



SUSTAINABLE NAPIER COMMITTEE

Open Agenda

Meeting Date: Thursday 6 April 2023

Time: 9.30am

Venue: Large Exhibition Hall
War Memorial Centre
Marine Parade
Napier

Livestreamed via Council's Facebook page

Committee Members Councillor Price (in the Chair), Mayor Wise, Deputy Mayor Brosnan, Councillors Boag, Browne, Chrystal, Crown, Greig, Mawson, McGrath, Simpson, Tareha and Taylor

Officers Responsible Executive Director Infrastructure Services

Administration Governance Team

**Next Sustainable Napier Committee Meeting
Thursday 18 May 2023**

2022-2025 TERMS OF REFERENCE - SUSTAINABLE NAPIER COMMITTEE

<i>Chairperson</i>	<i>Councillor Price</i>
<i>Deputy Chairperson</i>	<i>Councillor Mawson</i>
<i>Membership</i>	<i>Mayor and Councillors (13)</i> <i>Ngā Mānukanuka o te Iwi (Māori Committee) (2)</i>
<i>Quorum</i>	<i>8</i>
<i>Meeting frequency</i>	<i>At least 6 weekly (or as required)</i>
<i>Officer Responsible</i>	<i>Executive Director Infrastructure Services</i>

Purpose

To provide governance oversight of the asset management and operation of Council's infrastructure by making decisions on strategy, policy and levels of service in respect to:

- a) Transportation assets
- b) Three Waters
- c) Waste management and minimisation
- d) Building asset management
- e) Parks, reserves and sportsgrounds
- f) Cemeteries
- g) The inner harbour

Delegated Powers to Act

To exercise and perform Council's functions, powers and duties within its area of responsibility, excluding those matters reserved to Council by law or by resolution of Council, specifically including the following:

1. To review and adjust relevant work programme priorities within agreed budgets, activity management plans and levels of service as per Council's Long Term Plan.
2. To consider matters related to the management of Council's physical assets, and service related projects and facilities.
3. To oversee the management of all Council's physical assets.
4. To adopt or amend policies or strategies related to the Committee's area of responsibility, provided the new or amended policy does not conflict with an existing policy or strategy.
5. To consider any reports from infrastructure related joint committees and business units.
6. To resolve any other matters which fall outside the area of responsibility of all Standing Committees, but where the Mayor in consultation with the Chief Executive considers it desirable that the matter is considered by a Standing Committee in the first instance.

Power to Recommend

The Committee may recommend to Council and/or any standing committee as it deems appropriate.

The Committee may make a recommendation to the Annual Plan or Long Term Plan relevant to the Committee's responsibilities.

The Committee must make a recommendation to Council or the Chief Executive if the decision considered appropriate is not consistent with, or is contrary to, any policy (including the Annual Plan or Long Term Plan) established by the Council.

ORDER OF BUSINESS

Karakia

Apologies

Nil

Conflicts of interest

Public forum

Nil

Announcements by the Mayor

Announcements by the Chairperson including notification of minor matters not on the agenda

Note: re minor matters only - refer LGOIMA s46A(7A) and Standing Orders s9.13

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

Announcements by the management

Confirmation of minutes

Nil

Agenda items

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Minor matters not on the agenda – discussion (if any)

Public Excluded

Nil

AGENDA ITEMS

1. REPORT ON NAPIER WATER SUPPLY STATUS FOR PERIOD 1 APRIL TO 31 DECEMBER 2022

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1635039
<i>Reporting Officer/s & Unit:</i>	Anze Lencek, Water Quality Lead

1.1 Purpose of Report

This report is an information only report and there is no decision of Council required.

Officer's Recommendation

The Sustainable Napier Committee:

- a. **Endorse** the Report on Napier Water Supply Status for period 1 April to 31 December 2022.

1.2 Background Summary

Information presented in this Report is based on NCC 3 Waters Team's best understanding and interpretation of Drinking-water Standards for New Zealand 2008 (revised 2018), Health Act 1956, Water Services Act 2021 and new legislative documents published by Taumata Arowai which preceded all previous legislation after taking effect on 14 November 2022: Water Services (Drinking Water Standards for NZ) Regulations 2022, Aesthetic Values for Drinking Water 2022 and Drinking Water Quality Assurance Rules 2022 (Released 25 July 2022).

Although the changes in legislation took effect on 14 November 2022, Taumata Arowai is not asking suppliers to provide any compliance evidence or status report for the period up to 31 December 2022. Instead, Taumata Arowai set new yearly compliance periods, first starting 1 January 2023, and is only interested in compliance status thereafter. NCC is due to submit their first report on compliance for January and February 2023 on 14 March 2023. Upon submission of compliance evidence and reports Taumata Arowai might or might not provide feedback to confirm or dispute supplier's claims. Unlike Drinking Water Assessors' practice in the past, Taumata Arowai does not intend to proceed with comprehensive annual compliance assessments at the end of each compliance year.

1.3 Issues

The following points highlight the main issues and events relating to the supply that occurred in period 1 April – 31 December 2022:

- A) **Summary of any significant events that have occurred and changes to any of the supply elements, WSP and regulatory framework**

- **New legislation by Taumata Arowai.** In the second half of 2022 Taumata Arowai published three new legislative documents (as noted in Section 3.2 Background Summary) that took effect on 14 November 2022. As Bore Security Status is not recognised anymore within new legislation, Napier water supply as a whole is therefore not compliant with protozoa and bacterial requirements from 14 November 2022. WSP Improvement Plan has identified this gap and a project to commission two new bore fields with appropriate treatment capacities at each bore field is underway (due June 2027).
- **Water Safety Plan (WSP) and Source Water Risk Management Plan (SWRMP).** WSP version 5.0 has been finalised and published in August 2022 after undergoing a full review and alignment with latest framework requirements. SWRMP version 1.0 has been published in September 2022. Tonkin+Taylor consultants have been engaged to assist Officers in review and development in both instances.
- **A2 and A3 Water Treatment Plants** have been brought online on 20 September and 18 October 2022 respectively. Identically designed plants use appropriate UV treatment to address bacterial and protozoa compliance requirements. Online instruments allow for autonomous operations and are interlocked to shut down the plant should any of the monitored parameters be out of pre-set range.
- **C1 and A1** water sources (containing elevated iron and manganese levels) have been put offline on 31 October and 3 November 2022 respectively. Both remain operable but are not intended to be used outside of an emergency. Their outstanding contribution to water production will be covered by A2 and A3 bores which are low-manganese and low-iron water sources. We anticipate for both changes to have positive effect on the decrease of discolouration events in reticulation.
- **Water Quality Panels.** In December 2022 all bore sites excluding A2 and A3 have been upgraded with addition of water quality panels, which monitor source water and water leaving the sites. Besides their value for allowing enhanced operations and quality assurance, monitored parameters will also be used to demonstrate compliance under new legislation.
- **Chlorine (contact time) exemption application.** In December 2022 an application has been submitted to Taumata Arowai asking to exclude NCC from achieving mandated chlorine contact time in order to be able to demonstrate bacterial compliance by utilizing chlorination as adequate water treatment at all Water Treatment Plants (excluding A2 and A3 which have UV treatment installed to achieve bacterial and protozoal compliance).
- **Mains cleaning.** 2022 annual mains cleaning programme (aka pigging) commenced 8 June and ended 11 October. In total 73km of pipes have been cleaned and next areas included: Pirimai East, Onekawa, Trinity, Maraenui, Marewa, Taradale South, Taradale West and Tamatea.
- **DNP3 Protocol** (Distributed Network Protocol). This new addition has been added to the controls at the A2 and A3 Water Treatment Plants as well as all other bores sites to capture all data coming from water quality panels and other compliance

related instruments. At the same time MODBUS (data communications protocol) has been commissioned at above mentioned sites to accurately pull values and data from the instruments and other devices. Both new features enhance our data integrity, keeping and storing of data and decrease the chance of data errors and loss of connection.

- **New SCADA (Supervisory Control and Data Acquisition) servers.** Commissioning of the brand new SCADA servers has been completed in December 2022 which gave an increased resilience with high availability and disaster recovery. New servers have replaced old ones at both locations – library building and WWTP site.
- **Fire flow upgrades in Bayview** as required by the Water Master Plan have been completed in December 2022 in order to reduce the occurrences of pressure and flows being below the Firefighting Standard requirements. This project has been identified to upgrade a range of pipelines across the City to improve and provide adequate water pressure and flow to meet an FW2 standard of fire protection. An estimate of 3,409m of water mains have been upgraded in next locations: Onehunga Road, Franklin Road, Le Quesne Road, Main North Road, Hill Road and Berry Farm.

B) Summary of progress against the WSP Improvement Plan

Revision 5.0 of the Water Safety Plan (WSP) also included review and update of its Improvement Plan. There has been a substantial increase of improvement actions that have been identified during that process. Previous WSP revision v4.4 had 18 improvement actions recorded. As on 31 December 2022 there were below improvement actions recorded:

- Assets category: 19 improvement actions; none overdue
- Investigation & Research category: 3 improvement actions; none overdue
- Operational category: 82 improvement actions; none overdue

C) Summary of significant reactive maintenance and major operations events.

Nil.

D) Napier water supply compliance summary

NCC has engaged Waugh Infrastructure Management Ltd. to conduct an independent 3rd party audit on compliance against bacterial and protozoa requirements against DWSNZ 2005 (Revised 2005) at the Source / Water Treatment Plants and distribution for the 2021-2022 compliance year (1 July 2021 – 30 June 2022). Report dated December 2022 shows full compliance as per above scope and is attached as an appendix to this report.

Same consultants have been approached to undertake similar exercise for the period 1 July 2022 – 31 December 2022 and the final report is expected before end of April 2022. At this stage Officers are confident that Napier water supply was fully compliant with all legislative requirements from 1 July 2022 to 13 November 2022. Since new

legislation in place from 14 November 2022 onwards does not recognise Secure Bore Status among other changes, we do not expect to be fully compliant against all requirements.

Despite expected shortcomings in the compliance assessment after 14 November 2022 it should be noted that the monitoring of Napier water supply at the sources, water treatment plants and distribution did not show any microbiological, chemical or radiological exceedances of any Maximum Acceptable Value for the period in question.

E) Napier water supply related Customer Complaints summary

Customers' Service Requests (SR) are captured in MagiQ software. From a water quality and risks perspective, the main focus is given to clarity, odour, taste and pressure/flow issues. Numbers of SRs received for each of these categories are presented in the table below.

Service Request Category	Apr22	May22	Jun22	Jul22	Aug22	Sep22	Oct22	Nov22	Dec22
Quality – Clarity	22	26	27	13	9	81*	23*	7	6
Quality – Odour	0	1	0	0	0	1	0	1	0
Quality – Taste	0	1	0	1	0	1	0	1	0
Quality – Pressure / Flow	1	2	4	1	3	3	4	2	0

* Note – Spikes in numbers in Sep22 and Oct22 were correlated to known events in the network.

1.4 Significance and Engagement

N/A

1.5 Implications

Financial

N/A

Social & Policy

N/A

Risk

No risks have been identified.

1.6 Options

- a. The options available to Council are as follows: The purpose of this report is to present information to Council. Options have not been presented.

1.7 Development of Preferred Option

N/A

1.8 Attachments

- 1 Waugh Infrastructure Management Ltd., Report: Napier City Council (NCC) Drinking Water Compliance Assessment 2021/2022 (Doc Id 1635070) [↓](#)

Infrastructure Management

Napier City Council (NCC)

**Drinking Water Compliance
Assessment 2021/2022**

December 2022





Napier City Council (NCC)

Drinking Water Compliance Assessment 2021/2022 December 2022

Issue Information	
Prepared By	Vickey Diedericks (WIML)
Reviewed By	Courtney Slater & Tina McEwing (WIML)
Prepared For	Napier City Council (NCC)
Report Identifier	AUD-001-NCC
Project number(s)	64-022-1028 (NCC)
Issue Date	December 2022
Version Number	1



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2. CAPITAL PROGRAMME DELIVERY

<i>Type of Report:</i>	Information
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1630056
<i>Reporting Officer/s & Unit:</i>	Jamie Goodsir, Acting Director Programme Delivery

1.1 Purpose of Report

To provide Council with information on the FY22/23 Capital Programme and initiatives underway to improve Capital Programme Delivery.

Officer's Recommendation

The Sustainable Napier Committee:

- a. **Receive** the report titled "Capital Programme Delivery".

1.2 Background Summary

Situational update

Council had set its FY22/23 Capital Plan at \$99.4M but this was subsequently revised to \$66.6M late last year. This programme of work comprised some 300 individual projects.

Previously, Covid-19 related issues had impacted Napier's capital programme delivery, both in terms of project planning and construction. Completion dates for some phases of work on some projects pushed out.

Further revision of the capital programme post Tropical Cyclone Gabrielle is anticipated.

Council is however introducing a number of initiatives aimed at improving its capital programme delivery. Several of these initiatives are underway now, with further ones planned as detailed in this report below.

Future Reports

Prior Sustainable Napier Reports had looked to provide information Council wide on programme delivery, but with most parts of the business now undertaking projects in their own right, this report will focus on projects being undertaken in the Programme Delivery Team ([Attachment 1](#)) and Three Waters Team ([Attachment 2](#)).

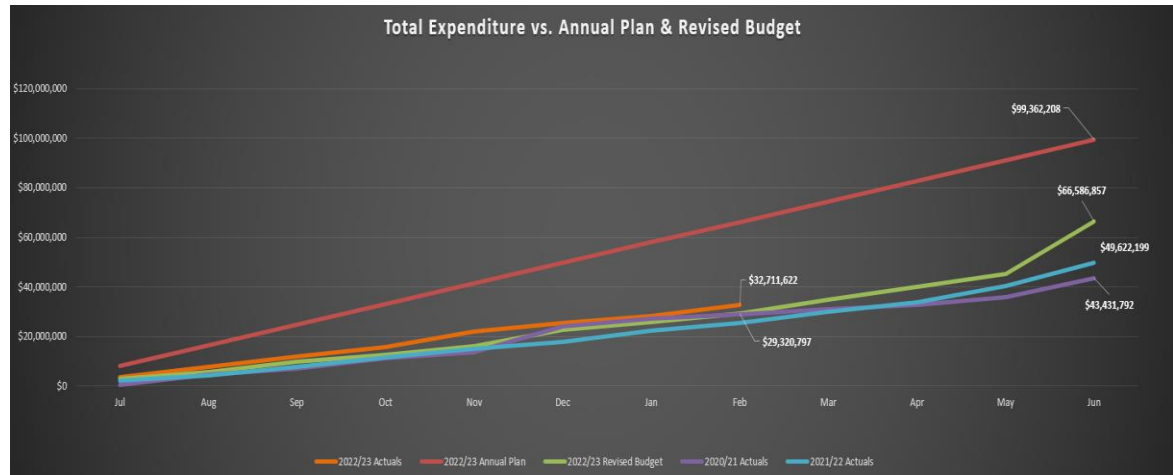
For a snapshot of Council wide performance however, a graph of the revised budgeted capital programme spend (\$66.6M), versus actual spend, has been included below.

Capital Programme Summary

Currently, the Programme Delivery team have 27 projects in progress, to the value of some \$40M, some of which are spread over several financial years.

The Three Waters Team have 130 phases of work / projects in progress, to the value of some \$24M.

Capital programme spend to 28th February 2023 is \$32.7M, compared to the revised budget spend at the same time of \$29.3M (\$66.6M in total), so Council is currently \$3.4M ahead of budget.



At this spend profile, the anticipated yearly capital spend will be \$49.0M, compared to the revised current budget of \$66.6M.

Please note that the Programme Delivery / 3 Waters team reports are from the last internal reporting period, so will be out of date for this meeting in early April 2023.

In this respect, I have included recent photos / brief updates on three higher profile projects that are in progress, namely the Napier War Memorial project, the Civic Building demolition and the Ocean Spa upgrade. Please see PowerPoint.

Projects going to Tender this reporting round (since August 2022)

The following projects are currently progressing through the tender phase:

- Pump Station Safety Upgrades
- Backflow Prevention Device – Testing and Repairs

Tenders in Evaluation Stage this reporting round (since August 2022)

- Latham Street Rising Air Valves Renewals
- McLean Park Changing Room Upgrade
- Napier Aquatic Centre Remediation works

Contracts awarded this reporting round (since August 2022)

The following projects (total value of \$7.6M) have successfully completed the procurement process in this reporting period:

- Rangatira Revetment
- Westshore Beach Reserve Playground Renewal
- Building Warrant of Fitness Services

- Transfer Station Cash Handling and Site Security
- Napier War Memorial Restoration Project
- Westshore to Ahuriri Connectivity Development

Projects nearing / at completion this reporting round (since August 2022)

The following projects are nearing the completion of their construction phases:

- Ellison St - Marine Parade Safety Improvements (March 2023)
- Eriksen Rd Kenny Rd Intersection upgrade (March 2023)
- Taradale Library Air-conditioning Upgrade (March 2023)
- Napier Municipal Theatre Auditorium Ceiling Space Access (March 2023)
- 72 West Quay Stormwater Development (Jan 2023)
- Western Hills Cemetery Stage 2 (Dec 2022)
- Essex Street Reserve Playground (Nov 2022)

Processes Undergoing Review

In order to improve programme delivery performance, a number of initiatives and reviews are in progress, or already implemented. The objective of these reviews is to ensure Council's programme delivery processes are best practice, fit for purpose and consistent across the business.

A selection of these work packages are summarised below:

Council's Project Management Framework (PMF) review

Council has completed a review of the following PMF stages to ensure best practice:

- Project Classification
- Project Lifecycle
- Roles and Responsibilities
- Project Governance
- Project Reporting

The review of this tranche of work was to be presented to Officers in February 2023, but Tropical Cyclone Gabrielle intervened. This review will be re-scheduled in the near future.

The outcome of this review will provide the basis for recommendations for further modifications to the Project Management Framework in Sycle. It will also underpin the development and delivery of training material for project related staff across Council.

Project Financial Reporting

Council Officers continue to reassess what level and detail of financial information is required to enable project teams to accurately track spend on projects. This review will be informed by other planned packages of work relating to the Project Management Framework.

Programme and Project Reporting

Council Officers continue to review the reporting capabilities of Sycle, Council's Project Management software, with the intention of ensuring Council's reporting requirements are optimised.

Officers have also taken on-board feedback from Elected Members to produce a traffic light reporting system, to easily demonstrate the progress of projects in terms of started / underway or no commitment yet. This is a work in progress.

Project Management Training

Introductory training on Project Management fundamentals has been completed.

Further training sessions will be required following the review of the PMF, as discussed above.

Delivery Capacity Constraint improvement initiatives

The Project Management Panel of consultants and the Three Waters Technical Panel of consultants and are already in place and are significantly augmenting internal resource capacity.

Both panels have numerous projects already assigned, with further projects planned for allocation over the coming months.

There is an increased level of focus and collaboration occurring across the business to improve programme delivery.

1.3 Issues

Industry Capacity

Many projects both Council and privately delivered had previously experienced delays relating to resourcing and materials constraints, associated with Covid-19.

The impacts of Tropical Cyclone Gabrielle on industry capacity for Capital Programme related work is yet to be determined.

Council continues to recruit across multiple teams and use consultants to increase the capacity of staff required to deliver the capital programme.

1.4 Implications

Financial

The financial performance of individual projects does not form part of this report.

Risk

Significant project risks are reported to Council separately via the Audit and Risk Committee.

1.4 Options

This report is for information purposes only.

1.5 Development of Preferred Option

This report is for information purposes only.

2.6 Attachments

- 1 Capital Projects Update Report [↓](#)
- 2 3Waters Projects Update [↓](#)

3. WASTE WATER TREATMENT PLANT RECOMMISSIONING UPDATE

<i>Type of Report:</i>	Operational
<i>Legal Reference:</i>	N/A
<i>Document ID:</i>	1643933
<i>Reporting Officer/s & Unit:</i>	Philip Kelsen, Acting Manager Water Strategy

3.1 Purpose of Report

Provide a brief update on progress of the Waste Water Treatment Plant Recommissioning project.

Officer's Recommendation

The Sustainable Napier Committee:

- a. Receive the Report Waste Water Treatment Plant Recommissioning Update.

3.2 Background Summary

The Waste Water Treatment Plant was inundated by floodwaters from the Tutaekuri river stop bank breach at Awatoto during Cyclone Gabrielle on the morning of 14 February 2023.

3.3 Issues

- The area was under water for close to a week. The Treatment Plant buildings were inundated by approximately 1.5m of water causing extensive electrical damage and the need for multiple mechanical repairs.
- The silt deposited by the floodwaters and contamination created an immensely challenging clean up task.
- During the plant outage, we are fully reliant on gravity to discharge via the Milliscreen Bypass Valve.
- As there is no screening during this mode of operation, we are at risk of blocking the diffusers by solids such as non-flushable items and debris – diver inspections have confirmed this.
- Due to extensive damage to electrical and control equipment of the Biological Trickling Filters (BTF) and Industrial Screening process, the plant required to be reconfigured to provide minimal treatment (1mm screening) and pumping capability.

Recovery Plan Outline

1. **Phase-1 Cleaning.** Clearing roadways for entry and clearing of the Milliscreen building to allow safe access for electrical and mechanical works.
2. **Phase-1 Repairs and reconfiguration.**
 - a. Removal of flood damaged equipment for repairs.

- b. Set-up of temporary pumps and air compressors to allow operation of the Milliscreens.
 - c. Re-installation of repaired/reconditioned equipment.
 - d. Testing of electrical cables and equipment.
 - e. Connection of temporary generator to power Milliscreens and pumping operations.
 - f. Design and implementation of control software.
 - g. Commissioning of reconfigured Milliscreen operation.
- 3. Phase-2 Cleaning.** Cleaning of the industrial building and BTF pump station. – This occurred concurrently to the Milliscreen building - as soon as cleaning resources had finished with that task. This also includes clearing site to allow access to the remaining areas required for further operation.
- 4. Phase-2 Repairs and reconfiguration.**
- Further assessment of the process equipment to decide -
- a. What can be set-up to run in a temporary manner to get BTF operation running to improve treatment and outfall quality?
 - b. What equipment may be serviceable following cleaning, dry-out and servicing?
 - c. What equipment needs to be replaced completely?
 - d. Consideration of resilience for placement of repaired and replaced equipment.
 - e. Consideration of consent conditions.
- 5. Phase-3 – complete reinstatement of the Milliscreens and BTFs to pre-Cyclone level.**
- a. Dependant on the findings from phase 2
 - b. Reconfigurations of switchboards, generators etc.?

3.4 Significance and Engagement

This is a significant event. A working group is being set up to ensure that information about the project is distributed pro-actively to the key stakeholders and that they are involved or aware of key decisions and timeframes. Key stakeholders include HBRC and Iwi representatives.

3.5 Implications

Financial

There will be a significant insurance claim, at this stage, we lack detail regarding the amount due to the complexity of the damage and the amount of work it will take to gather all the information required.

Social & Policy

The discharge of untreated wastewater has environmental and cultural implications. The public, HBRC and Iwi groups have been informed of the ongoing issues and the working group is to improve that engagement going forward.

Risk

Untreated and unscreened wastewater has been entering the outfall. Due to low velocities, it is possible that solids have also settled in the outfall pipeline.

3.6 Options

The options available to Council are as follows:

- a. To receive the Waste Water Treatment Plant Recommissioning Report.

3.7 Development of Preferred Option

N/A

3.8 Attachments

Nil