

Service Delivery Committee Agenda - 15 June 2021

Council Chambers, Waipa District Council, 101 Bank Street, Te Awamutu

Chairperson
GRP Webber



Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EH Barnes, AW Brown, LE Brown, PTJ Coles, RDB Gordon, ML Gower, B Harris - Te Kanohi, SC O'Regan, MJ Pettit, EM Stolwyk, CS St Pierre, BS Thomas

15 June 2021 09:00 AM - 09:30 AM

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APOLOGIES



DISCLOSURE OF MEMBERS' INTERESTS

Members are reminded to declare and stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they may have.



LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.



CONFIRMATION OF ORDER OF MEETING

Recommendation

That the Service Delivery Committee confirms the order of the meeting



To: The Chairperson and Members of the Service Delivery Committee
From: Governance
Subject: **CONFIRMATION OF MINUTES**
Meeting Date: 15 June 2021

1 EXECUTIVE SUMMARY

To confirm the minutes of the Service Delivery meeting held on 18 May 2021.

2 RECOMMENDATION

That the open and public excluded minutes of the Service Delivery Committee meeting held on 18 May 2021, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENTS

Service Delivery Minutes – 18 May 2021



Time: 9.00am
Date: Tuesday 18 May 2021
Venue: Council Chambers, Waipa District Council,
101 Bank Street, Te Awamutu

PRESENT

Chairperson

GRP Webber

Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EM Barnes, AW Brown, LE Brown, PTJ Coles, RDB Gordon, ML Gower [departed at 10.30am], B Harris (Te Kanohi)[from 9.16am], SC O'Regan, MJ Pettit, EM Stolwyk, CS St Pierre, BS Thomas

1 APOLOGIES

There were no apologies.

2 DISCLOSURE OF MEMBERS' INTERESTS

There were no new disclosures.

3 LATE ITEMS

There were no late items.

4 CONFIRMATION OF ORDER OF MEETING

RESOLVED

15/21/27

That the order of the meeting be confirmed.

Councillor O'Regan/ Councillor A. Brown



5 MINUTES OF PREVIOUS MEETING

RESOLVED

15/21/28

That the open minutes of the Service Delivery Committee meeting held on 16 March 2021, having been circulated, be taken as read and confirmed as a true and correct record.

Councillor Gordon/ Councillor St Pierre

6 CONTRACTS SIGNED UNDER DELEGATION

Council policy and delegated authority provides for tender and contract documents to be signed by Council staff on behalf of Council, subject to financial limits.

RESOLVED

15/21/29

That the information contained in the Monthly Schedule of Contracts Signed under Delegated Authority (Document Number 10601908) be received.

Councillor Thomas/ Councillor L. Brown

7 NATIONAL FIELDAYS 2021 – REQUEST FOR TEMPORARY ROAD CLOSURE

The New Zealand National Fieldays Society applied to temporarily close roads to vehicle traffic from Wednesday 16 June to Saturday 19 June 2021 Zealand for National Fieldays 2021.

The proposed closure was advertised publicly in the Cambridge News on Thursday, 15 April 2021. Objections by affected parties were invited, closing at 4.00pm on Friday, 30 April 2021. No objections were received.

Police, the New Zealand Transport Agency, and emergency services were consulted and raised no concerns. Police and other emergency services would always have priority access to all areas of the closed roads.

**RESOLVED**

15/21/30

That the Service Delivery Committee:

a) *Receives the **National Fielddays 2021 – Request for Temporary Road Closure** report of Julie Taylor, Transportation Safety Officer;*

b) *Approves the temporary closure of:*

6.00am to 8.00pm

- **Milton Street** – *between 123 Milton Street and Lamb Street*

6.00am to 10.00am

- **Lamb Street (Eastbound)** – *between Milton Street/Rowling Place to Cambridge Road*
- **Mystery Creek Road (Eastbound)** – *between Mystery Creek Events Centre Gate 2 to Mellow Road*
- **Mellow Road (Southbound)** – *whole road*
- **McEldownie Road (Northbound)** – *between Kaipaki Road and Mystery Creek Road*

1.00pm to 8.00pm

- **Lamb Street (Westbound)** – *between Burns Street and Cambridge Road*

3.00pm to 8.00pm

- **Mystery Creek Road (Westbound)** – *between Mystery Creek Events Centre Gate 2 to Mellow Road*
- **Mellow Road (Northbound)** – *whole road*

*from **Wednesday 16 June to Saturday 19 June 2021**, in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974.*

c) *Authorises public notification of the approved road closure before the event, as required by the Local Government Act 1974.*

Councillor Stolwyk/ Councillor Gower



8 TRANSPORTATION REPORT

The purpose of the report presented by Bryan Hudson, Manager Transportation, was to provide information on the activities pertaining to the Transportation Team's activities from January to March 2021, and projects for the remainder of the current financial year.

Concerns were raised over missing road markers on rural roads and whether these may impact on safety on these roads.

An update was provided on the Te Awa Cycleway. Mr Hudson advised that 2km of the cycleway was now complete and it was scheduled to be open in November.

The Committee congratulated Waste Minimisation Officer Sally Fraser on the outstanding work undertaken by her team.

Mr Hudson advised that contamination in recycling was the area of most current concern and there were now two full time auditors working for Metallic Sweeping Ltd over a three-month trial period, auditing bins and identifying where contamination was coming from. Audits were costing \$16k a month and it has been costing up to \$40k per month for contaminated waste to go to landfill.

There was a request that the Parawera Marae video, a step-by-step instructional video on how to make upcycled seating from pallets, be shared on the Council website.

RESOLVED

15/21/31

That

- a) *The Transportation Report (document number 10600235) of Bryan Hudson, Manager, Transportation be received.*

Councillor St Pierre/ Councillor L. Brown

9 CAMBRIDGE WASTEWATER TREATMENT PLANT UPDATE

Waipā District Council (WDC) is participating in the sub-regional southern wastewater detailed business case (sub-regional DBC). At present, the preferred option involves a new standalone wastewater treatment plant (WWTP) at Cambridge, to service



Cambridge, (including servicing for Hautapu and Leamington). The confirmation of the adopted option is to be finalised in June/July 2021. The new WWTP is required to be consented, designed, built and operational by the end of 2026 to meet our present short term (six year) consent conditions. A new consent application is required to be lodged by December 2022. The new WWTP needs to achieve at least “Pukekohe” standard effluent quality in order to meet iwi, mana whenua, and stakeholder concerns, satisfy river Vision and Strategy requirements and give effect to Te Mana o te Wai.

It was advised that the detailed business case report would not be circulated until all the Governance group partners had viewed the draft final report.

Discussion was held around the restrictions on future subdivision growth in Ohaupo due to the lack of a reticulated wastewater treatment solution.

RESOLVED

15/21/32

That

- a) *The report titled ‘Cambridge Wastewater Treatment Plant - Update’ (document number 10600791), of Martin Mould, Water Services Manager be received.*

Councillor Coles/ Councillor A. Brown

[Meeting adjourned at 10.20am and reconvened at 10.36am]

[Councillor Gower departed the meeting at 10.20am]

10 THREE WATERS REFORM UPDATE

The Three Waters reform monthly update provided the Committee with an update on the various issues and workstreams associated with central government’s Three Waters Reform Programme.

The workstreams covered include:

- Department of Internal Affairs (DIA) – “Transition phase” in conjunction with Water NZ.
- Stimulus funding Delivery plan implementation



- Taumata Arowai (the new Water Regulator) and the Water Services Bill which provides the legal framework in which Taumata Arowai will operate.
- Society of Local Government Managers (SOLGM – now renamed as Taituarā) which has coordinated a local/pan-regional initiative to support early consideration of the proposed water reform.

Key points to note were:

1. Waipa District Council completed the information supply (RfI) to DIA in late January 2021. This is currently being analysed by the DIA and being used to inform the report to Cabinet.
2. In regard to next steps of water reform, engagement with the sector and iwi formally commenced in March 2021. Cabinet was expected to make decisions in April/May 2021, followed by public consultation from May to August 2021. However, the initial Cabinet decision is now not expected until late June 2021, although it is expected that stormwater activity will be included in the Reform programme. The DIA have now commenced discussion with the sector (via WaterNZ) on what a Transition Programme would require.
3. It is being indicated that a Water Entity Bill and Economic Regular framework will be available for review by August 2021.
4. The Water Services Regulator, Taumata Arowai, was established following passing of the Water Services Regulator Act in July 2020. The Board of Taumata Arowai has also now been formally appointed.
5. The Water Services Bill (the Bill) providing Taumata Arowai with the authority to prepare standards and rules with which water suppliers must comply, closed for submissions on 2 March. Taituarā and Water New Zealand have made a submission on the Bill. Waipā District Council made a submission. The Bill is now not expected to return to parliament for decisions until July 2021.
6. Pan-regional water reform discussions with Waikato and Bay of Plenty Councils in association with Taituarā are ongoing.
7. Tranche one DIA Water Stimulus Funding; Waipa is progressing well in planning and implementing projects funded by DIA under the stimulus funding. Our second quarterly report being accepted by DIA with around \$2M already invested. A request for the next advancement of funds \$1.1m was submitted to the DIA on 30 April 2021. The total funds expected are \$6.82M with all projects funded as a part of this programme to be completed by March 2022.

Concerns were raised around the lack of information from DIA regarding standards, costs and asset valuations for Councils to make informed decisions. There has also



been no formal indication to Local Government New Zealand of the proposed groupings across the country.

The Committee were given a demonstration of a dashboard being developed by Taituarā.

RESOLVED

15/21/33

That

- a) The Three Waters Reform - Update report (document number 10598936) of Martin Mould, Manager Water Services, be received.*

Te Kanohi Bill Harris/ Councillor Gordon

11 COOK STREET PARKING CHANGE PROPOSAL

Manager Transportation Bryan Hudson advised the Committee the parking safety on Cook Street was an ongoing issue. This was a designated major arterial route through Cambridge being used by about 10,000 vehicles per day – including 1,200 trucks.

The marked parking shoulders are only 1.5-1.7m wide – well short of the New Zealand standard of 2.5m from the kerb face to the edge line. As a result, many motorists – including truck drivers – park partly on the verge and footpath. This has damaged the verge significantly and obstructs the footpath for pedestrians.

Prohibiting berm parking alone would push parked vehicles onto the road, with larger vehicles protruding into the traffic lanes and drivers opening their doors and exiting into the traffic.

Because Cook Street is a designated major arterial route, traffic movement function takes precedence over property access and parking.

Therefore, it was proposed to remove all on-street parking from Cook Street, encouraging local staff and customers to use Burns Street and the Council-owned off-street car park instead.

Café 9, at 9 Cook Street, was the only business specifically mentioned as being significantly disadvantaged by the removal of on-street parking. The café only has off-street parking for about seven cars, which would not meet customer demand.

Submissions indicated on-street parking was convenient for takeaway food/coffee customers, truck drivers, and elderly customers unable to walk from Burns Street or



cross the busy road from Council's off-street car park. Much of that custom was likely to be lost under the original proposal.

Ideas that were incorporated into the amended proposal were:

- Add 120-minute time restrictions to the Council car park so this is not monopolised by all-day parking;
- Leave some on-street parking near Café 9 to maintain convenient access for customers in light vehicles.

A 120-minute time limit is also recommended for the remaining on-street parking to maintain regular turnover of vehicles, while still allowing customers who were unable to walk from other parking locations sufficient time to enjoy a dine-in meal.

This revised proposal was supported by the Cambridge Community Board at a meeting on 3 March 2021.

The proposal to retain three parking spaces would be an interim measure only and would need to be reassessed periodically.

It was suggested that extending the public carpark would be a compromise however Mr Hudson advised that this may not be the best location to invest in parking.

RESOLVED

15/21/34

That the Service Delivery Committee:

- a) *Receives the report Cook Street Parking Change Proposal, of Julie Taylor, Transportation Safety Officer;*
- b) *Approves installation of 'no parking' zones along both sides of Cook Street, excepting three marked, on-road parking spaces outside Café 9 at 9 Cook Street and the residence at 11 Cook Street;*
- c) *Approves a 120-minute time restriction to the three remaining on-street parking spaces on Cook Street and on all spaces in the Council off-street car park to discourage all-day parking in these spaces;*
- d) *Approves installation of signs instructing drivers not to park on Cook Street berms or footpaths;*
- e) *Approves marking parking spaces in the Council off-street car park to ensure efficient use of space.*

Councillor Coles/ Councillor A. Brown



12 RESOLUTION TO EXCLUDE THE PUBLIC

(Section 48, Local Government Official Information and Meetings Act 1987)

RESOLVED

15/21/35

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

The general subject of the 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
13. Confirmation of Public Excluded Minutes 14. 27-17-18 General Maintenance Contract Extension 15. 27-18-14 Traffic Services Contract Extension	Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
13,14,15	Section 7(2)(i)	To enable the Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)



13	Section 7(2)(j)	<i>To prevent the disclosure or use of official information for improper gain or advantage</i>
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Chairperson Webber/Councillor St Pierre

There being no further business the meeting closed at 11.20am.

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON:

DATE:



To: The Chairperson and Members of the Service Delivery Committee
From: Manager Service Delivery
Subject: **CONTRACTS SIGNED UNDER DELEGATION**
Meeting Date: 15 June 2021

1 EXECUTIVE SUMMARY

Council policy and delegated authority provides for tender and contract documents to be signed by Council staff on behalf of Council, subject to financial limits.

2 RECOMMENDATION

That the information contained in the Monthly Schedule of Contracts Signed under Delegated Authority (Document Number 10627649) be received.

3 ATTACHMENTS

Service Delivery Contracts – Monthly Schedule of Contracts Signed – 15 June 2021



Service Delivery Contracts Monthly Schedule of Contracts Signed

Date: 15 June 2021

File Reference: 51.40

CONTRACTS SIGNED UNDER DELEGATED AUTHORITY

Council policy and delegated authority provides for tender and contract documents to be signed by Council staff on behalf of Council, subject to financial limits.

Monthly Schedule of Service Delivery Contracts Awarded:

Contract No.	Contract Name	Contract Awarded to:	Date Contract Awarded	Activity Type	Accepted Tender Sum	Approved Contract Sum	Difference between Sums
290021	Wastewater CCTV Inspections	Insight CCTV – Jetting Limited	05/05/2021	Water Services	\$121,135.00	\$133,248.50	Contingency

A handwritten signature in black ink, appearing to read 'Dawn Inglis'.

Dawn Inglis
GROUP MANAGER SERVICE DELIVERY



INFORMATION ONLY

To: The Chairperson and Members of the Service Delivery Committee
From: Manager Water Services
Subject: **Water Services Activity Report to 31 May 2021**
Meeting Date: 15 June 2021
File Reference: 004.06

1 Executive Summary

The purpose of this report is to provide information on the activities pertaining to the Water Services Team's activities for the period from the previous report (December 2020) to May 2021. We have changed the reporting from the previous quarterly timing to provide more up to date and current information. This report contains matters that are of a purely administrative nature, or information that does not require a decision from Council. As such, this report does not address any matters that are significant in terms of Council's obligations as set out in the Local Government Act 2002 or Council's Significance and Engagement Policy.

Of particular note:

- Flood Hazard mapping property letters have been sent to affected properties in Pirongia, Ohaupo and Cambridge, with Te Awamutu letters to be sent in the near future. To date a 10% rate of requests for further information (compared to number of letters sent) is being received.
- The Detailed Sub-regional Wastewater Treatment Business Case for the Southern Hamilton-Waikato Metro-Spatial Area is due for completion late July 2021.
- Completion of the Te Awamutu Wastewater Treatment Plant Upgrade and the Waikeria Wastewater Project.
- Ongoing staff engagement with DIA/Water New Zealand on transition programme for Water reform.

- Staff have recently attended the National Stormwater Conference in Tauranga and the Water Industry Operators Group (WIOG) conference in Napier.
- For this reporting period (and financial year to date), all water treatment plants are compliant for both bacteria and protozoa, and all zones are compliant for this period.

2 Recommendation

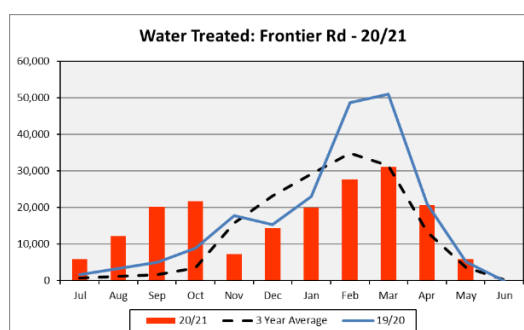
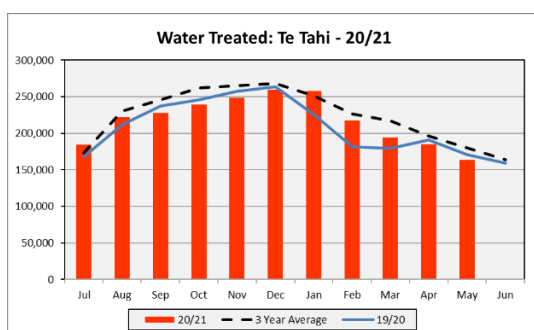
That

- The report titled *Water Services Quarterly Report*, (document number 10620753) of Martin Mould, Manager Water Services, be received.

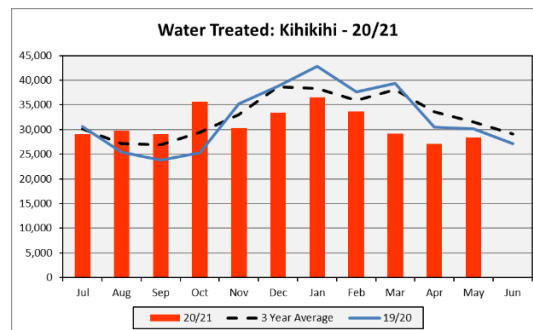
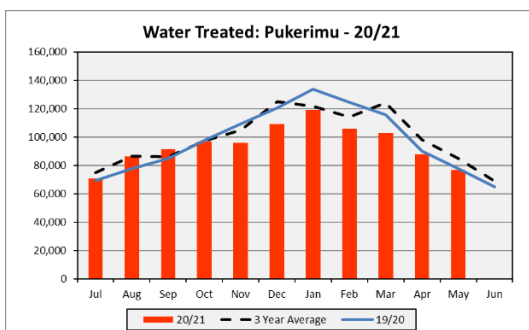
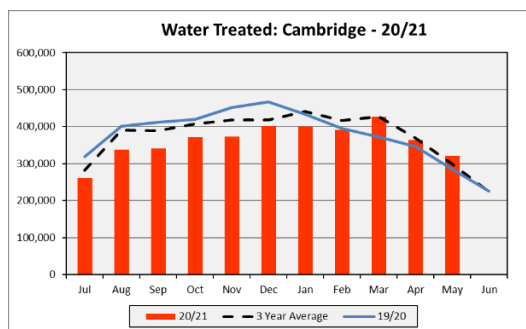
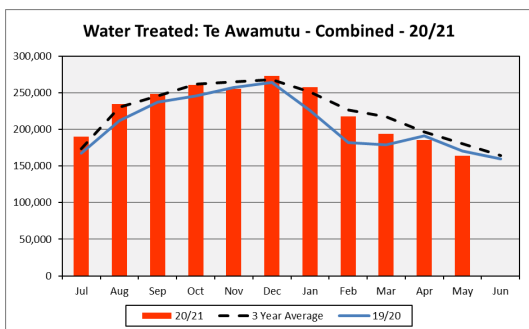
3 Water Demand

3.1 Current Demand – Water Production

Demand patterns across the district are normal for this period of the year with less reliance on the Frontier Road bore. Frontier Road Bore use was high during the 2019/20 summer compared to this past 2020/21 summer, while Te Tahi usage was the opposite. This is a result of the drought impacting water availability at Te Tahi and more reliance on groundwater sources during 2019/20. This was not required this year and was reflected in the water alerts implemented. Water treated in Cambridge, Pukerimu and Kihikihi from January to April was also reduced compared to previous years, likely due to the climate impacts over this past summer and the education campaign encouraging reduced use.



Sensitivity: General



4 Demand Management Activities

4.1 Rainwater Harvesting

- Further scoping is being undertaken into the potential development of a rainwater harvesting programme for schools with the aims to educate tamariki and their whanau on rainwater collection and water conservation.
- Hamilton City Council has a current project, funded as part of the water reform stimulus package, to assess the benefits, costs, opportunities and risks of establishing principles and rules for use of rain water tanks. Staff at Hamilton City have undertaken to share the outputs of this investigation. This will be reported on as the information becomes available.

4.2 Smart Water Education

- The 2020/21 annual plan for the Smart Water campaign has the following areas of focus:
 - Shorter Showers: Campaign targeting non-residential businesses like hotels, motels and gyms with residential type consumption (showering) to encourage users to be conservative with their use outside of the home or when visiting our district.
 - Roll out completed.
 - Swimming Pools: Campaign targeting behaviour change and education around swimming pools leading up to higher demand summer periods. This campaign encourages pool covers, pool water treatment, and avoidance of regular emptying and filling of temporary pools.
 - Project delivered throughout March. Was much later in the season due to delays, however is prepped ready for future summer seasons.
 - Schools Outreach: School programme celebrating United Nations World Water Day (UNWWD – 22 March 2021).

- Schools participating had students each design a water saving sticker to put above appliances or fittings.
- Two Waipā schools were runners-up in the competition (Pirongia and Karāpiro Primary Schools) and each received a smart water prize pack for their classes.
- Water Restrictions Review: Longer term project focused on a higher level review of the restrictions campaign, ensuring all restrictions are still fit for purpose and aligned to best practice.
 - Project getting back underway post Long Term Plan and working with partner Councils on the review of current levels against best practice guidance and other New Zealand and Australian Council experiences and programmes.

4.3 Summer Campaign

- Summer campaign was wrapped up on 19 March 2021.
- A total of three Alert Level changes this summer with at least a month between each change.
- There was one split level change this summer where Cambridge and Kihikihi remained on Alert Level One while Te Awamutu and Pukerimu, as well as Hamilton City Council, moved to Alert Level Two.
- Proactive movements of alert levels, paired with suitably timed rainfall and a cooler February helped alleviate the need for any higher alert levels.

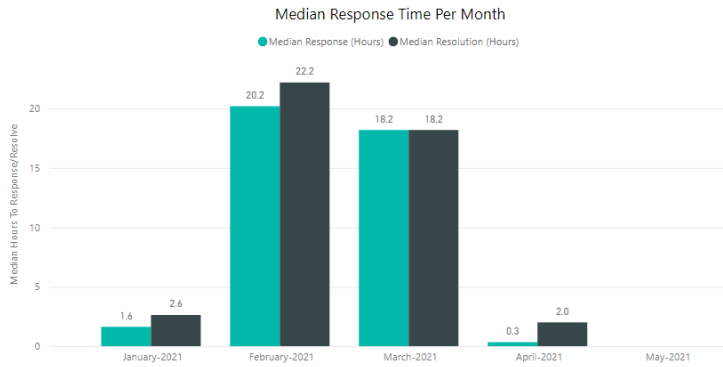
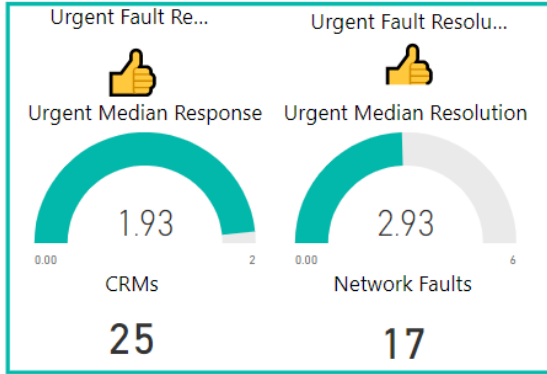
5 Levels of Service & Performance Measures

The Customer Request based measures shown below are part of the Department of Internal Affairs (DIA) Non-Financial Performance Measures.

5.1 Water

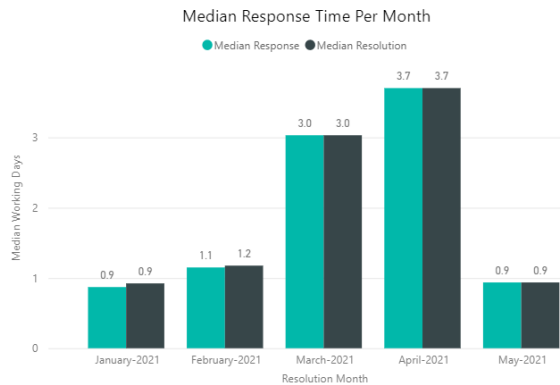
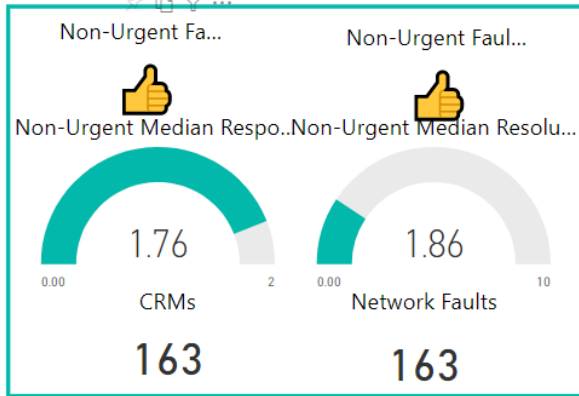
Urgent Water Network Faults

Median response and resolution time (hours) for call-outs in response to a fault of unplanned interruption to the network: urgent

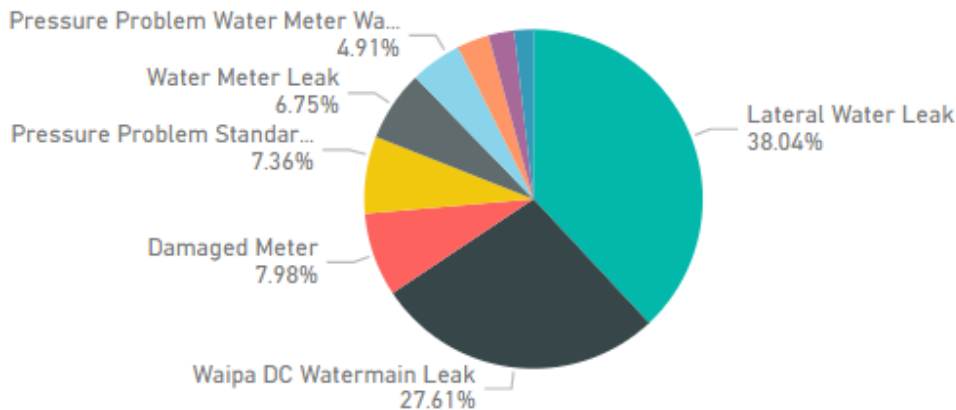


Non-Urgent Water Network Faults

Median response and resolution time (days) for call-outs in response to a fault of unplanned interruption to network: non-urgent

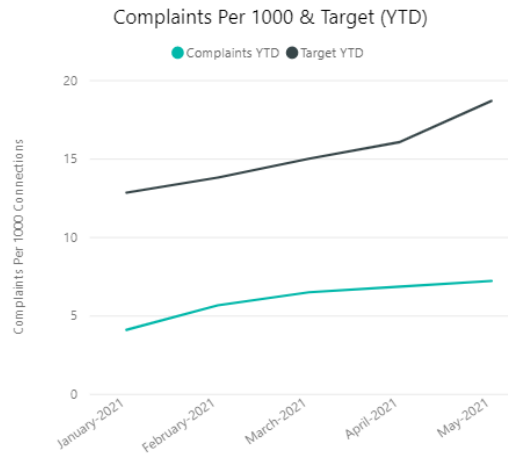
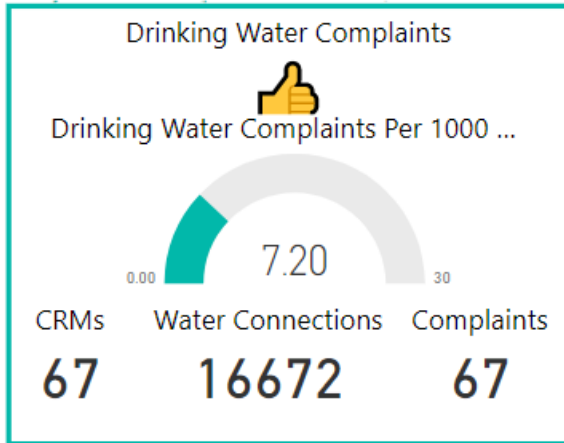


Categories



Drinking Water Complaints (Per 1000 Connections)

The total number of complaints received about any of the following: odour, system faults, blockages, and response to any of these issues (per 1000 connections)



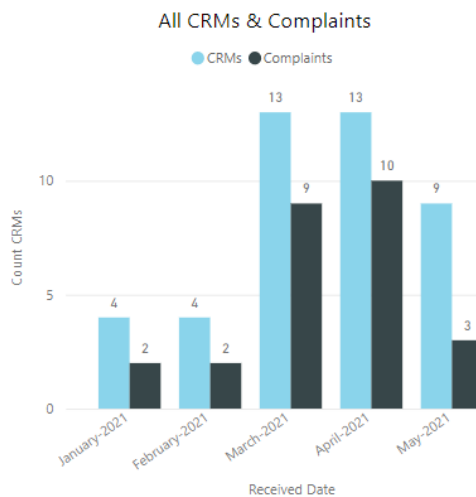
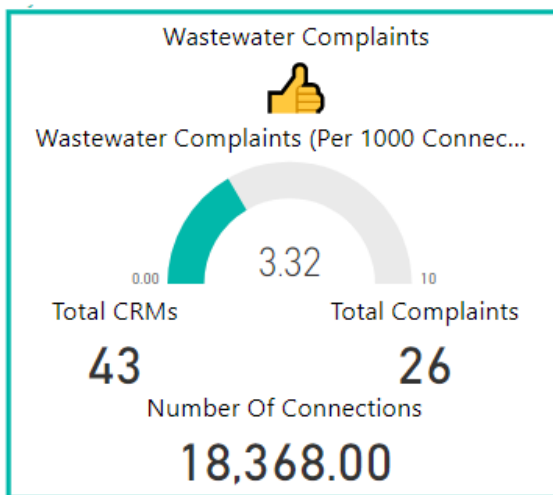
The increase in complaints was largely due to the type of contracts that were underway, involving alterations/upgrades to the reticulation network.

5.2 Wastewater - Dry Weather Sewerage Overflows and Response to Call Outs

During this period there were no overflows or calls to respond to issues. There was a complaint regarding odour in Herbert Street, Kihikihi. This is possibly linked to new Waikeria wastewater coming online and the Network Team is investigating this issue.

Wastewater Complaints (Per 1000 Connections)

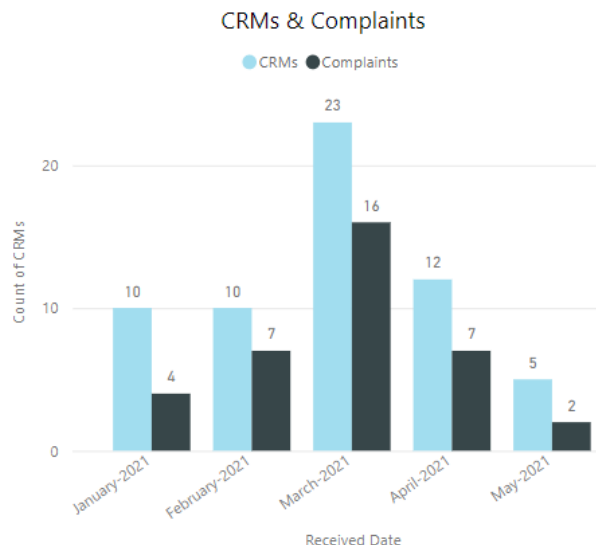
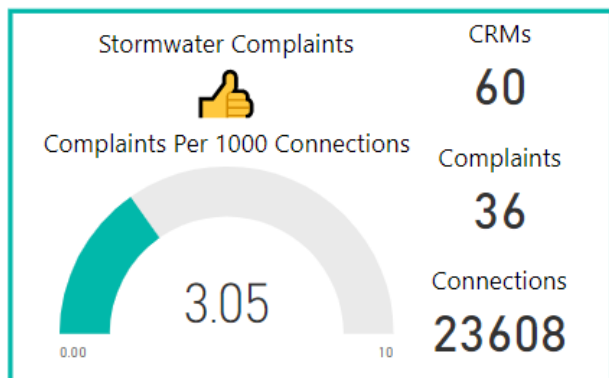
The number of complaints received about any of the following: odour, system faults, blockages, and the response to any of these issues



5.3 Stormwater

Stormwater Complaints (Per 1000 Connections)

The number of complaints received about the performance of the stormwater system (per 1000 connections)



5.4 Compliance – Drinking Water Standards July is the start of the Compliance year

Water Supply Drinking Water Standards (KPI Measures) – Treatment Plants

Treatment Plants		Bacterial Compliance												
		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Cambridge	Alpha St	N/A	N/A	N/A	N/A	N/A	N/A	N/A	yes	yes-	N/A	N/A	-	-
	Karapiro	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Te Awamutu & Pirongia	Te Tahī	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
	Frontier Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Kihikihi	Rolleston St	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Ohaupo & Pukerimu	Parallel Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Commentary	All requirements of the Drinking Water Standards, bacterial compliance were met for the water treatment plants (outstanding data loss issues to be confirmed) N/A = plant offline/ not in use													

Treatment Plants		Protozoa Compliance												
		Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Cambridge	Alpha St	N/A	N/A	N/A	N/A	N/A	N/A	N/A	yes	yes	N/A	N/A	-	-
	Karapiro	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Te Awamutu & Pirongia	Te Tahī	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
	Frontier Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Kihikihi	Rolleston St	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Ohaupo & Pukerimu	Parallel Rd	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-	-

Commentary	All requirements were tested and met compliance N/A = plant offline/ not in use
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Water Supply Drinking Water Standards (KPI Measures) – Reticulation Zones

Reticulation Zones	Bacterial Compliance												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Cambridge	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Karapiro Village	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Kihikihi	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Maungatautari	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Ohaupo	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Pirongia	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Pukerimu	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Te Awamutu Township	Yes	Yes	Yes	No*	Yes	Yes	Yes	Yes	Yes	Yes	Yes	-	-
Commentary:	*E. coli was detected in routine sample. No evidence was found to support a failure in the water treatment system nor an actual contamination event. It is suspected that there may have been an issue with the sampling methodology so improvements have been identified in the Shared Services sampling practices; these matters are being worked on.												

Wastewater Consent Compliance (KPI Measures)

	Target	YTD
Abatement Notices	0	3*
Infringement Notices	0	0
Enforcement Orders	0	0
Convictions	0	0
Commentary:	*Two Abatement Notices received for Cambridge Wastewater Treatment Plant have been officially withdrawn as of January 2021 following the granting of the new short term consent. *One Abatement Notice was received for Te Awamutu Wastewater Treatment Plant as a result of the PLC Failure Event (details below) in August 2020. No further outcomes required and the discharge was ceased after four days.	

Te Awamutu Wastewater Treatment Plant (TAWWTP) – PLC Failure Event - Update

A fault occurred at the TAWWTP on 22 August 2020 with the Programmable Logic Controller (PLC). The fault caused a series of failures within the plant which created a non-compliant status of the final discharge. Waikato Regional Council (WRC) was notified of the event at the time their Enforcement Decision Group investigated the incident. They visited Council in December 2020 and have sought further information which was provided. An abatement notice was received advising to immediately cease the offending discharge. The non-compliant discharge was rectified within four days following the failure event, and WRC was advised throughout the incident. Staff are consulting with WRC on the process to withdraw the Abatement notice.

Stormwater Consent Compliance (KPI Measures)

	Target	YTD
Abatement Notices	0	0
Infringement Notices	0	0
Enforcement Orders	0	0
Convictions	0	0
Commentary:	No notices, orders or convictions related to stormwater consent compliance.	

6 Risk Management

6.1 Health & Safety Assessments and Events

- A new structure for Waters Services is providing increased support for Health and Safety.
- Top five risks identified for the business unit – a process to address and monitor is underway.
- Separation of hazards as they relate to individual teams within Water services has now been completed to align to the new structure, full reviews to commence.
- Continuation of monthly area Health and Safety meetings, outcome increased awareness and ownership for Health and Safety.
- Overall safety score for major projects underway is very pleasing, with zero lost time or medical treatment events reported.

6.2 Health & Safety – Initiatives

- A project to develop generic Job Safety Analyses for field teams where common hazards and tasks has been identified.
- New structure of Team Leaders and Senior Operators to support risk register reviews.
- Review of safe work procedures for the wastewater plants to ensure current best practice standards are in place.
- Process in place to achieve increased focus on contractor auditing agreed.

7 Activity Management

7.1 Asset Planning

Renewals

The scoping of renewals across the three waters assets has commenced for the 2021/22 – 2023/24 Long Term Plan period. This work will facilitate the design and procurement of physical works contracts for the coming years.

Three Waters AMPs & Infrastructure Strategy

With the Three Water AMPs and Infrastructure Strategy now being completed we are moving now to actioning the AMP improvement plans.

Stormwater Model / Flood hazard Mapping Update

The final stages of the stormwater model peer review have been completed as the precursor to the field survey of potentially at risk properties' finished floor levels (FFLs).

Letters have been issued to circa 65 properties in Ohaupo and Pirongia notifying them that their houses are potentially at risk of flooding in a 100 year event, and that we will be doing survey of their FFLs from the road to confirm. Of these letters we have received around seven queries via email or phone. The circa 600 Cambridge

potentially affected property letters will have been issued by the time the Committee meets. The Assets Team is also working with the GIS team to develop a flood hazard viewer for public and internal use at the end of the year.

District Wide Comprehensive Stormwater Consent Renewal

Work has commenced in regard to renewal of the district's stormwater discharge consent for the urban centres. Various desktop studies to support this consent renewal including ecology, groundwater and catchment management planning have been completed and the team has presented to Ngā Iwi Tōpū O Waipā (NITOW). Staff will present this to the August SD Committee. We are now scoping physical surveys and wider consultation activities with a view to identification of key catchments for improvement.

7.2 Maintenance & Service Contracts

Water Meter Reading Contract (27-19-06)

Since November 2019, Wells Instrument and Electrical Services Ltd has been appointed to read water meters for Waipa District Council. Meters currently read include all commercial/industrial and residential customers across the Waipā district. Current performance of the contractor is satisfactory.

Stormwater Maintenance Contract (27-19-01)

Since August 2019, Waipa's stormwater maintenance contract has been undertaken by Cambridge Excavator Ltd (Camex). The contract includes a cyclical inspection and reactive maintenance of our stormwater network, treatment devices and structures, outlets, ponds and swales, CCTV stormwater network inspections, and the Council maintained rural drainage network. The contract also includes reactive works that include emergency works, network repairs and replacement works.

All works are continuing, including programmed cyclical works and emergency repairs. Current performance of the contractor is satisfactory. A report requesting a one year extension for this contract will be presented at today's Committee meeting.

7.3 Projects – Water Renewals 2019-2020

27-19-03 District Wide Watermain Renewals 19/21

A two-year contract to carry out watermain replacement across the district. The contract was awarded to Cambridge Excavator Ltd (Camex). Practical completion was achieved for the works under Separable Portion A (2019/2020 year) in November 2020 where after the works under Separable Portion B commenced, with all works to be completed by 30 July 2021. There are five work portions, namely: Gorst Avenue - Ohaupo Road, Te Awamutu; Wallace Terrace, Te Awamutu; Cambridge Road, Te Awamutu; Queen Street, Cambridge; and McClure Street, Pirongia.

7.4 Major Capital Project Delivery

Parallel Road Water Supply Upgrades

Commissioning of the new treatment plant is scheduled to commence in late June 2021, with the first water to be sent to Taylors Hill as part of the commissioning during the Karakia and formal ceremony, currently programmed to be carried out on 22 June. Commissioning of the treatment plant and Parallel Road to Taylors Hill pipeline will be undertaken concurrently, with all work on site to be complete by October 2021.

Waikeria Wastewater Project

All construction works on the Waikeria project are complete and practical completion was issued to the contractor in March 2021. Work continues with the Waipa District Council staff to optimise systems and processes associated with the Waikeria wastewater connection.

Christie Avenue Wastewater Pump Station Improvements

Work on site has been slowed over the last three months due to unforeseen issues with the upstream pipes that lead to the existing wastewater pumpstation. This resulted in a delay to the contract while specialist contractors were engaged and deployed to resolve the issues.

Work on site is now getting back on track, with planning well underway to establish the temporary pump set up and take the existing pumpstation off line so work can commence inside the pump chamber. As a result of the delays, completion of the project has been delayed from mid-August 2021 to October 2021.

Cambridge Wastewater Treatment Plant Replacement

Final outcomes of the sub-regional southern wastewater business case is still pending and likely to be received in late July 2021. Due to the delays and time constraints with the current short term consent, Waipā has commenced initial investigation and planning for a stand-alone option for a new Cambridge Wastewater Treatment Plant. Initial works have commenced on the consenting strategy and also the technical basis of design. To comply with our short term consent the new plant needs to be consented, built and operational by the end of 2026. The plant is currently meeting the short term consent conditions.

8 Shared Services

Waipa District Council has been working with Hamilton City Council for a number of years, developing and enhancing the shared service provisions between the partner Councils. There are currently 17 people employed within the Shared Services Team, undertaking activities of Tradewaste, Sampling and Analysis and the Smart Water programme.

The Shared Services have been transferred into the Waikato Local Authority Shared Services (WLASS) from 1 April 2021 and have been expanding Shared

Services to other Councils within WLASS. Updates highlighted below.

8.1 Smart Water:

Summary:

- Smart Water education projects are discussed earlier in this report under Section 5: Demand Management.

8.2 Trade Waste:

Summary:

- One new Council is being on-boarded for Trade Waste services under the new WLASS agreements and expansion.
- 389 active customers in Waipā, including 203 Controlled, 22 Conditional, 156 Permitted and eight tankered customers.
- 240 audits undertaken in Waipā during the period January – March 2020 (quarter 3 2020/21) across the sub-region.

8.3 Sampling and Analysis:

Summary:

- Four new Councils are being on-boarded for laboratory and/or sampling services under the new WLASS agreements and expansion.
- The Sampling and Analysis Team collected 2,015 samples and completed 16,570 tests for those samples across the sub-region during the period January – March 2021.
- The Sampling and Analysis team is currently undergoing training and getting accredited for analysis using two new automated analysers.

9 Network

9.1 Cambridge Wastewater Treatment Plant

Repairs to the aeration pond liner have been completed with plan to complete a drop down test in July to provide information on the level of success of the repairs. If successful the savings will assist in funding the consent application for the new plant.

9.2 Te Awamutu Wastewater Treatment Plant

Investigation into sludge management for both wastewater treatment plants and future biosolids disposal has begun. This will provide Council with a strategic approach to short, medium and long term options.

9.2 Reticulation

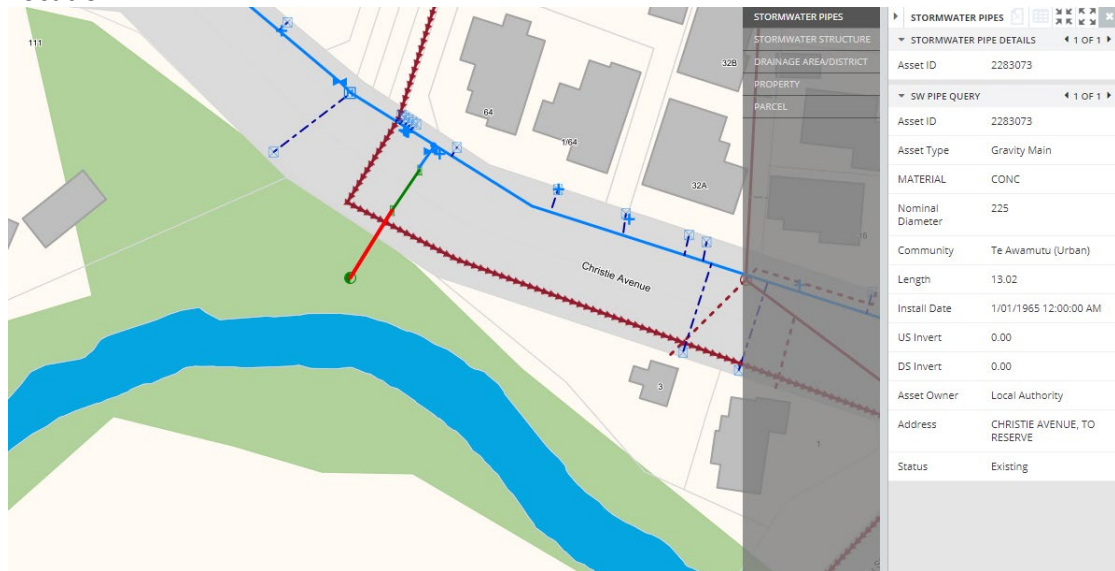
Currently three staff are completing formal training (Civil Infrastructure Apprenticeship - this is a new course replacing the Water Reticulation qualifications), with two further new recruits due to commence this training shortly.

9.3 Stormwater Operations

Recently a member of the community alerted staff to a stormwater pipe that discharges into Mangaohoi Stream opposite a circa 1700 pā tuna. Bill Harris, Iwi Te Kānohi representative on the Service Delivery Committee, has also raised concerns with the location of this pipe.

Staff have remedied this situation by installing a bend on the pipe to direct the discharge away from the pā tuna.

Location



Pā tuna prior to remedial work





Post remedial work





Martin Mould
MANAGER WATER SERVICES



Approved by: Dawn Inglis
GROUP MANAGER SERVICE DELIVERY



To: The Chairperson and Members of the Service Delivery Committee
From: Governance
Subject: **RESOLUTION TO EXCLUDE THE PUBLIC**
Meeting Date: 15 June 2021

1 RECOMMENDATION

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

The general subject of the 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
9. Confirmation of Public Excluded Minutes -18 May 10. Subregional Wastewater Treatment Plant- Detailed Business Case Update 11. 27-19-01 Stormwater Operations and Maintenance Contract- Contract extension	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

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, or Sections 6, 7 or 9 of the Official Information Act

1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
9,10,11	Section 7(2)(i)	<i>To enable the Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i>