AGENDA

Council Briefing

Hui Whakamōhio

Wednesday, 30 July 2025

Wenerei, 30 Hōngongoi 2025

Tōtara Room, Whakatāne District Council
14 Commerce Street, Whakatāne
Commencing at 9:00 am

Chief Executive: Steven Perdia | Publication Date: 25 July 2025

whakatane.govt.nz

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Recording the Briefing - *Ka hopuhia te hui*

Recording the Briefing - Ka hopuhia te hui

PLEASE NOTE
The **public section** of this briefing will be recorded.
All care will be taken to maintain your privacy however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is understood your consent is given if your image is inadvertently recorded.
The opinions or statements expressed during a briefing by individuals are their own, and they do not necessarily reflect the views of the Whakatāne District Council. Council thus disclaims any liability with regard to said opinions or statements.

A Membership - *Mematanga*

A *Membership - Mematanga*

Mayor Dr Victor Luca

Deputy Mayor Lesley Immink

Councillor Toni Boynton

Councillor Gavin Dennis

Councillor Andrew Iles

Councillor Wilson James

Councillor Julie Jukes

Councillor Tu O'Brien

Councillor John Pullar

Councillor Ngapera Rangiaho

Councillor Nándor Tánczos

B Briefing Purpose - *Te Take o te hui*

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Councillors have many complex issues about which to make decisions and rely on the advice they receive from the administration. Complex issues often require more extensive advice processes which culminate in the council report. Briefings are a key feature to help prepare Councillors with the appropriate background and knowledge for robust decision making during future meetings. They are sessions during which Councillors are provided with detailed oral and written material, and which provide Councillors with the opportunity to discuss the issues between themselves and with senior council staff.

Briefings are scheduled monthly; however due to the nature of Council business, additional Briefings may be held.

Briefings cannot be used to make final decisions, as final decisions and resolutions cannot lawfully be made outside the context of a properly constituted meeting.

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1 Karakia

1 Karakia

2 Briefing Notices - Ngā Pānui o te hui

1. Recording

Welcome to members of the public who have joined us today.

Council Briefings are recorded. Public gallery attendees' presence implies your consent to being broadcast.

Recordings are available upon request.

2. Health and Safety

In case of an emergency, please follow the building wardens or make your way to the nearest exit. The meeting point is located at Peace Park on Boon Street.

Bathroom facilities are located opposite the Chambers Foyer entrance.

3. Acknowledgements

3 Apologies - Te hunga kāore i tae

An apology has been received from Councillor Wilson James.

4 Presentations - *Whakaaturanga*

4 Presentations - Whakaaturanga

4.1 ePMO Overview & Progress Update

Leny Woolsey & Erana Moore will speak to the attached presentation.

ePMO (Aratakina) Overview

Council Briefing - 29 July 2025

Leny Woolsey and Erana Moore

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Toitū te Kotahitanga

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Agenda

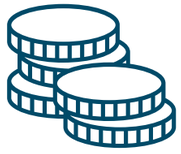
- Context: What is the ePMO and why does it matter.
- The journey: How we've built this.
- Progress: What we've achieved.
- Future: What this means for Council & community.
- Closure: What happens next.

Recap: What is an ePMO and why do we need it

Councils are under more pressure than ever.

- Natural disasters & climate risks.
- Reforms & legislation.
- Economic constraints & inflation.

Every project decision now carries bigger risks.



Recap: What is an ePMO and why do we need it

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ePMO

Strategic Steering:
Ensures all projects align with the council's vision and community outcomes.

Enterprise Oversight:
Provides organisation-wide visibility, risk management, improvement, and adaptation to trends.

Data-Informed:
Utilises data for informed decisions, enhancing project performance across the organisation.

PMO

Delivery
Ensuring that projects are completed effectively and meet their objectives.

Efficiency
Emphasises efficiency by streamlining resources and processes for optimal results.

Enablement
Provides enablement by equipping teams with the necessary tools, resources, and support to succeed.

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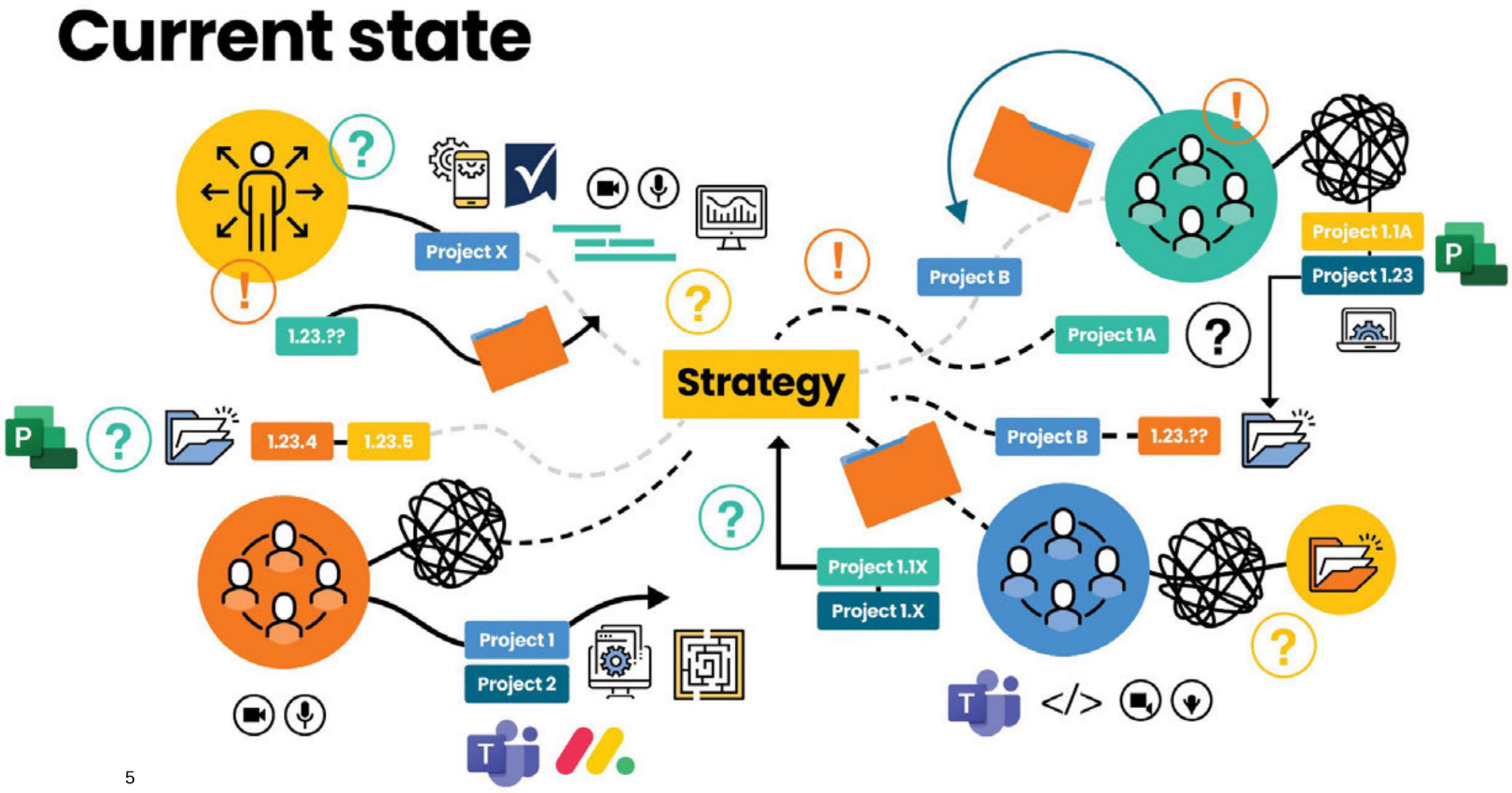
Current state
Project X
1.23.??
Project B
Project 1A
Project 1.1A
Project 1.23
Strategy
1.23.4
1.23.5
Project B
1.23.??
Project 1.1X
Project 1.X
Project 1
Project 2

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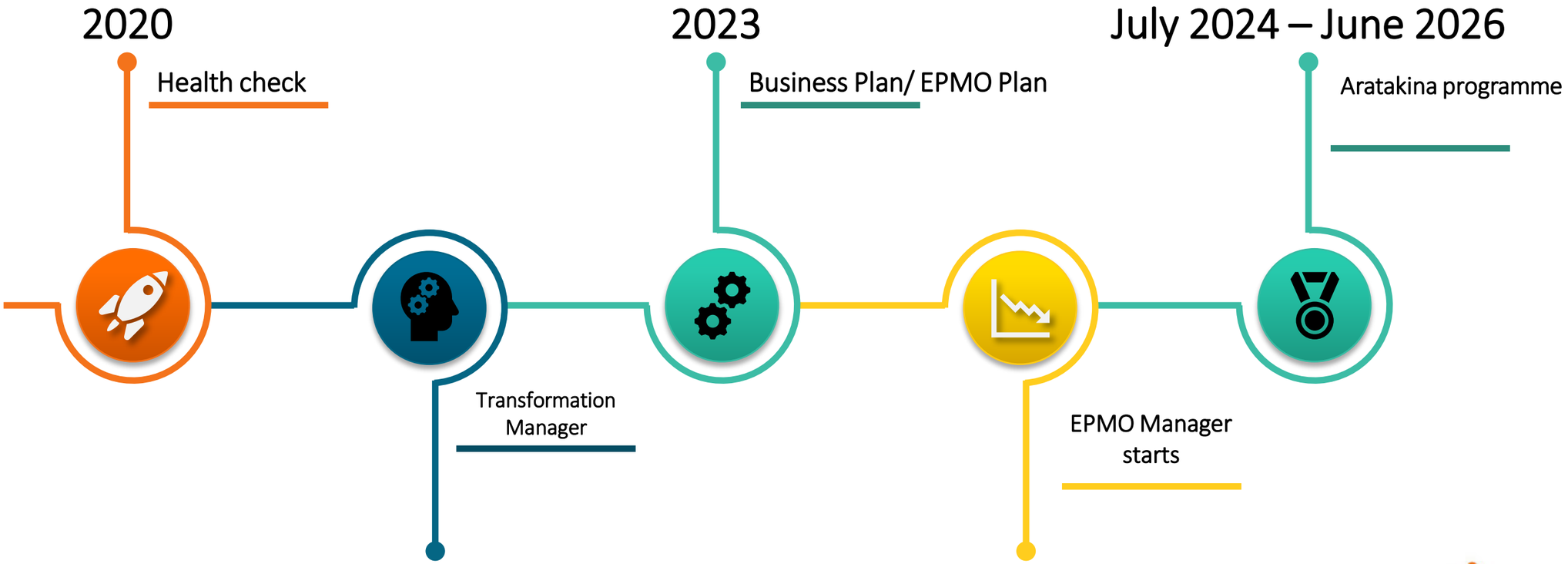
Timeline


2020
Health check
2021-2022
Transformation Manager
2023
Business Plan/ EPMO Plan
July 2024
EPMO Manager starts
July 2024 – June 2026
Aratakina programme

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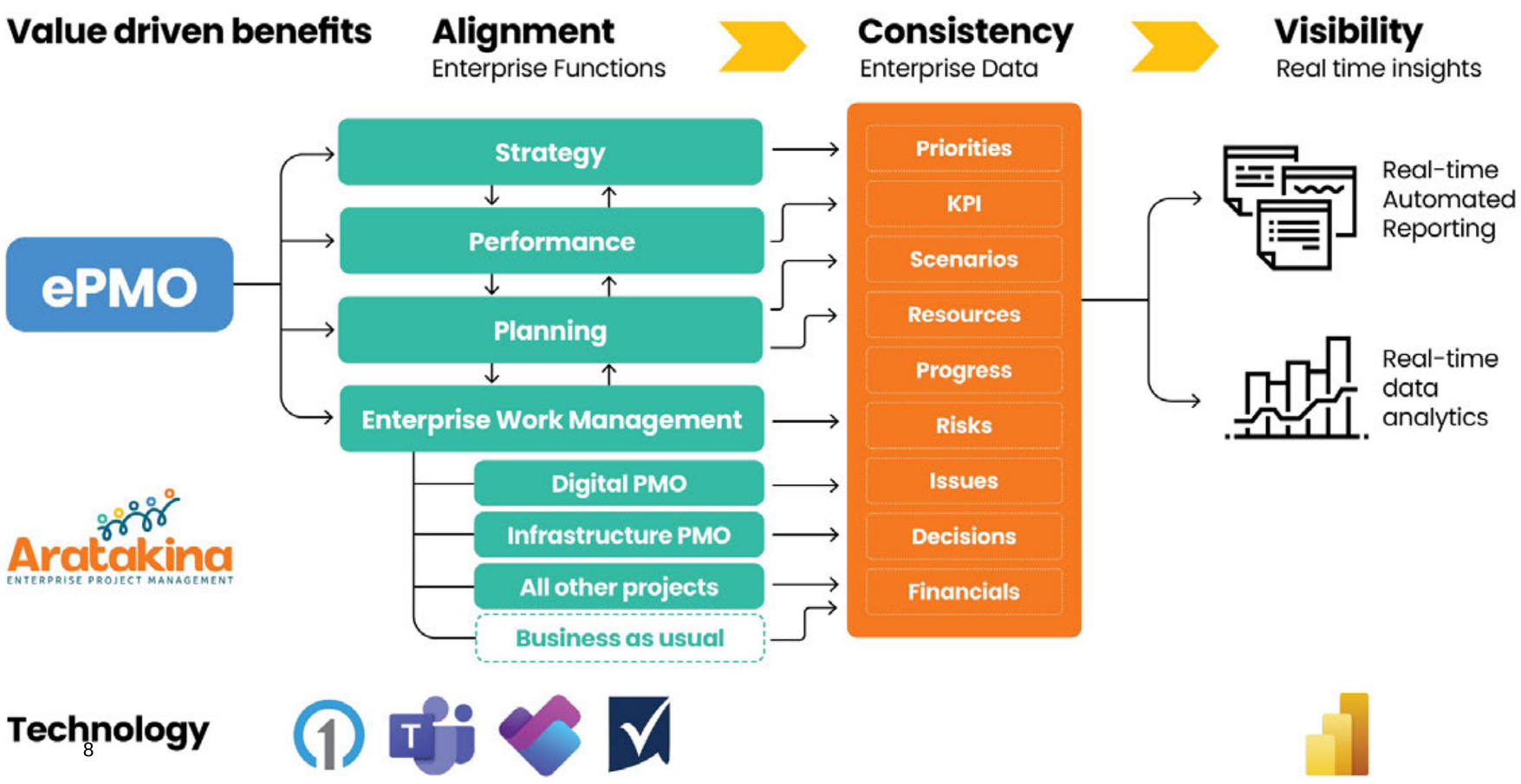
4.1 ePMO Overview & Progress Update(Cont.)

Future state



4.1 ePMO Overview & Progress Update(Cont.)

Aratakina
ENTERPRISE PROJECT MANAGEMENT

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OnePlan

Aratakina
ENTERPRISE PROJECT MANAGEMENT

Let's see it in action: OnePlan Demo

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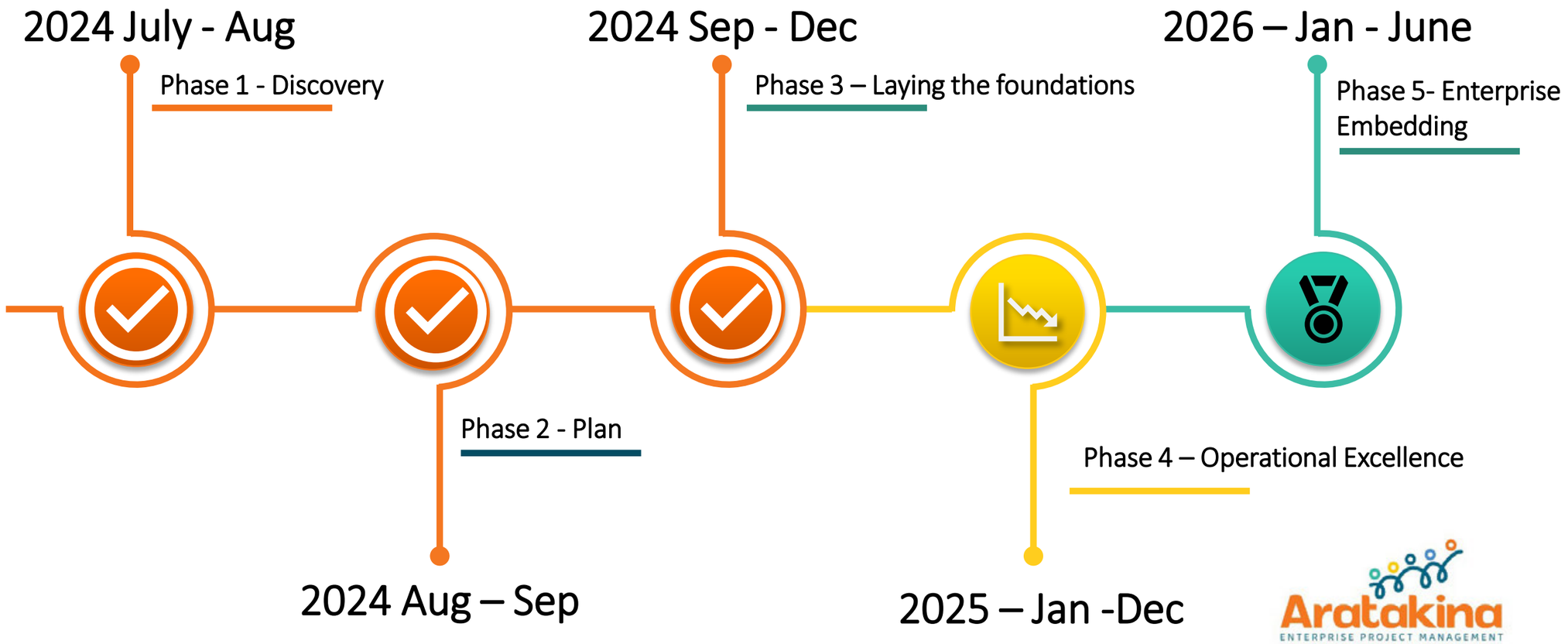
2024 – 2026 Aratakina Programme



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Where to from here: Next Steps

- Continue to deliver phase 4: operational excellence to Dec 25.
- Develop a plan to migrate all projects into OnePlan.
- Develop a plan to migrate the **Business Plan into OnePlan** for live tracking.
- Present our **first OnePlan project status reporting template for Key projects** to the Finance & Performance Committee in August for approval.

Your say…

1. What did you think of the progress so far?

2. From your perspective, what are the biggest challenges or frustrations you see with how projects are currently managed and delivered at Council?

3. What would give you more confidence in our project delivery—whether it’s visibility, reporting, community engagement, or something else?

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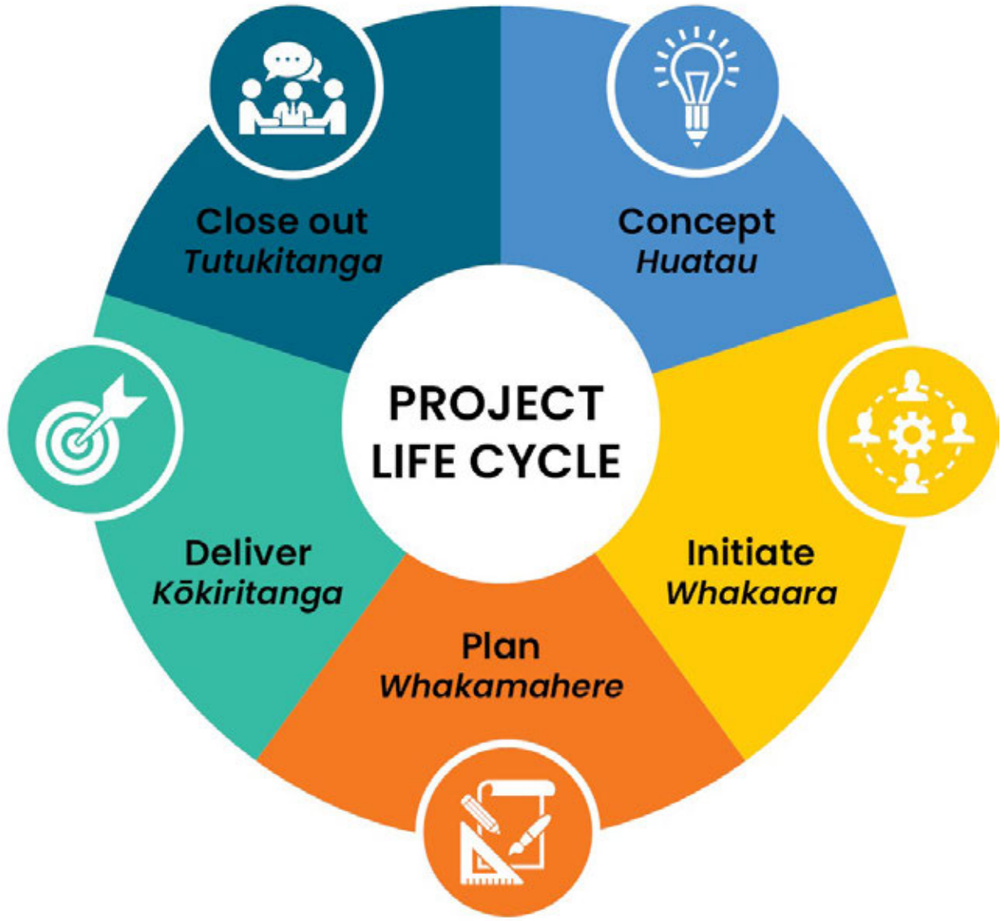
Bringing the framework to life…



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4.2 Matata Wastewater Project

David Bewley, Jessica Sinclair & Janeane Joyce will speak to the attached presentation.

Matatā Wastewater Project

Te Niaotanga ō Mataatua ō Te Arawa Council Briefing – 30th July 2025

David Bewley, Jessica Sinclair, Janeane Joyce

Te Niaotanga ō Mataatua ō Te Arawa

Purpose

- Overview of strategic work that underpins project assumptions.
- Present options update including the refined option recommended by the Co-design Group.
- Seek Council direction on what additional information is needed to support decision-making.

Te Niaotanga ō Mataatua ō Te Arawa

Context and Approach

High Priority for Council

- Ongoing project since 2004.
- Identified in the 2021-31 and 2024-34 LTPs as a priority project to address environmental and public health risks from failing on-site systems.

Alternative options assessment

- Comprehensive options analysis undertaken, through co-design. Assessed both non-reticulation and reticulation options.
- Early assessment ruled out upgrading individual septic tanks due to a number of current properties not having sufficient land size to meet planning regulations as well as ground conditions being unsuitable for land disposal.

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ō Mataatua
ō Te Arawa

- Alternative systems, such as regular tank emptying and natural alternatives i.e. composting toilets, were also assessed to not be suitable dues to land size, operation issues, and costs to individual homeowners.

Reticulation is the most effective and sustainable solution to:

- Support growth (medium and high growth scenarios).
- Avoid further degradation of freshwater and coastal environments.
- Restore the mauri of Te Awa o Te Atua.
- Avoid Matatā becoming a maintenance zone.

Changes in project assumptions

	Key changes	Implications
Spatial Plan	• Lowered growth scenario for Matatā: ~600–700 total homes within existing residential zone (10-30 year horizon). • Potential for further greenfield growth east of town.	• Infrastructure must be right-sized, phased, and affordable. • Growth assumptions impact funding, design, and scale. • Remains a high-priority, funded project in the LTP.
Wastewater Standards	• Sets a (draft) nutrient standard and loading rate for land application based on land class.	• Less influential as proposed discharge to land standards are similar to existing processes.
Waters Strategy	• Assesses broader opportunities to integrate and provide size or scale with other schemes.	• Edgecumbe treatment remains standalone with potential option to share land for application of treated wastewater.

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Adaptive approach to options analysis

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Significant technical work undertaken with the co-design group, to determine options analysis.

The three key options for consideration from this process include:

Option 1 - Maintenance Zone

- If a reticulation system was not agreed by Council, then a maintenance zone would be implemented.
- Status quo is not an option due to previous correspondence from both the MoH and BoPRC.

Option 2 - Large scale - high-end treatment plant (July 2024 initial option)

- Presented to Council in July 2024.
- Growth assumption was 1,200+ homes.

Option 3 - Moderate scale - modular, community scaled treatment (June 2025 refined option)

- With the significant change in growth assumptions for Matatā at the end of 2024, the technical team, with the co-design group, reviewed specific system elements, and identified a refined option.
- Growth assumption is up to 700 homes within the existing residential zone. Includes optimising land at Tahi Hill Farm (discussed later).
- This is the co-design groups preferred option for Matatā, based on 2025 assumptions.

Options 1 & 2 both meet project objectives, however, are a different scale of treatment and operation, aligned to the different growth assumptions.

Option 1 – Maintenance Zone

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- If reticulation is not implemented, Matatā would be re-zoned as a Maintenance Zone under the BOPRC OSET Plan.
- A Maintenance Zone requires:
  - Regular inspections and pump-out of all septic tanks.
  - Ongoing compliance monitoring to ensure environmental standards are met.

- If maintenance alone does not achieve the required improvements, property owners would likely, individually, be required to:
  - Upgrade to aerated wastewater treatment systems (advanced on-site systems).
  - Install compliant land application areas sized between 336–560 m² per dwelling (based on typical flows and soil type).
  - Maintain minimum setbacks:
    - ≥20 m from any drinking water bore.
    - ≥20 m from surface water.

Maintenance Zone implications

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- Due to small lot sizes, many sections do not have sufficient space for compliant disposal areas.
- This means upgrading to aerated systems is not a viable long-term solution for many properties.
- As a result, the Maintenance Zone option is considered high risk and unlikely to meet regulatory requirements over the medium to long term.

<u>Estimated Costs (excl. inflation)</u>

- Replacement septic tank systems with more advanced systems, estimated at $20,000 - $30,000 per household, plus consent fees.
- New builds would also require a compliant wastewater system.
- Failure to meet new standards may include enforcement options by BOPRC.

Maintenance Zone – summary pros and risks

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Opportunities	Obstacles
• Improve environmental impacts if all OSET systems were made to be compliant. • Less cost to Council (if costs of upgrades sit with homeowners only).	• Significant costs to homeowners and/or Councils to comply with OSET standards. • Potentially significant consequences for an estimated 95 properties that do not meet the AS/NZS 1547:2012 requirements (OSET standards). • Growth is constrained by OSET rules. • Wouldn't meet requirements for the MoH subsidy of $6.7M which is required to be uplifted in the short term. • Does not meet iwi/hapū aspirations for economic development nor Tarawera Awa restoration as per Ngāti Rangitihi Deed of Settlement 2022. • Does not meet community expectations of having a reticulated system i.e., identified as a Council high priority project in LTPs.

Option 2: Large scale (initial recommended option)

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The July 2024 co-design group recommended option included:

1. **Reticulation:** Pressurised system.
2. **Household Collection**: STEP system.
3. **Treatment:** Activated sludge and disinfection.
4. **Disposal:** Low-rate land disposal.

This option also requires purchase of additional land for disposal in the long term for a high growth scenario.


Rotoiti / Rotomā WWTP (Rotorua Lakes Council)

Estimated Costs (excl. inflation and contingency)

- $31M capex and $640k p.a. opex for 400 homes. ($2025 dollars)
- Concept phase - high level costs only (based on assumptions).
- There could be some additional optimisation for the total capex costs with technical work undertaken between 2023-2025.

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Large scale – summary pros and risks

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Opportunities	Obstacles
• Removes septic tank issues in Matatā. • High quality system including treatment and disposal methods. • Futureproofed for 1,500+ homes (high growth scenario over the long-term 30+ years). • Meet requirements to uplift MoH subsidy of $6.7M (required to be uplifted in the short term). • Supports iwi/hapū aspirations and Tarawera Awa restoration as per Ngāti Rangitihi Deed of Settlement 2022. • Aligns with community expectations (LTP priority).	• Significant project costs (capex and opex). • Complex operation requiring specialised staff. • Requires high growth scenario to meet funding affordability principles i.e., dev. contributions. • Requires high level of external funding. • Development contributions recoverable over the long term, but only at the rate of growth which may be moderate.

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Option 3: Moderate scale (Refined recommended option)

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The June 2025 co-design group refined recommended option includes:

1. **Reticulation:** Pressurised system
2. **Household Collection**: STEP system — Unchanged
3. **Treatment:** Packed bed bioreactor
4. **Disposal:** Low-rate irrigation — Unchanged

Includes drainage and recontouring of Tahi Hill Farm to maximise area available for land application (including up to 700 homes), avoiding the need for additional land. (Associated costs discussed later).

Estimated costs (excl. inflation and contingency)

- $26M capex and $254k p.a. opex for 400 homes. ($2025 dollars)
- $19.3M capex from day 1 for 260 homes. ($2025 dollars)
- Concept phase – high level costs only (based on assumptions).
- Construction is modular so some capital costs will be recoverable through development contributions on new builds i.e., 260 current to 400 homes.

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Option 3: Packed Bed Bioreactor

- Primary treated wastewater from private tanks is conveyed to the treatment plant and then intermittently sprayed onto the bioreactors (see figure 1).
- Wastewater is biologically treated by naturally occurring microorganisms that grow on the media (grey sheets).
- The treated wastewater is discharged to land (above or below the surface) where further nutrient removal occurs from pasture growth.

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Figure 1: Ongare Point - “AdvanTex” System.

Option 3: Packed Bed Bioreactor (examples)

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Moderate scale – summary pros and risks

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Opportunities	Obstacles
• Removes septic tank issues in Matatā. • High quality system including treatment and disposal methods. • Non-intrusive plant with majority buried below the ground. • Scalable for up to 700-home growth scenario over the long term, higher growth requires an additional system. • Meets requirements to uplift MoH subsidy of $6.7M (required to be uplifted in the short term). • More affordable capital and operational costs due to a simplified treatment system. • Co-investment opportunity with BoPRC at a smaller scale than previously requested. • Supports iwi/hapū aspirations and Tarawera Awa restoration as per Ngāti Rangitihi Deed of Settlement 2022. • Meets community expectations of having an affordable reticulated system (LTP priority).	• Large capital cost to implement in short term (although consistent with costs to build new wastewater systems in NZ).

Optimise Tahi Hill Farm

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- 56-hectare dairy farm purchased for site of new treatment plant and application of treated wastewater to land.
- Due to high ground water levels, around 20% of the farm is currently suitable for year-round irrigation which would only service approximately 150 homes.
- Technical team identified opportunity to improve effectiveness of the farm to be used all year round by:
  - Increasing area of useable land by raising above winter ground level i.e., land reprofiling.
  - Lowering ground water levels by improving site drainage.
- This would achieve:
  - Providing sufficient irrigable land for 400 homes, with options to further expand to accommodate 700 homes in the future.
  - Reducing the need for extensive storage that would otherwise be required.
  - Using the land to share the treatment load with the treatment plant.

<u>Estimated costs (excl. inflation and contingency) – High level costs only based on assumptions</u>

- $1.67M drainage only - 400 homes. Further earthworks and drainage required for 700 homes.

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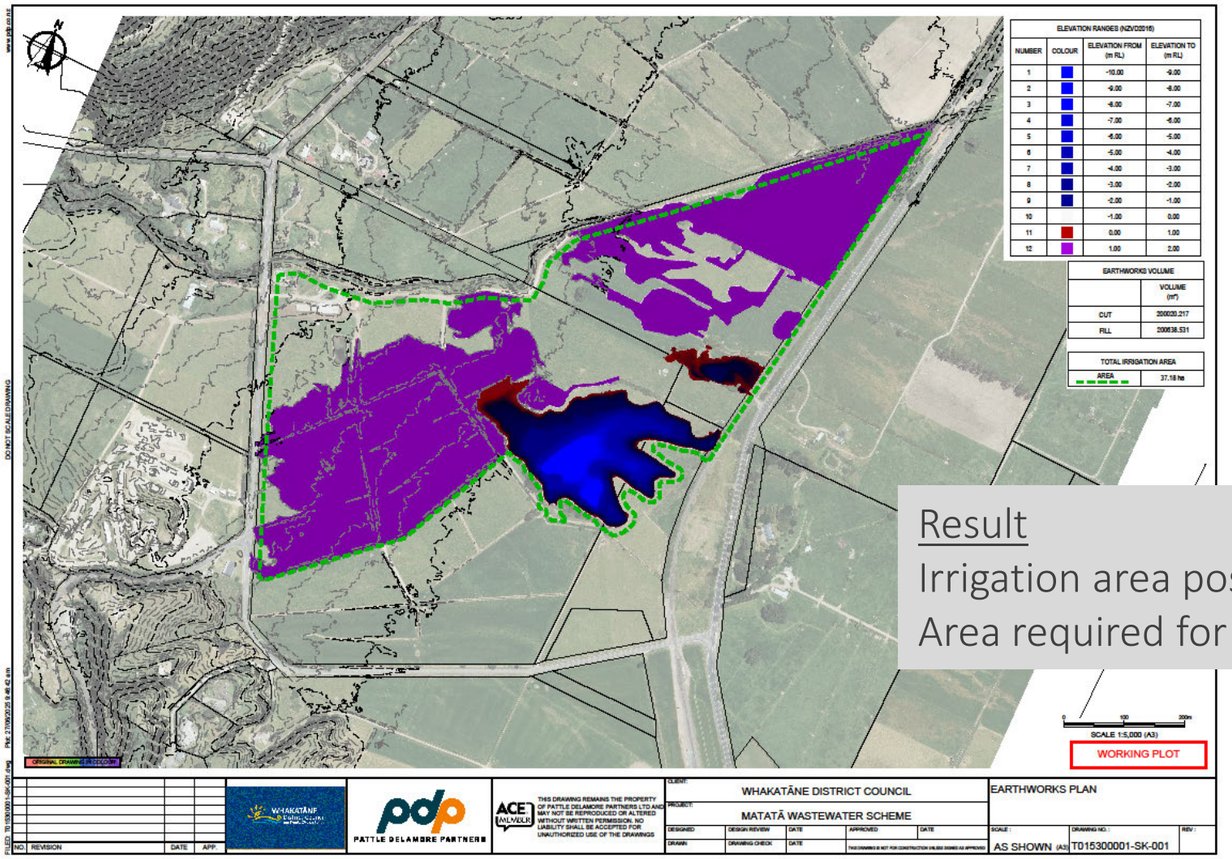
Optimise Tahi Hill Farm – raise land surface



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Key
Blue area – current hillock
Purple & Red area – could use hillock soil to raise ground level or drainage to lower water level.

Result
Irrigation area post works: 37.2ha
Area required for 400 lots: 20 ha

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Option Comparison – wastewater elements

	Option 1: Maintenance Zone or similar approach	Option 2: Large Scale (July 2024)	Option 3: Moderate Scale (June 2025)
Effluent quality	Low	Very High	High
System capital cost	High (if house owner funded)	High	Moderate
System operating cost	Low	High	Moderate
Operability	Simple	Complex	Simple
Sludge production	Low	Moderate	Low
Control-ability	Low	High	Low
Odour potential	Low	Low	Low
Community impacts	High (for affected properties)	Low	Low

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Next Steps

- The technical team and co-design group are seeking direction on next steps including commencing development of a resource consent application on the refined recommended option (June 2025).
- This would include the following next steps:

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Workstream	Next Steps
Cultural Narrative	• Develop cultural report for Tahi Hill Farm to support next phase of project (includes a site visit for iwi/hapū representatives to the Farm).
Wastewater System Analysis	• Determine treated effluent quality requirements for irrigation to Tahi Hill Farm.
Land Analysis	• Determine land requirements to support both treatment and irrigation including possible future earthworks.
Environment Monitoring	• Complete Assessment of Environmental Effects (AEE) for Tahi Hill Farm and overall project.
Resource consent application	• Develop consenting strategy including relationship management.
Business case	• Update the business case to include additional information on options analysis. • Seek funding support including from MoH subsidy and BoPRC.

4.3 Water Services Delivery Plan

David Bewley & Wouter Vullings will speak to the attached presentation.

Please Note: *this presentation is not available, but will be circulated separately prior to the meeting.*

5 Reason to Exclude the Public - *Te take kia awere te marea*

5 Reason to Exclude the Public - Te take kia awere te marea

Mana Whakahono a Rohe:

- **Avoid prejudice to measures that prevent or mitigate material loss to members of the public.** That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a) / Section 7 (2) (e).
- **Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities.** That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a) / Section 7 (2) (h).
- **Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).** That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a) / Section 7 (2) (j).

3Waters Rating Review:

- Protect information where the making available of the information would be likely unreasonably to prejudice to commercial position of the person who supplied or who is the subject of the information. Section 7(2)(b)(ii).