from both councils to connect and collaborate, they would also like to see Mana Whenua engaged with the HVSC.

Actions:

The Committee requests that each Chief Executive (or delegated representative) provides a brief high-level update at the beginning of each HVSC meeting.

The Committee requests that the Terms of Reference for the Committee are updated to reflect it's required function.

Proposed changes to the HVSC Terms of Reference:

Hutt Valley Services (Joint) Committee	
This is a joint committee of the Upper Hutt City Council and Hutt City Council.	
Membership:	Each Council appoints four [4] members and an alternate member who may act in the event that a regular member is absent. The Chair alternates between the two Councils, with Hutt City Council appointing the Chair in odd numbered years, and the change taking place at the final meeting of each year. The Chair alternates annually between the two Councils, the change takes place after the final meeting of each year.
Meeting Cycle:	Hutt Valley Services Committee meets quarterly or as required.
Quorum:	Four [4] members, (i.e. a combination of Upper Hutt City Council and Hutt City Council members) that is two [2] members of each Council. (It is suggested that the quorum is changed to stipulate that there are a minimum of two members from each Council in attendance).
Delegated Authority:	To consider and make recommendations to the two Councils.
<p>The Committee's function is to facilitate coordination and decision making on combined council services in the Hutt Valley. Consider and make recommendations to the two Councils on:</p> <ul style="list-style-type: none"> • The coordination of activities of the Upper Hutt City Council and the Hutt City Council in respect of matters affecting the Hutt Valley as a whole • In particular, the coordination of the sewage disposal scheme, the Silverstream refuse landfill, Akatarawa Cemetery, dog control, environmental health, and combined cemetery services for the Hutt Valley. • Any other activities common to both Councils that could be coordinated. <p>Purpose:</p> <p>The Hutt Valley Services Committee is responsible for considering the coordination of activities of the two Councils in respect of matters affecting the Hutt Valley as a whole and waste disposal services in particular.</p>	

Lisa Kynaston - Senior Governance Advisor Upper Hutt City Council

HUTT VALLEY SERVICES COMMITTEE WORKSHOP 30 JUNE 2023



To: Hutt Valley Services Committee | 22 September 2023

From: Lisa Kynaston, Senior Governance Advisor

Subject: Proposed Changes to the Terms of Reference

Purpose of report | Te pūtake

1. The purpose of this report is to present the proposed changes to the Terms of Reference of the Hutt Valley Services Committee to Upper Hutt City and Hutt City Councils for adoption.

Recommendation | He tūtohunga

2. That the Committee:
 - (i) receives and notes the report titled Proposed Changes to the Terms of Reference of the Hutt Valley Services Committee, and,
 - (ii) recommends that Upper Hutt City and Hutt City Councils adopt the proposed changes to the Terms of Reference of the Hutt Valley Services Committee, appended as [Attachment 2](#) to the report, effective immediately.

Background | Papamuri

3. At the Committee meeting held on 2 December 2022 members agreed that dog control services were not technically a shared service of the Hutt Valley, and both councils agreed that Dog Control did not need to be reported to the Committee.
4. At the 5 May 2023 Committee meeting, it was noted that Upper Hutt City Council would no longer be receiving Environmental Health Services from Hutt City Council beyond the expiry of the current contract on 30 June 2023. Therefore, there would be no further requirement to report Environmental Health Updates to the committee.
5. At the 5 May Committee meeting the committee requested that a workshop be held to review the Committee's Terms of Reference, the current status, future of shared services, and options for the future development of the Akatārawa Cemetery. A workshop was held on 30 June 2023, this was attended by Committee members, elected members from both councils, as well as council officers from Upper Hutt and Hutt City. Members discussed and proposed, that the Committee's Terms of Reference needed to be updated to:
 - a. correct the alternation of Co-Chairs between councils,
 - b. to remove the second bullet point under the committee's function that refers to the Silverstream Refuse Landfill, Akatārawa Cemetery, Dog Control and Environmental Health, and,
 - c. to reflect the joint commitment to the committee from both councils.

HUTT VALLEY SERVICES COMMITTEE | 22 SEPTEMBER 2023

6. The requested changes are highlighted in the tracked change version of the terms of reference, appended as [Attachment 1](#) to this report, and a clean version of the proposed Terms of Reference is appended as [Attachment 2](#).
7. The proposed changes need to be adopted by Upper Hutt City Council and Hutt City Council before they become effective.

Significance and engagement assessment | Te tino aromatawai

8. There are no significance and engagement implications at this time.

Sustainability | Rautaki whakauka

9. There are no sustainability implications at this time.

Financial and resourcing | Mahere pūtea

10. There are no financial implications at this time.

Legal and risk | Ture tūraru

11. [Section 130 of the Local Government Act 2002](#) places obligations on local authorities to provide services, including water. Historically, the Hutt Valley Drainage Board (“the Board”) looked after water for the Valley. The Board was established through the [Hutt Valley Drainage Act 1967](#).
12. The Hutt Valley Drainage Act 1967 remains in existence today. This Act assigns the Board a duty to provide for the disposal of sewerage from the district and for the adequate and efficient maintenance of all main sewerage works. Section 15 of the Act establishes the ability of the Board to appoint standing committees and delegate its powers to those committees.
13. The Hutt Valley Drainage Board was vested in the Lower Hutt City Council by virtue of the Local Government (Wellington Region) Reorganisation Order 1989 (“the Order”). The Order established the Hutt Valley Services Committee (“the Committee”) in order to ensure that the two City Councils had input into the operation of the Board. By virtue of this legislation, this Committee is not a Council committee that is established at the beginning of a Council term, as is usual.
14. The Hutt Valley Drainage Board was replaced by a new organisational structure in an Order of Council. [The Local Government \(Wellington Region\) Reorganisation Order 1989](#) established the Hutt Valley Services Committee. This Order is a regulation that remains in existence today. Part XII of the Order established the Hutt Valley Services Committee as a replacement to the Hutt Valley Drainage Board.

Included attachments | Ngā Āpitihanga

15. [Attachment 1: Tracked change to the Terms of Reference of the Hutt Valley Services Committee](#) page 32
16. [Attachment 2: Clean version - Terms of Reference of the Hutt Valley Services Committee](#) page 33

Date of report: 2 August 2023

Report writer:

Lisa Kynaston

Senior Governance Advisor

Reviewed by:

Catherine Dyhrberg

Strategic Policy Manager

Approved by:

Vibhuti Chopra

Director Strategy, Partnerships and Growth | Kaihautū Rautaki, Kōtuitui Tangata, Whakawhanake ā-lwi

Attachment 1: Tracked changes to the Terms of Reference

Hutt Valley Services (Joint) Committee	
This is a joint committee of the Upper Hutt City Council and Hutt City Council.	
Membership:	Each Council appoints four [4] members and an alternate member who may act in the event that a regular member is absent. The Chair alternates between the two Councils, with Hutt City Council appointing the Chair in odd numbered years, and the change taking place at the final meeting of each year. <i>The Chair alternates annually between the two Councils, the change takes place after the final meeting of each year.</i>
Meeting Cycle:	Hutt Valley Services Committee meets quarterly or as required.
Quorum:	Four [4] members, (i.e. a combination of Upper Hutt City Council and Hutt City Council members) <i>two [2] members of each Council. (It is suggested that the quorum is changed to stipulate that there are a minimum of two members from each Council in attendance).</i>
Delegated Authority:	To consider and make recommendations to the two Councils.
<p>The Committee's function is to facilitate coordination and decision making on combined council services in the Hutt Valley. Consider and make recommendations to the two Councils on:</p> <ul style="list-style-type: none"> • The coordination of activities of the Upper Hutt City Council and the Hutt City Council in respect of matters affecting the Hutt Valley as a whole • In particular, the coordination of the sewage disposal scheme, the Silverstream refuse landfill, Akatarawa Cemetery, dog control, environmental health, and combined cemetery services for the Hutt Valley. • Any other activities common to both Councils that could be coordinated. <p>Purpose:</p> <p><i>The Hutt Valley Services Committee is responsible for considering the coordination of activities of the two Councils in respect of matters affecting the Hutt Valley as a whole and waste disposal services in particular.</i></p>	

Attachment 2: Proposed Terms of Reference

Hutt Valley Services (Joint) Committee	
This is a joint committee of the Upper Hutt City Council and Hutt City Council.	
Membership:	Each Council appoints four [4] members and an alternate member who may act in the event that a regular member is absent. The Chair alternates annually between the two Councils, the change takes place after the final meeting of each year.
Meeting Cycle:	Hutt Valley Services Committee meets quarterly or as required.
Quorum:	Four [4] members, two [2] members of each Council.
Delegated Authority:	To consider and make recommendations to the two Councils.
Purpose: The Hutt Valley Services Committee is responsible for considering the coordination of activities of the two Councils in respect of matters affecting the Hutt Valley as a whole and waste disposal services in particular.	



To: Hutt Valley Services Committee | 22 September 2023

From: Lisa Kynaston, Senior Governance Advisor

Subject: Outstanding Actions and Forward Work Programme

Outstanding actions and forward work programme

Recommendation | He tūtohunga

1. That the Committee receives and notes the Outstanding Actions and Forward Work Programme.

Purpose | Te pūtake

1. To provide the Hutt Valley Services Committee with a record of outstanding actions and a forward programme of work.

Background | Papamuri

2. The Terms of Reference for the Hutt Valley Services Committee require the committee to facilitate the coordination and decision-making of combined council services within the Hutt Valley.
3. The Forward Programme provides a planning tool for both members and officers to coordinate programmes of work for the year. The Forward Programme is appended as Attachment 1 to this report.
4. The Forward Programme is a working document and subject to change on a regular basis.

Included attachment | Ngā Āpitihanga

5. [Attachment 1 Outstanding Actions and Forward Work Programme](#) [page 35](#)

Date of report: 7 August 2023

Report writer:

Lisa Kynaston

Senior Governance Advisor

Outstanding Actions Hutt Valley Services Committee				
Meeting Date	Item	Action	Comments/Updates	Status/Officer
6-May-22	Regional Joint Venture Opportunities	The Director, Environment and Sustainability, HCC, the Director Asset Management and Operations, UHCC agreed to meet to discuss Council collaboration regarding both Council's District Plan Reviews (after the August 2022 Intensification Planning Instrument deadline). 20/2/2023 - Outstanding DIR/GM meeting with Alison Geddes, Kara Puketapu Geoff Swainson and Helen Hamilton.		Alison Geddes, Kara Puketapu, Geoff Swainson and Helen Hamilton.
10-Mar-23	Wastewater Joint Venture Update	Blair Johnson to publicly release the ingredients of the deodoriser that is being used at the Seaview wastewater treatment plant. 5/5/23 – The report noted that Blair Johnson confirmed that he would release the ingredients. WWL is awaiting advice from Te Whatu Ora regarding the potential health effects of the deodoriser.	25/8/2023 (report) - WWL sought additional advice from the National Public Health Service (Te Whatu Ora) regarding the chemical's potential health effects. The National Public Health Service provided a response and expressed, in summary “we would not expect (exposure) this to represent a health risk for the general public”.	Bruce Hodgins/Blair Johnson WWL
10-Mar-23	Wastewater Joint Venture Update	Contractors were engaged to undertake an odour control system assessment, hydrogen sulphide monitoring and odour survey. The odour control system assessment has been completed and a report is expected to be presented by the end of April 2023. The hydrogen sulphide monitoring and odour survey is still ongoing. The data gathered from these workstreams will inform planning for any renewal or upgrade works on odour management system for the site. 5/5/2023 - Follow up odour assessment, and a condition assessment for the odour management system of the site is expected to be completed by the end of June 2023.	25/8/2023 (report) - Following the completion of assessments of the odour control system, hydrogen sulphide monitoring and odour survey, the odour control system report was finalised and presented in April 2023. An activity brief has been developed and allocated within WWL for project planning.	Blair Johnson WWL

Meeting Date	Item	Action	Comments/Updates	Status/Officer
10-Mar-23	Wastewater Joint Venture Update	Provide a monthly update to the local community which includes the progress of the above review and assessments.		Bruce Hodgins HCC
10-Mar-23	Wastewater Joint Venture Update	That Council officers investigate and recommend a better method for receiving and collecting odour complaints.		Bruce Hodgins HCC

Recently Completed Actions Hutt Valley Services Committee				
Meeting Date	Item	Action	Comments/Updates	Status/Officer
10-Mar-23	Outstanding actions & forward work programme	Members agreed they would like an opportunity to have a discussion outside of this meeting to consider the Hutt Valley's shared services and opportunities, members would like non-committee members from both councils invited. Items for discussion: Discussion about the Seaview Wastewater Treatment Plan assessments and next steps.	30/06/2023 – A workshop was held at NZGIS, Upper Hutt	Completed Governance Advisor UHCC
10-Mar-23	Outstanding actions & forward work programme	UHCC members would like a site tour of the Wellington Water Limited – Seaview Wastewater Treatment Plant.	12/7/2023 – A tour of the Seaview Wastewater Treatment Plant was hosted by Blair Johnson WWL.	Completed Governance Advisor UHCC
30-Jun-23	Associated matters noted for consideration and Future of the HVSC	The Committee requests that the Terms of Reference for the Committee are updated to reflect its required function.	7/08/2023 – To be presented to the 25 August HVSC	Completed Governance Advisor UHCC

Forward Work Programme Hutt Valley Services Committee				
Meeting Date	Item	Action	Comments/Updates	Officer
30-Jun-23	Associated matters noted for consideration and Future of the HVSC	The Committee requests that each Chief Executive (or delegated representative) provides a brief high-level update at the beginning of each HVSC meeting.	3/8/23: This will be added to the agenda for 25 November 2023	Governance Advisor UHCC