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**MINUTES**  
of the  
**NELSON REGIONAL SEWERAGE BUSINESS UNIT MEETING**  
held  
**1.30 pm , Friday, 7 December 2018**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Councillors C M Maling (Chair) and D E McNamara, Tasman District Council  
Councillors S Walker and T Skinner, Nelson City Council  
Independent Member, Mr B Silcock

**In Attendance:** Acting General Manager (D Clifford), Management Accountant (A Bishop),  
Executive Assistant (R L Scherer), Industrial Users representative (P Wilson),  
Nelmac Water Manager (R Lester) and Acting Operations Manager (N Clarke)

**1 OPENING, WELCOME**

**2 APOLOGIES AND LEAVE OF ABSENCE**

Moved Walker/Cr McNamara  
NRSBU18-12-12

That apologies for lateness from Mr B Silcock be accepted.  
**CARRIED**

**3 PUBLIC FORUM**

**4 DECLARATIONS OF INTEREST**

**5 CONFIRMATION OF MINUTES**

Moved Cr Skinner/Cr McNamara  
NRSBU18-12-13

That the minutes of the Nelson Regional Sewerage Business Unit meeting held on  
Monday, 27 August 2018 and the minutes of the Extraordinary Nelson Regional Sewerage

**Business Unit meeting held on Tuesday, 30 October 2018 be confirmed as a true and correct record of the meeting.**

**CARRIED**

## **6 PRESENTATIONS**

Nil

## **7 REPORTS**

### **7.1 Acting General Manager's Update Report**

Mr Clifford spoke to the report contained in the agenda which was taken as read.

He noted that Nelmac had recently carried out a review of health and safety risks at the Bell Island site and will report back to the next meeting on what needs to be done to improve health and safety.

*Mr Silcock arrived at 1.12 pm*

Management Accountant, Andrew Bishop provided an overview of the financial report. He noted that expenses were ahead of budget and income was down due to lower volumes received compared with the last financial year.

In response to a question about reduced volumes, Mr Bishop said that stormwater infiltration volumes were less than the previous financial year when the region had experienced a number of significant weather events.

In response to a question about higher than budgeted maintenance costs, Mr Bishop said that there is a significant list of work to be done and the trend in higher costs will continue while staff catch up with outstanding items.

### **Contract Operations & Maintenance**

Mr Clifford noted that no odour complaints had been received at the time he wrote his activity report. However, there were two odour complaints over the previous weekend from Best Island residents. Mr Clifford advised that one of the complaints could not be attributed to Bell Island as the wind was in the wrong direction. However the second complaint was likely to have been caused by the Bell Island facility. It was believed this was the result of a different operating regime for the clarifiers and the maintenance team are adjusting the process to fix the problem.

Mr Clifford said that the Alliance meat plant also had an issue with their on-site treatment resulting in raw material was being received at Bell Island. Staff are looking at how this can be avoided in the future.

Mr Wilson noted that users are required to notify the NRSBU when they have an issue with their on-site treatment. However, Alliance did not inform staff of this particular issue. Mr Wilson said he would talk to the Alliance management and remind them of their obligations to inform NRSBU staff when they have issues with their on-site treatment processes. It was agreed that Mr Clifford should also remind all of the industrial users of their obligation to notify NRSBU when they have any on-site treatment issues.

Acting Operations Manager, Nathan Clarke advised the committee of the programme to de-sludge the ponds. This includes pumping the sludge to dewatering bags and using them as the start of a berm which is then backfilled to form a bund which will provide protection against sea level rise over time.

Mr Clarke explained that the ponds would not be emptied but the lower levels will reduce the risk of odour events occurring. He noted that this regime had been trialled 18 months ago and there were no significant odours at that time.

The committee discussed the timing of the desludging programme and in particular the risk of any odour issues occurring prior to the resource consent being granted. It was agreed that staff would present a trial plan, including a risk profile for the proposed desludging programme at a committee workshop early in 2019.

Mr Clifford advised that he meets with the Best Island representatives on a regular basis to inform them of any changes in the plant operations. He said that the residents appreciate being kept informed.

Mr Clifford noted that staff are working with Nelmac on odour risks in general, including prioritising higher risk areas and where any issues can be quickly addressed. He advised that staff had invited some of the Best Island residents to visit the site to identify smells. Staff have also met with the pond management team to ensure the plant is operated effectively during summer when temperatures change.

Mr Clarke noted that there had been odour issues at the Songer Street pump station and staff believe this is the result of the air valves emanating odorous gas. The maintenance staff will be installing sealed lids on the chambers and including activated carbon filter devices.

Mr Clarke spoke about the distribution of bio-solids at Rabbit Island and noted that staff are using weather stations so they can judge where the wind is coming from so that the bio-solids can be discharged to the appropriate location. The data from the weather station will be used as evidence in the upcoming resource consent application.

Mr Clarke also noted that there are some concerns about the future availability of land suitable for bio-solid spraying.

Mr Clifford advised the committee that Tasman District Council staff have approached the NRSBU regarding their wish to discharge sewerage into the NRSBU network as a result of the growth occurring in Richmond West. He said that the Council plans to install its own pipeline in the long term but would like to use the NRSBU pipeline while that work is being done. Mr Clifford said that he is working with Nelson Pine Industries to ascertain pipeline capacity.

Mr Clifford spoke about the Trade Waste agreements the NRSBU has with Nelson Pine Industries and Alliance. He noted that staff are working with Turners & Growers on a new agreement for the discharges from the Cedenco plant. He also noted that staff are working closely with Nelson Pine Industries regarding their planned discharges over the summer period.

Mr Clifford advised the committee that staff intend to discuss the resource consent conditions for Bell Island at the committee workshop early in 2019.

Mr Clarke spoke about a trial using filtered water to clean the inlet screens. He said that the NRSBU had taken ownership of the out-of-date potable water filters from Nelson City Council and if the trial is successful there is the potential to save up to \$100,000 per annum in potable water costs.

Mr Clifford informed the committee that the NRSBU Asset Management Plan will be presented to the two councils early in the new year.

Mr Clifford spoke about the Business Plan referred to in his management report and noted that the date should read 31 December 2018. The final Business Plan will be presented to both councils by 20 March 2019. He suggested that the aberrational discharge consent conditions

will incur extra costs and these will need to be included in the new Business Plan.

Mr Clarke noted that staff plan to apply for a variation to the consent regarding overflows at the Wakatu pump station. There is no overflow point at this site so it cannot be screened. Staff are also investigating the option of a larger generator at Saxton Road to mitigate any overflow risk.

The committee agreed that they would hold a workshop early in the new year to discuss a range of issues and risks and including a site visit to Bell Island. The Chairman asked Mrs Scherer to arrange the workshop for early 2019.

The Chairman advised the committee that the management contracts for Mr Clifford and Mr Clarke had been extended to 30 June 2019 which will give the business unit time to form a clear forward plan. In response to a question, the Chairman said that management options post 30 June 2019 will be discussed with the respective engineering managers at Tasman District and Nelson City Councils.

The meeting discussed the option of iwi representation on the NRSBU Committee. It was agreed that a way forward should be discussed with the respective chief executives of each council.

The condition of the access road to Best Island was discussed. Mr Clifford agreed that he would speak to Tasman District Council staff regarding what was required for their section of the road and what NRSBU need to do on their section.

**Moved Cr McNamara/Cr Skinner  
NRSBU18-12-14**

**That the Nelson Regional Sewerage Business Unit:**

- 1. receives the Nelson Regional Sewerage Business Unit General Manager's Report, NRSBU18-12-01; and**
- 2. instructs the Acting General Manager to arrange a workshop for NRSBU Committee members in the New Year to discuss and develop the Annual Plan for 2019/2020.**

**CARRIED**

**8 CONFIDENTIAL SESSION**

The meeting concluded at 2.42 pm.

Date Confirmed:

Chair: