

Resource Consent

RESOURCE MANAGEMENT ACT 1991

Consent No. WGN160002

Category: Discharge Permit (Land and Air)

Pursuant to sections 104B, 105, 107 and 108, and subject to all the relevant provisions of the Resource Management Act 1991 and any regulations made thereunder, a consent in respect of a natural resource is hereby granted to:

Name	Kapiti Coast District Council	
Address	175 Rimu Road, Private Bag 60601, Paraparaumu 5254	
Duration of consent	Granted: 20 October 2016	Expires: 20 October 2036
Purpose for which right is granted	To discharge treated wastewater to land and contaminants to air from the operation of the Otaki Wastewater Treatment Plant.	
Location	Riverbank Road, Otaki at or about map reference NZTM 1780232.5485348 to NZTM 1779696.5485676	
Legal description of land	Part Lot 1 DP 46977 and Part Lot 2 DP 46977	
Conditions	1-44 as attached	

For and on behalf of
WELLINGTON REGIONAL COUNCIL



.....
Team Leader, Environmental Regulation

Date: 20 October 2016
.....

Summary of your rights and responsibilities

(Not part of the resource consent)

This resource consent gives you the right to use a public resource (e.g. water, air, the coastal marine area) in the manner specified in the consent.

You may exercise the resource consent as you see fit provided that you comply with all the conditions of your resource consent and all other laws of the land.

If you wish to change the way you operate under this resource consent or if you wish to change or cancel any consent conditions, please contact the Greater Wellington Regional Council (GWRC) prior to making the changes. You may need a formal change to your resource consent conditions.

You may transfer your coastal, discharge, or water permit to any other person. If you sell your operation please contact GWRC and we will arrange the transfer for you (at no cost) once you've completed a 'Transfer of Permit' form including the signatures of the old and new owners.

If your resource consent application contained inaccurate or misleading information, GWRC may cancel or alter the resource consent.

Your resource consent does not:

- provide any warranty of any structure or process;
- provide any guarantee that the resource will be available at all times;
- provide any right of access through or over public or private land;
- negate the need for any approvals necessary under other legislation.

You as the holder(s) of this resource consent and your agents (including contractors and employees), are jointly and severally liable for compliance with the conditions of this consent. It is important that anyone operating on your behalf fully understands and complies with the conditions of the resource consent.

You are required to pay any relevant charges that are associated with the processing and monitoring of your consent under section 36 of the Resource Management Act 1991. Charges may be reviewed every year. If you would like a copy of our current Resource Management Charging Policy please ask us.

You have the right to object to the decision on your consent and/or any additional charges (over and above fixed charges) under section 357A and 357B of the Resource Management Act 1991. Such an objection should be made in writing, setting out the reasons, and be received by us within 15 working days of any decision on your consent and/or additional charges being notified to you.

You are required to allow GWRC Enforcement Officers access to your site and operation at any reasonable time so that we can inspect your operation and confirm that it is complying with your resource consent.

Your resource consent will lapse if you do not give effect to it within five years of the date it was granted (unless otherwise specified in the resource consent conditions). If you wish to apply for an extension of this lapse date please contact GWRC before the lapse date.

If you stop using your resource consent for a continuous five-year period, GWRC may cancel your resource consent. We will advise you in advance if we propose to cancel your consent. You have the right to object to your consent being cancelled.

This consent is issued without prejudice to any claim that is lodged with the Waitangi Tribunal in relation to the customary ownership of natural resources, whether it be a claim that is awaiting hearing or awaiting settlement by the Crown.

Conditions to Resource Consent WGN160002

General conditions

1. The activity authorised by this consent shall be undertaken in general accordance with the application and its associated plans and documents lodged with the Wellington Regional Council on 1 July 2015, and further information received on:
 - 11 September 2015 (response to s92(1) request)
 - 28 September 2015 (final Cultural Impact Assessment)
 - 21 October 2015 (second further information response)

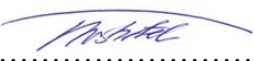
Where there may be contradictions or inconsistencies between the application and further information provided by the applicant, the most recent information applies. In addition, where there may be inconsistencies between information provided by the applicant and conditions of the consent, the conditions apply.

Any change in the wastewater treatment process which would change the nature of the discharges may require a new resource consent, a change of consent conditions pursuant to section 128 of the Resource Management Act 1991, or a review of conditions pursuant to section 128 of the Resource Management Act 1991.

2. A copy of this resource consent with associated conditions shall be kept on site at all times.

Land Discharge and Treatment Area (LDTA) optimisation study and report

3. The consent holder shall engage a suitably qualified and experienced person to undertake an optimisation study of the Otaki Wastewater Treatment Plant LDTA. The intent of the study is to assess the current performance of the LDTA and investigate options to optimise the distribution and infiltrative capacity of the discharge and treatment area. The study shall include, but not be limited to:
 - An assessment of the efficiency of the distribution system including coverage and variability across individual blocks during discharge events to meet the requirements of condition 24. Consideration should also be given to the infiltration variability and extent of ponding;
 - An assessment of the adequacy of the maintenance of the LDTA, and any planned maintenance that should occur on a regular basis;
 - An assessment of the appropriateness of the plant species and the extent of planting in the discharge area to meet the requirements of conditions 33 and 34. The assessment shall include consideration of the effects any recommended changes will have on the infiltrative capacity of the discharge area;
 - LDTA Details and plans for perimeter planting to meet the requirements of condition 36. This is to include an assessment of the effect of the proposed planting on the effectiveness of wastewater treatment; and
 - Recommendations for changes and the timing of the implementation of those changes, to the LDTA, and ongoing maintenance to improve the distribution and infiltrative capacity of the LDTA and to ensure the requirements of condition 24, 33, 34 and 36 of this consent are complied with.
4. The consent holder shall prepare a LDTA optimisation report in collaboration with Nga Hapu o Otaki and submit this report to the Manager, Environmental Regulation, Wellington Regional Council for approval within six months of the date of granting of this consent (**by 20 April 2017**) or a later date as agreed to by the Manager, Environmental Regulation, Wellington Regional Council. The report shall include, but not be limited to:
 - A copy of the LDTA Optimisation Study;
 - Details of collaboration with Nga Hapu o Otaki on the study;



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- Details of any proposed changes to the LDТА and ongoing maintenance including the programme and timeframes for implementation;
- Details of any proposed updates to the OMM and the timeframe for making these updates;
- If any recommendations from the LDТА Study are not proposed to be implemented, reasons for this.

No changes to the distribution system and discharge area shall be made until the Manager, Environmental Regulation, Wellington Regional Council has provided written approval to the LDТА Optimisation Report required by this condition.

Note: The intent of requiring any proposed changes to be reviewed and approved by Wellington Regional Council is to ensure that there will be no unintended adverse consequences such as loss of infiltrative capacity of the LDТА or reduced wastewater treatment.

5. The consent holder shall implement the changes to the LDТА that are set out in the optimisation report approved under condition 4. The changes shall be implemented by the timeframes specified in the report or within another timeframes as authorised by the Manager, Environmental Regulation, Wellington Regional Council; and shall be to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.

Operations and Maintenance Manual

6. The consent holder shall update the Operations and Maintenance Manual (OMM) for the site in collaboration with Nga Hapu o Otaki and submit the OMM to the Manager, Environmental Regulation, Wellington Regional Council for approval within one month of the LDТА report being approved by GWRC.

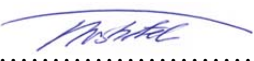
The OMM shall include but not be limited to:

a) Facility operations and maintenance, including:

- Details of process components and description;
- Plant operating procedures;
- Plant condition inspection and maintenance;
- Details of the monitoring and removal of sludge;
- Details, including a map of the current LDТА and the reserve area:
- The application rate and depth, and method for ensuring an even application of discharged wastewater over the discharge area to meet condition 24 including how the recommendations of the LDТА study approved under condition 4 will be implemented and assessed;
- How the infiltration rate will be maintained over the discharge area, and a plan of how to rectify any losses of infiltration including how the recommendation of the LDТА study approved under condition 4 will be implemented and assessed;
- Vegetation management requirements, including:
- maintenance and replacement of plants within the LDТА including how the recommendations of the LDТА study approved under condition 4 will be implemented;
- Details of how invasive weed species in the LDТА will be managed as required by condition 34;
- Details of the establishment and maintenance of perimeter planting required by condition 36;
- Land discharge and treatment area inspection and maintenance requirements;
- Contingency plans in case normal operations and maintenance procedures are not able to be used e.g. equipment malfunction or failure;
- Contingency plans in case pond storage is exceeded; and
- Roles and responsibilities.

b) Environmental monitoring:

- A map illustrating the sampling locations including monitoring bores, spring, inflows to the WWTP and at the discharge to the land discharge and treatment area;
- Procedures for influent and effluent quantity and quality monitoring;
- Procedures for monitoring of groundwater levels and quality and spring water quality;
- Recording of the location of discharges within the land discharge and treatment area, and the volume discharged to each location.



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- c) Details of **odour management** on site to ensure the conditions of this consent are complied with including:
- Details of the actual and potential sources of odour from the site, and operations and maintenance procedures that will be used to minimise the discharge of odour;
 - Identification of key parameters (e.g. backpressure, moisture content) for air pollution control equipment, their optimum value or range of values to minimise odour and how these will be measured and recorded;
 - Details of the inspection and maintenance procedures for the odour collection and treatment systems;
 - Contingency plans in case normal operations and maintenance procedures are not able to be used e.g. equipment malfunction or failure;
 - Routine odour monitoring at the wastewater treatment plant and discharge area; and
 - Procedure for notification, investigating and reporting on any incidents or complaints received.
- d) Procedures for reviewing and updating the OMM.

7. The OMM shall be reviewed and where necessary updated as required and at least every **3 years (2019, 2022, 2025, 2028, 2031, and 2034)**. The updated OMM shall reviewed in collaboration with Nga Hapu o Otaki and submitted to the Manager, Environmental Regulation, Wellington Regional Council for approval as part of the annual report (for that year) required by condition 43.
8. The operation and maintenance of the wastewater treatment plant and LDTA shall be in strict accordance with the approved Operation and Maintenance Manual at all times.

Maximum Discharge rate

9. The maximum discharge of wastewater to the LDTA shall not exceed 2,820 m³/day.
10. The hydraulic application rate shall not exceed a maximum effluent depth of 155mm/day.

Maintaining wet weather storage capacity

11. The consent holder shall ensure that at least 5,000 m³ of wet weather storage is available and that this available storage is not reduced by an increase in wastewater inflow over the duration of this consent.

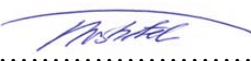
The consent holder shall provide an assessment of whether actual inflow volumes to the wastewater treatment plant match those predicted in the resource consent application as part of the annual report required in condition 43.

Note: At the time of granting consent, predicted flows to the wastewater treatment plant were calculated based on an Otaki resident population of 6,520 in 2035 and an average influent flow to the wastewater treatment plant of 2,090 m³/day in 2035.

Wastewater volume measurement

12. The consent holder shall maintain flow meters on the inlet to the wastewater treatment plant and at the outlet to the LDTA. The meters shall be suitable for wastewater monitoring and be accurate to within +/- 5%.
13. The consent holder shall verify the accuracy of the measuring devices/systems required under condition 12 within six months of issue of the consent (**by 20 April 2017**) and a minimum of every five years thereafter (**2022, 2027, 2032 etc**), and as directed by the Manager, Environmental Regulation, Wellington Regional Council for the duration of this consent.

Any verification of the measuring device/system under this condition must be performed by a suitably qualified person, and to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.



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Within **one month** of any verification being undertaken on the measuring device/system, the consent holder shall submit to the Manager, Environmental Regulation, Wellington Regional Council, a copy of the verification certificate.

Monitoring of wastewater flows

14. The consent holder shall maintain daily records of:

- wastewater flows entering the treatment plant (m³/day);
- the volume of the treated wastewater discharged to the LDTA (m³/day); and
- the location of land areas (zones) irrigated.

Records shall be provided to the Manager, Environmental Regulation, Wellington Regional Council as part of the annual report required by condition 43.

Monitoring of pond effluent quality

15. The consent holder shall at regular weekly intervals determine and record the dissolved oxygen (g/m³) level of the pond effluent adjacent to the discharge area outlet and record dissolved oxygen, weather conditions, pond appearance and any odour.

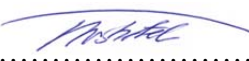
Records shall be provided to the Manager, Environmental Regulation, Wellington Regional Council as part of the annual report required by condition 43.

16. The consent holder shall monitor on a monthly basis the **pond effluent quality** at the outlet to the land discharge and treatment area. Samples shall be analysed for:

- BOD₅ (g/m³)
- Non-filterable residue (suspended solids) (g/m³)
- *E. coli* (MPN/100ml)
- Faecal coliforms (MPN/100mL)
- Ammonia (g/m³)
- Nitrate (g/m³)
- Nitrite (g/m³)
- Total Nitrogen (g/m³)
- Total Phosphorus (g/m³)
- Dissolved Reactive Phosphorus (g/m³)
- pH

17. The treated effluent must meet the following standards prior to discharge to the Discharge Area:

- a) The concentration of Soluble Carbonaceous five day Biochemical Oxygen Demand (ScBOD₅) must not exceed 35 g/m³ in more than 8 out of 12 consecutive samples, or 45 g/m³ in more than 2 out of 12 consecutive samples;
- b) The concentration of Total Suspended Solids (TSS) must not exceed 100 g/m³ for more than 8 out of 12 consecutive samples, or 150 g/m³ in more than 2 out of 12 consecutive samples;
- c) The concentration of Faecal coliforms must not exceed 50,000 cfu/100 mL for more than 8 out of 12 consecutive samples, or 120,000 cfu/100 mL in more than 2 out of 12 consecutive samples;
- d) The concentration of Ammoniacal Nitrogen (NH₄-N) must not exceed 23 g/m³ for more than 8 out of 12 consecutive samples, or 30 g/m³ in more than 2 out of 12 consecutive samples; and
- e) The concentration of Dissolved Reactive Phosphorus (DRP) must not exceed 5 g/m³ for more than 8 out of 12 consecutive samples, or 11 g/m³ in more than 2 out of 12 consecutive samples.



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Advice Note: Compliance will be demonstrated based on the samples required by Condition 16. There is the potential that water use or Inflow & Infiltration improvements may result in the same mass being discharged but possibly at a higher concentration.

Monitoring of groundwater and spring water

18. The consent holder shall monitor on a monthly basis **ground water levels and quality** at bores 1, 2, 3, 4, 5, 6 and 7 and **water quality in the spring** (located at approximate map reference NZTM 1779714.5486078) as shown in attachment 1.

The consent holder shall monitor on a six-monthly basis groundwater levels and quality in bore 4a.

All water quality samples shall be analysed for:

- BOD5 (g/m3)
- Chloride (g/m3)
- *E. coli* (MPN/100ml)
- Ammonia Nitrogen (g/m3)
- Nitrate Nitrogen (g/m3)
- Nitrite Nitrogen (g/m3)
- Dissolved reactive phosphorus (g/m3)
- Total phosphorus (g/m3)
- Temperature (oC)
- pH
- Conductivity (µs/cm at 25oC)

19. The contaminant concentrations in any of the water quality samples taken in bores 4 or 5 shall not exceed the following:

- *E.coli* 100 MPN/100ml
- Soluble Inorganic Nitrogen 11.3 g/m3 as N

20. The consent holder shall analyse samples collected under condition 18 against the limits in condition 19. If results from water quality monitoring in bores 4 or 5 shows that any of the contaminant limits in condition 19 have been exceeded the consent holder shall:

- Notify the Manager, Environmental Regulation, Wellington Regional Council and Regional Public Health within **24 hours** of becoming aware of the exceedance; and
- Provide a report to Wellington Regional Council and Regional Public Health within **10 working days** of becoming aware of the exceedance detailing any investigations that have been undertaken, the probable cause of the exceedance and any measures taken or to be taken to prevent reoccurrence.

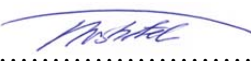
Note 1: The Wellington Regional Council may investigate any incidents to determine if a breach of this consent or the Resource Management Act 1991 has occurred and may also undertake enforcement action depending on the circumstances.

*Note 2: Notifications and the written report **must be** emailed to notifications@gw.govt.nz and Regional Public Health. Please include the consent number (WGN160002) in the subject line.*

Attenuation equilibrium

21. If results from water quality monitoring in bores 4 or 5, or the surface water spring, show that any of the following contaminant trigger levels have been reached on three consecutive monitoring rounds the consent holder shall undertake an investigation into whether the attenuation equilibrium of the soil has been reached. The parameters include:

- Total Nitrogen (11.3 g/m3)
- Dissolved Reactive Phosphorus (0.1 g/m3)



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- *E. coli* (100 MPN/100ml)

The consent holder shall submit a report to the Manager, Environmental Regulation, Wellington Regional Council within **40 working days** of receiving the sample results which demonstrate that the trigger level(s) have been reached. The report shall include, but not be limited to:

- The extent of the trigger exceedance;
- The cause of the exceedance;
- The scope for a reduction in concentration and time to achieve this; and
- Any changes or modifications to the discharge area and system to ensure exceedances do not continue.

The report shall be to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.

Any changes or modifications to the discharge area and system shall not be made until the consent holder has received written approval from the Manager, Environmental Regulation, Wellington Regional Council.

Inspection records and operational logs

22. The consent holder shall keep inspection records and operational logs which record regular inspections, identify changes in the operating procedures and record unusual events that occur at the plant. Copies of these records shall be supplied to the Wellington Regional Council within **10 working days** of a request by an enforcement officer of the Wellington Regional Council.

Monitoring requirements

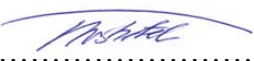
23. In respect of monitoring required by this consent, the following shall apply:
- All monitoring techniques employed in respect of the conditions of this consent shall be carried out by suitably experienced and qualified persons;
 - all analytical testing undertaken in connection with these consents shall be performed by a laboratory that is IANZ accredited for the analytical tests; and
 - The consent holder shall provide appropriate sampling points to meet the sampling requirements under this consent. The location of the sample points shall be to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.
 - If any monitoring sites are identified as unsuitable, alternative monitoring sites shall be identified and developed after consultation with the Manager, Environmental Regulation, Wellington Regional Council.

Performance and Maintenance of the distribution system

24. The consent holder shall operate and maintain the distribution system to ensure that infiltration of the discharge area is maintained by:
- Ensuring there is distribution uniformity across the discharge area by having no more than a 25% variance in application depth along the distribution pipes;
 - Ensuring that effluent is applied to no less than 75 % of the nominated discharge area, with variability between areas over a rolling 12 month period not exceeding 25 %.
 - Ensuring there is no ponding in a distribution zone prior to the next application;
 - Ensuring that any ponding lasts for less than 24 hours under dry weather conditions; and
 - Ensuring there is no surface flow redistribution within the discharge area of more than 10 m under dry weather flow conditions.

Note: Following the LDTA study, the Operations and Maintenance Manual will be updated to include the specific details of how condition 24 will be complied with including monitoring and/or inspection to ensure ongoing compliance.

25. The consent holder shall maintain bunding around the LDTA and ensure there is no surface runoff leaving the discharge area.



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26. The discharge shall occur no less than 20 m from any neighbouring property boundary owned by another person, any surface water body, or farm drain.

Reserve area for effluent discharge

27. The consent holder shall maintain a 50 % (5.45 ha) reserve land discharge and treatment area for the duration of the consent. The reserve area shall be in close proximity to the active discharge area and have physical characteristics (e.g. soil type) suitable for effluent discharge.

Note 1: Use of the reserve area for effluent discharge will require a change of condition to be applied for, or a new resource consent.

Note 2: A map showing the reserve area is to be included in the operations and maintenance manual for the site.

Inflow and infiltration investigations, works and reporting

28. The consent holder shall continue to investigate and implement ways and means of minimising stormwater infiltration and inflow (I/I) into the sewerage system as detailed in the report required by condition 43.

Note: When assessing compliance with this condition consideration must be given by Wellington Regional Council to the impact of long term planning processes on I/I work programmes and subsequent changes to scheduled I/I works reported under this condition.

Odour Management

29. There shall be no discharges to air that, in the opinion of an enforcement officer of the Wellington Regional Council are noxious, dangerous, offensive or objectionable at or beyond the legal boundary of the property from which the consent holder operates.

These discharges include, but are not limited to, discharges of odour, dust and other particulate matter.

Note: The property from which the consent holder operates has been identified as land parcel Part Lot 1 DP 46977 and Part Lot 2 DP 46977.

30. The consent holder shall not make alterations to the plant or processes which may substantially change the nature or quantity of air contaminants discharged without the written approval of the Manager, Environmental Regulation, Wellington Regional Council.

31. The consent holder shall operate and maintain a ventilation system and biofilter to vent and treat air for the dewatering equipment and sludge storage tanks prior to discharge to atmosphere.

The ventilation system and biofilter shall be operated at all times that the dewatering equipment and/or the sludge storage tank is in use.

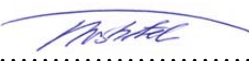
The building housing the dewatering equipment shall be ventilated through a carbon filter to the atmosphere at a rate adequate to maintain a safe working environment.

32. The consent holder shall dewater and cover screenings to control odour. The screenings shall be covered from the point of dewatering, through storage and until disposal off the site. Screenings must be disposed of at least once per week to an authorised landfill.

Planting within the land discharge and treatment area (LDTA)

33. Following the implementation of the approved recommendations of the optimisation study, the vegetation within the LDTA shall cover a minimum of 80% of the area.

34. The consent holder shall ensure that the site is managed to ensure that the invasive weed species within the land discharge and treatment area are minimised.



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35. Where vegetation planted within the effluent discharge area for the purpose of receiving and treating the applied effluent dies, it shall be replanted within 12 months.

Perimeter planting

36. The consent holder shall install and maintain planting at the perimeter of the site. The planting shall:

- Discourage public access to the site; and
- Comprise of suitable native vegetation;
- Consider any shading or windrow effects on the treatment processes; and
- Not impact on the infiltration capacity of the land discharge and treatment area.

The perimeter planting shall be maintained to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.

Note: The intent of this condition is not to require the consent holder to undertake perimeter planting around the entire site. The primary purpose of the planting is to discourage public access to the site.

Fencing and signage

37. The consent holder shall maintain a perimeter fence and signage to discourage public access to the site. The signage shall state that the area is used for wastewater treatment and discharge, there are potential health risks and public access is not allowed.

The perimeter fence and signage shall be maintained to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.

Iwi consultation

38. The consent holder shall invite Nga Hapu o Otaki to a yearly (or on request) briefing to discuss the consented activity. The consent holder shall forward to the Manager, Environmental Regulation, Wellington Regional Council, any recommended changes developed with Nga Hapu o Otaki as a result of these meetings.

The consent holder shall meet the reasonable costs of this to occur.

Advice Note: Should Nga Hapu o Otaki not take up the offer, that does not constitute a non-compliance with this consent condition.

39. The consent holder shall inform Nga Hapu o Otaki of any anticipated changes to or cancellation of the consent, and invite Nga Hapu o Otaki to participate in the development of proposed changes and recommendations.

The consent holder shall forward to the Manager, Environmental Regulation, Wellington Regional Council, any recommendations developed with Nga Hapu o Otaki that result.

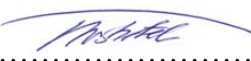
The consent holder shall meet the reasonable costs of this to occur.

Advice Note: Should Nga Hapu o Otaki not take up the offer, that does not constitute a non-compliance with this consent condition.

Community liaison group

40. The consent holder shall establish a community liaison group (CLG) which shall act as a forum to provide information about the Otaki Wastewater Treatment Plant to the wider community. The consent holder shall invite a nominated representative with an interest in participating in the CLG from the following groups:

- local tangata whenua;
- Regional Public Health;
- neighbours and landowners downgradient of the land discharge and treatment area;
- the Otaki Community Board;



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- the consent holder;
- the plant operator; and
- Wellington Regional Council.

The consent holder may invite any other parties to attend.

A meeting of the CLG shall be held at least once every calendar year. The meeting shall be an informal exchange of information and local government Standing Order shall not apply. The CLG members have no voting rights or decision making ability, but can raise issues for the permit holder to consider. Minutes of any CLG meetings held shall be forwarded to the Manager, Environmental Regulation, Wellington Regional Council within **10 working days** of any consultation and activities undertaken with regard to the CLG. A copy of the minutes shall be forwarded to the CLG members.

Advice Note 1: the consent holder shall not be in breach of this condition if, after taking all reasonable measures, and its best endeavours, it has not been possible to gain the requisite participation.

Advice Note 2: Minutes of any CLG must be sent to notifications@gw.govt.nz. Please include consent number WGN160002 in the subject line.

Complaints

41. The consent holder shall keep a permanent record of any complaints that are received with respect to the operation of the Otaki WWTP including the associated discharge area. The record shall contain the following details:
- a) Name and address of the complainant;
 - b) identification of the nature of the complaint;
 - c) specific activities on site that may have given rise to effects which caused the complaint;
 - d) date and time of the complaint and of the alleged event;
 - e) weather conditions at the time of the complaint; and
 - f) any measures taken to address the cause of the complaint.

The consent holder shall notify the Manager, Environmental Regulation, Wellington Regional Council of all complaints received, which relate to the exercise of this consent, within 24 hours of a complaint being received.

The complaints record shall be submitted with the Annual Report required under condition 43 of this consent.

Incident notification

42. The consent holder shall keep a permanent record of any incident(s) related to this consent that results, or could result, in an adverse effect on the environment beyond the boundary of the consent holder's site.

The consent holder shall notify the Manager, Environmental Regulation, Wellington Regional Council of any such incident within **24 hours** of the incident being brought to the attention of the consent holder or the next working day.

The consent holder shall forward an incident report to the Manager, Environmental Regulation, Wellington Regional Council within **7 working days** of the incident occurring, unless otherwise agreed with the Manager. The report shall describe the reasons for the incident, measures taken to mitigate the incident, and measures to prevent recurrence.

Note 1: The Wellington Regional Council may also investigate any incidents to determine if a breach of this consent or the Resource Management Act 1991 has occurred and may also undertake enforcement action depending on the circumstances.



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*Note 2: Notifications and the written report **must be** emailed to notifications@gw.govt.nz and Regional Public Health. Please include the consent number (WGN160002) in the subject line.*

Annual report

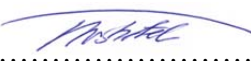
43. The consent holder shall provide to the Manager, Environmental Regulation, Wellington Regional Council, an **annual report** by **30 September** each year, summarising compliance with the conditions of this consent for the previous compliance year (1 July to 30 June inclusive). The annual report shall be provided in electronic format. The report shall include as a minimum:
- a) A summary of all monitoring undertaken in accordance with the conditions of this consent, and an analysis of the information in terms of compliance;
 - b) A discussion of the results of pond effluent quality and groundwater and spring water quality monitoring throughout the year, including a trend analysis of the data to identify any ongoing changes over time. Included shall be a discussion of any identified trends, and actions taken to maintain compliance (if required);
 - c) Any reasons for non-compliance or difficulties in achieving compliance with the conditions of this consent;
 - d) Any measures that have been taken, or are proposed to be undertaken in the upcoming 12 months, to improve the environmental performance of the wastewater treatment and discharge system;
 - e) Any recommendations on alterations/additions to the monitoring programmes;
 - f) A schedule of any complaints recorded during the year and any follow up actions undertaken;
 - g) A discussion of wastewater inflow volumes and whether these are consistent with predicted inflow volumes (as detailed in the resource consent application), including the extent as to which the storage volume was used within the year;
 - h) A summary of the review of the Operations and Maintenance Manual and recommended changes including a copy of the updated manual (**required in 2019, 2022, 2025, 2028, 2031 and 2034 only**);
 - i) Details of infiltration and inflow investigations and work (**required in 2019, 2022, 2025, 2028, 2031 and 2034 only**) including:
 - Details of and the status of I/I work for the previous 3 years;
 - an assessment of the effectiveness of the infiltration and inflow works completed to date including whether I/I has reduced; and
 - I/I work scheduled for the next 3 years in Otaki including specifying the sub-catchments where CCTV inspections and pressure testing (if applicable) and pipe renewal/rehabilitation that shall be carried out.

A copy of the annual report shall be made available to Nga Hapu o Otaki within 10 working days of submission to the Wellington Regional Council.

The annual report shall be to the satisfaction of the Manager, Environmental Regulation, Wellington Regional Council.

Review

44. The Wellington Regional Council may review any or all conditions of this consent by giving notice of its intention to do so pursuant to section 128 of the Resource Management Act 1991, at any time within six months of the 5th, 10th and 15th anniversaries of the date of commencement of this consent for any of the following purposes:



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- To deal with any adverse effects on the environment which may arise from the exercise of this consent, and which it is appropriate to deal with at a later stage;
- To deal with any adverse effects of ammonia nitrogen on the environment identified through monitoring under condition 18 which are out of scope of what was considered when this consent was granted. To review the adequacy of any monitoring requirement(s) so as to incorporate into the consent any modifications to any plan(s) or monitoring requirement(s) which may become necessary to deal with any adverse effects on the environment arising from the exercise of this consent; and
- Enable consistency with relevant plan(s).



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Attachment 1: Effluent and water quality monitoring locations

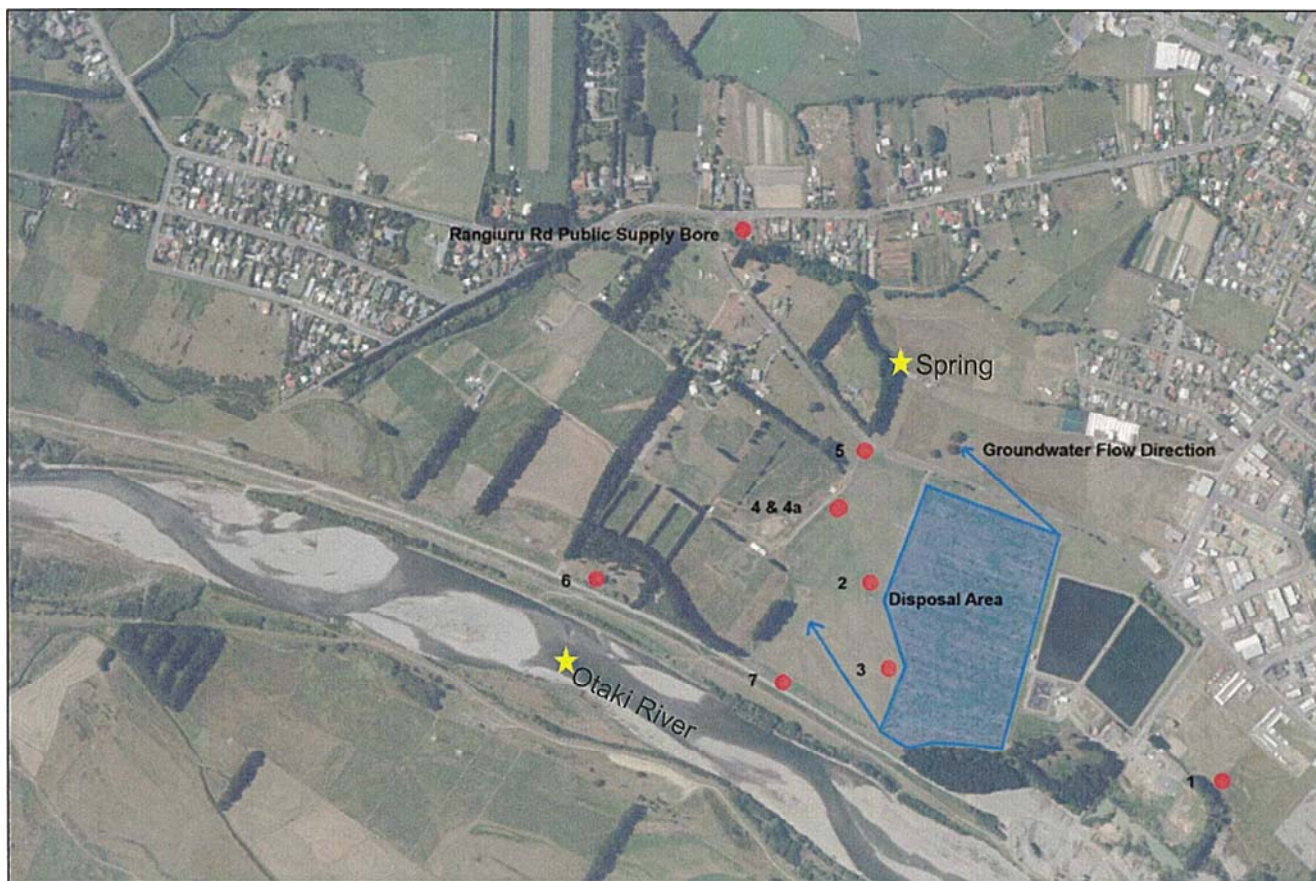


Figure 1: Monitoring is undertaken at monitoring bores 1, 2, 3, 4, 4a, 5, 6, and 7 and the spring