

Report 2014.129
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Committee Hutt Valley Flood Management Subcommittee
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Hutt Valley Flood Management Project Manager's Report - March 2014

1. Purpose

To update the Subcommittee on progress made with various Hutt Valley flood management projects.

2. Background

The Greater Wellington Regional Council (GWRC) is currently implementing a number of flood protection projects in the Hutt Valley. There are separate reports to the Subcommittee providing updates on major projects. This report keeps track of progress on all projects, and also provides references to the major project reports.

3. Boulcott/Hutt project

The Boulcott/Hutt stopbank works are complete and currently under the contractor's maintenance period. The boundary surveys required for land transfers are progressing. The Golf Club is continuing with the golf course upgrades.

Safeway has lodged an injurious affection claim for compensation under the Public Works Act. GWRC solicitors are addressing this claim.

4. City Centre Upgrade Project

In the 27 February 2014 workshop, the Hutt Valley Flood Management Subcommittee (HVFMS) discussed and commented on the design objectives and options for further investigation for the Integrated Concept Design. Report 2014.130 of this Order Paper provides more details.

5. Waiwhetu Stream Flood Management Plan

The house raising investigation is in progress to update the 2007 report to include improved house raising techniques, and add those properties affected by the climate change impacts. This investigation involves some on-site inspections of property types to identify appropriate techniques and assess

feasibility prior to a cost estimate revision. A request was made at the June 2013 meeting of this Subcommittee to keep this option on the table, as it provided a cheaper alternative to mitigating the flood risk than some of the other structural options being considered.

A revised option combination report is being developed for a future meeting of the Subcommittee, and this will include the outcomes of the house raising investigation.

A draft memorandum of understanding has been proposed by the Friends of Waiwhetu Stream. This relates to activities carried out on the stream by the Friends of Waiwhetu Stream, Hutt City Council and GWRC. The officers at GWRC intend to review this proposed MOU and present to the next meeting of this Subcommittee. The draft MOU is attached to this report as Attachment 1.

6. Upper Hutt Plan Change 15

At the Upper Hutt City Council (UHCC) meeting of 25 September 2013, UHCC resolved that the decision to approve Plan Change 15 be deferred, pending the completion of an independent review into the accuracy of the model and data used for the Hutt and Mangaroa Rivers. The decision was modified in December 2013 to focus the review on the Mangaroa River, with the expectation that with any points raised, the consequences to the Hutt River model would be considered. The purpose of the proposed Plan Change 15 is to introduce flood and erosion hazard information for the Mangaroa River, and to update the flood and erosion hazard information for the Hutt River within the Upper Hutt District Plan.

7. Pinehaven Floodplain Management

A workshop was held with members of the HVFMS to develop the preferred option combination for flood risk management. A separate public excluded report detailing the preferred option combination is being presented to this committee.

The preferred option combination workshop material was also presented to the Upper Hutt City Council during their February council meeting.

Subject to approval of the preferred option combination, a draft floodplain management plan will then be prepared for HVFMS to consider.

8. River Management Resource Consent Project

The River Management Resource Consent applications have been lodged for the Hutt River, the Waikanae and Otaki Rivers. The draft Wainuiomata River application was sent to Iwi, adjoining property owners and the Hutt City Council for comment in December 2013. Public notification of these applications is anticipated later this year.

Further refinement works on the draft Code of Practice prepared in December 2013 are progressing. Stakeholder engagement has focused on meetings with targeted groups, primarily centred on the Code of Practice and adaptive management.

9. Maintenance and Recreation activities

Numerous small flood and high wind events have occurred in the last few months. These events have required staff to undertake erosion damage repairs and the removal of windblown trees, in addition to the routine maintenance works.

The sight line clearing work for the Hutt River five yearly bed level survey has been completed, and surveyors are finalising their work. Bed re-contouring has been undertaken at Belmont, Pomare and opposite Gibbons Street in Upper Hutt.

Even with the inclement weather, the walk tracks and trails continue to be well used. There have been a number of recreation events and community rubbish clean up days along the Hutt river berms during the summer period.

10. Hutt River inspection tour

At the September 2013 meeting, the HVFMS members confirmed that they would be interested in undertaking a tour of the Hutt River flood protection scheme to inspect the assets and maintenance activities. Officers propose to organise this tour in the middle of this year, in consultation with the members.

11. Communication

Communication initiatives, including newsletters, meetings with residents and other stakeholders, are in place for all projects. Most of the major projects are receiving wide publicity through the local press.

12. The Decision-Making Process and Significance

No decision is being sought in this report.

This report provides an update on implementing the current floodplain management projects, and is for information only.

13. Recommendations

That the Subcommittee:

1. *Receives the report.*
2. *Notes the content of the report.*

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Attachment 1: Draft Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

Between Hutt City Council, Parks and Gardens (HCC), Greater Wellington Regional Council, Flood Protection (GWRC) and the Friends of Waiwhetu Stream (FOWS).

1. PURPOSE

This Memorandum of Understanding (MOU) recognises the partnership between the Hutt City Council, Parks and Gardens (HCC), Greater Wellington Regional Council, Flood Protection (GWRC) and the Friends of Waiwhetu Stream (FOWS) for the purpose of jointly realising the community group vision as outlined in their Terms of Reference. This is not a legal contract, but intends to enhance the partnership by clarifying the commitments, roles and responsibilities of each party.

2. FRIENDS OF WAIWHETU OBJECTIVES FROM THEIR TERMS OF REFERENCE:

- Friends of Waiwhetu Stream will monitor the achievement of:
 - The Waiwhetu Stream Floodplain Management Plan including the resource consents for construction, operations and maintenance, walkovers, the ecological strategy.
 - The Waiwhetu Stream Environmental Strategy, incorporating the Hutt City Council Waiwhetu Stream Enhancement Strategy (2002).
And, participate in their development and implementation.
- Will identify opportunities for rehabilitation of the stream environment.
- To work closely with all interested parties to rehabilitate and repair the stream as a food source and provider of spiritual sustenance for all to share.
- To provide advocacy for educational opportunities so that people may respect and protect the stream and its environment, and enjoy its natural values and amenities.
- To encourage the recognition and protection of the ecological, cultural, historical and geological sites within the stream corridor.

3. HCC AGREES TO...

- 3.1 Recognise Friends of Waiwhetu Stream as key community stakeholder and partner with HCC.
- 3.2 Designate a Volunteer Coordinator to be the primary contact with the group and liaise closely with the group.
- 3.3 Prior to July of each year, work with the Friends of Waiwhetu Stream to develop an annual plan on how to spend the annual budget for the stream once it has been approved.
- 3.4 Provide approval for seed collection if Friends of Waiwhetu Stream wish to collect seed from HCC land with the purpose of growing plants for the local reserves.
- 3.5 Review planting projects that have been proposed by the Friends of Waiwhetu Stream which have been submitted in writing prior to the planting. Additional information such as aerial photographs, information on the plant types and numbers, and a site visit may be required. The proposed plan should be made to Hutt City Council at least one month prior to the planting date.
- 3.6 Advise GWRC and / or Capacity or any other necessary parties and will obtain comments from them and work with the group to come to a mutually agreed

upon project including alterations due to floodplain management, maintenance requirements, current or future land usage, availability of plants or other considerations.

- 3.7 Provide support for any agreed upon community plantings including promotional material and media support, site preparation, eco sourced plants, tools, supplies (stakes, protectors), mulch, gloves, supervision, support, refreshments and other items as requested and as agreed in the annual budget plan.
- 3.8 Take all steps reasonable to supply FOWS the agreed list of revegetation plants for the following planting season and / or make substitutions as necessary and agreed upon.
- 3.9 Take over the maintenance of areas that have been previously planted by FOWS once they are established. Areas are considered established if they are self-sustaining and composed of 100% native vegetation cover.
- 3.9 Provide/facilitate training and educational material to promote planting, pest control, community based monitoring and other environmental initiatives.
- 3.10 Carry out any tasks which require the use of machinery or agrichemicals which are necessary to achieve the agreed objectives and are within the annual budget plan.
- 3.11 Consult with the group on any significant proposed work along the stream corridor.
- 3.12 Provide a meeting room at the Pelorus Trust Sports House (or venue of choice) for the Monthly and Annual General meetings and regularly attend meetings of the Friends of Waiwhetu Stream.

4. FRIENDS OF WAIWHETU STREAM AGREE TO...

- 4.1 Observe the stream and maintain communication with HCC for mitigation as required.
- 4.2 Carry out tasks within the group's capability to obtain the groups desired objectives. These tasks may include: planting/care of plants, rubbish collection, pest plant reduction (digging, weeding, and releasing), mulching, pest animal reduction.
- 4.3 Plant and care for revegetation plants provided by HCC, until they are established (as per Appendix A). This includes the maintenance of the area approximately 60cm around the plants. Plants in this area must be hand released at regular intervals, especially in the first year of being planted to prevent the plants from being overgrown by competitors. If the size and number of planted locations are such that FOWS cannot maintain them themselves FOWS and HCC can look at the use of specialized contractors on a site specific basis. The cost for this work will be factored into the decision of approval for the site, prior to the planting and as per the agreed upon annual budget.
- 4.4 Friends of Waiwhetu Stream may also supply revegetation plants grown by themselves for planting in the reserve; these trees must be grown from Wellington eco-sourced seed.
- 4.4 For safety reasons, not allow volunteers to use mechanical equipment unless approved.
- 4.5 At the end of the winter planting season, provide HCC with a list of plants requested for the next year's winter planting season as per Appendix A.
- 4.6 Supply an annual estimate of volunteer hours carried out.
- 4.7 Conduct regular meetings of the group, to carry out all business necessary.

- 4.8 Provide public contact details so that other volunteers can get in touch.
- 4.9 Be a local voice to advise/advocate to HCC and the community on stream management issues.

5. HEALTH AND SAFETY

The overall responsibility to ensure that hazards to reserve users are minimised rests with HCC. HCC must take all practicable steps to ensure volunteers and other reserve users safety and hence the inclusion of the following section.

5.1 Working bees

- 5.1.1 There must be a nominee of the Friends of Waiwhetu Stream on site during working bees whose role is to oversee site safety for the duration of the working bee.
- 6.1.2 Any health and safety issues or concerns must be escalated to the HCC Volunteer Coordinator or HCC Reserves Asset Manager.
- 6.1.3 The Friends of Waiwhetu Stream nominee will be responsible for carrying out the health and safety brief to volunteers at the start of each working bee and check that all volunteers have suitable footwear.

6.2 Requirements for all volunteers

- 6.2.1 Volunteers will ensure that they:
 - Perform the required task safely.
 - Wear suitable footwear.
 - Be aware of hazards at all times and report to the appropriate person.
 - Let the Friends of Waiwhetu Stream nominee know if they feel they cannot safely undertake a task.
- 6.2.2 No volunteer is allowed to work if they are under the influence of drugs or alcohol.
- 6.2.3 All volunteers are required to be continually aware of each other's work practices. If any volunteer considers an operation by a single operator or by a group to be hazardous they should stop that person or persons from working and contact the Friends of Waiwhetu Stream nominee immediately. This person can then re-evaluate the situation and explain any changes to be made to all volunteers.

6.3 Accidents and emergencies

- 6.3.1 All accidents or near misses of a serious nature must be reported to the Volunteer Coordinator or Reserves Asset Manager as soon as practicable.
- 6.3.2 Any accidents involving serious harm must be reported to Reserves Asset Manager immediately.
- 6.3.3 Where a person has been seriously harmed, no person shall alter the accident scene without the permission of the Department of Labour, except to:
 - Save life or prevent harm to any person.
 - Maintain access for emergency services.
 - Prevent serious damage or loss of property
- 6.3.4 Any accidents involving serious harm will need to be investigated by HCC with the cooperation of the volunteers.

6.3.5 Hutt City Council will supply first aid kits and can assist with first aid training if requested. It is recommended that each group have a designated person on site that has basic first aid training and is responsible for the first aid kit.

6.3.6 In order to obtain emergency help in the event of an accident a cell phone must be available on site at all times, or an alternative strategy e.g. a buddy system must be implemented.

7. TERM OF MOU

This Memorandum of Understanding will continue until either HCC or Friends of Waiwhetu Stream wishes to make any amendments – at such time the two partners will work together to prepare a revised document.

8. AGREEMENT TO MOU

Signed for HCC:

Name _____

Title _____

Date _____

Signature _____

Signed for GWRC:

Name _____

Title _____

Date _____

Signature _____

Signed for Friends of Waiwhetu:

Name _____

Title _____

Date _____

Signature _____

Appendix A:
See Excel Sheet.