



THECATALYSTGROUP
planning and environment

30 March 2021

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Tēnā koutou

MINUTES OF MEETING – COMMUNITY LIAISON GROUP FOR THE WAINUIOMATA COAST ROAD CLEANFILL, THURSDAY 25 MARCH 2021

Thank you again for taking the time to participate in the Community Liaison Group for the Wainuiomata Coast Road cleanfill, last Thursday 25 March.

I have a few observations to make, in addition to the minutes which are recorded below.

There is clearly a need to have a plan in place for the elevation of COVID-19 alerts in the community. One of the two matters I considered when postponing the meeting previously scheduled for Thursday 4 March (three weeks prior) was the risk posed by COVID-19 at Alert Level 2. While I can appreciate that this may be frustrating for some members of the Community Liaison Group, I made this decision to keep members safe and healthy, and in my opinion to hold the meeting at a later time that enhances communication. While the use of masks, hand washing, social distancing and signing in would all be necessary at Level 2, and strongly encouraged even at Level 1, I am of the opinion that some of these protective mechanisms may partially impede the function of the group. The primary purpose of the Community Liaison Group is to provide a mechanism for the consent holder and community members to meet in person and discuss operations at the site (my emphasis added). I am conscious that some members of the Community Liaison Group may not feel safe in such a space created by Alert Levels 2 and 3. There was discussion as to whether we could pivot the event to be held online. Again, I remain unconvinced that all members of the Community Liaison Group have access to those IT facilities or would feel represented in those online environments. At the end of the day, I am here to service your needs and therefore will follow a process agreed to by the Community Liaison Group so long as it keeps all of us healthy and safe and is consistent with government direction.

It appeared to me that the meeting of the Community Liaison Group last Thursday 25 March was constructive, and the parties are making genuine efforts to work together on matters. There was at times minor albeit elevated levels of frustration between the parties and the odd outburst from both members of the community and the consent holder. An apology was given from one of the members to another member, and I consider the matter to be resolved. I would like to encourage everyone at the Community Liaison Group that the greatest value will be obtained by all parties if you listen and respond in a respectful manner.

As stated in my previous (January) letter and minutes, I reiterate my point that these minutes are not a transcript; I have no intention of recording the meetings verbatim or in-fact recording the path we travel to reach the outcomes. What these minutes do capture are the commitments made from the parties, and any action points that are to be completed before the next meeting. To this end, I have chosen not to record

details of the apology in my minutes, but do encourage the parties to invest into the functioning of the relationship.

My recommendation that the consent holder brings forward the preparation of the Environmental Restoration Plan (condition 23) and engage with the Community Liaison Group on the matter, appears to have been not picked up. While there is no obligation on the consent holder to do so, it may give the parties something to work together on in a collaborative manner. Ultimately, enabling the community to design a space that will form part of their community and environment following the closure of the cleanfill.

Further, it was agreed that the next meeting is to occur eight (8) weeks from 25 March (being the date of the latest meeting) and three-monthly thereafter. If this meeting schedule is to be adopted, that would make the future dates as follows:

- This meeting: Thursday 25 March 2021
- +8 weeks is Thursday 20 May 2021
- +3 months is Friday 20 August 2021
- +3 months is Saturday 20 November 2021
- +3 months is Sunday 20 February 2022
- +3 months is Friday 20 May 2022

I would expect that most members of the Community Liaison Group would rather not meet on a Friday night, Saturday, or Sunday. On that basis, I recommend that the meeting are held on the Monday to Thursday preceding the deadline. I will add this to the agenda for the next meeting (20/05/21) to seek feedback from the Community Liaison Group but as a starting position propose that the meeting schedule is as follows:

- Next meeting is Thursday 20 May 2021, then
- Monday 16 August 2021
- Tuesday 16 November 2021
- Wednesday 16 February 2022
- Thursday 19 May 2022.

With regard to the compliance audit, I observed what I perceive to be a genuine commitment from the consent holder to remedy and avoid non-compliances caused by unreasonable and excessive noise, and a commitment from the consent authority to monitor and enforce standards. I encourage the members of the community to file complaints and events through official council channels (Ph: 04 570 6666).

Finally, Dave Dews' last day with Council is Friday 9 April. The Community Liaison Group thanked Mr Dews for his contributions to the CLG and I wish him all the best for future ventures.

Nga mihi, all the best



Charlie Hopkins

Principal Planner – Resource Management

Minutes of the Community Liaison Group

Meeting: 7.00pm, Thursday, 25 March 2021

Venue: Bilerbeck Hall, 103 Main Road Wainuiomata

Attendees (in seating order):

Bob McWhirter (cleanfill operator), Dawn McKinley (community), Leah Clark (community), Jane (community), Scott McWhirter (cleanfill operator), Dave Dews (Hutt CC), Alistair Meehan (T+T), Paul Duffin (Hutt CC), Niamey Izzett (Hutt CC), Derek Kerite (Hutt CC), Cr. Keri Brown (Wainuiomata Ward Councillor), Miria O'Regan (community), Cr. Josh Briggs (Councillor), Salley-ann Moffat (community), Gerald (media), Gary O'Meara (community), Dave Pannekoek (community), Dave Smith (community), Charlie Hopkins (The Catalyst Group)

Apologies:

Mayor Campbell Barry (Cr. Josh Briggs present), Parvati Rotherham (Hutt City), John (apology given by Miria), Barrie and Christine Green.

These minutes are dated Tuesday, 30 March 2020 being three working days after the meeting (Condition 5).

These minutes are structured as:

1. Action points register
2. Minutes
3. Appendix 1: Written feedback on dashboard provided by Sally-ann
4. Appendix 2: Draft agenda for next meeting Thursday, 20 May 2021, feedback welcome.

1. Action points register from minutes

Action	Person responsible	Timeline	Check delivered
Publish minutes	Charlie	30 March [†]	Done
Create action points register	Charlie	30 March	Done
Identify Council webpage and phone number for complaints, include in minutes	Charlie	30 March	Done
Develop and circulate a draft COVID-19 protocol	Sally-ann, Keri	15 April *	
Check that the list of confirmed complaints and confirmed non-compliances are publicly available on the Council website	Parvati, Paul	15 April	
Confirm that signatures and date of publication are on the 2020 T+T noise report(s)	Alistair	15 April	
Provide feedback on dashboard, in writing	Sally-ann	30 March	Done (Appendix 1)
Provide response to feedback on dashboard, in writing	Dave Dews, Alistair	15 April	
Provide a basic (lay) summary of the methods used for: <ul style="list-style-type: none"> • converting loose cleanfill material volumes to compacted material volumes • calculating fill and air volumes to account for information presented on the dashboard	Dave Dews, Alistair	29 April #	
Develop and circulate a concept drawing(s) for finished ground levels to be reading for planting	Dave Dews, Alistair	29 April	
Confirm with appropriate Council staff regarding whether or not any complaints have been filed with council regarding safety of vehicles existing the cleanfill site, or alternatively confirm absence of any complaints.	Dave Dews	Next CLG meeting	
Inform the appropriate Council staff about dirt bikes entering cleanfill without authorisation	Paul Duffin or Dave Dews	Next CLG meeting	

- [†] 30 March is three working days after the meeting, as per consent condition 5
- *15 April is 10 working days (two weeks) from the publication of these minutes (30/03/21) taking into account Good Friday and Easter Sunday.
- # 29 April is three weeks prior to the next CLG meeting (Scheduled 20/05/21) to provide time for community review prior to CLG.

2. Minutes from meeting 25/03/2021

Agenda discussion	Notes from the meeting	Actions or outcomes
<p>Introductions and discussion of COVID-19 levels</p>	<p>Group discussion of how to go forward with meetings if a COVID-19 alert level are elevated during a scheduled meeting day.</p> <p>Council notes that the process they follow in this situation is by adhering to central Government guidelines for the relevant level</p> <p>Option suggested that CLG members may give their contributions via telephone ahead of time, if they cannot/ do not want to attend a zoom meeting or if they do not have access to this technology.</p>	<p><i>Action Point:</i> Cr Keri Brown and Sally-ann to work on creating a draft Covid level chart for the CLG meetings to then circulate to the CLG over email within two weeks and discuss/approve/implement at next CLG.</p>
<p>Discussion of action points from last CLG</p>	<p>Dashboard was circulated by T+T with the key findings in January.</p> <p>Pie chart is tracking to see percentage full rather than a target with trend lines to show difference.</p> <p>CLG members request to have:</p> <ul style="list-style-type: none"> • trend lines on graphs for more clarity of the monthly tracking of the fill • projected fill volumes over remainder of 2021 	<p>Next dashboard presented could include a graph that illustrates the historical tracking of fill rates. Consent holder is to report back on the ability to project/forecast fill rates out to closure. Everyone accepted that, if provided, this is not enforceable but rather provided as a best estimate.</p>
<p>Discussion of audit findings</p>	<p>Charlie explained the process followed to undertake the independent compliance audit, and the limited extent of his involvement.</p> <p>Charlie provided a brief summary of the published independent compliance audit. Charlie notes non-compliances relate to emission of noise, reporting of noise monitoring efforts, and consistency with the noise management plan.</p> <p>Discussion of the site management plan (SMP) and how it is being met and managed.</p> <p>Requesting as to whether an alleged breach reported in January 2021 of construction noise can be added to the register as CLG currently can only see 4 complaints recorded online. Seeking confirmation that council holds a list with all complaints whether it is a confirmed breach or not.</p> <p>Alastair was asked to check that an acoustic report from mid-2019 (est. June, July) includes dated and signatures.</p>	<p>AP: Hutt City Council (Parvati R or Paul Duffin) to confirm whether a list exists which details confirmed complaints and confirmed non-compliances, and if such a list does exist that this is publicly available on the website.</p> <p>AP: Alastair to confirm the date of the acoustic report, and that signature of all authors and reviewers are present in the report. If these dates and or signatures are found to be absent, then they are to be added to the report. Please confirm that this is final report is publicly available on the Council website.</p> <p>Charlie: no questions for the auditor.</p>

Agenda discussion	Notes from the meeting	Actions or outcomes
	<p><u>Wheel wash</u></p> <p>A request by the CLG to be consulted with if there is a decision to not use wheel washes, within reason. Bob and Scott explained that if wheel washes are used on a dry day then this contributes to more dirt tracking onto the public roads.</p> <p>Alastair notes that the CLG is not there to <u>approve</u> a change but rather to consult and provide feedback upon, if something like the wheel wash is not used on site.</p> <p><u>Noise</u></p> <p>The CLG members request that wider community are informed via a letter drop the options they have to complain if they believe the noise is too loud.</p> <p>Explanation in regard to noise monitoring tools that are complex as they require fine and frequent calibration. District plan rules for noise are not as easy to record as it is about identifying the environment.</p> <p><u>Traffic</u></p> <p>Concerns of speeding trucks on coast road. It was unclear whether this was specifically into or from the cleanfill or Coast Road generally. Council could confirm whether its roading team has received any complaints or completed any investigation into the safety of truck movements into or from the site.</p> <p>Bob asks if it is possible to find a record of what vehicles are being ticketed in this area – is it trucks or cars.</p> <p>Bob and Dave confirm there has been upgrade and maintenance works performed on the dozer to mitigate noise.</p> <p>Sign(s) were erected asking that tailgate not be slammed, two weeks before the audit.</p> <p>CLG confirm that it is best to report via the website and note the reference number given by Council, so these can be checked later against the complaint register.</p> <p>Four complaints were used in the audit. CLG confirmed that more complaints had been made. Charlie identified that an auditor can only use the official record in this case, hence reiterating the importance of officially filing complaints.</p>	<p>Decision: CLG in agreement that if the site is dry then it is appropriate to not use the wheel wash.</p> <p>Decision: the CLG would support a change to the site management plan that the wheel wash is not used on every vehicle trip so long as effects are managed.</p> <p>Community members, council staff and or CLG members are to inform police if they are concerned of speeding trucks. Dave Dews to ask council traffic team about any record of speeding or dangerous driving into or from the cleanfill site (but not the wider roading network, only the cleanfill).</p> <p>T+T will likely complete the next round of noise monitoring but going forward council will consider whether another independent professional needs to be involved either in monitoring or review. Alastair notes there is no conflict-of-interest T+T undertaking the noise monitoring and reporting.</p> <p>Charlie: Complaints or concerns can be relayed to council by phoning 04 570 6666 or sending an email to 'contact@huttcity.govt.nz'</p> <p>http://www.huttcity.govt.nz/Get-in-touch-with-us/Get-in-touch-with-us</p>

Agenda discussion	Notes from the meeting	Actions or outcomes
Dashboard	<p>Request for measurements and what is recorded to be clearer – an icon to describe the measurements. Charlie notes the graph axis need titles.</p> <p>Cleanfill is currently still tracking to close 6 months early but this is based on historical building rates and COVID-19. The future fill rates will be dependent on future construction and demolition rates which can only be estimated.</p> <p>Dashboard queries from Sally-Ann to be sent through for inclusion in minutes.</p> <p>Discussion again request different trend lines to show how the volumes are tracking towards a date.</p> <p>Maximum fill volumes are not a condition, but it is engineered to fill to the level. So, while fill volumes are not a condition, they form part of the consented proposal.</p> <p>Clarification that if clean fill is not full there will be not further work past the consent end date. Only work that will continue will be remediation and planting of trees.</p> <p>The construction of the batter slopes has started which includes the use of machinery. This will be cause noise, but is needed to get the slopes ready for planting in the small window available. The batter slopes will be covered with 150-200 mm of topsoil. This is for the plants to be able to grow.</p> <p>It became known that:</p> <ul style="list-style-type: none"> the total volume on the site is currently comprised of a filled volume plus an unfilled (air space) volume, and there is a difference between imported fill (loose) and compact fill in-situ. <p>The consent holder is going to circulate a lay summary for these two points, in time for consumption and discussion at the next meeting.</p> <p>Group requested for the dashboard to be updated bimonthly but due to the time needed to go into the reporting Alastair and Dave have request for quarterly as currently agreed.</p>	<p>See Appendix 1 for feedback and questions from Sally-ann. The consent holder is to respond to these matters in writing, either adopting the change or providing a response to the feedback.</p> <p>A commitment for consent holder to do their best for early closure. All agreed that this in itself is not enforceable.</p> <p>The consent holder is going to circulate a lay summary for two points, in time for consumption and discussion at the next meeting:</p> <ol style="list-style-type: none"> fill volumes and air volumes, and the difference between loose fill and compacted fill.
Press	<p>If press are in attendance and record the meeting, then members of the CLG request to be informed of this recording for privacy reasons.</p>	<p>If anyone is recording, including but not limited to press, can you please tell everyone. Charlie will make a point of asking at the next meeting.</p>

Agenda discussion	Notes from the meeting	Actions or outcomes
	<p>Josh Briggs – encourages consent holder to promote through media channels that the groups can file complaints through the council channels (phone and online)</p>	
Noise	<p>The construction of the batter slopes has started which includes the use of machinery. This will create noise, but this stage is needed to get the slopes ready for planting in the available weather window.</p> <p>Bob that recently he has had the exhaust upgraded on one of the machineries (bulldozer?) to mitigate noise emissions.</p> <p>The consent holder explains that during construction activities, that noise will be louder and therefore compared to a different noise standard than that under the district plan. This point is revisited below.</p> <p>Noise limits in the resource consent apply regardless of any situation or activity.</p>	
Ongoing construction	<p>The given notice of “over the next few months” is insufficient and could be improved to provide more certainty to neighbours. Any such notice does need to take into account the uncertainty of the weather window.</p> <p>Charlie noted that the operation of the site includes use of machinery, as does any construction activity. Considering that the operation of the site is cleanfill receipt, placement and shaping, what differentiates operation from construction.</p> <p>In the coming months, the works on the site will move away from the corner by the road and this will result in being quieter for surrounding properties at the portion of the site nearest the road.</p>	<p>The consent holder will inform the members of the CLG to the best of its ability, but does acknowledge the variability of the long-term forecast. In any case the conditions of consent apply (5 days’ notice).</p>
Other matters	<p>Motorbikes at cleanfill. Bob & Scott unaware of these as well as council.</p>	<p>Do not approach; contact the police if dangerous. If possible and safe to do so, take photos.</p> <p>Paul to inform appropriate HCC team.</p>
Next meeting	<p>Next meeting agreed to be in 8 weeks. A commitment from there after the meetings will be 3 months as agreed in the conditions. Group thank Dave Dews for his contributions to the CLG process.</p>	<p>See appendix 2 for draft agenda</p>

3. Minutes Appendix 1: feedback on the dashboard from Salley-ann (copied without modification)

6) Dashboard

Feedback from the CLG:

Great first draft however improvements need to be made

e.g.: truck numbers. Origin of fill, type of fill, SMP. Currently it is incomplete and does not adequately cover the reporting ...while you delay this report (asked for and agreed in NOVEMBER 2020) we have not been receiving the requested information.

Needs to be produced at least bi-monthly (not quarterly) and sent through to CLG, e.g. from July 2020 – until current day

Please put a red line at 75 on the graph the actual daily totals from July 2020 – Current day

Please show minimum truck numbers and maximum truck numbers.

Please show the RFS number (when you have it) for complaints

Noise monitoring sentence is wrong and misleading

Noise level chart is also wrong and misleading because the adjustments have been shown to be 'incorrectly determined' and have not been adjusted correctly. If they were adjusted correctly there would be exceedances at all properties.

Please include date of CLG notification (site works undertaken)

Please include reporting on planting

Please include origin and type of material – if not on the dashboard, please send it through monthly in a format that is easy to understand.

Please send reports through to the CLG monthly

Monitoring effort – is incorrect – it's not one consent exceedance, it's three.

4. Minutes Appendix 2: draft agenda for the meeting on Thursday 20 May 2021

Tēnā koutou, here is a draft agenda for the meeting on Thursday 20 May 2021. Please note that this agenda is draft; please send any corrections or modifications to **Charlie Hopkins** prior to Monday 10 May (charlie@thecatalystgroup.co.nz).

DRAFT AGENDA OF THE MEETING (MAY 2021) OF THE COMMUNITY LIAISON GROUP (CLG) RELATING TO THE CLEANFILL OPERATED ON COAST ROAD WAINUIOMATA.

“The primary purpose of the CLG is to provide a mechanism for the consent holder and community members to meet in person and discuss operations at the site” – Consent Condition 5

Time: 7.00pm, Thursday, 20 May 2021

Venue: To be confirmed

Author: This document prepared by Charlie Hopkins, Principal Planner – Resource Management

Present (names):

Apologies (names):

Agenda:

1. Introductions, health and safety, fire, earthquake, evacuation, audio recording (5 minutes)
2. Review of action points from minutes of CLG meeting Thursday 25 March 2021 (30 minutes)
3. Consent Holder presentation of dashboard, and feedback provided by the CLG (20 minutes)
4. Break (10 minutes)
5. Consent Holder informing CLG participants of any *construction activities* or *operational changes* at the site, and feedback provided by the CLG (30 minutes)
6. Proposed meeting times (10 minutes)
7. Other matters (as time permits, <15 minutes).

Information sources:

<http://iportal.huttcity.govt.nz/Home/Search?Tab=31&query=container:%5buri:5177613%5d%20>