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planning and environment

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Tēnā koutou

MINUTES OF MEETING – COMMUNITY LIAISON GROUP FOR THE WAINUIOMATA COAST ROAD CLEANFILL, THURSDAY 20 MAY 2021

Thank you again for taking the time to participate in the Community Liaison Group for the Wainuiomata Coast Road cleanfill, last Thursday 20 May. Before setting out the Minutes I wish to touch on three matters.

- 1- The collaborative planning and preparation of a draft environmental restoration plan
- 2- The date and agenda of future meetings
- 3- Conduct at present and future meetings

I reiterate 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, repeatedly. As I have said in previous minutes, there is no obligation on the consent holder to do so, however, it may give the parties something to work together on in a collaborative manner. Ultimately, the preparation of the restoration plan will enable the community to design a space that will form part of their environment following the closure of the cleanfill. I strongly encourage this to occur and therefore I have decided to dedicate a significant portion of the next community meeting to this topic. On that basis, I request that each member of the CLG lend their minds to what they would like that space to look like, and how that would like it to function as a community asset. Please bring along these ideas to the next meeting where we will workshop a draft plan, together.

Further, I recommend to the members of the Community Liaison Group that they meet on the following dates. I also request that the consent holder arrange a venue for this to occur. The meeting schedule is as follows:

- Next meeting is Monday 16 August 2021 (draft agenda below), then
- Tuesday 16 November 2021
- Wednesday 16 February 2022 (currently, the anticipated last meeting before closure)
- Thursday 19 May 2022 (if required because cleanfill still operating).

If the cleanfill is full and closed before 19 May 2022, I do not see the need for a full meeting of the CLG as per consent condition 5. What I will do, however, is to work with the CLG to draft a final paper setting out the lessons learnt as suggested by Mr David Smith and supported by the CLG; I think that there is great value in producing such a paper.

Regrettably, the 20 May meeting ended on a bad note as a result of ongoing events occurring outside of the ambit of the Community Liaison Group. In response to those events, I circulated a new policy on 31 March

which sets out a procedure that the Group can use in the event that person(s) are not acting in good faith or being respectful of each other's differing opinions. It is unfortunate that the Wellington Regional Council did not investigate the matter being the alleged discharges and, therefore, we do not have evidence to reach a decision. However, that is not reason to excuse any behaviour where an offence has been caused. While the CLG is a forum for communication and discussion, I encourage the members of the Group to not bring personal relationship matters into the Group as it significantly detracts from the experience of other members which for the most part was constructive and functional at the May meeting. I reiterate that anyone who has concerns about the performance or compliance of the Cleanfill should notify the Council through its official channels (Ph: 04 570 6666) rather than attempting to solve it themselves.

In the interest of open and clear communication can everyone please circulate information no less than 10 working days before each meeting (for the next meeting this new deadline will be 5 PM Friday 30 July), to allow each of us time to digest that information. As a result of pre-circulation, I will take the conclusion of any reports to be taken as read. To facilitate this, I will send an e-mail reminder to everyone 15 working days before the meeting (9 AM Monday 26 July). Of course, this does not preclude you all from sharing information in the interim.

We also welcomed Jörn Scherzer (pronounced as Yearn Share-tza) to the Community Liaison Group. Jörn is the head of climate and waste at Hutt City Council. As part of an organisational restructure, the solid waste portfolio reports to Helen Oram as the team's director. As you are aware, Mr Dews has left Hutt City Council, therefore, the consent holder is now represented by Jörn, until a replacement for Mr Dews is found. This new person will work closely with Jörn, as well as Paul (Duffin) and Parvati. With only 3 or 4 CLG meetings scheduled before closure, I encourage the consent holder to provide a consistent point of contact for the community, while also encouraging the community to recognise that restructuring is a stressful and demanding time.

Please see the end of this document for a draft agenda for the next meeting, all feedback welcomed.

Nga mihi, all the best



Charlie Hopkins
Practice Leader – Planning

Minutes of the Community Liaison Group

Meeting: 7:00 PM, Thursday, 20 May 2021

Venue: Wainuiomata Library, Queen Street Lower Hutt

Attendees (in seating order):

Scott McWhirter (cleanfill operator), Bob McWhirter (cleanfill operator), Dawn McKinley (Wainuiomata Community Board - WCB), Jodie Winterburn (WCB), Gary Sue (WCB), Dave Smith (community), Salley-ann Moffat (community), Alistair Meehan (Tonkin + Taylor), Gabriel Tupou (WCB), Jörn Scherzer (Hutt City), Jason Moffasese (community), Parvati Rotherham (Hutt City), Barrie and Christine Green (community), Paul Duffin (Hutt CC), Niamey Izzett (Hutt CC), Charlie Hopkins (The Catalyst Group).

Apologies:

Mayor Campbell Barry, Miria O'Regan and John (Gray?) (community), Cr. Keri Brown (Wainuiomata Ward Councillor), Dave Pannekoek (community), Gary O'Meara (community), Margaret Willard (removed at request), Elle Abel (community).

These minutes are dated Monday, 24 May 2020 being the second working day after the meeting.

These minutes are structured as follows:

1. Action points register
2. Detailed minutes
3. Appendix 1: 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 *	Done
Check that the list of confirmed complaints and confirmed non-compliances are publicly available on the Council website	Parvati, Paul	15 April	Confirmed at CLG
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
Provide response to feedback on dashboard, in writing	Dave Dews, Alastair	15 April	Presented verbally at CLG
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, Alastair	29 April #	Presented at CLG
Develop and circulate a concept drawing(s) for finished ground levels to be ready for planting	Dave Dews, Alastair	29 April	Superseded by August agenda item 6
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	Done
Publish minutes for 20 May meeting	Charlie	25 May	Done
Regarding future dashboards, can each 'request for service' (RFS) number be included for complaints. Or, if proposed change is not adopted reasons as to why be provided.	Jörn, Alastair	15 June	
Circulate an updated dashboard ahead of the next meeting, and ensure that each published version of the dashboard is available for free on a publicly available webpage (the portal or otherwise)	Jörn, Alastair	Friday 30 July	

Arrange venue to next four (4) CLG meetings: <ul style="list-style-type: none"> 16 August 2021; 16 November 2021; 16 February 2022; 19 May 2022 	Jörn, Alastair	Friday 30 July	
Forward to the consent holder a copy of the written feedback on the dashboard and a written list of questions regarding noise monitoring, supplied by Sally-ann Moffit to the Council on 26 March.	Charlie	25 May 2021	Done (email sent Monday 24/05/2021 08:54)
Respond in writing to the “ <i>written feedback on the dashboard and a written list of questions regarding noise monitoring, supplied by Sally-ann Moffit to the Council on 26 March</i> ”	Jörn, Alastair	15 June (or sooner)	
Provide copy of the noise monitoring report peer review	Parvati	30 July	

- ^t 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.
- 25 May is three working days after the meeting, as per consent condition 5
- 15 June is 15 working days after the publication of these minutes
- Friday 30 July is 10 workings days prior to the next scheduled CLG meeting

2. Minutes from meeting 20 May 2021

Detailed minutes

Prepared by Niamey Izzett

Reviewed by Charlie Hopkins

Agenda discussion	Notes from the meeting	Actions or outcomes
1. Introductions, health and safety, fire, earthquake, evacuation, audio recording (5 minutes)	Introduction of Jörn Scherzer the HCC head of climate and solid waste. Acting as solid waste manager on consent holder until the new role has been appointed. (5 min)	
2. Review of action points from Table 1 of the minutes of CLG meeting Thursday 25 March 2021 (20 minutes)	<p>COVID-19 protocol has been completed and circulated previously to the meeting.</p> <p>List of complaints on HCC website and readily available</p>	<p>CLG and council members in agreement with the protocol.</p> <p>Confirmed by Parvati</p>
3. Dashboard presentation and feedback	<p>Alastair Meehan circulated the most up to date dashboard to the group and explained the changes that were as result of discussion at the previous meeting.</p> <p>Changes to note</p> <ul style="list-style-type: none"> - More information provided about the nature of the material - Air space – provided an approximate expected date of closure going off the current fill. <p>Alastair provided an explanation of how air space is calculated. Loose fill vs what is actually deposited into the clean fill. A settled cleanfill calculation is taken as 75% of imported loose cleanfill, which is considered by the consent holder as an industry practice. On that basis, this scale factor will continue to be used in calculating the amount into the cleanfill and update the dashboard accordingly. Noted that planting is underway with 5,000 trees already planted at the southern end and topsoil will continue to be spread.</p> <p>Alastair notes that the request to indicate where and how the planting will be is unable to be shown on the plans as the maps have a contour with a minimum of 1 m, which is too small to show minor variations.</p> <p>Could a list of request for services (RFS) numbers be included on the dashboard?</p> <p>25 min</p>	<p>Parvati noted that Becky Lunn from HCC has said the current plants have come from WCC nurseries and one of the two nurseries in Wainuiomata.</p> <p>At the next dashboard these will be available. Note that the traffic light system is for a quick reference but for further detail this needs to be looked at through the portal.</p> <p>Note any questions a member of CLG may have can be directed to the appropriate person at any time not just at the meetings.</p>
4. Noise reports	T+T provided a new noise report which is currently under peer review but that	- Peer review to be circulated as soon

	<p>(peer review) has not yet been published.</p> <p>A conversation was had around the discussion of what is an effect as a result of a noise limit exceedance. Explanations outlining the complexity of noise reports were had.</p> <p>The noise reports were taken from 199 and 200 Coast Road based on the assumption that if the noise emissions are compliant at these properties it will also be at the other properties.</p> <p>The methodology for noise monitoring was updated and taken over longer time intervals. The noise monitoring took place from a midday on a Wednesday and stayed in place until 1 pm on the Friday. These were reasonable busy days for the clean fill.</p> <p>CLG request for the community complaints to be included in the reports. With the noise monitoring undertaken to date, there is weighting of the model towards consistent noise rather than 'bangs and clangs'. This explains why environment noise (cicada) was detected.</p> <p>Discussion of noise monitoring undertaken by Council's Dean Bentley. There was discussion as to whether a noise exceedance was identified, and whether the equipment used was used correctly. Alastair noted that there are different ways of calibrating and different requirements. Please refer to the most recent noise monitoring reports for clarification of the units used.</p> <p>Noted that although CLG request to be told when noise reports are undertaken it is initiated and completed without the knowledge of the cleanfill operators. The intensity of activities on the site at the time of monitoring is worked out retrospectively.</p> <p>Alastair Meehan can work with the relevant expert to provide answers to questions regarding noise.</p>	<p>as possible once published</p> <ul style="list-style-type: none"> - All future noise reports to be circulated with less delay between when HCC receive these and peer review has been completed - CLG request peer review and noise reports to be circled at least one week in advance so that enough time is available to process the information in the report. - Request for correspondence between the experts to be shared.
<p>5. Future reports</p>	<p>Agreed that all future material will be sent 2 – 3 weeks before the meeting. The peer reviews take 2 weeks but there is often a lag time.</p> <p>Charlie will prompt these peer review to ensure that they are sent out in this set time frame.</p> <p>In the next noise report (end of June) this may be undertaken by a person independent of Council. There may be a slight delay as Steve Arden (person who</p>	<p>At the final meeting (or sooner if directed by the CLG and agreed by the consent holder) the CLG will work together to draft a paper recording their experiences of the participatory process, and make any recommendations for similar, future processes.</p>

		will be undertaking the report) will also be assessing another file (Riverlink) at this time. 35 mins.	This will be a 'lessons learnt' paper from the CLG including Council. Contribution to this paper will be voluntary and should not be used to score last minutes runs on the board, or to re-litigate settled issues.
6.	Testing of soil, water and air quality	<p>There were question and answers between members of the CLG and the consent holder regarding the monitoring of soil, water and air quality on and around the cleanfill.</p> <p>For the most part, these are matters related to the functions of Wellington Regional Council (WRC) and therefore are outside of the scope of the Hutt City District Plan and granted resource consents. If CLG members have concerns about environmental health and quality they need to report to this to the Regional Council. Hutt City matters relate more to land use, noise, truck movements and remedial landscaping.</p> <p>Water quality is not tested by Hutt City within the ambit of this resource consent but anecdotally there is historic monitoring from which could be requested from WRC.</p> <p>The potential contamination of soil is confirmed prior to the fill being imported into the site. For example whether the material is coming from a site that is known (or expected) to be contaminated. If material from a HAIL site this will then be tested. More information on HAIL sites can be found on the Ministry for the Environment website - Hazardous Activities and Industries List (HAIL) Ministry for the Environment</p> <p>CLG members have concerns of asbestos in concrete. Unable to see and test if asbestos in the air. There is two dust monitoring systems on the site.</p> <p>The Wellington Regional Council resource consent may or may not require monitoring of soil, water or air quality but that is outside of the scope of the CLG. (25mins)</p>	<p>Note – asbestos is toxic to humans when it becomes airborne in elevated concentrations</p> <p>Action point – Jörn to look into dust monitoring protocols. Dust information to be confirmed at next meeting.</p> <p>The consent holder is encouraged to bring along any soil or dust testing or monitoring information that it holds to the next meeting.</p>
7.	Future meetings	Proposed in the March minutes. Venues will be booked and the all future reports will be circulated with adequate time for the CLG to read these reports before the meeting.	Consent Holder, please book a venue for these dates going forwards. Please bring these details to the next meeting.
8.	Consent Holder informing CLG participants of any	Current activities and any changes happening: - Planting is undertaken	

<p>construction activities or operational changes at the site, and feedback provided by the CLG</p>	<ul style="list-style-type: none"> - More work of the batter slopes - Ongoing work for the batters - Top soil has gone on over past few days by south side and coast road side. Planting in this area will happen ASAP so it will be done within the planting window. <p>As discussed in previous meeting it is difficult to give 5 days' notice for the discrete information (weather window). Use of the dozer has been used to the minimum possible.</p>	
<p>9. Other matters</p>	<p>The members discussed what a closure plan looks like, and agreed that the parties would like to work together in its preparation.</p> <p>CLG members note they would like to see</p> <ul style="list-style-type: none"> - Pest control - List of tree species and where stock is being source - The site operate as a wildlife source <p>CLG members note the importance of commenting on the District Plan review for future clean fill sites. This could also be linked with the lessons learned documents discussed previously. CLG can do this individually or as a group. Charlie encouraged attendees to participate in the formal process of District Plan review, to make submissions and speak to those submissions. This will provide the council with you lived experiences and opinions of the environment which you obviously care for and enjoy being part of.</p>	
<p>10. Code of conduct</p>	<p>In response to emails that happened outside of the CLG, we spoke about how to participate within and contribute to the CLG in good faith to maintain a functional relationship.</p> <p>GW have not looked into the complaint, and discharges into rivers are outside of the functions of Hutt City Council. There is compliance channels that the different issues need to be reported to if there are concerns (HCC and GWRC). Matters for the CLG are to remain relevant to the consent. If this is an off duty remark this it is not HCC or CLG and can remain between the people. It does not need to be shared around.</p>	<p>Charlie has addressed this above in the cover letter to these minutes.</p>

3. Minutes Appendix 1: draft agenda for the meeting on Monday 16 August 2021 (first sent 24 May)

Tēnā koutou, here is a draft agenda for the meeting on Monday 16 August. 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, Monday 16 August 2021

Venue: To be confirmed

Author: This document prepared by Charlie Hopkins, Practice Leader – Planning

Present (names):

Apologies (names):

Agenda:

1. Introductions, health and safety, fire, earthquake, evacuation, media and audio recording (5 minutes)
2. Review of action points from minutes of CLG meeting Thursday 25 March 2021 (20 minutes)
3. Consent Holder presentation of dashboard, and feedback provided by the CLG (10 minutes)
4. Other matters (up to 15 minutes)
5. Half time break (10 minutes)
6. Discussion regarding cleanfill closure and working together to produce a draft 'environmental restoration plan' (60 minutes)

Information sources found on the Hutt City Council portal:

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