

Huia Water Treatment Plant Replacement Community Liaison Group

TERMS OF REFERENCE

PREAMBLE

Watercare Services Limited (“Watercare”) operates the Huia Water Treatment Plant (Huia WTP). This infrastructure is nearing the end of its economic life and requires replacement. The Watercare Board has resolved that the replacement plant be erected on the land owned by Watercare on either side of Woodlands Park Road. These parcels of land have been designated for water supply purposes for over 30 years.

The Board’s resolution reinforces the statutory requirement that any adverse effects of the plant on the surrounding natural and physical environment, in particular on the significant trees, ecology and community are avoided, mitigated or remedied. In this regard, an Outline Plan of Works and resource consent applications are proposed to be lodged with Auckland Council in early 2018.

The resource consents will seek approval to remove vegetation on the two sites and carry out earthworks.

SCOPE

- The scope of the Huia Water Treatment Plant Replacement Community Liaison Group Project will include discussions on the replacement of the Huia WTP, the new treated water reservoirs on Woodlands Park Road and adjacent to the Nihotupu Filter Station, mitigation of effects, and the future use of the heritage sites and Exhibition Drive.

The Huia WTP Community Liaison Group (“the CLG”) will participate and attempt to achieve consensus in respect of:

- Minimising and mitigating the effects of the Huia WTP replacement plant on the surrounding natural and physical environments, including but not limited to, the vegetation cover.

Via:

- Development of resource consent applications by Watercare that will enable the removal of vegetation and earthworks on the sites subject to appropriate mitigation measures.
- Identification of other initiatives (e.g. mitigation measures) that may contribute in improving the quality of life for the Waima/Titirangi community and the quality of the Waitakere Ranges environment, noting that these may not be within the responsibility of Watercare.
- Identification of other appropriate mitigation measures.

PRINCIPLES

The CLG will seek to achieve the objective according to the following principles:

- Actively promote and provide information to interested parties (subject to the caveats in PUBLIC REPORTING below).
- Establish common project outcome objectives.
- Share relevant information on organisational perspectives, perceived issues and causes, and options for addressing them with other group members, and report back to their organisations.
- Identify gaps in relevant information related to the project and provide feedback/submit requests to Watercare on proposed investigations for addressing such information gaps.
- Share all relevant information and discuss the results of investigations as they become available.
- Seek opportunities for reaching agreed outcomes on various issues and share these with other parties, recognising that on occasions some of these parties may choose not to agree.
- Use the consultative process.
- Act in good faith.

BRIEF

The brief of the CLG will be to:

- a. Fairly represent all interested parties in the consultative process and allow a full presentation of the concerns of all parties.
- b. Strive for a consensus approach in all deliberations with participants accepting and recognising the need to express their views openly and frankly while respecting the rights of others to do so as well.
- c. Undertake site visits so that all relevant aspects of the project can be seen first-hand.

MEMBERSHIP

Membership of the CLG is open to invitees only. Any party or person who wishes to participate should contact the Chairperson. It is desirable that the Group include representative(s) from the following groups who have a particular interest in the area:

- Forest & Bird
- Titirangi Residents and Ratepayers Association
- Titirangi Protection Group
- Auckland Botanical Society
- The Tree Council
- Waitakere Ranges Protection Society
- Waima Restoration Project
- Waitakere Community Liaison Group
- Watercare Environmental Advisory Group
- Save Oratia
- Friends of Arataki

- Waitakere Ranges Local Board
- West Auckland Historical Society
- Individuals may be invited according to specialisms relevant to issues being addressed

Mana whenua participation is noted as being important for the consultative process and will be actively encouraged. In this instance, mana whenua have chosen to consult with Watercare in a process separate from the CLG.

CLG meetings will be held on a regular basis, for example monthly, and be held at the most appropriate venue. The Huia WTP is one such location.

The CLG meetings shall be chaired by an independent Chairperson, whose functions are to facilitate orderly discussions, with a minimum of formality, and to give all participants the opportunity to make their contributions. The CLG will appoint a Chairperson at the first meeting.

All participants attending CLG meetings do so on a 'without prejudice' basis, accepting that the legal rights of all participants will not be compromised by attending CLG meetings.

Where the Chairperson cannot attend a meeting, a substitute Chairperson shall be elected from the CLG members assembled on the day.

It is desirable for there to be a consistent attendance of the representatives from each interested party, so that continuity can be maintained and that beneficial relationships may be established.

The CLG will be open to new participants entering at the invitation of Watercare. All information previously provided will be made available to new participants.

Minutes for the CLG meetings will be produced by Watercare and agreed at the beginning of each CLG meeting as being a true and correct record of the previous meeting before publication by Watercare or any other party.

FUNDING

Watercare shall provide sufficient funds to ensure the CLG is able to meet the *"Scope, Objective, Principles and Brief"* outlined above.

Watercare will administer any funds that it makes available. Any other party which makes funds available will administer their own funds.

SUPPORT SERVICES

CLG members may at the next meeting of the group, notify the CLG of any liaison meetings of their respective groups held since the last meeting.

Where a particular party or individual has been tasked with responding to a specific question or set of questions, then that party should report on the responses gained, either at the next meeting or as otherwise agreed at the preceding meeting.

Watercare will produce relevant operational and environmental information in a timely manner to support the CLG process.

Watercare shall arrange and provide all support services associated with meetings of the CLG, and any technical expertise not made available from the other parties in the CLG. This includes any photocopying, typing, presentation production and general clerical services.

Costs incurred by CLG participants will remain with the individual participant, in recognition of the value of the consultative approach. However, financial constraint should not be a barrier to participation, and any requests for the recovery of out-of-pocket expenses should be addressed to Watercare on a 'one to one' basis.

PUBLIC REPORTING

Members of the CLG may participate in any such public forums.

The media will be excluded from all CLG meetings. Press releases may be made from time to time, the content of which will be agreed by the CLG.

Only the Chairperson may make "Media Statements" on behalf of the CLG, unless otherwise approved by the CLG or its Chair.

Any personal statements must be qualified as being personal statements.

The CLG shall be entitled to make its findings public, either on an interim or final basis. This may include:

- a) The issues on which agreement has been reached, together with the basis for agreement, and;
- b) The issues on which agreement has not been achieved, and the reasons why.

MEETING RULES

- Two-way communication
- Clear and relevant information
- Listen to others
- Allow open flow with all opinions and information on the table
- Just one speaker at a time - no side conversations
- Short break – at the discretion of the Chair