chatham islands council

AGENDA | **2019**

Te Matarae looking toward the Hikurangi Channel

Mayor and Councillors'

Notice is hereby given that the Ordinary Meeting of the 9th triennium (2019-2022) Chatham Islands Council will be held in the Council Chambers, Tuku Road, Waitangi, on **THURSDAY, 7 NOVEMBER 2019,** commencing at **1.30pm.**

Owen Pickles
Chief Executive Officer

OUR PEOPLE
OUR ISLANDS
OUR FUTURE

AGENDA
Meeting Held 7 November 2019

2.	**Democracy**			
	2.1	Minutes from Ordinary Meeting 19 September 2019	(D 2.1d)	P 1-10
	2.2	Minutes from Inaugural Meeting 23 October 2019	(D 2.1d)	P 11-14
	2.3	Meeting Schedule 2020	(D 2.1d)	P 15
	2.4	Councillor Remuneration	(D 2.1d)	P 16
3.	**Finance**			
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4.	**Works & Services**			
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	4.3	Stantec – CIC Engineering Services Contract Monthly Reports August & September 2019	(WS 4.1a1)	P 66-89
	4.4	Lower Nairn & Te Awainanga Bypass Options Report	(WS 4.1f)	P 90-121
6.	**Regulatory**			
	6.1	Update from Environment Canterbury	(R 6.1f1b)	P 122-158
8.	**Government**			
	8.1	Billion Trees Predator Free 2050	(G 8.4a)	P 159-160
	8.2	NZTA Agency Contract	(G 8.3d)	P 161-162
	8.3	Report to the DIA to 30 September 2019	(G 8.3c1)	P 163-181

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2. Democracy

2.1 Minutes of the Ordinary Meeting 19 September 2019

Date of meeting	7 November 2019
Agenda item number	2.1
Author/s	Jo Clark – Council Secretary

Purpose

For the Council to receive and confirm the minutes of the Ordinary Meeting of Council held on 19 September 2019.

Recommendations

THAT the minutes from the ordinary monthly meeting of the Chatham Islands Council held on 19 September 2019 be a true and accurate record.

CHATHAM ISLANDS COUNCIL

Minutes of the Ordinary Meeting of the Chatham Islands Council, held in the Council Chambers, Tuku Road, Waitangi, on Thursday, 19 September 2019, commencing at 1.30pm

Present:	His Worship the Mayor, AWM Preece Deputy Mayor, JI Clarke Councillors' M Croon, RS Joyce, NC Ryan, J Seymour and KL Day Councillor EC Tuck (via teleconference)
Management & Officers:	Chief Executive, Owen Pickles Operations Manager, Cindy Butt Council Secretary, Jo Clark Emergency Management Manager, Rana Solomon
In Attendance:	Fulton Hogan Maintenance Manager, Bill Lind ECan Biosecurity Officer, Kerri Moir Fulton Hogan, Michael Chadderton (Outgoing Contract Manager) and Paul Hewitt (Incoming Contract Manager) Stantec, Nigel Lister and Martin Hoffman
Members of the Public:	Alfred Johanson

His Worship opened the meeting welcoming everyone to the last official meeting of the 2016-2019 Council.

2. DEMOCRACY

2.1 Minutes from Ordinary Meeting 8 August 2019

RESOLVED:
THAT the Minutes of the Ordinary meeting of the Chatham Islands Council, held on Thursday 19 September 2019 be adopted as a true and correct record with amendments.
RS Joyce / EC Tuck / CARRIED

3. FINANCE

3.1 Council Dues Report as at 31 July 2019

RESOLVED:
THAT the Council Dues Report as at 31 July 2019 be received.
M Croon / NC Ryan / CARRIED

3.2 Financial Report to 31 August 2019

RESOLVED:
THAT the Financial Report to 31 August 2019 be received.
JI Clarke / J Seymour / CARRIED

4. WORKS & SERVICES

4.1 Fulton Hogan Road Maintenance Contract Monthly Report July & August 2019

Mr Michael Chadderton (Fulton Hogan) advised he had resigned from his position of Contract Manager and introduced Mr Paul Hewitt who would be his replacement.

His Worship thanked Michael for his contribution to the Chatham Islands roading network, and said the melding of the team was a tribute to him, and his support to the Council was very much appreciated.

Mr Bill Lind reported on the Road Maintenance contract.

- Suspended crushing crew because of wet weather
- Ahead in metal maintenance programme
- Working on water tabling on Owenga Road then begin on Tuku Road
- Imported excavator driver to do water tabling
- Bridge team in to doing repairs to the Te Awainanga Bridge

Pitt Island Barge – The Pitt Island barge was out of survey and needed repairs to the ramp to make it operational. Fulton Hogan could not get any of their gear to the island until the barge was again operational. A resident of Pitt Island had made a proposal to Fulton Hogan to undertake roading works with their own machinery. Mr Lind clarified Fulton Hogan's position was that if someone wanted to work for them, their plant needed to be certified safe and they be deemed competent operators through a Fulton Hogan programme.

The solution was to get the barge operational as soon as possible.

ACTION: Council would make inquiries on repairs to the barge.

RESOLVED:
THAT the report be received.
KL Day / JI Clarke / CARRIED

4.2 Fulton Hogan Road Water & Wastewater Contract Monthly Report July & August 2019

Mr Bill Lind reported on the Water and Wastewater contract.

- Kaingaroa treatment plant issue had been resolved
- Sourced a generator to do draw-down test
- Steve Riley would be on the island to do minor repairs which were urgent on the wastewater plant. This would be timed with a visit from Richard and Kirsten Norquay in November.
- Waitangi Port had excess storage of water and had been sharing it with the public, which took pressure off the rural supply at the Fulton Hogan yard.

RESOLVED:
THAT the report be received.
RS Joyce / JI Clarke / CARRIED

4.3 Stantec Engineering Services Monthly Report July & August 2019

Nigel Lister (Stantec) gave an update.

- Te Awainanga Bridge - levelling out the hump in the Waitangi side approach to the bridge.
- Whangamoe Bridge replacement – had consultation meeting with the Maori Land Court regarding boundaries issues – set down to be heard in late October
- Waikato Bridge – Undertaking minor finishing work
- Owenga Wharf Boatramp – seeking a sketch design of barge landing point for business case for NZTA funding request
- Kaingaroa Wharf – received more damage during recent storm - substantial amount of work to fix
- Owenga Wharf – sustained minor damage in recent storm but structure remained safe

RESOLVED:
THAT the report be received.
NC Ryan / M Croon / CARRIED

4.4 Chatham Islands Procurement Strategy

The final draft of the Chatham Islands Council Procurement Strategy had been included in the agenda. It had now received NZTA approval and was presented to Council for final adoption.

RESOLVED:
THAT the Chatham Islands Council Procurement Strategy be adopted.
M Croon / EC Tuck / CARRIED

4.5 Water & Sewerage Works Priorities

The Chief Executive had met with staff from the Ministry of Health and Department of Internal Affairs in Wellington on 15th August 2019.

They discussed the water and sewerage related projects that had been on hold due to a lack of funding. These included the septic waste disposal ponds, the proposed water upgrade for Waitangi and the proposed extension to Te One, improvements required to provide security of supply at Kaingaroa and the many upgrade and maintenance items provided in Kirsten Norquay's report dated March 2019 (included in the May 2019 agenda).

Following the meeting it was concluded that a report be written for presentation to Hon Julie Anne Genter, Associate Minister of Health. The report could result in a funding bid via the Associate Minister's office.

It was acknowledged that the Ministry of Health was holding $390,000 plus GST for the sludge lagoon project. This had not been called on due to the prices for the sludge lagoon project exceeding $600k. With the Associate Ministers approval the $390k may become available for application to the most pressing works.

RESOLVED
THAT:
1. **The report be received;**
2. **Council supports the reallocation of sludge lagoon funds; and**
3. **The priorities proposed by the engineers be approved.**

JI Clarke / J Seymour / CARRIED

4.6 Letter from M Tuhiwai – Kaingaroa Community Speed Limit

A letter had been received from Martha-Lee Tuhiwai on 3 September 2019 requesting Council consider options for lowering the speed limit in the Kaingaroa settlement.

Nigel Lister (Stantec) had visited Kaingaroa and advised speed humps were generally controversial and could become disruptive for dwellings living close to them. The speed limit was 30kph and driving faster than that was performing an illegal action which then became an enforcement issue.

As part of the design of Kaingaroa, along with the rehab of pavement and driveways there would be opportunities to put in chicanes or narrowing's to try to slow vehicles down. Shaun Bosher would forward a report to Council. It was also noted there were broken water supply pipes and their repair would be worked in alongside road repairs.

ACTION: Communication about speed or encourage Police to do an awareness programme for Kaingaroa.

RESOLVED
THAT the letter be received.
JI Clarke / EC Tuck / CARRIED

4.7 Transport Regulation Compliance

Shaun Bosher (Senior Transportation Engineer, Stantec) sought Council input on the issues of overweight permits for heavy vehicles and how to improve vehicle regulatory requirements on-island such as WOF, COF and road user charges (RUC).

One of the gaps in knowledge was the current level of compliance on the Island with regulatory requirements. It was assumed the rate of vehicle compliance on the Chatham Islands was lower than the rest of NZ.

Stantec asked Councillors to consider the Chatham specific barriers to compliance experienced and how some of these might be overcome. Stantec would approach NZTA with those concerns and any appropriate improvements which may work on a local basis. Also, that consideration be given to any barriers around enforcement.

RESOLVED
THAT the information be received.
JI Clarke / M Croon / CARRIED

4.8 Pages Corner Improvements

Stantec had been investigating safety improvements to the intersection of North and Waitangi Wharf-Owenga Road, "Pages Corner", and had developed 3 options:

- Option 1 – Standard tee intersection
- Option 2 – Left Turn Slip

- Option 3 – Priority Swap.

Stantec had advised that Option 1 was their preference.

RESOLVED
THAT the Council:
1. **Agrees that Stantec proceed to detailed design of Option 1 with view to permanently construct the islands, seal widening, signage and markings in the next construction season.**

NC Ryan / KL Day / CARRIED

4.9 Kaingaroa Wharf

In the report to Council, it had been recommended to seek a professional assessment and an up-to-date repair cost estimate for the Kaingaroa wharf. Recent storms had caused more damage to the wharf.

Bryan Peters (Stantec) would be on the island undertaking bridge inspections in November and would be approached to assess the Kaingaroa wharf.

The Chief Executive advised Council works in the Kaingaroa township had been completed to the satisfaction of Hokotehi Moriori Trust, and the wharf would now be available to change ownership. However, Council needed to pause and take a look at what owning the wharf would mean.

RESOLVED
THAT the Council:
1. **Obtain an updated assessment of the Kaingaroa wharf repairs;**
2. **Continue to work with the community and stakeholders to facilitate the repairs; and**
3. **The MOU be progressed to completion.**

M Croon / EC Tuck / CARRIED

4.10 Potential Health Risks of Silica

Concern had been raised about the negative health impacts of the dusty schist roads on the Island.

Stantec had asked their National Environmental Science Specialist (Dr Paul Heveldt) to look into it as a desktop exercise and his findings were in his letter included in the agenda.

Council were asked to consider proceeding with further testing, noting the cost of further testing would need to be investigated.

RESOLVED:
THAT an investigation be undertaken to ascertain the silica content of road generated dust with a focus on areas where schist has been used.

J Seymour / NC Ryan / CARRIED

4.11 LATE ITEM – 'Beautify Owenga' Project

RESOLVED:

THAT the late item 'Beautify Owenga' Project be approved as a late item.
J Seymour / M Croon / CARRIED

A letter had been received from Megan Lanauze-King seeking Council's support and co-operation for a 'Beautify Owenga' project.

The Chief Executive advised notice would be given to the owners to remove the items and if they didn't, Council could do it at the owner's expense.

RESOLVED
THAT the Council offer the assistance requested to the 'Beautify Owenga' Project.
NC Ryan / JI Clarke / CARRIED

5. COMMUNITY SERVICES

5.1 Grant to NZ Memorial Museum Trust

Included in the agenda was a letter from the NZ War Memorial Museum Trust thanking Council for their contribution of $1,000 to the NZ War Memorial Museum in Le Quesnoy, France.

RESOLVED
THAT the letter be received.
JI Clark / KL Day / CARRIED

5.2 Chatham Islands Museum & Cultural Heritage Charitable Trust Annual Report

Cr Croon declared an interest and took no part in the discussion or voting on this item.

The Annual Report 2018-19 and Performance Report 2018-19 of the Chatham Islands Museum & Cultural Heritage Trust had been included in the agenda.

RESOLVED
THAT the information be received.
J Seymour / KL Day / CARRIED

5.3 Proposed Civic Complex

A progress report on the proposed Civic Complex, provided Council with an update arising from meetings with the Chatham Islands Enterprise Trust CEO. The two main areas of concern were:
1. The overall cost which geared the proposed rental costs
2. The current rental settings.

The building design would be discussed with the proposed joint committee which could result in a downsizing. It was also proposed to meet with the developers to discuss rent settings.

RESOLVED
THAT the information be received.
RS Joyce / EC Tuck / CARRIED

6. REGULATORY

6.1 Update from Environment Canterbury

Ms Kerri Moir updated Council on recent works in biosecurity.

- Contestable fund closed last month
  – Advertised the 2018 price, now received a quote which was $400+ over budget.
- Helicopters
  – Chatham Islands Shipping Ltd had agreed to give a freight discount on the helicopter and equipment but need confirmation.
- Drone footage of the channel but the propeller jammed
- Stock waste from ship
  – Has been buried at the Waste Management site in conjunction with Fulton Hogan. CISL is now going back to dropping out at sea.
- Pigs being imported to the Island
  – The pigs in question came from Pitt Island, not NZ
  – Discussion with MPI about importation of pigs
  - Create pamphlets with information for community
- Precision Helicopters
  – would like a shed to store the helicopter at night.
- Swan shoot total now at 1300

RESOLVED:
THAT the report be received.
KL Day / NC Ryan / CARRIED

6.2 Application for Subdivision Consent CIC/2019/01 – Chatham Islands Council

The following application had been made by Chatham Islands Council -

RESOLVED:

1. **Subdivision Consent (CIC/2019/01)**

THAT pursuant to Sections 104 and 104B of the Act Council grants consent to:

a. **Undertake a boundary adjustment between Lot 7 DP 74262 (proposed Lot 1) and Lot 8 DP 74262 (proposed Lot 2);**
b. **Construct a Right of Way for access over Lot 9 74262 to provide access from Waitangi-Tuku Road to all users of the existing Right of Way;**
c. **Subdivide Part Kekerione Part 64 Block into two fee simple allotments (proposed Lots 3 and 6) and vest proposed Lot 6 to Council as Road;**
d. **Subdivide Lot 1 DP 360197 into two fee simple allotments (proposed Lots 4 and 7) and vest proposed Lot 7 to Council as Road; and**
e. **Subdivide Lot 2 DP 360197 into two fee simple allotments (proposed Lots 5 and 8) and vest proposed Lot 8 to Council as Road.**

in accordance with the plan submitted with the application subject to the following conditions:

1. **The proposed new Right of Way shall be duly granted and reserved.**
2. **The vehicle crossing place for the Right of Way shall be constructed in accordance with Council standards.**
3. **Lots 6, 7 and 8 shall vest in Council as Road.**

2. Land Use Consent (CIC/2019/01)

THAT pursuant to Sections 104 and 104B of the Act Council grants consent to:

1. **Locate the existing building on proposed Lot 5, 0.7m from the proposed new road boundary on Waitangi Wharf-Owenga Road in accordance with the plan submitted with the application.**

NC Ryan / RS Joyce / CARRIED

6.3 Chatham Islands Council Dog Control Report for the Year Ending 30 June 2019

RESOLVED:
THAT the report be received.
JI Clarke / KL Day / CARRIED

7. EMERGENCY MANAGEMENT

7.1 Fire & Emergency New Zealand's Local Advisory Committee Areas

Email correspondence had been received from Fire and Emergency New Zealand giving an update on the proposed Local Advisory Committees. The Chatham Islands Committee was to be established before June 2020.

Cr Joyce advised they were hoping to launch the Committee on 21 November 2019, but in the meantime would he would be meeting groups on the Island, advising what the committee will be made up of. The committee would have 8 members. Their job would be to advise the board on their needs to reduce fire risk.

RESOLVED:
THAT the information be received.
RS Joyce / NC Ryan / CARRIED

8. GOVERNMENT

8.1 Moriori Treaty Settlement

A letter had been received from Ben White, Regional Director (Acting), Te Arawhiti (The Office of Maori Crown Relations), advising that Moriori and the Crown would initial a Deed of Settlement to settle the historical Treaty of Waitangi claims of Moriori on 13 August 2019.

RESOLVED:
THAT the Chatham Islands Council receives the report.
JI Clarke / J Seymour / CARRIED

8.2 Essential Freshwater Package Draft Submission

On 5 September 2019, the Ministry for the Environment released its "Essential Freshwater Package". Essential Freshwater was a comprehensive package intended to reform freshwater management in New Zealand. The package included:

- Introducing a new National Policy Statement for Freshwater Management that will replace the current one.

- Introducing a National Environmental Standard for Freshwater Management
- Introducing new regulations for excluding stock from waterways (fencing wetlands and waterways)

The Ministry for the Environment had published a short summary of the proposal which had been included in the agenda.

It was proposed that Environment Canterbury prepare a submission on behalf of the Chatham Islands Council. The deadline for submissions was 17 October and it was noted this was during Local Government elections.

RESOLVED:
That the Council:

1. **Direct Environment Canterbury to prepare a draft submission on the Essential Freshwater Package on behalf of the Chatham Islands Council; and**
2. **If the Council direct Environment Canterbury to prepare a draft submission, delegate final approval of the submission to Owen Pickles; and**
3. **Communicate any additional instructions to Environment Canterbury regarding the submission content via Owen Pickles.**

M Croon / JI Clarke / CARRIED

MEETING CLOSURE

After consideration of the In-camera Agenda, and this being the last meeting of the 8th triennium 2016-2019 Council, there were a round of speeches and acknowledgments. There being no further business, the meeting was declared closed at 3.30pm.

CONFIRMED THIS 7th DAY OF NOVEMBER 2019.

MAYOR

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2. Democracy

2.2 Minutes of the Inaugural Meeting 23 October 2019

Date of meeting	7 November 2019
Agenda item number	2.2
Author/s	Jo Clark – Council Secretary

Purpose

For the Council to receive and confirm the minutes of the Inaugural Meeting of Council held on 23 October 2019.

Recommendations

THAT the minutes from the Inaugural meeting of the Chatham Islands Council held on 23 October 2019 be a true and accurate record.

CHATHAM ISLANDS COUNCIL

Minutes of the Inaugural Meeting of the Chatham Islands Council, held in the Council Chambers, Tuku Road, Waitangi, on Wednesday 23 October 2019, commencing at 1.30pm

Present:	Her Worship the Mayor, M Croon Deputy Mayor, Gregory Horler Councillors' J Seymour, KL Day, C Gregory-Hunt, O Nilsson, G Hoare and A Seymour
Management & Officers:	Chief Executive, Owen Pickles Operations Manager, Cindy Butt Council Secretary, Jo Clark Community Development, Orrin Kapua
Apologies:	Councillor RS Joyce
Members of the Public:	Cliff Burkett

The Chief Executive welcomed everyone to the Inaugural meeting. He invited the Community Development Officer, Orrin Kapua to do a mihi.

There was a minutes silence for long-serving staff member Teresa Lanauze who had recently passed.

1. FINAL DECLARATION OF ELECTION RESULTS

RESOLVED:
THAT Council receives the report 'Final Declaration of Election Results'.
CARRIED

2. DECLARATION OF MEMBERS

The Chief Executive Officer asked Her Worship to read the oath of office. The declaration was duly signed by Her Worship the Mayor, Monique Croon, and witnessed by the Chief Executive Officer, Owen Leslie Pickles.

Each Councillor read the oath of office and their declarations were duly signed in the presence of Her Worship the Mayor, Monique Croon, and the Chief Executive Officer, Owen Leslie Pickles.

Those to take the oath of office were:
Keri Lea Day
Celine Gregory-Hunt
Gregory Horler
Oscar Nilsson
Graeme Hoare
Amanda Seymour
Jason Seymour

Her Worship congratulated Councillors on their successful candidacy and would look forward to working with the new team. She then introduced council staff and their roles.

Her Worship explained the Chatham Islands Council was the smallest Council in New Zealand, but still had the same roles and responsibilities as those larger ones. She clarified Council received their income from rateable properties, and the balance from the central government and county dues. Funding for roading was also received from NZTA. Her Worship advised of the importance of their relationship with government agencies in terms of funding.

Her Worship also went over governance procedures and protocols.

Cr Jason Seymour joined the meeting at 1.44pm

3. ELECTION OF DEPUTY MAYOR

Her Worship advised the Mayor had two options to either appoint a Deputy Mayor or have a democratic vote. She had made the decision to appoint a Deputy Mayor, and that would be Cr Greg Horler.

Cr Horler thanked Her Worship for the appointment to the position and thanked Councillors for their confidence in him to do the role.

4. STANDING ORDERS

The Chief Executive gave an overview of Standing Orders of a Council, which outlined the rules for how meetings of the Council and its committee's would be conducted and must not contravene the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act. Councils were required to adopt a set of Standing Orders as per Clause 27, Schedule 7 of the LGA 2002.

He advised that meetings run more informally on the Chatham Islands, but Standing Orders were the formal rules if the need arises.

RESOLVED:
THAT Council:
1. **Receives the report 'Standing Orders'.**
2. **Adopts the Chatham Islands Council Standing Orders 2019-2022.**

J Seymour / O Nilsson / CARRIED

5. LEGISLATION THAT AFFECTS MEMBERS

The Chief Executive Officer reported that under the Local Government Act 2002, he was required to give a general explanation of the Local Government Official Information and Meetings Act 1987 and appropriate provisions of:

- the Local Authorities (Members' Interests) Act 1968;
- Sections 99, 105 and 105A of the Crimes Act 1961;
- the Secret Commissions Act 1910; and
- the Securities Act 1978.

He stated Members Interests were around the work undertaken for the Council and there was a limit of $25,000 and if Councillors were to do more than $25,000 of business with the Council, they had to seek permission from the Auditor General.

RESOLVED:
THAT the Council
1. Notes the content of the report;
2. Adopts the Chatham Islands Council Code of Conduct 2019-2022.
C Gregory-Hunt / G Horler / CARRIED

6. FIXING THE DATE AND TIME OF THE NEXT MEETING

The Chief Executive reported that under the Local Government Act 2002, Council must fix the date and time of the first Ordinary Meeting of the authority.

RESOLVED:
THAT Council:
1. Receives the report, 'Fixing the date and time of the first meeting of the Council'.
2. Confirms that the first meeting of the Chatham Islands Council will be held on Thursday, 7 November 2019, starting at 1.30pm and to be held in the Council Chamber, Tuku Road, Waitangi, Chatham Islands.
A Seymour / KL Day / CARRIED

7. MEETING FOR ADOPTING THE ANNUAL REPORT

The Chief Executive advised there would be an extraordinary meeting at 1.30pm on 31 October 2019 for the purpose of adopting the Council's Annual Report. The Chief Executive Officer would be on leave on the date of the meeting and asked Council to appoint Operations Manager, Ms Cindy Butt to act as Chief Executive from 29 October 2019 – 5 November 2019, with authority to sign off the Annual Report in his absence.

RESOLVED:
THAT Council:
1. Appoint Operations Manager, Ms Cindy Butt to act as CEO from 29 October 2019 to 5 November 2019, during the Chief Executive's leave.
2. Gives Ms Cindy Butt the authority to sign off the Annual Report 2019.
G Hoare / O Nilsson / CARRIED

MEETING CLOSURE

There being no further business, the meeting was declared closed at 1.56pm.

CONFIRMED ON THE 7th DAY OF NOVEMBER 2019.

MAYOR

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2. Democracy

2.3 Meeting Schedule 2020

Date of meeting	7 November 2019
Agenda item number	2.3
Author/s	Jo Clark – Council Secretary

Purpose

For Council to approve the proposed Meeting Schedule 2020.

Recommendations

THAT pursuant to Clause 21 (5) (a) of Schedule 7 of the Local Government Act 2002, the following meeting schedule for the period 1 January to 30 December 2020 be adopted by Council.

Background

Under the Local Government Act 2002, Council must adopt a schedule of Ordinary Meetings.

The ECan Steering Group Meetings are held with the Environment Canterbury Team which kicks off the preparation of Councils Agendas. During those meetings, ECan staff discuss work programmes they are currently doing on behalf of Chatham Islands Council, which then feeds into the Agenda.

Below is a proposed Meeting Schedule for the 2020 year retaining the six weekly cycles.

ECan Steering Group	Agenda Closes	Council Meeting
No meeting	22 January	30 January
14 February	19 February	27 February
3 April	8 April	16 April
15 May	20 May	28 May
26 June	1 July	9 July
31 July	5 August	13 August
11 September	16 September	24 September
23 October	28 October	5 November
4 December	9 December	17 December

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2. Democracy

2.4 Councillors Remuneration

Date of meeting	7 November 2019
Agenda item number	2.4
Author/s	Owen Pickles, Chief Executive

Purpose

To inform Council of the Remuneration Authority's pool for the Chatham Islands Council and allocations.

Recommendations

THAT Council continue with the flat remuneration structure:

- **Deputy Mayor $23,588**
- **Councillor / CDEM $17,700**

Background

Remuneration for Council elected members is set by the Remuneration Authority. Previously the Remuneration Authority was very prescriptive about its determinations which resulted in the previous Council being paid as follows:

Mayor a salary of $52,560
Deputy Mayor a salary of $22,376
Councillor/CDEM Group $16,749
Councillor $14,078

From the day after the declaration of the election result, this has changed with only the Mayoral salary being determined by the Remuneration Authority this is now a salary of $53,500.

All of the Councillors (including the deputy mayor) salaries are to be determined by the Council using an approved pool. The Remuneration Authority has determined that the pool for the Chatham Islands Council will be $147,488 and that the minimum paid to a Councillor shall be $13,374. The total pool must be allocated. If the same allocations as what applied to the previous council are to be made going forward the result would be:

Mayor a salary of $53,500
Deputy Mayor a salary of $23,588
Councillors/CDEM $17,700

If the Council chooses to create positions requiring higher remunerations then it must come from the pool with a consequential reduction in councillor salary.

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3. Finance

3.1 Council Dues Report to 31 October 2019

Date of meeting	7 November 2019
Agenda item number	3.1
Author/s	Colette Peni

Purpose

Report to Chatham Islands Council on current Council Dues as at 31 October 2019

Recommendations

THAT the Chatham Islands Council receive the report.

Key points

- Chatham Island Shipping – Outstanding Manifest – August 2019, September 2019
- Air Chathams – Outstanding Manifest – NONE

Background

Carrier	Amount Owing	Month/s invoices Outstanding	Details
Air Chathams	NIL		Up to date to 30 Sept 2019
Chatham Islands Shipping	$8,220.12 plus Sept 2019 (amount unknown)	May, June 2019	Reconciliation is to be done on account for May and June 2019. CIS have paid August 2019 but have not supplied a manifest for this.

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3. Finance

3.2 Financial Report to 30 September 2019

Date of meeting	1 November 2019
Agenda item number	3.2
Author/s	Tanya Clifford, Corporate Reporting Accountant, Environment Canterbury

Purpose

To present to Council the financial report to 30 September 2019.

Recommendations

THAT the Financial Report to 30 September 2019 be received.

Graphical Financial Information

as at 30 September 2019

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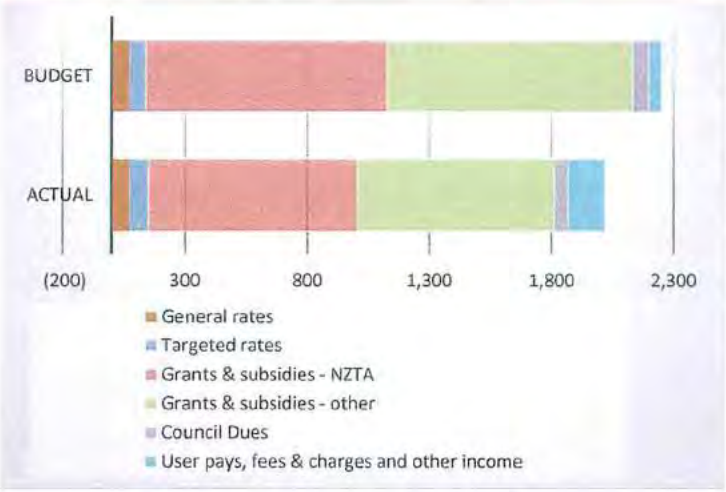
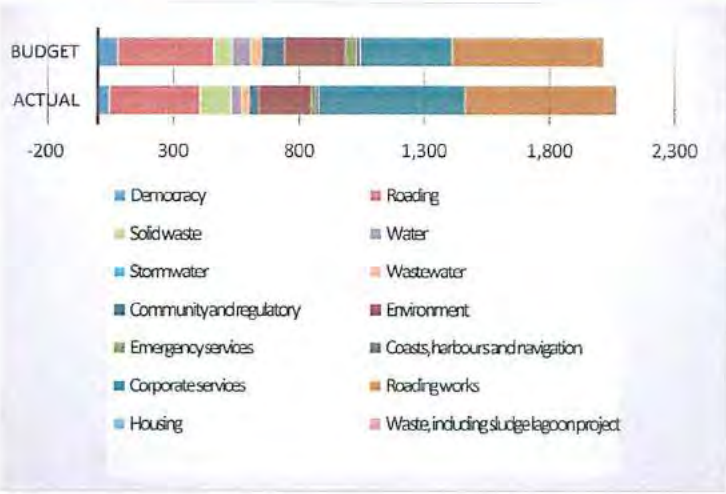
Revenue



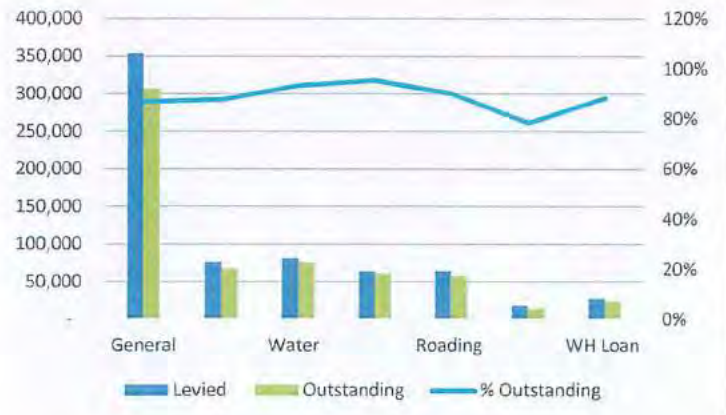
No significant items of concern related to revenue items. However, it is worth noting:
* NZTA subsidy is driven by actual expenditure of roading works, which are behind budgetary levels. The NZTA grant includes Capital and operating expenditure.
* the budget recognised a grant for the sludge lagoon project; which hasn't been drawn down pending project scope review.

Operating & Capital Expenditure



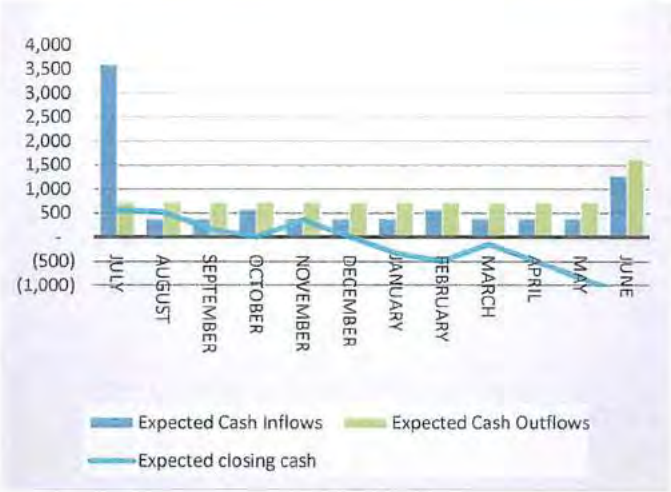
No significant items of concern related to expenditure. There are some variances within classifications and minor cut-off adjustments, refer to the full financial report for further information.
Key capital projects have not fully progressed for the year (pending funding availability) or have been delayed. The sludge lagoon project has been deferred pending rescope and housing works have also been delayed.

Revenue rates collectability



Note: first instalment has been levied, due 1 September 2019. Penalty payments will be incurred on outstanding first instalments, after the 15th of October.
For the allocated amount 52% of rates remain outstanding (ie two periods remain unlevied and therefore are not 'due').

Cashflow Forecast

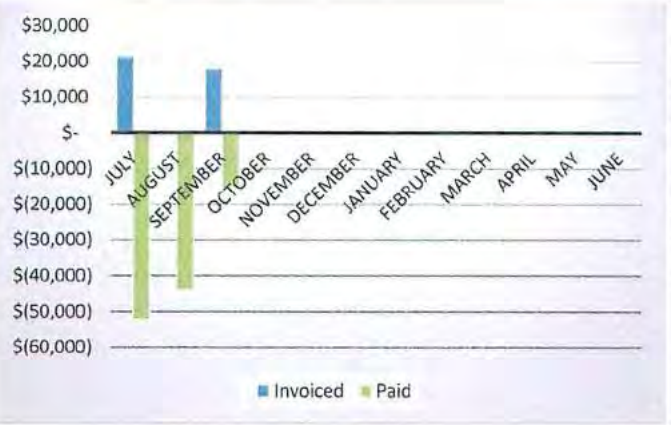


At the end of June 2020, Council's expected cash balance is an overdraft of $1,197k (excluding earmarked funds). Council's current available funds amount to $170k, excluding the $1.6m in term investments and other earmarked funds. The Council is currently in a positive cash position, with the full DIA funds received up front. The cash position will become less favourable over the course of the year, primarily driven by the NZTA funding shortfall.

ECan Operational Expenditure

Actual is year to date spend, compared with budgeted total annual contract value. No significant variances of note to allocated monthly expectation levels, with minimal costs charged to date against the contract.

Revenue Council dues collectability



*Note: T*here are no outstanding council dues. Noting some dues for the period have not been invoiced.
Current trends are reflective of steady repayments being made. However, amounts have historically not always repaid within a month of invoicing. Delays in collecting Council Dues, increases the risk of funds not being collected.

chatham islands council

Statement of Comprehensive Revenue and Expense

chatham islands council

	Actual $000	Budget $000	Variance	Note Ref
Revenue				
General rates	76	76	-	1
Targeted rates	75	65	10	1
Grants & subsidies - NZTA	854	984	(129)	2
Grants & subsidies - other	806	1,006	(200)	2
Council Dues	54	66	(12)	3
User pays, fees & charges and other income	154	55	99	4
Total revenue	**2,019**	**2,252**	**(233)**	
Expenditure				
Democracy	45	80	(35)	
Roading	360	382	(22)	5
Solid waste	123	69	55	5
Water	43	75	(32)	5
Stormwater	0	3	(2)	5
Wastewater	30	42	(12)	5
Community and regulatory	38	91	(53)	6
Environment	209	244	(35)	6
Emergency services	18	47	(29)	6
Coasts, harbours and navigation	13	13	0	
Corporate services	585	368	217	7
Depreciation	-	519	(519)	8
Total expenditure by activity	**1,465**	**1,930**	**(466)**	
Total surplus/(loss)	**555**	**322**	**233**	

Variance explanations:

1 Rates are invoiced based on the Council approved rates strike. Note the budgeted targeted rates amount exclude collection of prior period outstanding balances and penalty payments. Actual figures also recognise repayment of warm home loans, which will be off-set against the loan at year-end.

2 NZTA subsidy is based on actual expenditure. DIA grant has been fully received and apportioned across the year. The budget also recognises a grant for the sludge lagoon project (approximately $340k), which has not been drawn down.

3 Council dues are a Council tax on island imports/exports. There is a notable relationship between works on-island and the income received from Dues. Transactions with on-island shipping/freight companies are current.

4 Full Heartland office recoveries ($45k) and ECan service recoveries ($30k) recognised for the year and not apportioned, no other significant differences.

5 No significant areas of variance noted.

6 No notable areas of variance.

7 Council has not budgeted for planning costs associated with the new Council facility (costs will be repaid if the project goes ahead). Payroll is now being completed by ECan, for reporting purposes, these costs have all been coded to the corporate services code, actual costs will be allocated at a later date. No other area of significant overspend.

8 Depreciation not run, awaiting system roll over after 2018/19 audit is completed.

Capital expenditure summary	Actual $000	Budget $000	Variance	Note Refere
Sources of capital funding				
Subsidies and grants for capital expenditure	530	851	(321)	a
Increase / (decrease) in debt	-	35	(35)	b
Total sources of capital funding	**530**	**885**	**(355)**	
Application of capital funding				
Roading works	602	765	(163)	a
Housing	-	50	(50)	b
Waste, including sludge lagoon project	-	178	(178)	c
Corporate, including new office fit-out	2	-	2	
Water service connections*	-	768	(768)	
New emergency management depo*	-	63	(63)	
Critical wastewater capital replacement*	-	17	(17)	
Critical water capital replacement*	-	12	(12)	
Total application of capital funding	**604**	**1,851**	**(29)**	
Movement in reserves	**(74)**	**(966)**	**(326)**	

* Desired projects in the 2019/20 budget, removed due to lack of funding support

Variance explanations:

a The grant figure primarily relates to the NZTA budget, which is reflective of 88% of actual costs incurred. Actual expenditure behind expected budgeted levels, with work being deferred due to material availability.

b Housing project expected to be progressed in year, funded by debt.

c Sludge lagoon project delayed, pending scope and cost review.

Note, budget figures are allocated on an equal monthly apportionment

chatham islands council

4. Works & Services

4.1 Fulton Hogan Road Maintenance Report September & October 2019

Date of meeting	7 October 2019
Agenda item number	4.1
Author/s	Bill Lind – Fulton Hogan Contract Manager

Purpose

To inform and update the Council on the Chatham Islands Road Maintenance programme.

Attached is the September and October 2019 monthly report from Fulton Hogan that will be presented by Bill Lind (Fulton Hogan Contract Manager).

Recommendation

THAT the reports be received.

chatham islands council

Fulton Hogan

CHATHAM ISLANDS ROAD MAINTENANCE CONTRACT MONTHLY REPORT September 2019

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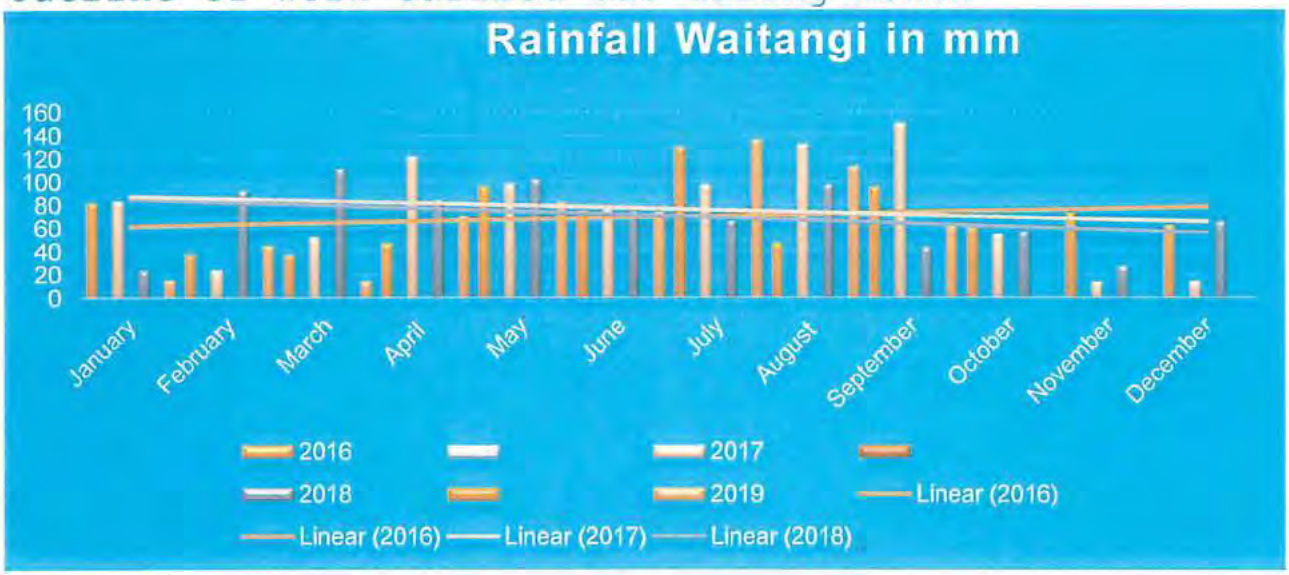
Work Summary

Outline of work carried out during month



625mm of rain recorded in the Waitangi yard.

Routine Maintenance and Operations

A big effort on signs and marker pegs this month with all signs and markers cleaned and replaced as required on WWO Rd, North Rd, Tuku Rd Airbase and Kaingaroa Rd. Replacements for damaged signs have been ordered and should arrive soon. The majority of damage is from gunshots. Waterblasting of bridges has begun. Routine grading and metaling carried out this month. Mowing continues when it is dry enough. Sealed pothole repairs in Waitangi and Te One completed. Te Awainanga bridge hand rails have been painted. Unsealed potholes done in most areas.

Pavement Renewals

No renewal sites done this month.

Sealed Road Resurfacing

None this month.

Drainage Renewals

No new culverts installed this month but some pipes have been purchased and the new multiplate culvert is ready for delivery from Napier. We have started Water-tabling again on Waitangi Wharf Owenga Road with 3,741m completed, as well as 1,607m of high shoulder removed.

Bridge and Structure Renewals

Site rail at Waikato culvert needs 3 more boards and painting to complete. Work is complete on repairs to the damaged hand rail on

Te Awainanga bridge and the cleat refixing under the deck has also been completed.

Traffic Services

As noted above there has been a real focus on signs and EMPs this month with 322 replaced and most others cleaned and straightened. Give way and limit lines have been remarked at Pages corner and the Tuku road intersection.

Minor Improvements

None this month.

Vegetation Control

Mowing again in full swing with spring growth beginning. Spraying still to be caught up on as conditions allow.

Dayworks

Bridge work and one small digout on Waitangi Wharf Owenga Road. 2 Culverts and some batter trimming on Waitangi Wharf Owenga Road.

Programmed Work for following month

Continue water-tabling Waitangi Wharf Owenga Road. More culverts to replace WWO Rd. Some dig-outs WWO Rd and North Rd. Extra traffic counts continue. Damaged signs to be replaced as new stock arrives. Minor work to complete on Hawaiki Bridge.

Schedule of Work by Road Name

1. Maintenance Grading

- Carried out as required during the month on the following roads:

Road ID	Disp	Road ID	Start RP	End RP	Quantity M
WAITANGI WHARF - OWENGA ROAD	2820	11	4550	22007	17457
TUKU ROAD	2821	111	451	2273	1844
AIR BASE ROAD	2822	71	0	4500	4500
NORTH ROAD	2827	21	4589	14670	10081
AIR BASE ROAD	2828	71	0	5926	5926
PORT HUTT ROAD	2829	51	0	16535	16615
NORTH ROAD	2863	21	4589	33000	28411
NORTH ROAD	2899	21	28411	48508	20097
MAIPITO ROAD	2900	101	399	596	200
HOLMES LANE	2901	123	0	160	160
RAPANUI ROAD	2902	81	0	1155	1155

TUKU ROAD	2903	111	13882	17014	3173
				TOTAL	109.6km

- 2 Unsealed Maintenance Metaling
- Carried out on the following roads using AP32 metal:

Road ID	Disp	Road ID	Start RP	End RP	Quantity	
NORTH ROAD	2824	21	13700	18900	48	
NORTH ROAD	2830	21	14000	25000	80	
WHAREKAURI ROAD	2832	121	2500	3400	16	
KAINGAROA ROAD	2833	126	0	4500	16	
AIR BASE ROAD	2834	71	3456	5900	24	
WAITANGI WHARF - OWENGA ROAD	2861	11	12000	15500	56	
NORTH ROAD	2862	21	6500	7000	8	
WAITANGI WHARF - OWENGA ROAD	2887	11	5000	11000	80	
NORTH ROAD	2888	21	6000	14000	88	
RAPANUI ROAD	2889	81	0	2000	32	
WAITANGI WHARF - OWENGA ROAD	2916	11	6000	12500	48	
NORTH ROAD	2917	21	25000	38000	56	
NORTH ROAD	2831	21	14480	14520	8	
PORT HUTT ROAD	2835	51	399	14459	112	
		Totals		This Month	672	m3
500m3 extra spread. Paid March Claim				Revised Target	22300	m3
				Contract TD	23528	m3

Next Month's Target

Currently 528m3 ahead of schedule. Patch metaling will continue where required.

Crash Damage Report Summary

Crash Damage Report

Date	Event	Action	Repaired Y/N
14/2/18?	Ute left road and rolled WWO Rd RP 4800	No report as yet	No damage to CIC asset
3/3/18	Car hit loading ramp WWO Road RP1039	Police investigation ongoing	No damage to CIC asset
29/5/18	Vehicle vrs calf cnr Maipito Waitangi Wharf Owenga Road	7: 30 am	Minor vehicle damage
25/6/18	Not accident as such but vandalism of new seal on Waitangi Wharf Owenga Road by 2 Quad bikes overnight.	Police investigation	Lucky to get away with little damage.

18/10/18	Vehicle rolled North Rd beyond Wharekauri Rd	Police attended. No report as yet	No damage to CIC asset
27/10/18	Vehicle left road and rolled down bank. Port Hutt Rd RP 4780 Approx.	No report	No damage to CIC asset
11/1/19	Vehicle hit rear of grader working on Airbase Road	Awaiting police report	No injuries, damage to car only, no damage to grader.
24/8/19	Vehicle smashed through handrail and landed in Te Awainanga River	Awaiting police report	No serious injuries. Vehicle written of, major damage to LH bridge rail

Network Inspections

Month	Inspection Type	Faults Identified	Inspected By
September 2018	Night Time	North Road and Airbase Road. All good but some minor dirty signs. Recent watertabling very effective.	Bill Lind
October 2018	Daytime	Owenga Road a few potholes appearing again. Signs and EMP's have been cleaned. Tuku Road all good, watertabling required in places.	Bill Lind
November 2018	Night Time	Tuku Road looking ok some dirty signs programmed for cleaning. Waitangi Wharf Owenga Road, newly watertabled area all good with new EMP's very effective.	Bill Lind
January 2019	Roadroid	Mowing and spraying needed on most roads. Newly strengthened areas riding very well.	Bill Lind
January 2019	Six Monthly	Some areas noticeably short of maintenance metal. Many signs shot up. Mowing and spraying required in many areas.	Tomby
February 2019	Night Time	Owenga Road all looking good with new EMPs on recently water-tabled areas.	Bill Lind
March 2019	Daytime	Port Hutt and Waitangi West, all good. Some minor metaling has been carried out. Wild cattle are destroying EMPs	Bill Lind
April 2019	Night time	North Road and Owenga Road. Signs still dirty in places, need constant cleaning. Newly rehabbed and water-tabled areas travel well.	Bill Lind
May 2019	Daytime	Te Matarae Road all good with drainage work done. Some worsening digouts on North Rd to be done. Airbase Rd all good but EMP's required through new section.	Bill Lind
June 2019	Night time	Tuku Road signs all good but a lot of EMP's damaged by stock. Kaingaroa Road all good, signs seem to stay cleaner out this way.	Bill Lind
July 2019	Roadroid	All major roads done. No major problems. Some potholeing on WWO Road, some digouts still to do on North Road.	
August 2019	Six Monthly	WWO Rd, Tuku Rd, North Rd, Port Hutt Rd and Airbase Rd. Focus on signs.	Tomby
Sept 2019	Daytime	Port Hutt, Waitangi West & Tuku Roads no stand out issues.	Bill Lind

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
20/9/18	N	N	N	N	Audit of culvert installation site on North Road. Good tidy site with good manual traffic control.
26/10/18	N	N	N	N	Watertabling WWO Rd all good no safety issues
27/11/18	N	N	N	N	Road strengthening North Road, good TTM no safety issues.
14/12/18	N	N	N	N	Benkleman Beam testing WWO Rd. No safety issues.
11/1/19	Y	Y	N	N	Airbase Rd grading. Car hit rear of grader, No injuries, no damage to our plant but significant damage to uninsured third party vehicle.
18/2/19	N	N	N	N	Audit of TTM Airbase Road. All compliant
6/3/19	N	N	N	N	Culvert replacement Maipito Road. Minor traffic disruptions, residents notified.
24/4/19	N	N	N	N	Grading Tuku Road. No problems identified.
23/5/19	N	N	N	N	Audit again on Airbase Road. All compliant.
30/6/19	Y	Y	N	Y	Wheel came loose on ute Port Hutt Road.
12/7/19	Y	Y	N	N	Grading North Road with 2 graders. No problems identified.
9/8/19	Y	Y	N	N	Safety inspection during clean-up of site at Waikato Culvert. No issues arising.
26/9/19	Y	Y	N	N	Audit of WWO Rd Water-tabling. No issues

Metal Stockpiles

Month Ending 30/9/19						
Site	*AP30 Schist*	*AP65*	*AP30 Basalt*	*AP100 Schist*	*AP20*	*C/Dust*
Waitaha Schist	0	0	0	7,490	0	0
Waitaha Basalt	0	0	1,663	0	876	0
Paritu	1623	0	0	288	0	0
Stoney Crossing	0	0	0	0	892	0
Yard	0	0	0	0	0	0
Ohinemama	0	0	872	0	0	0

Muirsons Schist	1,724	0	0	328	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	3,347	0	2,535	8,106	1,768	0

CIC Owned Materials

Signs

Stocktake of Chatham Islands Council Materials					
Item Description	Unit	Purchased	Used Sep2019	End Measure	Comments
Signs					
CS85 North Rd	ea.			1	
CS85 Port Hutt Rd	ea.			1	
RG1	ea.			1	
RG2	ea.			1	
RG6	ea.			1	
RM6 White	ea.	20	6	12	
RM6 Yellow	ea.	20	6	22	
RM7	ea.	20	4	16	
P66X242	ea.			7	
PW11	ea.			1	
PW11.1L	ea.			1	
PW11.1R	ea.			1	
PW12L	ea.			1	900
PW12R	ea.			1	
PW24	ea.			2	
PW25 65KM	ea.			1	
PW28	ea.			1	
PW34.1	ea.			1	900 Y
PW34.2	ea.			2	
PW37	ea.			1	900
PW49 FIRE ENGINE	ea.			2	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	
Marker pegs					
EMP	ea.		322	429	
CULVERT MARKERS	ea.		26	80	
WHITE RAPID MARKERS	ea.			16	
Misc. Items					
ACROW PROPS	ea.			6	
ROAD COUNTER	ea.			2	
ROUGHOMETER	ea.			1	

Culvert Pipes

ALUFLOW

Item Description	Unit	Used Sep 19	Purchased	End Measure
450	m			6
600	m			6
750	m			6
CivilBOSS				
225	m	9		33
300	m	12	12	126
450	m		12	90
630	m			30
800	m			30
1000	m			12
Builders Mix				
CEMENT	T			0
GEOGRID	rolls			19
BIDIM CLOTH	rolls			4

Environmental Compliance & Feedback

Environmental Compliance

Date	Site Inspected	Compliant Y/N	Abatement Order Issued	Corrective Action Required	Completed By
25/7/18	North Road water tabling	Y	N	N	Tomby
9/8/18	Port Hutt Road Strengthening	Y	N	N	Bill Lind
20/9/18	North Road culvert install	Y	N	N	Pat Tinnelly
21/11/18	WWO Road watertabling	Y	N	N	Bill Lind
14/12/18	Airbase Rd culvert install	Y	N	N	Bill Lind
22/1/19	Grading North Road	Y	N	N	Tomby
18/2/19	Waikato Culvert Airbase road	Y	N	Y	Bill Lind
6/3/19	Clear slip material Wharf road	Y	N	Y	Bill Lind
29/3/19	Waikato Bridge replacement site	Y	N	N	ECAN
17/4/19	Airbase Road strengthening	Y	N	N	Bill Lind
23/5/19	Waikato Culvert site	Y	N	N	Michael Chadderton
28/6/19	Tuku Road Repair digout	Y	N	N	Bill Lind
12/7/19	Waitangi West Road	Y	N	N	Bill Lind
24/9/19	WWO Road water-tabling	Y	N	N	Bill Lind

Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
21/6/18	Public	North Road needs graded	Grader is on North Road now	1 day
25/6/18	Public	Loose chip on road at Cafe	Chip needs to be left on the road as long as possible to protect surface. Footpath swept today.	4 hrs
29/6/18	Public	Port Hutt Road slippery	Basalt spread on the hills	1day
9/7/18	Public	Tuku Road Scour	Metalled and minor water table built	1 day
12/9/18	Public	Potholes North Road	Filled some potholes and dispatched grader same day	4hrs
27/9/18	Public	New water-tabling too deep	Passed to Stantec	1hr

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
10/10/18	Public	Gorse needs sprayed Te Matarae Rd	Sprayed 25/10/18	10days
2/12/18	Public	Potholes North Road	Potholed	1 day
21/1/19	Public	Potholes/corrugations and dust on North Road	Replied to complaint. Grader already on road by the time complaint received	1 hr
28/2/19	Public	Gates on Te Matarae Road hard to open	Staff sent to repair gates	1hr
14/3/18	Public	Holes in North Road	Holes repaired	1day
28/5/19	Public	Diesel spill on Wharf Road	Signs erected and grit spread.	2hrs
25/6/19	Public	Potholes Port Hutt road	Potholes done (before complaint received)	0

Public Relations & Community Involvement

Sponsored Festival fundraising.

Innovation

Water table Material used for land contouring on farmland.

Summary of Monthly Progress Claim by Work Category

		Separable Portion One - Roading			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
1	P&G Other	$84,182.51	$254,699.92	$805,782.09	31.61%
2	Routine Maintenance and Ops	$61,978.92	$177,463.83	$1,273,716.65	13.93%
3	Pavement Renewals	$0.00	$0.00	$389,340.50	0.00%
4	Sealed Road Resurfacing	$0.00	$0.00	$108,129.00	0.00%
5	Drainage Renewals	$31,137.49	$66,032.47	$119,480.00	55.27%
6	Bridge Renewals	$11,038.74	$243,885.41	$60,000.00	406.48%
7	Traffic Services	$7,828.30	$16,660.44	$13,485.75	123.54%
8	Minor Improvements	$0.00	$0.00	$130,000.00	0.00%
9	Vegetation Control	$5,408.41	$16,225.23	$19,968.75	81.25%
11	Dayworks	$47,851.60	$96,447.13	$242,871.00	39.71%
	Total	**$249,425.97**	**$871,414.43**	**$3,162,773.74**	27.55%

1. Miscellaneous

2. Traffic Counting

Extra counts requested.

3. Pitt Island

Visit to check Pitt Island in August

4. Wind Damage

Nil.

Photos

Waitaha Culvert

Tuku Road

Pages Corner

Waitangi Wharf Owenga Road

chatham islands council

Fulton Hogan

CHATHAM ISLANDS ROAD MAINTENANCE CONTRACT MONTHLY REPORT October 2019

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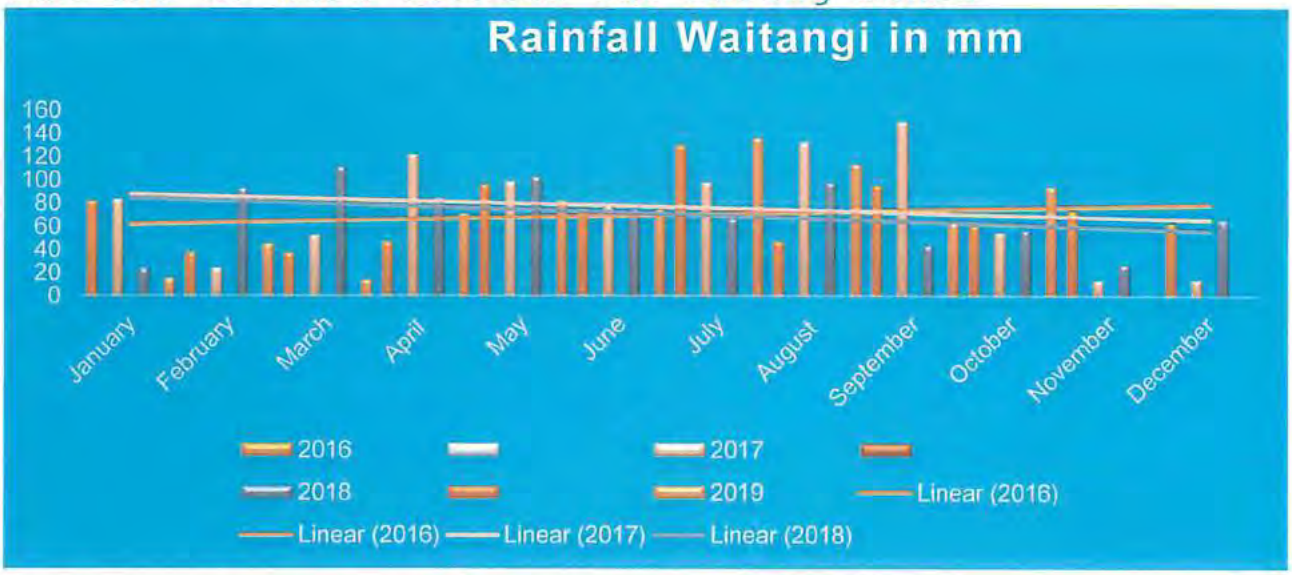
Work Summary

Outline of work carried out during month



93mm of rain recorded in the Waitangi yard.

Routine Maintenance and Operations

All signs identified for replacement in our 6 monthly inspection have been replaced. Grading has continued as required as well as maintenance metaling. Mowing is in full swing as is spraying when conditions allow. Two bridges have been painted. Culverts and sumps attended to during two bouts of heavy rain during the month.

Pavement Renewals

One 826m2 unsealed section done on Waitangi Wharf Owenga Road. Also 441m2 of unsealed digouts identified and completed.

Sealed Road Resurfacing

None this month.

Drainage Renewals

Four new culverts installed this month on WWO Road. 664m High shoulder removed and 2918m of water tables constructed on Waitangi Wharf Owenga Road. New Multiplate culvert has arrived.

Bridge and Structure Renewals

Hawaiki and Te Awainanga bridge work complete.

Traffic Services

25 New signs installed to replace damaged and engineering grade ones identified on various roads in our last 6 monthly report. 118 EMP's replaced

Minor Improvements

Minor batter cutting at 2 sites on WWO Road.

Vegetation Control

Mowing again in full swing with spring growth beginning. Spraying still to be caught up on as conditions allow.

Dayworks

Bridge work, dig-outs and culvert renewals. Minor batter trimming on WWO Rd.

Programmed Work for following month

Complete water-tabling on Waitangi Wharf Road then onto Tuku Road. Replace damaged culverts as they are identified. Complete Waikato culvert. Grading, metaling, spraying and mowing.

Schedule of Work by Road Name

1. Maintenance Grading

- Carried out as required during the month on the following roads:

Road ID	Disp	Road ID	Start RP	End RP	Quantity M
WAITANGI WHARF - OWENGA ROAD	2928	11	4500	10500	6000
NORTH ROAD	2929	21	4589	13000	8411
WAITANGI WHARF - OWENGA ROAD	2979	11	22381	24282	1901
WAITANGI WHARF - OWENGA ROAD	2980	11	4385	20460	16075
KAINGAROA ROAD	2981	126	0	5994	5994
KAIWHATA ROAD	2982	31	0	772	772
				TOTAL	39.1km

- 2 Unsealed Maintenance Metaling

- Carried out on the following roads using AP32 metal:

Road ID	Disp	Road ID	Start RP	End RP	Quantity	
WAITANGI WHARF - OWENGA ROAD	2927	11	9000	10500	40	
NORTH ROAD	2954	21	12500	24000	200	
KAINGAROA ROAD	2955	126	0	4500	24	
WHAREKAURI ROAD	2956	121	0	3590	24	
WAITANGI WHARF - OWENGA ROAD	2957	11	9500	12000	56	

KAIWHATA ROAD	2958	31	0	400	16	
WAITANGI WHARF - OWENGA ROAD	2976	11	9000	13500	80	
NORTH ROAD	2977	21	36800	44500	80	
WAITANGI WHARF - OWENGA ROAD	2939	11	8000	9100	8	
		Totals		This Month	528	m3
500m3 extra spread. Paid March Claim				Revised Target	23000	m3
				Contract TD	23920	m3

Next Month's Target

Currently 420m3 ahead of schedule. Patch metaling will continue where required.

Crash Damage Report Summary

Crash Damage Report

Date	Event	Action	Repaired Y/N
14/2/18?	Ute left road and rolled WWO Rd RP 4800	No report as yet	No damage to CIC asset
3/3/18	Car hit loading ramp WWO Road RP1039	Police investigation ongoing	No damage to CIC asset
29/5/18	Vehicle vrs calf cnr Maipito Waitangi Wharf Owenga Road	7: 30 am	Minor vehicle damage
25/6/18	Not accident as such but vandalism of new seal on Waitangi Wharf Owenga Road by 2 Quad bikes overnight.	Police investigation	Lucky to get away with little damage.
18/10/18	Vehicle rolled North Rd beyond Wharekauri Rd	Police attended. No report as yet	No damage to CIC asset
27/10/18	Vehicle left road and rolled down bank. Port Hutt Rd RP 4780 Approx.	No report	No damage to CIC asset
11/1/19	Vehicle hit rear of grader working on Airbase Road	Awaiting police report	No injuries, damage to car only, no damage to grader.
24/8/19	Vehicle smashed through handrail and landed in Te Awainanga River	Awaiting police report	No serious injuries. Vehicle written of, major damage to LH bridge rail

Network Inspections

Month	Inspection Type	Faults Identified	Inspected By
November 2018	Night Time	Tuku Road looking ok some dirty signs programmed for cleaning. Waitangi Wharf Owenga Road, newly watertabled area all good with new EMP's very effective.	Bill Lind

January 2019	Roadroid	Mowing and spraying needed on most roads. Newly strengthened areas riding very well.	Bill Lind
January 2019	Six Monthly	Some areas noticeably short of maintenance metal. Many signs shot up. Mowing and spraying required in many areas.	Tomby
February 2019	Night Time	Owenga Road all looking good with new EMPs on recently water-tabled areas.	Bill Lind
March 2019	Daytime	Port Hutt and Waitangi West, all good. Some minor metaling has been carried out. Wild cattle are destroying EMPs	Bill Lind
April 2019	Night time	North Road and Owenga Road. Signs still dirty in places, need constant cleaning. Newly rehabbed and water-tabled areas travel well.	Bill Lind
May 2019	Daytime	Te Matarae Road all good with drainage work done. Some worsening digouts on North Rd to be done. Airbase Rd all good but EMP's required through new section.	Bill Lind
June 2019	Night time	Tuku Road signs all good but a lot of EMP's damaged by stock. Kaingaroa Road all good, signs seem to stay cleaner out this way. .	Bill Lind
July 2019	Roadroid	All major roads done. No major problems. Some potholeing on WWO Road, some digouts still to do on North Road.	
August 2019	Six Monthly	WWO Rd, Tuku Rd, North Rd, Port Hutt Rd and Airbase Rd. Focus on signs.	Tomby
Sept 2019	Daytime	Port Hutt, Waitangi West & Tuku Roads no stand out issues.	Bill Lind
October 2019	Roadroid and nightime	All major roads done, most in excellent condition with new drainage work very effective. New signs and EMP cleaning very effective on night inspection of major roads.	

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
27/11/18	N	N	N	N	Road strengthening North Road, good TTM no safety issues.
14/12/18	N	N	N	N	Benkleman Beam testing WWO Rd. No safety issues.
11/1/19	Y	Y	N	N	Airbase Rd grading. Car hit rear of grader, No injuries, no damage to our plant but significant damage to uninsured third party vehicle.
18/2/19	N	N	N	N	Audit of TTM Airbase Road. All compliant
6/3/19	N	N	N	N	Culvert replacement Maipito Road. Minor traffic disruptions, residents notified.
24/4/19	N	N	N	N	Grading Tuku Road. No problems identified.
23/5/19	N	N	N	N	Audit again on Airbase Road. All compliant.

30/6/19	Y	Y	N	Y	Wheel came loose on ute Port Hutt Road.
12/7/19	Y	Y	N	N	Grading North Road with 2 graders. No problems identified.
9/8/19	Y	Y	N	N	Safety inspection during clean-up of site at Waikato Culvert. No issues arising.
26/9/19	Y	Y	N	N	Audit of WWO Rd Water-tabling. No issues
23/10/19	Y	Y	N	N	Inspection and discussion at Hawaiki Bridge site. Only issue raised was the extreme noise as vehicles passed over bridge while we are working underneath.

Metal Stockpiles

Month Ending 30/9/19						
Site	*AP30 Schist*	*AP65*	*AP30 Basalt*	*AP100 Schist*	*AP20*	*C/Dust*
Waitaha Schist	0	0	0	7,490	0	0
Waitaha Basalt	0	0	1,663	0	876	0
Paritu	1623	0	0	288	0	0
Stoney Crossing	0	0	0	0	892	0
Yard	0	0	0	0	0	0
Ohinemama	0	0	872	0	0	0
Muirsons Schist	1,724	0	0	328	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	3,347	0	2,535	8,106	1,768	0

CIC Owned Materials

Signs

Stocktake of Chatham Islands Council Materials					
Item Description	**Unit**	**Purchased**	**Used Oct 2019**	**End Measure**	**Comments**
Signs					
CS85 North Rd	ea.			1	
CS85 Port Hutt Rd	ea.			1	
RG1	ea.			1	
RG2	ea.			1	
RG6	ea.			1	
RM6 White	ea.			12	
RM6 Yellow	ea.			22	
RM7	ea.			16	
P66X242	ea.			7	
PW11	ea.			1	
PW11.1L	ea.			1	
PW11.1R	ea.			1	
PW12L	ea.			1	900
PW12R	ea.			1	
PW24	ea.			2	
PW25 65KM	ea.			1	
PW28	ea.			1	
PW34.1	ea.			1	900 Y
PW34.2	ea.			2	
PW37	ea.			1	900
PW49 FIRE ENGINE	ea.			2	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	
Marker pegs					
EMP	ea.		18	411	
CULVERT MARKERS	ea.			80	
WHITE RAPID MARKERS	ea.			16	
Misc. Items					
ACROW PROPS	ea.			6	
ROAD COUNTER	ea.			2	
ROUGHOMETER	ea.			1	

Culvert Pipes

ALUFLOW

Item Description	Unit	Used Oct 19	Purchased	End Measure
450	m			6
600	m			6
750	m			6
CivilBOSS				
225	m			33
300	m	48		78
450	m			90
630	m			30
800	m			30
1000	m			12
Builders Mix				
CEMENT	T			0
GEOGRID	rolls			19
BIDIM CLOTH	rolls			4

Environmental Compliance & Feedback

Environmental Compliance

Date	Site Inspected	Compliant Y/N	Abatement Order Issued	Corrective Action Required	Completed By
21/11/18	WWO Road watertabling	Y	N	N	Bill Lind
14/12/18	Airbase Rd culvert install	Y	N	N	Bill Lind
22/1/19	Grading North Road	Y	N	N	Tomby
18/2/19	Waikato Culvert Airbase road	Y	N	Y	Bill Lind
6/3/19	Clear slip material Wharf road	Y	N	Y	Bill Lind
29/3/19	Waikato Bridge replacement site	Y	N	N	ECAN
17/4/19	Airbase Road strengthening	Y	N	N	Bill Lind
23/5/19	Waikato Culvert site	Y	N	N	Michael Chadderton
28/6/19	Tuku Road Repair digout	Y	N	N	Bill Lind
12/7/19	Waitangi West Road	Y	N	N	Bill Lind
24/9/19	WWO Road water-tabling	Y	N	N	Bill Lind
23/10/19	Hawaiki Bridge	Y	N	N	Bill Lind

Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
9/7/18	Public	Tuku Road Scour	Metalled and minor water table built	1 day
12/9/18	Public	Potholes North Road	Filled some potholes and dispatched grader same day	4hrs
27/9/18	Public	New water-tabling too deep	Passed to Stantec	1hr
10/10/18	Public	Gorse needs sprayed Te Matarae Rd	Sprayed 25/10/18	10days
2/12/18	Public	Potholes North Road	Potholed	1 day
21/1/19	Public	Potholes/corrugations and dust on North Road	Replied to complaint. Grader already on road by the time complaint received	1 hr
28/2/19	Public	Gates on Te Matarae Road hard to open	Staff sent to repair gates	1hr
14/3/18	Public	Holes in North Road	Holes repaired	1day

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
28/5/19	Public	Diesel spill on Wharf Road	Signs erected and grit spread.	2hrs
25/6/19	Public	Potholes Port Hutt road	Potholes done (before complaint received)	0
17/10/19	Public	Wrong Rapid # installed	Numbers changed	2hrs

Public Relations & Community Involvement

Sponsored Festival fundraising.

Innovation

Water table Material used for land contouring on farmland.

Summary of Monthly Progress Claim by Work Category

		Separable Portion One - Roading			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
1	P&G Other	$89,928.60	$344,628.52	$805,782.09	42.77%
2	Routine Maintenance and Ops	$63,037.25	$240,501.08	$1,273,716.65	18.88%
3	Pavement Renewals	$29,240.40	$29,240.40	$389,340.50	7.51%
4	Sealed Road Resurfacing	$0.00	$0.00	$108,129.00	0.00%
5	Drainage Renewals	$23,214.36	$89,246.83	$119,480.00	74.70%
6	Bridge Renewals	$15,677.50	$259,562.91	$60,000.00	432.60%
7	Traffic Services	$5,246.16	$21,906.60	$13,485.75	162.44%
8	Minor Improvements	$0.00	$0.00	$130,000.00	0.00%
9	Vegetation Control	$5,408.41	$21,633.64	$19,968.75	108.34%
11	Dayworks	$51,512.11	$147,959.24	$242,871.00	60.92%
	Total	**$283,264.79**	**$1,154,679.22**	**$3,162,773.74**	36.51%

1. Miscellaneous

2. Traffic Counting

Extra counts requested.

3. Pitt Island

Visit to check Pitt Island in August

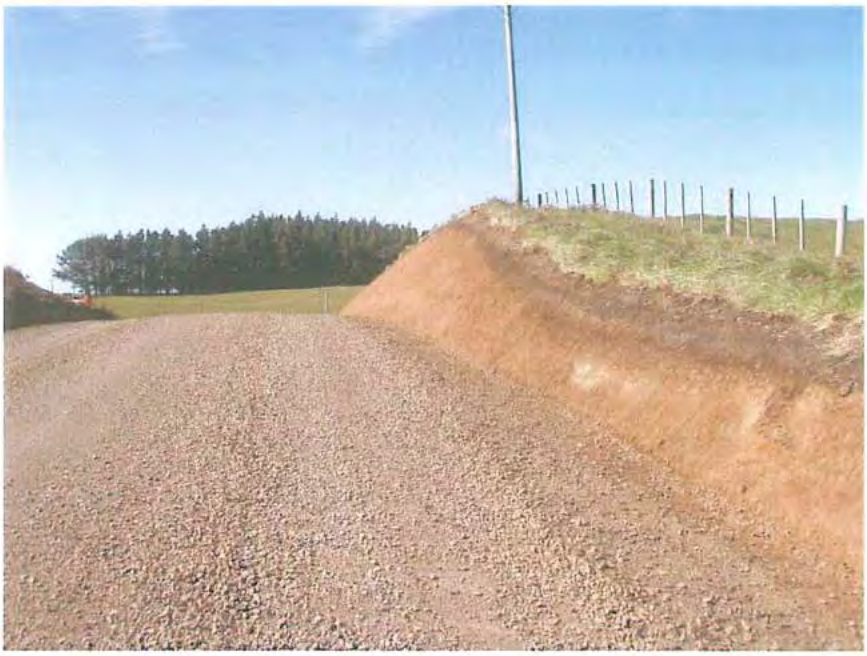
4. Wind Damage

Nil.

Photos

Te Awainanga

Tuku Road



WWO Road

Waitangi Wharf Owenga Road

chatham islands council

4. Works & Services

4.2 Fulton Hogan Water and Wastewater Operation Contract Report September & October 2019

Date of meeting	7 November 2019
Agenda item number	4.2
Author/s	Bill Lind – Fulton Hogan Contracts Manager

Purpose

To inform and update the Council on the Chatham Islands Water and Wastewater Operation programme.

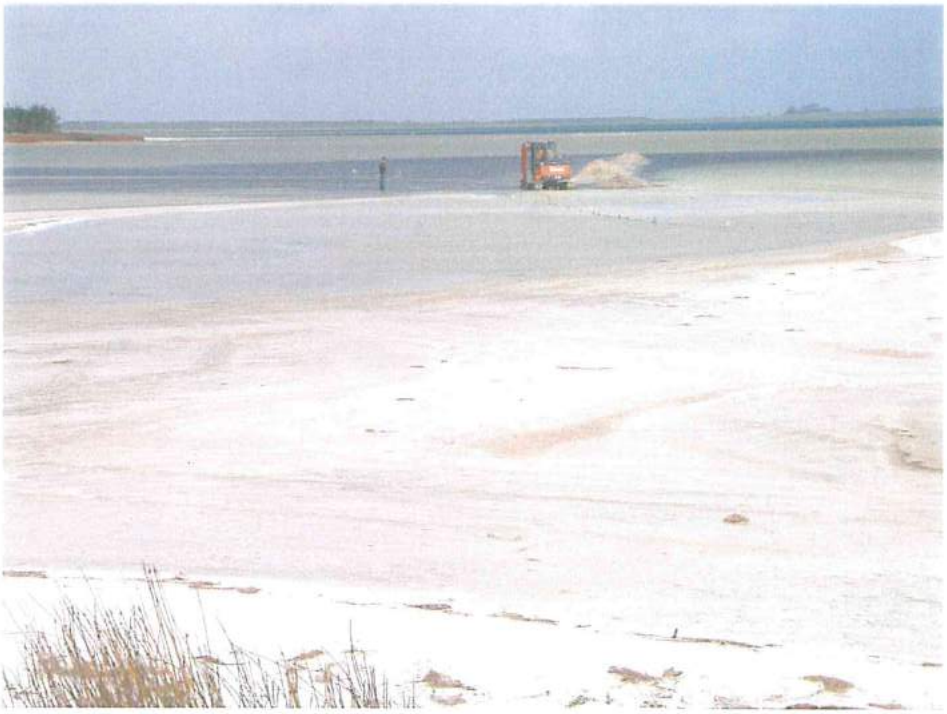
Attached is the September and October 2019 report from Fulton Hogan that will be presented by Bill Lind (Fulton Hogan Contract Manager).

Recommendations

THAT the reports be received.

chatham islands council

Fulton Hogan



WATER AND WASTEWATER OPERATION CONTRACT MONTHLY REPORT September 2019

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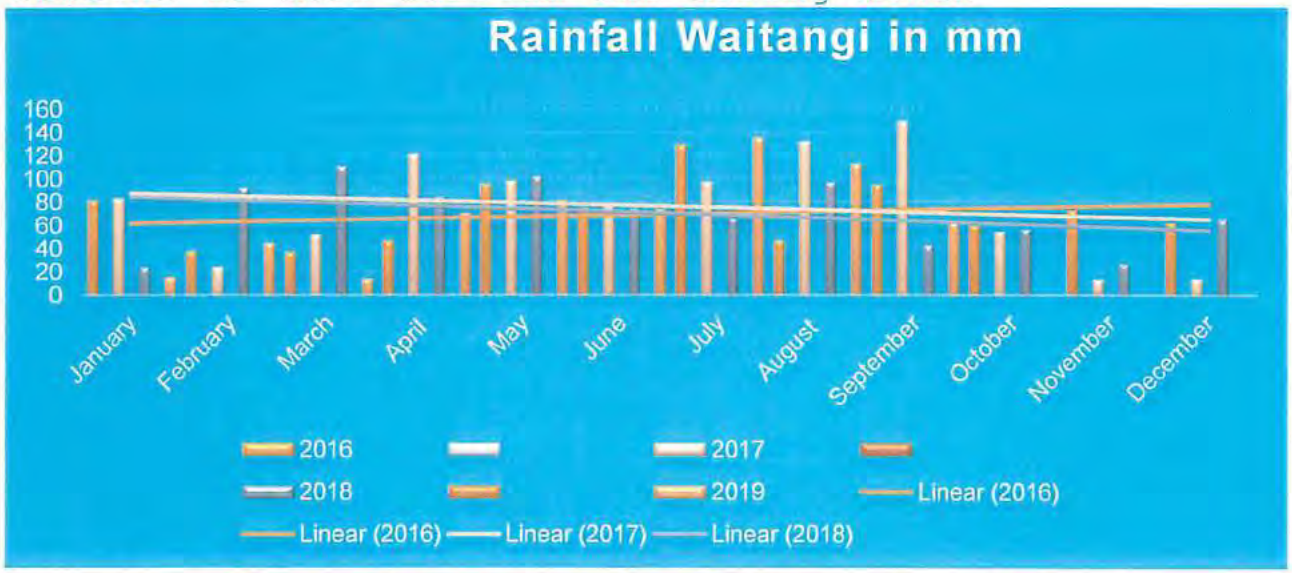
Work Summary

Outline of work carried out during month



62.5mm rainfall recorded in the Waitangi yard.

Water Supply Operation & Maintenance

Waitangi running well at the moment. Timber pegs have arrived for the securing of the rising main at Kaingaroa, we are waiting on lower lake levels to install. Otherwise all is well at Kaingaroa.

Water Treatment

No issues at Waitangi. We are having to backwash manually frequently now at Kaingaroa and we think it may be time to replace the Macrolite filter media. Stantec have agreed that we will change the Macrolite media during the next service check with Filtec.

Wastewater Treatment Plant at Waitangi

We are awaiting the parts for Steve Riley to complete this in early November.

Dayworks - Water

Purchase of pegs for repairs to the rising main at Kaingaroa.

Dayworks - Wastewater

Minor work on the sprinkler disposal field.

Water and Wastewater Reticulation Network

Water and Waste retic all working fine at the moment.

Water and Wastewater Treatment Plant: Monitoring

Plant monitoring all going well.

Summary of Monthly Progress Claim by Work Category

		Separable Portion Two - Water and Wastewater			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
13	Preliminary and General	$9,962.64	$14,240.12	$49,614.04	28.70%
14	Water Supply Ops and Maint	$922.32	$2,766.96	$20,067.84	13.79%
15	Water Treatment	$3,870.22	$9,766.00	$39,801.86	24.54%
16	WWTP Waitangi	$5,678.72	$7,523.36	$35,580.63	21.14%
17	Dayworks - Water	$1,242.91	$3,793.21	$9,519.14	39.85%
18	Dayworks - Wastewater	$420.81	$6,148.71	$7,090.55	86.72%
19	Water and Wastewater Reticulation	$0.00	$1,188.52	$461.16	257.72%
20	Treatment Plant Monitoring	$1,188.52	$2,376.84	$14,262.24	16.67%
	Total	$23,286.14	$47,803.72	$176,397.46	27.10%

Programmed Work for Following Month

Schedule of Work

Water Meter Report
See appendix

Irrigation Dosing
Monitoring the performance of the field.

Quality Assurance
No issues

Site Safety Report

Date	Near Miss	Incident	Lost Time	Plant Damage	Depot/Worksite Inspections

			Injury		
24/10/18	N	N	N	N	Water blasting of sewer. No problems.
20/11/18	N	N	N	N	Site tidy up around WWTP All good.
21/2/19	N	N	N	N	Replaced float switch on irrigation tank. No safety issues
2/4/19	N	N	N	N	Re-installed RBC #1 motor & gearbox. No issues.
24/6/19	N	N	N	N	Site check at Kaingaroa WTP. No issues
3/7/19	N	N	N	N	Plant check and condition assessment @ WWWTP. No problems.
29/8/19	N	N	N	N	Kaingaroa WTP and intake, no issues apparent.
19/9/19	N	N	N	N	Site visit TikiTiki. No problems identified.

Environmental Non Compliance

Audit visit by Environment Canterbury on 29/3/19. Still awaiting results

Monthly Stocktake of Supplies

General Supplies Stockpile - Month Ending Aug 19

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt		60 bags	30	30
Chlorine	20	20 L	10	30

PHOTOS

Kaingaroa intake channel

Kaingaroa in times of more water

chatham islands council

Fulton Hogan

WATER AND WASTEWATER OPERATION CONTRACT MONTHLY REPORT October 2019

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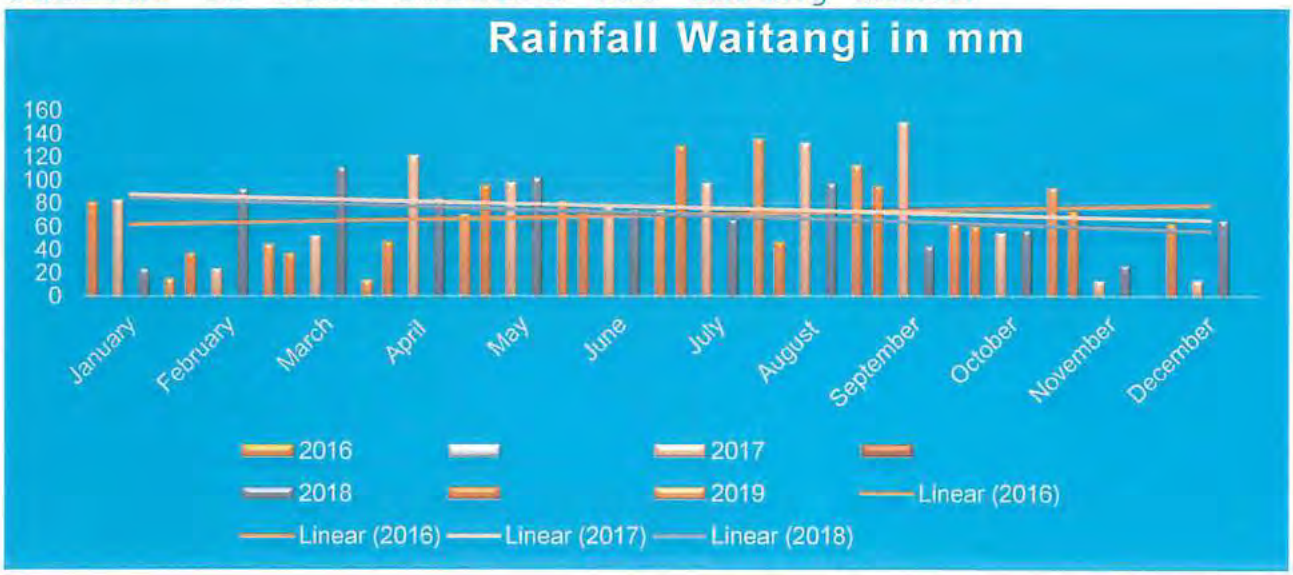
Work Summary

Outline of work carried out during month



93mm rainfall recorded in the Waitangi yard.

Water Supply Operation & Maintenance

Both supplies running well at present.

Water Treatment

Waitangi Chlorine dosing unit requires service. Still running ok but dialed up more than normal. Filtec are to bring in a replacement dosing pump on their service visit in November. Kaingaroa plant running well at the moment although a little down on throughput.

Wastewater Treatment Plant at Waitangi

We are awaiting the parts for Steve Riley to complete this in early November.

Dayworks - Water

Supply of water meter and freight for generator for draw-down test.

Dayworks - Wastewater

Parts for Steve Riley service visit.

Water and Wastewater Reticulation Network

Water and Waste retic all working fine at the moment.

Water and Wastewater Treatment Plant: Monitoring

Plant monitoring all going well.

Summary of Monthly Progress Claim by Work Category

		Separable Portion Two - Water and Wastewater			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
13	Preliminary and General	$1,899.10	$16,139.22	$49,614.04	32.53%
14	Water Supply Ops and Maint	$922.32	$3,689.28	$20,067.84	18.38%
15	Water Treatment	$2,947.89	$12,713.89	$39,801.86	31.94%
16	WWTP Waitangi	$922.32	$8,445.68	$35,580.63	23.74%
17	Dayworks - Water	$1,341.57	$5,134.78	$9,519.14	53.94%
18	Dayworks - Wastewater	$8,412.81	$14,561.52	$7,090.55	205.37%
19	Water and Wastewater Reticulation	$0.00	$1,188.52	$461.16	257.72%
20	Treatment Plant Monitoring	$1,188.52	$3,565.36	$14,262.24	25.00%
	Total	$17,634.53	$65,438.25	$176,397.46	37.10%

Programmed Work for Following Month

Annual service visit by Filtec for both treatment plants.

Complete draw-down test at Waitangi.

Service visit by Steve Riley at the Waitangi waste Water Treatment Plant.

Schedule of Work

Water Meter Report

See appendix

Irrigation Dosing

Monitoring the performance of the field.

Quality Assurance

No issues

Site Safety Report

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
20/11/18	N	N	N	N	Site tidy up around WWTP All good.
21/2/19	N	N	N	N	Replaced float switch on irrigation tank. No safety issues
2/4/19	N	N	N	N	Re-installed RBC #1 motor & gearbox. No issues.
24/6/19	N	N	N	N	Site check at Kaingaroa WTP. No issues
3/7/19	N	N	N	N	Plant check and condition assessment @ WWWTP. No problems.
29/8/19	N	N	N	N	Kaingaroa WTP and intake, no issues apparent.
19/9/19	N	N	N	N	Site visit TikiTiki. No problems identified.
22/10/19	N	N	N	N	Kaingaroa plant and intake condition assessment. No issues.

Environmental Non Compliance

Audit visit by Environment Canterbury on 29/3/19. Still awaiting results

Monthly Stocktake of Supplies

General Supplies Stockpile - Month Ending Aug 19

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt	50	30 bags	30	50
Chlorine	20	30 L	10	40

PHOTOS

Kaingaroa intake channel

Kaingaroa in times of more water

chatham islands council

4. Works & Services

4.3 Stantec Monthly Engineers Report August & September 2019

Date of meeting	7 November 2019
Agenda item number	4.3
Author/s	Shaun Bosher, Senior Transportation Engineer, Stantec New Zealand

Purpose

To update and inform Council about its Engineering Services contract.

Attached is the Stantec monthly report for August and September 2019.

Recommendations

THAT the reports be received.

Stantec

CIC Engineering Services Contract

Monthly Progress Report: August 2019

Financial Reporting

Financial Position

ROADING:

The roading budget allocated for the 2019/20 financial year is $4.87M. September claims totalled $0.37M and the expenditure to date is $0.69M, which equates to 14% of the budget spent after 17% of the financial year passed.

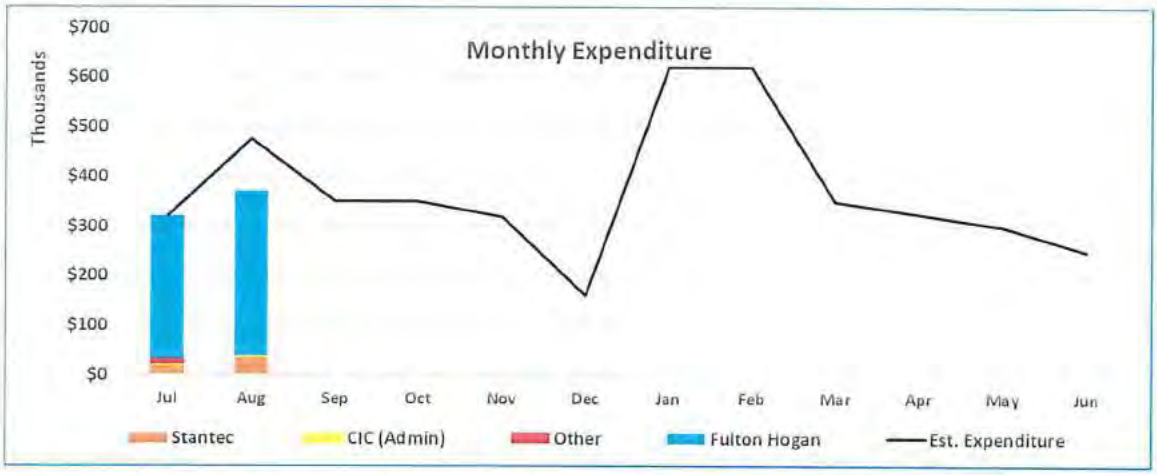
Looking at the core work which is the Maintenance, Operations and Renewals, expenditure was 11% of the budget after 17% of the financial year. As the table shows below, there is a large expenditure expected at the middle of the financial year with the sealed rehabs and reseals occurring.

WATER & WASTEWATER:

August claims totalled $14K which was mainly the monthly maintenance and operations costs.

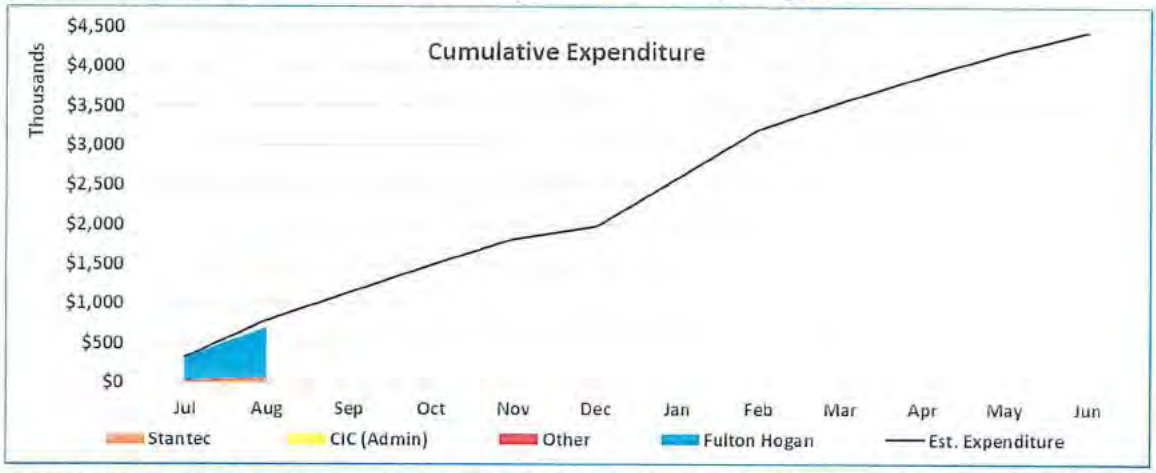
Expenditure on this asset class continues to be on a needs-must basis, until such time as additional funding for capital works projects is secured.

Expenditure Tracking of NZTA Funding



The monthly graph shows an expected large spike in claims in the new year, which is when Fulton Hogan plan to construct the sealed pavement rehabs and reseals.

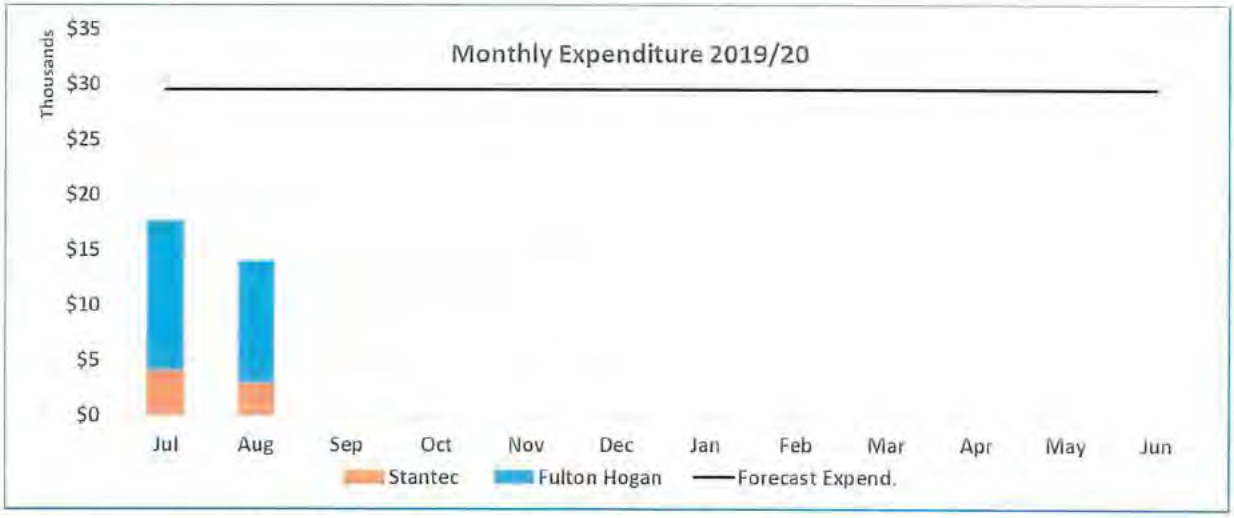
The estimated expenditure is a high-level estimate, based the work needed for the sealed road repairs, a traditionally lower December claim and a baseline expenditure to ensure the allocated funding is exhausted. Like last financial year, any unspent funds can be carried over to the following year, however, they must be spent thereafter, as next year is the third and final year of the NLTP funding period.



As per above, it shows that expenditure is tracking behind that estimated to exhaust the funding allocation. This shortfall is expected to be made up in the coming months from October onwards.

Stantec

Expenditure Tracking of Water & Wastewater Funding



The black budget line is based on the forecast 2019/20 expenditure in the 2018-28 LTP.

Road Network updates

Stantec Site Visits

Previous Status:	*Updates:*
• Nigel and Ali visited late Nov 2018. They were accompanied by our drone surveyor Dave Annan. • Nigel and Martin visited in late March to accompany NZTA on the technical audit. • Martin visited on 13th May for an overnight visit to the Waikato Bridge project to inspect the culvert foundation. • Nigel & Martin visited during 21-24 May to coincide with the Maori Land Court personnel visit, with regards to the Whangamoe Bridge project. They also presented an update on the contract for Council, alongside FH. • Martin visited on 10th June for an overnight visit to the Waikato Bridge project to inspect the culvert backfill progress.	• Nigel & Martin are visiting from 17-20th September to coincide with the Council meeting. • Jodi Enright is also booked on the September visit to complete a Safety Inspection of the road network.

CIC Catch-ups in Christchurch

Previous Status:	*Updates:*
• Shaun and Nigel met with Owen and Alfred (and Mark Weeds of NZTA) in October for a general quarterly catch-up. • Prior to Christmas Shaun met with Owen and Cindy for introduction prior to her beginning a new role in the new year. • Stantec met with Owen and Alfred in Christchurch on 21st March to review the past year of the contract. This was a helpful meeting to learn where things have been going well and where improvements can be made. • Shaun met with Owen, Alfred and Cindy in Christchurch on 26 July.	• None

Island Regulation Compliance

Previous Status:	*Updates:*
• Shaun has requested Council to consider ideas on how to improve WOF, COF and bridge overweight permit compliance on the Island. This will be tabled at the June meeting. • Await outcome of June meeting to see if Councillors provided some ideas.	• Item was not tabled at the June meeting, nor was it on the August agenda. Stantec to email Council and get it put on the September agenda.

NZTA Correspondence	
Previous Status: • Shaun met with Mark Weeds in February about the Council's improvement plan and a general discussion. • NZTA conducted their first technical audit for 13 years during late March. We await the results to see what recommendations they put forward. • Shaun completed as many RAMM updates as possible for NZTA to assess performance measures of the network. Needed as part of the technical audit process. • Council's Procurement Strategy has been endorsed by NZTA. They will send through official endorsement in due course. The document will then need to be adopted by Council at the next available meeting. Finally, it needs to be published on the Council website. • Shaun and Nigel met with Mark Weeds from NZTA in early July. In all he was happy with Council progress and noted that the Procurement Strategy endorsement and the Technical Audit report should be complete soon and returned to Council. • Shaun and Nigel have also been spending time correcting errors or updating information in RAMM ahead of the annual 'snapshot' of data that each Council is then rated on various performance metrics. We will await the outcome of the report and will then proactively work to improve data ahead of the next annual snapshot. • This year Fulton Hogan will conduct a validation of all assets on the network, which will help lift Councils performance score quite a bit next year.	*Updates:* • NZTAs technical audit was received and it raised some valid points of improvement for Council to work on. • It is worth noting that NZTA did not find any areas of concern in their audit, only areas with room for improvement. • Stantec is working with Council and ECan staff to formulate a response to the issues identified.
Bridge Work	
Previous Status: • Stantec to look at options to extend Waikawa culvert on Port Hutt Road. • Stantec has also started the design required for the temporary river crossings for Nairn and Te Awainanga bridges, in the unlikely event of bridge failure. • Drone survey of the locations of the proposed temporary crossings occurred in November - Te Awainanga and Nairn. • The annual bridge posting advert was run in the weekly newsletter and the Chatham Islander magazine during March. • Calculations on the necessary structures for this work has begun. Indications are that the size and number of pipe necessary for the Nairn River would be very expensive and prohibitive to purchasing to have on hand in case of an emergency.	*Updates:* • The temporary river crossings report is finished and was sent to Council in August. • There are options for additional work that Council need to decide whether to proceed with. Equally, they may choose to let the report rest for now.

Intersection Improvements	
Previous Status: • A previous design to improve the Airbase / North Road intersection was shelved as it would have cost more than the $300k limit for minor improvements. It was unlikely to proceed as a capital works project, as it would have been very low on NZTA priorities nationally. • Minor Improvements was renamed 'Low Cost Low Risk' (LCLR) for the current 2018/21 NLTP and the budget was lifted to $1M. This means that the projects do not need to proceed through a full approval process by NZTA.	*Updates:* • We have revisited the Airbase / North Road intersection and tried to improve the realignment to reduce costs where possible. An updated drawing will be provided to Council when complete. • We have also revisited a minor realignment of the North / Kaingaroa / Taia Hapupu intersection. The camber on this corner is unsafe and ideally we would like to move the road approx. 10-12m to ease the bend. Council to respond to request if the landowner is likely to be amenable to this idea. • We requested permission to look at three other locations on the Island. Port Hutt / North Road intersection (to tee the intersection up), Te Matarae / WW-O Road intersection (to remove the little slip lane and tee road up properly), and Stoney Crossing (to investigate removing the ford crossing). • All of the designs will be to scheme level (not detailed) to give us an indication of the likely work/cost involved. Lower cost projects may be able to squeeze within the current 2018-21 funding period, while more expensive projects will be candidates for the 2021-24 period. By doing this work now, we will be well placed to pull the trigger on these projects. • Council will be provided with the drawings as they are ready, so that feedback can be given. • The ability to build said projects is naturally subject to Council budgets at the time.

Stantec

Te Awainanga Bridge approaches	
Previous Status: • Numerous public and Council complaints about the lack of traction and corrugations on this section of the network. • A short report on possible options was provided to Council, with a recommendation. • Council adopted the recommendation of the report to look at sealed options. • Need to wait for NZTA to confirm funding by the end of August. Then need to organise a survey of the road, so that some design options can be progressed for pricing. • Drone survey was conducted during the November Stantec visit. • A Stantec designer will create at least two different options with high-level estimates. One option would have a large volume of earthworks and a second option with a reduced volume of earthworks and hence cheaper to construct. The pro's and cons of each option will be reviewed thereafter and put to Council. • An initial vertical realignment of the steep climb on the Waitangi side of the bridge has a large volume of earthworks necessary. A high level estimate put this at more than one million dollars, which is a price that means the project is not viable.	*Updates:* • A second realignment has been completed with a cost estimate produced. This will be peer reviewed in early September and then we will inform Council of the potential cost and the level of improvement you would expect from that. • If reducing the grade of the approaches is not cost effective, Stantec will look to another option to improve the road through this section.
Whangamoe Bridge Replacement	
Previous Status: • Stantec sent a letter to the Maori Land Trustee to start engagement on the Whangamoe project. The same Maori Land parcel is on both sides of the bridge, so land swap is one option, to improve the road alignment. • Stantec have begun sizing the culvert/s necessary at this bridge. Early indications are that a similar culvert to that installed at Whangatete is necessary. • Stantec had contacted the Maori Land Trustee about the need for this project. They put us onto local Ngāti Mutunga contact Gail Amaru, to speak with instead. • Drone survey was conducted during the November visit. • Gail included the Māori Land Court (MLC) in discussions and Stantec met with Caroline Green (Technical Advisor, Registrar) of the MLC in Christchurch in early March. • Caroline was very helpful and provided us with some information to help conduct an appropriate engagement with landowners. • Stantec created a concept realignment, to work out what the balance of land swap might be. Initial thoughts are that it would be a positive land gain for the landowners. • Stantec to visit the Island in late May, the same time as Caroline (from MLC) for landowner consultation. • Stantec to meet with Caroline in early May to go over the process on the day. • MLC site visit and discussions with Whangamoe landowners appeared to be successful. Stantec awaits has received feedback from MLC on a whether a second meeting on mainland NZ is necessary for non-domiciled landowners. • A second landowners meeting in Wellington will be held on 26th August for landowners not based on the Chathams.	*Updates:* • Nigel travelled to Wellington for the second landowner's meeting on 26 August. • Despite some RSVPs for the meeting, no one attended in person, there was only some Island based landowners present on the phone. • Stantec has contacted the MLC to see whether there is anything we can assist with in advance of the October court sitting on Chathams.

Waikato Bridge – Culvert Replacement	
Previous Status: • DoC reviewed new proposed construction methodology with a stream diversion. They had no concerns if fish passage was adequately allowed for. • With the NLTP budgets approved on 31 Aug, the culverts can now be ordered so that they arrive on time for construction. • The diversion consent was approved in late November. • The culvert pipe was ordered back in September. • FH supplied an updated quote based on the stream diversion. • FH were issued construction drawings and survey set out data. • FH mobilised on 11 February to construct the stream diversion and temporary road detour. • A public notice was put in the community newsletter about the project and the need for the detour to allow fish passage during construction. • The culvert pipes are waiting in Napier to be delivered to the Chathams. These were about 1.5 months late. • The current delay is the ship having not left Norfolk Island to collect the culverts and deliver to Chathams. • Some ratepayer queries on the stream diversion have been raised and responded to by Stantec. • Culverts arrived late March, so work has recommenced on site. • With the work area pumped of water, the stream bed soil conditions where the culverts are to be laid was found to be a very weak peat layer. To provide the necessary support and foundation for the culverts to rest on, large boulders left over from the Wharf project are going to be dropped into the peat area until such time as they form a type of raft foundation that the specified foundation can be constructed upon. • Due to the delays, construction is expected to go beyond the 2018/19 financial year. • Weekly reports now sent to Cindy to keep Council informed. • Due to soupy subgrade conditions found on site where the culverts would be placed. Large rockfill has been necessary to create a strong foundation base for the culverts to rest on. Large rock left over from the Waitangi Wharf construction was utilised for this work. • Stantec provided a design for FH to use onsite and approved a variation to the contract to conduct the work. • Martin Hoffmann to visit the site on 13th May to review the foundation prior to culvert construction. • Construction progress is going well. Once the fish spawning season exclusion is over (ends 30 June), then Fulton Hogan can get back into full swing of completing the project and removing the temporary road and creek diversions. • Martin Hoffmann visited the site on 10th June to review the structural backfill operation around the culvert. • A supply only rate has been confirmed (by Stantec) for CIC to invoice Fulton Hogan for the large rock left over from the Waitangi Wharf construction. This was used as rip rap and for ground improvements on the project. • Construction progress is going well. Fulton Hogan is currently removing the temporary road and creek diversion, and has started final road construction and reinstatement works. Practical completion is programmed for 8th August.	*Updates:* • Construction finished in mid-August with only boundary fencing remaining. • A practical completion inspection will occur during Stantec's September visit. The purpose of this inspection is to check the finished product and identify any snag items that the contractor may have left to complete, or any necessary corrections to components already installed. • The culvert will be monitored for the next 12 months to ensure that no defects arise that need to be addressed by FH.

Stantec

Network Drainage Improvements	
Previous Status: • Stantec set the 2018-21 funding request to include a lot more budget for drainage improvements on the roading network. This included constructing drainage swales along key routes and replacing a lot of rusted or broken culverts. • The first series of improvements were on North Road as far as Port Hutt Road. • The next road targeted is WW-O Road starting at the Owenga seal section and heading back towards Waitangi. This work will continue until FH reach Kopinga Marae (approximately). • FH have been replacing culverts on WW-O Rd as required, including one wooden box culvert! • Shaun has requested FH inspect a list of culverts for replacement. A number of these were previously identified at the end of Downers contract as being rusted. Now there is budget to replace them, so confirmation is required first. • Stantec and FH wish to start drainage improvements on Tuku Road after finishing WW-O Rd. • Stantec had advised FH to contact CIET electricity about locating the buried cable on Tuku Rd, so that drainage improvements can occur. • A 29 March request by FH has gone unanswered by Ian Sanson to date. Stantec advised FH to now escalate within CIET. • If no response is forthcoming, we will require CIC assistance to assist us, so that FH staff can safely work on Tuku Road without fear of striking the power cable. Naturally if no cable locate is conducted, then no works will take place. Therefore, CIET will be restricting CIC from improving its own asset. • CIET Electricity has emailed through a description of where the cable is, but these are not plans, more it is a table of where the cable interacts with a culvert on the road network. • CIET Electricity have said that they will not do a cable locate, as they don't have a cable locator. • Bill Lind has more of the background to this if Council would like more information.	*Updates:* • Stantec has calculated the necessary culverts for drainage improvements on WW-O Rd. • Gillespies culvert will become a twin barrel structure to better cater for flood capacity. The existing culvert is undersized, so the additional culvert will assist to ensure that flood waters overtopping the road is unlikely. • Another existing 450mm culvert towards Te One culvert has been deemed undersized and needs to be replaced by 1000mm PE pipes. Stantec just checking the cost of importing the pipes from Europe is cost effective than using a multi-plate aluminium solution. • The aluminium for a multi-plate can only be successfully bent to allow a 1550mm culvert (larger than we need). However, if there is a noticeable saving to be made, we will order the aluminium over the PE.
Owenga Wharf Boat Ramp	
Previous Status: • The lack of loading ramp at Owenga Wharf means loading the barge with vehicles or with goods is a difficult process that requires construction of a sand ramp for the beached barge. • Council sent a letter to NZTA highlighting the problem. • NZTA responded by requesting a Point of Entry (POE) report be created. This is the same process as the Te One to Airport road improvements project. • Shaun started drafting the POE and posed some questions for the Council and stakeholders to answer. • Stantec still awaiting the answers to the questions, so that the POE has sufficient information for NZTA to make a decision to proceed or not with further investigation. • In all five were received, which have helped to fill in some blanks and provide some extra context for the POE. • Shaun has drafted the POE and Owen has had a review.	*Updates:* • The high level cost estimate has been reviewed and needs to be bought into the new NZTA Point of Entry (POE) document. • Once this is complete, it will be sent to Council for a final review of the facts.

Stantec

Stantec Roading Forward Work Programme – September	
Network and Asset Management	• Submit Point of Entry document for Owenga ramp to NZTA, including a rough order price.
Renewal work	• Finalise sealed rehab list with FH.
Waikato Bridge Replacement	• Conduct Practical Completion inspection during site visit.
Whangamoe Bridge Replacement Design	• Await MLC summary of landowner consultations. Provide any necessary support ahead of October MLC sitting in Chathams.
Temporary Bridge plans	• Await Council feedback on report and whether they wish for any further actions to be taken.
Te Awainanga Bridge approaches	• Finalise review of cost estimate, report back to Council on whether lower the grade is cost effective.
Low Cost / Low Risk Projects	• Close out Waikato Bridge project.

Mid-Term Roading Forward Work Programme (approx. 3 months)	
Renewals	• Main focus is preparing for the sealed road repairs in January/February 2020.
Site visit	• The next site visit for 2019 to coincide with September Council Meeting.
Waikato Bridge Replacement Design	• Conduct practical completion inspection during the September Stantec visit.
Whangamoe Bridge Replacement Design	• Continue to work with the Māori Land Court staff with any legal boundary issues. • Await outcome of October MLC session on Chathams. Project can hopefully kick into gear from November onwards.
Low Cost / Low Risk Projects	• Start investigating potential projects for the 2021-24 NLTP. There are some drone surveys on file (not yet processed) of two locations on the Island that would benefit from an improvement (Stoney Crossing ford and Te Matarae / WW-O Road intersection). • Revisit the Airbase Road / North Road intersection design. Now that the budget for projects in this category is $1,000,000 and not $300,000 – there is a great opportunity to get the improvement funded in 2021-24. Design to be reviewed and produce an estimated cost.

Long Term Roading Forward Work Programme	
Whangamoe Bridge Replacement Design	• Engage with Susan Thorpe for an archaeological assessment, once an indicative alignment has been agreed with landowners. This could be post October 2019 (after the next sitting of the MLC on the Chathams). • Finalise design post the October court sitting (if judgements are favourable for the project to proceed).

Roading Work Under Action	
Tuku Road	• Monitor the failed seal area of the MPA reinstatement (in Waitangi). Note this section is down for repair in the 2019/20 sealed road rehabs.

Stantec

Water and Wastewater update – August 2019

Contract Documentation	
Project:	***Current Status:***
Water Compliance	• Health (Drinking Water) Amendment Act 2019 came into force 1 August 2019. All suppliers now <u>have</u> to comply with the DWSNZ (rather than take all practicable steps). This means that CIC is non-complying with the Health Act as well as the DWSNZ. MoH have advised that a supplier prosecuted for non-compliance will still have a legal defence if they can demonstrate that they have taken all practicable steps. • Stantec to review provisions of new Act, DWSNZ, and WSP requirements and implications for current water supplies and, if funding is secured, proposed Waitangi water supply upgrade. Stantec will then contact DWA to determine best way forward for CIC.
Water Supply	
Project:	***Current Status:***
Waitangi	• Initial 2019 central government funding application for water supply upgrades unsuccessful, however discussions continue re using funds allocated for sludge lagoons for water and wastewater 'urgent' works.
Kaingaroa – Lake Rangitai	• Initial 2019 central government funding application for water supply upgrades unsuccessful, however discussions continuing in mid August. • Lake levels are low, but water is now back feeding into the trench. Current arrangement is not sustainable. Intake should be moved into deeper water at the earliest opportunity. • Macrolite 70/80 media in the filter at Kaingaroa should <u>not</u> be replaced until future source is confirmed. Stantec awaiting feedback from Filtec.
Waitangi water supply upgrade	• To confirm viability of proposed scheme, next steps are to undertake bore drawdown test and enabling works • CIC to consider introduction of rules for enforcement of repairs within a certain timeframe to minimise loss of water and ensure the supply network can be maintained. Ongoing. • CIC to consider whether charges are applied for taking water from the FH yard and/or if water is only able to be taken during hours when the yard is manned (ie locked at other times). Ongoing. • CIC to consider procurement options as detailed in the Waitangi water supply upgrade preliminary design report. • **FH are preparing an estimate for hiring a generator from NZ to undertake the drawdown test.**
Reporting/ Monitoring/ Sampling **August 2019**	**All water supplies are now non-complying with the amended DWSNZ <u>and</u> revised Health Act.** • **Waitangi Water Supply** o Complies with WSP for bacteria (E.coli not detected in raw, treated or network sample). o Non-compliance with DWSNZ for protozoa as Tikitiki bore lost secure status and existing UV disinfection inadequate. Treatment upgrades are required to comply with DWSNZ. o Low levels of total coliforms detected in raw water sample in May, June, July and August 2019. This is atypical for Waitangi – low levels of total coliforms have not been detected in raw water since 2017. Total coliforms were not detected in other samples – as expected with chlorine disinfection at the treatment plant. o Raw water and treated water turbidity satisfactory (0.07 NTU - 0.08 NTU). o FH to check fencing around Tikitiki bore when stock is in the neighbouring paddock. • **Kaingaroa Water Supply** o Complies with WSP for bacteria (E.coli not detected in treated or network sample).

	○ Non-compliance with DWSNZ for protozoa, however consistent with approved WSP. Treatment upgrades are required to comply with DWSNZ. ○ Total coliforms not detected in treated or network water samples. ○ E.coli and total coliforms detected in raw water as expected with lake water source. NB: Supports need to secure funding to extend intake into deeper part of lake. • **MPA Batching Bore (Potential Future Water Supply)** ○ MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions.
Wastewater Treatment	
Project:	***Current Status:***
WWTP maintenance	• Initial 2019 central government funding application for wastewater scheme upgrades unsuccessful, however discussions continuing in mid August. • **Stantec preparing design for upsizing of existing sewer from Tuku Road to WWTP inlet pup station to align with road upgrade works. Length of sewer replacement is approx. 225m between 4no. manholes.** • Currently no legal requirements for existing commercial premises to install and maintain grease traps to mitigate against blockages within the reticulation network, however could be required as part of new building consents. Some Councils have adopted bylaws. Sewer again recently blocked by fat and grease. FH to make connection for new motel unit which will provide indication of condition. • Steve Riley (ex Reaman's service engineer) carried out a detailed plant condition assessment on 1-4 July 2019 to ascertain extent and viability of further repairs to prolong the working life. Provided urgent repairs are carried out, the plant is expected to have an operating life of 2-4 years. Given this life, Stantec/FH recommend that a design for a full plant upgrade is progressed with some urgency. **Steve Riley and Bill Lind have provided an estimate of $25k for undertaking the works and replacement parts have been ordered.**
Reporting/ Monitoring/ Sampling **August 2019**	• **Waitangi Treated Wastewater Discharge** ○ Treated wastewater discharge maybe non-complying for 2018/2019 due to period that RBC was offline from late 2018 to early 2019. RBC has been back on line since late March with an associated improvement in treated wastewater quality for all parameters. This month the treated wastewater complied with the consented annual median limits for TSS, were slightly above for COD and ammonia, but well above for E.coli. The UV lamps are due for replacement, which may be contributing to high E.coli prior to land application. The land application system will further reduce COD, ammonia and E.coli prior to reaching groundwater.
General	
LTP	• Stantec have reviewed the items in the LTP required to maintain the wastewater and wastewater infrastructure and prioritised these in terms of compliance, H&S, environmental and asset renewal. **Stantec to prepare a summary report detailing urgent works to be progressed if funding of $380k is made available.** • Richard / Kirsten to visit the island in November following the Council elections.

Stantec

Solid Waste Update – August 2019

Waste Minimisation Project (MfE Waste Minimisation Fund)

Current Status:

- No further progress this month.
- Stantec has issued a draft Health & Safety audit check list for CIC's use at Te One MPB.
- Payment claim received from Contractor for outstanding retention monies ($17,574.66 plus GST).
- Stantec has processed the claim as a "null" claim because of the outstanding issue with the window and door flashings at the Te One MPB.
- Stantec has issued a Technical memo about hazards of dust from the glass crusher.
- Baler has been commissioned.

Actions - Stantec

- Stantec to arrange site visit by Phil Landmark or John Cocks.
- Follow up on status of window and door flashings at Te One MPB.

Actions - Council

- CIC to advise on feedback from the Building Inspector concerning the compliance, or otherwise, of the Te One MPB window and door flashings with the NZ Building Code.
- CIC to advise on progress with landfill commissioning.

Landfill Operation

Current Status:

- No further progress in this month.
- Stantec has drafted a landfill operations guide, based on the Landfill Management Plan and resource consent requirements.
- CIC has reviewed the guide and accepts it covers essential areas of operation.
- Stantec has prepared a Leachate Treatment Plant O&M Manual.
- Checks lists 1 and 2 updated and sent to CIC.
- Arrangements made for base line monitoring of groundwater at G3, G4, G5, G6, G8a, G8b, G8c and G8d.

Actions – Stantec

- Finalise the Landfill Operations Guide.

Actions - Council

- CIC to prepare relevant operating manuals and Health & Safety Plans.
- CIC to address outstanding matters highlighted in the Milestone report.
- CIC to complete check lists 1 and 2 (Appendix E of the Leachate Treatment Plant O&M Manual).

Sludge Lagoon Project

Current Status:

- No further progress this month.
- Stantec has done an estimation of the total project price which indicates it will be approximately $710,000 plus GST. This is based on Fulton Hogan's price of $644,000 plus GST, and Stantec's fee of $66,000 plus GST, of which $51,000 has already been spent. So balance is $659,000 plus GST.
- The available budget is $460,000, of which $390,000 is a grant from MOH and it has paid for the first milestone of $51,000.
- The shortfall is then $710,000 - $390,000 = $320,000.
- Project is on hold until next construction season.

Actions - Stantec

- Stantec to devise a way of installing a pipe penetration at the leachate lagoon and sealing it without having to weld the HDPE liner.

Actions - Council

- Council to determine how the balance of funding for this project (approximately $320,000) is to be sourced.

Other Matters

Current Status:

- No further progress this month.
- CIC has agreed with stakeholders on the scope of work needed to remediate the closed landfills.
- A demolition plan has been provided for demolishing the factory at Kaingaroa which will be disposed of in the old landfill and then it is to be closed.
- CIC has commenced with preparing Health & Safety Plans for the MPB and landfill operations.

Actions - Stantec

- No outstanding actions.

Actions - Council

- CIC is to keep a record of the Health & safety training that it carries out in connection with solid waste management activities.

Stantec

CIC Engineering Services Contract:

Monthly Progress Report: September 2019

Financial Reporting

Financial Position

ROADING:

The roading budget allocated for the 2019/20 financial year is $4.88M. September claims totalled $0.28M and the expenditure to date is $0.975M, which equates to 20% of the budget spent after 25% of the financial year has passed.

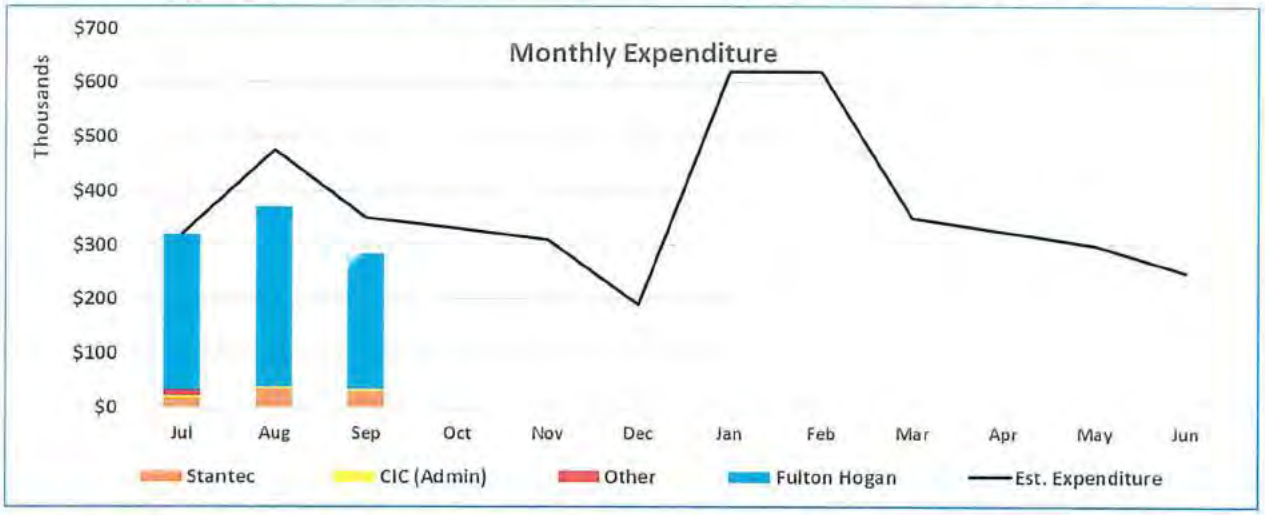
Looking at the core work which is the Maintenance, Operations and Renewals, expenditure was 17% of the budget after 25% of the financial year. As the graph below shows, there is a large expenditure expected at the middle of the financial year with the sealed rehabs and reseals occurring that should see the percentages align closer together by February 2020.

WATER & WASTEWATER:

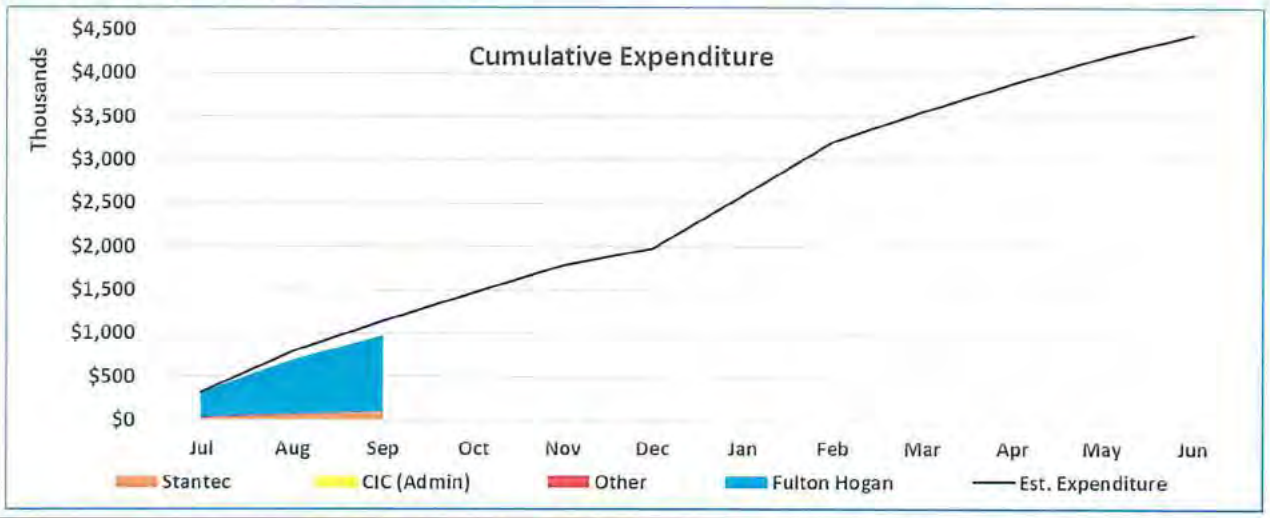
August claims totalled $28K which was mainly the monthly and quarterly maintenance and operations costs. Expenditure on this asset class continues to be on a needs-must basis, until such time as additional funding for capital works projects is secured.

Expenditure Tracking of NZTA Funding

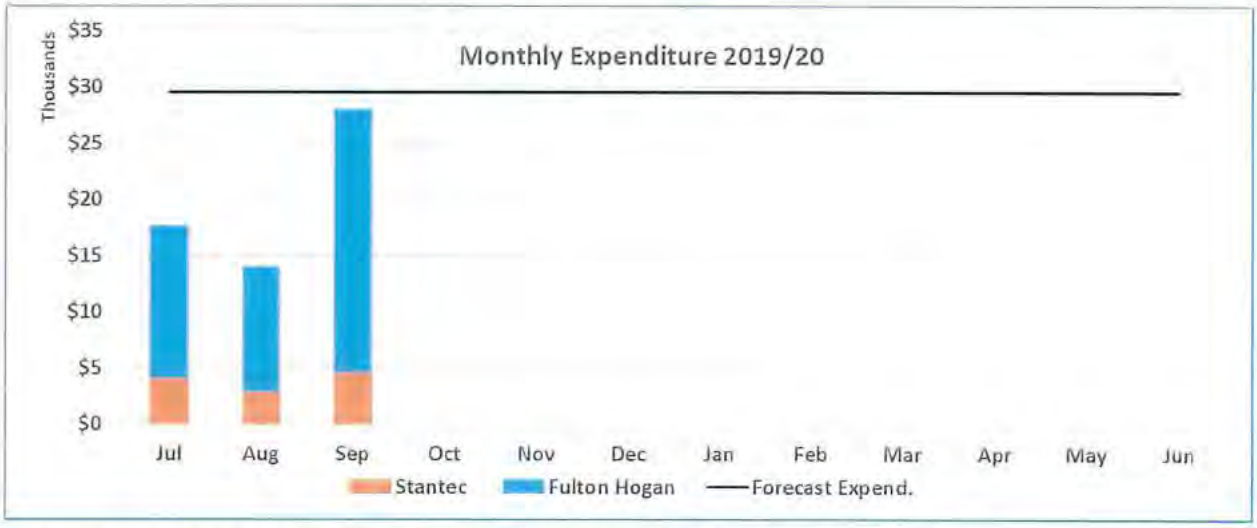
Note the estimated expenditure is a high-level estimate created at the start of the financial year. The monthly graph shows the expected spike in claims in the new year when Fulton Hogan plan to construct the sealed pavement rehabs and reseals. As with last financial year, any unspent funds can be carried over to next year, but must be spent thereafter, as nothing can be carried over beyond the third year of a programme.



Expenditure to date has run behind that estimated, but there is hope that some of this shortfall can be caught up in the November and December claims.



Expenditure Tracking of Water & Wastewater Funding



The black budget line is based on the forecast 2019/20 expenditure in the 2018-28 LTP.

The higher expenditure in September can be attributed to a few factors.

- $8,500 of quarterly M&O claims for the end of Q1.
- $5,100 to clear sludge from the wastewater sludge tank.
- $1,000 for investigations and water intake work for Kaingaroa drinking water.

Road Network updates

Stantec Site Visits

Previous Status:	*Updates:*
• Nigel and Martin visited in March 2019 to accompany NZTA on their technical audit. • Martin visited on 13th May for an overnight visit to the Waikato Bridge project to inspect the culvert foundation. • Nigel & Martin visited during May to coincide with the Maori Land Court personnel visit, with regards to the Whangamoe Bridge project. They also presented an update on the contract for Council, alongside FH. • Martin visited on 10th June for an overnight visit to the Waikato Bridge project to inspect the culvert backfill progress. • Nigel & Martin visited from 17-20th September to coincide with the Council meeting. Jodi Enright is also visited to complete the Safety Inspection of the road network.	• The next Stantec visit is tentatively planned for November. • Bryan Peters will travel during the same visit to conduct the biennial bridge inspection report. • There is a small chance that Stantec may need to attend in October when the Māori Land Court sits next on the Island, to hear the Whangamoe Bridge application.

CIC Catch-ups in Christchurch

Previous Status:	*Updates:*
• Stantec met with Owen and Alfred in Christchurch on 21st March to review the past year of the contract. This was a helpful meeting to learn where things have been going well and where improvements can be made. • Shaun met with Owen, Alfred and Cindy in Christchurch on 26 July.	• None

NZTA Correspondence	
Previous Status: • Shaun met with Mark Weeds in February about the Council's improvement plan and a general discussion. • NZTA conducted their first technical audit for 13 years during late March. We await the results to see what recommendations they put forward. • Shaun completed as many RAMM updates as possible for NZTA to assess performance measures of the network. Needed as part of the technical audit process. • Council's Procurement Strategy has been endorsed by NZTA. They will send through official endorsement in due course. The document will then need to be adopted by Council at the next available meeting. Finally, it needs to be published on the Council website. • Shaun and Nigel met with Mark Weeds from NZTA in early July. In all he was happy with Council progress and noted that the Procurement Strategy endorsement and the Technical Audit report should be complete soon and returned to Council. • Shaun and Nigel have also been spending time correcting errors or updating information in RAMM ahead of the annual 'snapshot' of data that each Council is then rated on various performance metrics. We will await the outcome of the report and will then proactively work to improve data ahead of the next annual snapshot. • This year Fulton Hogan will conduct a validation of all assets on the network, which will help lift Councils performance score quite a bit next year. • NZTAs technical audit was received and it raised some valid points of improvement for Council to work on. • It is worth noting that NZTA did not find any areas of concern in their audit, only areas with room for improvement. • Stantec is working with Council and ECan staff to formulate a response to the issues identified.	*Updates:* • Stantec and Council agreed a response to the issues raised by NZTA and sent a response back on 24 September. • We await NZTA's response. • Shaun is planning to soon meet with Mark Weeds (NZTA) to open discussions on the 2021-24 NLTP funding application, primarily around the Activity Management Plan (AMP) document that supports the funding request.
Bridge Work	
Previous Status: • Stantec to look at options to extend Waikawa culvert on Port Hutt Road. • Stantec has also started the design required for the temporary river crossings for Nairn and Te Awainanga bridges, in the unlikely event of bridge failure. • Drone survey of the locations of the proposed temporary crossings occurred in November - Te Awainanga and Nairn. • The annual bridge posting advert was run in the weekly newsletter and the Chatham Islander magazine during March. • Calculations on the necessary structures for this work has begun. Indications are that the size and number of pipe necessary for the Nairn River would be very expensive and prohibitive to purchasing to have on hand in case of an emergency.	*Updates:* • The temporary river crossings report is finished and was sent to Council in August. • There are options for additional work that Council need to decide whether to proceed with. Equally, they may choose to let the report rest for now.

Intersection Improvements	
Previous Status: • A previous design to improve the Airbase / North Road intersection was shelved as it would have cost more than the $300k limit for minor improvements. It was unlikely to proceed as a capital works project, as it would have been very low on NZTA priorities nationally. • Minor Improvements was renamed 'Low Cost Low Risk' (LCLR) for the current 2018/21 NLTP and the budget was lifted to $1M. This means that the projects do not need to proceed through a full approval process by NZTA. • We have revisited the Airbase / North Road intersection and tried to improve the realignment to reduce costs where possible. An updated drawing will be provided to Council when complete. • We requested permission to look at three other locations on the Island. Port Hutt / North Road intersection (to tee the intersection up), Te Matarae / WW-O Road intersection (to remove the little slip lane and tee road up properly), and Stoney Crossing (to investigate removing the ford crossing). • All of the designs will be to scheme level (not detailed) to give us an indication of the likely work/cost involved. Lower cost projects may be able to squeeze within the current 2018-21 funding period, while more expensive projects will be candidates for the 2021-24 period. By doing this work now, we will be well placed to pull the trigger on these projects. • Council will be provided with the drawings as they are ready, so that feedback can be given. • The ability to build said projects is naturally subject to Council budgets at the time.	*Updates:* • We have also revisited a minor realignment of the North / Kaingaroa / Taia Hapupu intersection. The camber on this corner is unsafe and ideally we would like to move the road approx. 10-12m to ease the bend. • It turns out that we didn't capture a survey of the Port Hutt intersection, so this design cannot be progressed. • This is low priority work, as we are 1.5 years away from needing to confirm our 2021-24 NLTP funding application. So the scheme designs will be created at times when our designers have availability.
Owenga Wharf Boat Ramp	
Previous Status: • The lack of loading ramp at Owenga Wharf means loading the barge with vehicles or with goods is a difficult process that requires construction of a sand ramp for the beached barge. • Council sent a letter to NZTA highlighting the problem. • NZTA responded by requesting a Point of Entry (POE) report be created. This is the same process as the Te One to Airport road improvements project. • Shaun started drafting the POE and posed some questions for the Council and stakeholders to answer. • Stantec still awaiting the answers to the questions, so that the POE has sufficient information for NZTA to make a decision to proceed or not with further investigation. • In all five were received, which have helped to fill in some blanks and provide some extra context for the POE. • Shaun has drafted the POE and Owen has had a review.	*Updates:* • The high level cost estimate has been reviewed and needs to be bought into the new NZTA Point of Entry (POE) document. • Once this is complete, it will be sent to Council for a final review of the facts.
Island Regulation Compliance	
Previous Status: • Shaun has requested Council to consider ideas on how to improve WOF, COF and bridge overweight permit compliance on the Island. This will be tabled at the June meeting.	*Updates:* • The item was tabled at the September meeting, and Council resolved to receive the request. • Stantec awaits further action from Council.

Te Awainanga Bridge approaches	
Previous Status: • Numerous public and Council complaints about the lack of traction and corrugations on this section of the network. • A short report on possible options was provided to Council, with a recommendation. • Council adopted the recommendation of the report to look at sealed options. • Need to wait for NZTA to confirm funding by the end of August. Then need to organise a survey of the road, so that some design options can be progressed for pricing. • Drone survey was conducted during the November Stantec visit. • A Stantec designer will create at least two different options with high-level estimates. One option would have a large volume of earthworks and a second option with a reduced volume of earthworks and hence cheaper to construct. The pro's and cons of each option will be reviewed thereafter and put to Council. • An initial vertical realignment of the steep climb on the Waitangi side of the bridge has a large volume of earthworks necessary. A high level estimate put this at more than one million dollars, which is a price that means the project is not viable. • A second realignment was completed with a cost estimate produced. This will be peer reviewed in September and then Council informed of the potential cost and the level of improvement expected. • If reducing the grade of the approaches is not cost effective, Stantec will look to another option to improve the road through this section.	*Updates:* • The second realignment option (for the Waitangi side) has since been peer reviewed to cost $950,000. The design has reduced the earthwork footprint of option one by maximising the allowable grade of the steep climb, placing it at approx. 10%. The current grade is 14%, so the change in grade is still noticeable. • At this estimated cost, the project could easily exceed the $1M NZTA 'Low cost, low risk' work category budget and then separate funding would be required. At that point the project is unlikely to be funded when competing against other projects nationally. • 25m of sealed surface has been agreed on both approaches to the bridge. This is necessary to protect the integrity of the bridge structure, as there is a lot of water directed onto the abutments and sitting there. • This work will occur during the 2019/20 sealing season. Note that it is unrelated the traction issue, for which this investigation started. • We will await the success of this work, before reviewing whether sealing more the approaches is viable and potentially how much of this seal might be retained if a bridge replacement occurred in the future.
Other Minor Jobs	
Previous Status: •	*Updates:* • Council agreed with Stantec's solution for Pages Corner. Stantec to finalise drawing, before handing to FH for construction ahead of sealing. • Kaingaroa speed hump request. Nigel and Martin completed a site visit to assess speed mitigation options and road condition. Resurfacing works are programmed for year 21/22. • Te One school pedestrian crossing location was assessed during September site visit with scheme design to follow for three options. • The structural integrity of the Kaingaroa wharf was reassessed after a recent storm event. Stantec confirm it has deteriorated further at the landward end of the wharf. Bryan Peters to reassess cost to repair wharf when he visits in November.

Whangamoe Bridge Replacement	
Previous Status: • Stantec sent a letter to the Maori Land Trustee to start engagement on the Whangamoe project. The same Maori Land parcel is on both sides of the bridge, so land swap is one option, to improve the road alignment. • Stantec have begun sizing the culvert/s necessary at this bridge. Early indications are that a similar culvert to that installed at Whangatete is necessary. • Stantec had contacted the Maori Land Trustee about the need for this project. They put us onto local Ngāti Mutunga contact Gail Amaru, to speak with instead. • Drone survey was conducted during the November visit. • Gail included the Māori Land Court (MLC) in discussions and Stantec met with Caroline Green (Technical Advisor, Registrar) of the MLC in Christchurch in early March. • Caroline was very helpful and provided us with some information to help conduct an appropriate engagement with landowners. • Stantec created a concept realignment, to work out what the balance of land swap might be. Initial thoughts are that it would be a positive land gain for the landowners. • Stantec to visit the Island in late May, the same time as Caroline (from MLC) for landowner consultation. • Stantec to meet with Caroline in early May to go over the process on the day. • MLC site visit and discussions with Whangamoe landowners appeared to be successful. Stantec awaits has received feedback from MLC on a whether a second meeting on mainland NZ is necessary for non-domiciled landowners. • A second landowners meeting in Wellington will be held on 26th August for landowners not based on the Chathams. • Nigel travelled to Wellington for the second landowner's meeting on 26 August. • Despite some RSVPs for the meeting, no one attended in person, there was only some Island based landowners present on the phone.	*Updates:* • Stantec has contacted the MLC to see whether there is anything we can assist with in advance of the October court sitting on Chathams. We await instruction from the MLC.
Waikato Bridge – Culvert Replacement	
Previous Status: • DoC reviewed new proposed construction methodology with a stream diversion. They had no concerns if fish passage was adequately allowed for. • With the NLTP budgets approved on 31 Aug, the culverts can now be ordered so that they arrive on time for construction. • The diversion consent was approved in late November. • The culvert pipe was ordered back in September. • FH supplied an updated quote based on the stream diversion. • FH were issued construction drawings and survey set out data. • FH mobilised on 11 February to construct the stream diversion and temporary road detour. • A public notice was put in the community newsletter about the project and the need for the detour to allow fish passage during construction. • The culvert pipes are waiting in Napier to be delivered to the Chathams. These were about 1.5 months late.	*Updates:* • Martin and Nigel completed the practical completion inspection on 17 September. A defects list has since been issued to FH with items to be completed. Note, the defects will be completed once the lagoon water levels have reduced as the defects are within streambed.

• The current delay is the ship having not left Norfolk Island to collect the culverts and deliver to Chathams. • Some ratepayer queries on the stream diversion have been raised and responded to by Stantec. • Culverts arrived late March, so work has recommenced on site. • With the work area pumped of water, the stream bed soil conditions where the culverts are to be laid was found to be a very weak peat layer. To provide the necessary support and foundation for the culverts to rest on, large boulders left over from the Wharf project are going to be dropped into the peat area until such time as they form a type of raft foundation that the specified foundation can be constructed upon. • Due to the delays, construction is expected to go beyond the 2018/19 financial year. • Weekly reports now sent to Cindy to keep Council informed. • Due to soupy subgrade conditions found on site where the culverts would be placed. Large rockfill has been necessary to create a strong foundation base for the culverts to rest on. Large rock left over from the Waitangi Wharf construction was utilised for this work. • Stantec provided a design for FH to use onsite and approved a variation to the contract to conduct the work. • Martin Hoffmann to visit the site on 13th May to review the foundation prior to culvert construction. • Construction progress is going well. Once the fish spawning season exclusion is over (ends 30 June), then Fulton Hogan can get back into full swing of completing the project and removing the temporary road and creek diversions. • Martin Hoffmann visited the site on 10th June to review the structural backfill operation around the culvert. • A supply only rate has been confirmed (by Stantec) for CIC to invoice Fulton Hogan for the large rock left over from the Waitangi Wharf construction. This was used as rip rap and for ground improvements on the project. • Construction progress is going well. Fulton Hogan is currently removing the temporary road and creek diversion, and has started final road construction and reinstatement works. Practical completion is programmed for 8th August. • Construction finished in mid-August with only boundary fencing remaining. • A practical completion inspection will occur during Stantec's September visit. The purpose of this inspection is to check the finished product and identify any snag items that the contractor may have left to complete, or any necessary corrections to components already installed. • The culvert will be monitored for the next 12 months to ensure that no defects arise that need to be addressed by FH.	

Stantec

Network Drainage Improvements	
Previous Status: • Stantec set the 2018-21 funding request to include a lot more budget for drainage improvements on the roading network. This included constructing drainage swales along key routes and replacing a lot of rusted or broken culverts. • The first series of improvements were on North Road as far as Port Hutt Road. • The next road targeted is WW-O Road starting at the Owenga seal section and heading back towards Waitangi. This work will continue until FH reach Kopinga Marae (approximately). • FH have been replacing culverts on WW-O Rd as required, including one wooden box culvert! • Shaun has requested FH inspect a list of culverts for replacement. A number of these were previously identified at the end of Downers contract as being rusted. Now there is budget to replace them, so confirmation is required first. • Stantec and FH wish to start drainage improvements on Tuku Road after finishing WW-O Rd. • Stantec had advised FH to contact CIET electricity about locating the buried cable on Tuku Rd, so that drainage improvements can occur. • A 29 March request by FH has gone unanswered by Ian Sanson to date. Stantec advised FH to now escalate within CIET. • If no response is forthcoming, we will require CIC assistance to assist us, so that FH staff can safely work on Tuku Road without fear of striking the power cable. Naturally if no cable locate is conducted, then no works will take place. Therefore, CIET will be restricting CIC from improving its own asset. • CIET Electricity has emailed through a description of where the cable is, but these are not plans, more it is a table of where the cable interacts with a culvert on the road network. • CIET Electricity have said that they will not do a cable locate, as they don't have a cable locator. • Bill Lind has more of the background to this if Council would like more information. • Stantec has calculated the necessary size of culverts for drainage improvements on WW-O Rd. • Gillespies culvert will become a twin barrel structure to better cater for flood capacity. The existing culvert is undersized, so the additional culvert will assist to ensure that flood water overtopping the road is unlikely. • Another existing 450mm culvert towards Te One culvert has been deemed undersized and needs to be replaced by 1000mm PE pipes. Stantec just checking the cost of importing the pipes from Europe is cost effective than using a multi-plate aluminium solution. • The aluminium for a multi-plate can only be successfully bent to allow a 1550mm culvert (larger than we need). However, if there is a noticeable saving to be made, we will order the aluminium over the PE.	*Updates:* • The multi-plate culvert to be installed on Port Hutt Road has arrived on the boat. • This will be the first test for how complex (or otherwise) installing these 18m long small multi-plate culverts will be. Will give us a good indication whether the installation costs of this pipe match favourable instead of spending more money on expensive large plastic pipes which are easier to install. • For this reason, we are holding back on purchasing the multi-plate extra culvert for Gillespies and the 1000mm plastic pipe for the replacement further along WW-O Road. • Work has started on sizing the Stoney Crossing ford catchment, to see what size culvert/structure is needed here should we look to remove the ford.

Stantec

Stantec Roading Forward Work Programme – October	
Network and Asset Management	• Jodi to continue working on the Safety Inspection report after conducting visit in September.
RAMM work	• Nigel to update distances on Waitangi West and Tuku roads that are incorrect. • Stantec to engage RAMM specialist to do external review of CIC RAMM database and where improvements can be made.
Renewal work	• Catchment calculations for Waitaha and Stoney crossing streams.
Waikato Bridge Replacement	• Work with FH to remedy issues found at Waikato Bridge project.
Whangamoe Bridge Replacement Design	• Await MLC summary of landowner consultations. Provide any necessary support ahead of October MLC sitting in Chathams.
Temporary Bridge plans	• Await Council feedback on report and whether they wish for any further actions to be taken.
Low Cost / Low Risk Projects	• Finalise Pages corner kerb build out design and create scheme design of Te One pedestrian crossing.

Mid-Term Roading Forward Work Programme (approx. 3 months)	
Renewals	• Main focus is preparing for the sealed road repairs in January/February 2020.
Site visit	• The last site visit for 2019 to occur in November, alongside the biennial bridge inspection. This visit will be the first of the new contract year for Stantec (Nov – Oct contract).
Waikato Bridge Replacement Design	• Inspect alterations made by FH to complete snag list issues identified.
Whangamoe Bridge Replacement Design	• Continue to work with the Māori Land Court staff with any legal boundary issues. • Await outcome of October MLC session on Chathams. Project can hopefully kick into gear from November onwards.
Te Awainanga Bridge approaches	• On work until 25m sealed approaches are constructed.
Low Cost / Low Risk Projects	• Start investigating potential projects for the 2021-24 NLTP. There are some drone surveys on file (not yet processed) of two locations on the Island that would benefit from an improvement (Stoney Crossing ford and Te Matarae / WW-O Road intersection). • Revisit the Airbase Road / North Road intersection design. Now that the budget for projects in this category is $1,000,000 and not $300,000 – there is a great opportunity to get the improvement funded in 2021-24. Design to be reviewed and produce an estimated cost.

Long Term Roading Forward Work Programme	
Whangamoe Bridge Replacement Design	• Get an archaeological assessment once an indicative alignment has been agreed with landowners. This could be post October 2019 (after the next sitting of the MLC on the Chathams). • Finalise design post the October court sitting (if judgements are favourable for the project to proceed). May need to change to a pipe arch culvert for fish passage.

Roading Work Under Action	
Tuku Road	• Monitor the failed seal area of the MPA reinstatement (in Waitangi). Note this section is down for repair in the 2019/20 sealed road rehabs.

Stantec

Water and Wastewater update – September 2019

Contract Documentation

Project:	*Current Status:*
Water Compliance	• Health (Drinking Water) Amendment Act 2019 came into force 1 August 2019. All suppliers now <u>have</u> to comply with the DWSNZ (rather than take all practicable steps). This means that CIC is non-complying with the Health Act as well as the DWSNZ. • Stantec to review provisions of new Act, DWSNZ, and WSP requirements and implications for current water supplies and, if funding is secured, proposed Waitangi water supply upgrade. Stantec will then contact DWA to determine best way forward for CIC.

Water Supply

Project:	*Current Status:*
Waitangi	• Initial 2019 central government funding application for water supply upgrades unsuccessful, however discussions continue re using funds allocated for sludge lagoons for water and wastewater 'urgent' works.
Kaingaroa – Lake Rangitai	• Initial 2019 central government funding application for water supply upgrades unsuccessful, however discussions continuing to use funds allocated for sludge lagoons. • Lake levels are low, but water is now back feeding into the trench. Current arrangement is not sustainable. Intake should be moved into deeper water at the earliest opportunity. • Replacement of Macrolite 70/80 media in the filter at Kaingaroa to be discussed with Filtec at the next annual service. • **Pegs to hold down the rising main have arrived on the island.**
Waitangi water supply upgrade	• To confirm viability of proposed scheme, next steps are to undertake bore drawdown test and enabling works. **FH preparing an estimate. Ongoing.** • CIC to consider introduction of rules for enforcement of repairs within a certain timeframe to minimise loss of water and ensure the supply network can be maintained. Ongoing. • CIC to consider whether charges are applied for taking water from the FH yard and/or if water is only able to be taken during hours when the yard is manned (ie locked at other times). Ongoing. • CIC to consider procurement options as detailed in the Waitangi water supply upgrade preliminary design report.
Reporting/ Monitoring/ Sampling August 2019	**All water supplies are now non-complying with the amended DWSNZ <u>and</u> revised Health Act.** • **Waitangi Water Supply** o Complies with WSP for bacteria (E.coli not detected in raw, treated or network sample). o Non-compliance with DWSNZ for protozoa as Tikitiki bore lost secure status and existing UV disinfection inadequate. Treatment upgrades are required to comply with DWSNZ. o Total coliforms not detected in raw water this month. (NB: Low levels were detected May, June, July and August 2019, which is atypical for Waitangi). o Raw water turbidity satisfactory (0.1 NTU). Treated water turbidity higher than usual (0.6 NTU), possibly due to sample oxidising on transport. • **Kaingaroa Water Supply** o Complies with WSP for bacteria (E.coli not detected in treated or network sample). o Non-compliance with DWSNZ for protozoa, however consistent with approved WSP. Treatment upgrades are required to comply with DWSNZ. o Total coliforms not detected/at limit of detection in treated or network water o E.coli and total coliforms detected in raw water as expected with lake water source. NB: Supports need to secure funding to extend intake into deeper part of lake. • **MPA Batching Bore (Potential Future Water Supply)**

	○ MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions.
Wastewater Treatment	
Project:	***Current Status:***
WWTP maintenance	• Initial 2019 central government funding application for wastewater scheme upgrades unsuccessful, however discussions continuing to use funds allocated for sludge lagoons **Stantec have prepared a design for upsizing of existing sewer from Tuku Road to WWTP inlet pup station to align with road upgrade works. Length of sewer replacement is approx. 225m between 4no. manholes. However this will not be funded by NZTA and road rehabilitation will not be undertaken this year. Pipe upsizing is not a high priority.** • Currently no legal requirements for existing commercial premises to install and maintain grease traps to mitigate against blockages within the reticulation network, however could be required as part of new building consents. Some Councils have adopted bylaws. Sewer again recently blocked by fat and grease. FH to make connection for new motel unit which will provide indication of condition. • Steve Riley (ex Reaman's service engineer) carried out a detailed plant condition assessment on 1-4 July 2019 to ascertain extent and viability of further repairs to prolong the working life. Provided urgent repairs are carried out, the plant is expected to have an operating life of 2-4 years. Given this life, Stantec/FH recommend that a design for a full plant upgrade is progressed with some urgency. **Steve Riley and Bill Lind have provided an estimate of $25k for undertaking the works and replacement parts have been ordered. Repairs likely to undertaken at the end of November.**
Reporting/ Monitoring/ Sampling **August 2019**	• **Waitangi Treated Wastewater Discharge** ○ This month the treated wastewater complied with the consented annual median limits for TSS, were slightly above for COD and ammonia, but well above for E.coli. The UV lamps are due for replacement, which may be contributing to high E.coli prior to land application. The land application system will further reduce COD, ammonia and E.coli prior to reaching groundwater.
General	
LTP	• Stantec have reviewed the items in the LTP required to maintain the wastewater and wastewater infrastructure and prioritised these in terms of compliance, H&S, environmental and asset renewal. **Stantec have prepared a summary report detailing urgent works to be progressed if funding of $380k is made available and discussed this works with Sarah Burgess (MoH). MoH has all the information required at this stage. MoH & DIA are in the process of preparing a Joint Working Paper to present to the Ministers.** • Richard / Kirsten to visit the island in November following the Council elections.

Stantec

Solid Waste Update – September 2019

Waste Minimisation Project (MfE Waste Minimisation Fund)

Current Status:

- Contractor has queried the non-payment of outstanding retention monies.
- Stantec has arranged to visit the Chatham Islands in the week of 30 September to 4 October to do a review of the Solid Waste Management system on the island. Details of the work undertaken during that visit will be provided in the October report.
- Stantec has issued a draft Health & Safety audit check list for CIC's use at Te One MPB.
- Stantec has provided CIC staff with information on:
  - Use of crushed glass
  - Examples of rural transfer stations
  - Contact details for the manufacturer of the glass crusher
  - Layouts of the Te One Materials Recycling and Processing Facility

Actions - Stantec

- Stantec to follow up on status of outstanding matters at Te One MPB, to resolve final payment of retention monies.
- Stantec to visit Chatham Islands in the week of 30 September to 4 October.

Actions - Council

- CIC staff to be available to work with Stantec in the week of 30 September to 4 October for an audit review of the Solid Waste Management system.

Landfill Operation

Current Status:

- Stantec has provided a copy of the Landfill Operations Guide to CIC staff, based on the Landfill Management Plan and resource consent requirements.
- Stantec has provided a copy of the Leachate Treatment Plant O&M Manual to CIC staff.
- Arrangements made for base line monitoring of groundwater at G3, G4, G5, G6, G8a, G8b, G8c and G8d.

Actions – Stantec

- Finalise the Landfill Operations Guide.

Actions - Council

- CIC to prepare relevant operating manuals and Health & Safety Plans.
- CIC to complete check lists 1 and 2 (Appendix E of the Leachate Treatment Plant O&M Manual).

Sludge Lagoon Project

Current Status:

- Stantec has done an estimation of the total project price which indicates it will be approximately $710,000 plus GST. This is based on Fulton Hogan's price of $644,000 plus GST, and Stantec's fee of $66,000 plus GST, of which $51,000 has already been spent. So balance is $659,000 plus GST.
- The available budget is $460,000, of which $390,000 is a grant from MOH and it has paid for the first milestone of $51,000.
- The shortfall is then $710,000 - $390,000 = $320,000.
- Project is on hold until next construction season.

Actions - Stantec

- Stantec to provide details of installing a pipe penetration at the leachate lagoon and sealing it without having to weld the HDPE liner.

Actions - Council

- Council to determine how the balance of funding for this project (approximately $320,000) is to be sourced.

Other Matters

Current Status:

- No further progress this month.
- CIC has agreed with stakeholders on the scope of work needed to remediate the closed landfills.
- A demolition plan has been provided for demolishing the factory at Kaingaroa which will be disposed of in the old landfill and then it is to be closed.
- CIC has commenced with preparing Health & Safety Plans for the MPB and landfill operations.

Actions - Stantec

- No outstanding actions.

Actions - Council

- CIC is to keep a record of the Health & Safety training that it carries out in connection with solid waste management activities.

chatham islands council

4. Works & Services

4.4 Lower Nairn & Te Awainanga Bypass Options Report

Date of meeting	7 November 2019
Agenda item number	4.4
Author/s	Shaun Bosher, Stantec

Purpose

To confirm whether to proceed with further investigations of the recommended solutions, so that in the unlikely event of bridge failure, Council has a well informed plan of what solution to adopt and how it should be constructed.

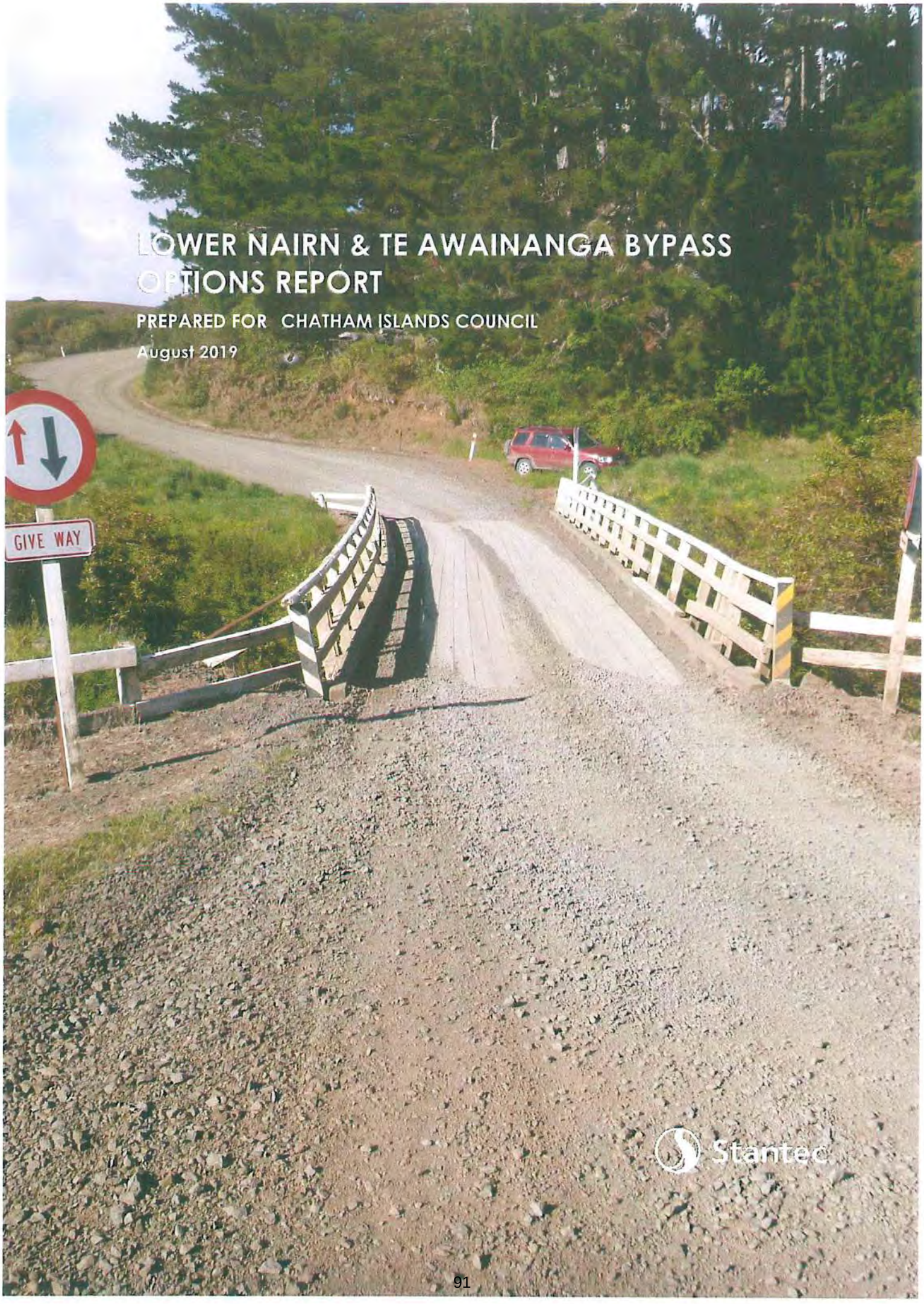
Recommendations

1. **The report be received.**
2. **Council decides whether they would like Stantec to proceed with further investigations, or to cease at this stage.**

Background

This report summarises the outcome of a pre-feasibility study which investigated emergency bypass options for two of the most critical bridges (in terms of network resilience) on the Chatham Islands; Nairn and Te Awainanga. The Replacement Programme section of the 2017-18 Stantec Bridge Inspection Report highlighted these two bridges as potential weak links for the resilience of the road network, and proposed investigations of how to bypass these bridges in an emergency if they were either damaged or destroyed.

This report investigates the possible options at each location and provides a recommendation of the best solution for each. There are still several unknowns that are outlined in Section 4.3, where further investigations are required.



LOWER NAIRN & TE AWAINANGA BYPASS OPTIONS REPORT

PREPARED FOR CHATHAM ISLANDS COUNCIL

August 2019

Stantec

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REVISION SCHEDULE

Rev No.	Date	Description	Signature or Typed Name (documentation on file)			
			Prepared by	Checked by	Reviewed by	Approved by
1	09/2019	Final	BEP	SB	JE	NL

Chatham Islands Council

Lower Nairn & Te Awainanga Bypass Options Report

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APPENDICES

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1. Introduction

1.1 General

This report summarises the outcome of a prefeasibility study which investigated emergency bypass options for two of the most critical bridges (in terms of network resilience) on the Chatham Islands. The Replacement Programme section of the 2017-18 Stantec Bridge Inspection Report highlighted these two bridges as potential weak links for the resilience of the road network, and proposed investigations of how to bypass these bridges in an emergency if they were either damaged or destroyed.

The following subsections provide the briefing given in the Bridge Inspection Report.

1.2 Te Awainanga

Te Awainanga Bridge (Figure 1-1) is has a steel beam superstructure on timber/concrete substructure (foundations). The substructure and superstructure are both generally in good condition with minimal rust and sound connections. The timber deck and railings were upgraded in 2013 and are also in good condition. Justification for any replacement of this bridge in the short term are largely on the grounds that it has a poor road alignment on both of the approaches.

The current preferred option is to replace the existing structure with an aluminium culvert on an improved road alignment. Given the size of the river, and of the catchment, a large culvert option would be required. A preliminary option assessment prepared by Stantec in 2011 concluded that a twin 3.9m diameter culvert (approximately 28m long) would provide the most cost-effective option. Other alternatives could include a long span bridge option, however, such a structure needs to be long enough to address the poor alignment and would be highly complex to construct. On a grander scheme level, there is also the opportunity to develop a small hydro scheme on this river, which may provide other potential crossing options and relocation of the road to suit.

The bridge is likely to have 10-20 years of remaining life provided it is well maintained. However, eventual replacement is likely to be complex due the steep terrain, large catchment, need for temporary access and poor road alignment. The bridge is on a secondary collector route providing the sole transport link to service commercial fishing ventures and the local farming community at Owenga.

In discussions with the Chatham Islands Council (CIC), Stantec have raised concerns over the exposed nature of the substructure and the ongoing heavy maintenance required to the deck and beams.

Potential failure scenarios could include:

- A large flood event damaging or washing out the central pier
- Domino failure of multiple deck clamps causing the decking to detach from the beams
- Vehicle accident causing significant damage to the barrier and deck system[1]

It was therefore agreed that Stantec should look at temporary bypass options that could be installed at short notice in the event of a critical failure. During the 2017/18 bridge inspection visit the original bridge bypass was investigated with a walk over. The bypass crosses the river approximately 15-20 m downstream of the bridge, and immediately upstream of the partially damaged weir. Figure 1-2 shows the approximate alignment of the bypass (red) and the location of the weir (green). This is understood to be the location of the previous ford across the river. temporary emergency crossing might consist of a simple multi-barrel culvert that can pass small flood events and overtop in larger flows. A more complex temporary crossing may consist of a bailey bridge. Further survey data and vegetation clearance is required to carry out a more thorough option assessment.

[1] It was noted that evidence of vehicle crash was captured on a scheduled visit to the Islands, where a red van crashed into the river driving Owenga bound. The crash narrowly missed the right-hand bridge railing and was not reported to the police, so no crash exists in the crash database.

Figure 1-1: Te Awainanga looking east

Figure 1-2: Te Awainanga bypass alignment

At the time of the 2017/2018 Bridge Inspection Report we recommended the following:

- On-going assessment to consider replacement options in more detail and to determine what investigation works may be required.
- Assess emergency bypass options in the event of a sudden or unexpected failure.
- Collect sufficient site data for feasibility designs to be carried out (i.e. survey road alignment and river levels).
- Test local water and soils for pH and significant chemical properties that could restrict the use of an aluminium structure (these are low-cost tests that can be very useful in eliminating options early in the process).
- Programme replacement for a low priority timeline of 10-20 years.

1.3 Lower Nairn

The Lower Nairn Bridge is a steel beam superstructure on concrete timber/concrete substructure (foundations). The concrete foundations sit directly onto shallow rock. The substructure is in average condition as the concrete pier caissons have vertical cracking. The superstructure is also in average condition as the steel beams have medium to heavy corrosion with some minor section loss. The steel superstructure was coated with Goldseal in 2009 in order to slow the corrosion process. Justification for replacement of this bridge is on the grounds that it is a vital link between Waitangi and all other parts of the main island, and therefore carries high traffic volumes (in a local context).

The bridge is likely to have 20-30 years of remaining life provided if it is well maintained. However, eventual replacement is likely to be complex due to the relatively high traffic volumes, the significant size/length, and lack of a suitable temporary by-pass. Replacement may entail partial replacement of the heavily corroded steel components or full replacement of the sub and superstructure. Replacement options will be considered in more detail as the structure ages and critical issues become apparent.

In discussions with CIC, Stantec have raised concerns over the critical nature of this structure, ongoing corrosion issues and the lack of contingency planning.

Potential failure scenarios could include:

- Significant storm event damaging or washing out one of the piers
- Tsunami event damaging one or several spans
- Discovery of critical corrosion damage

As with Te Awainanga, it was agreed that Stantec should look at bypass options that could be installed at short notice in the event of a critical failure. This may also provide some insight to possible temporary bypass options that may be of used when full replacement is eventually required. During the 2017/18 bridge inspection site visit, three possible bypass options were assessed as follows:

- Option 1 – location of old Upper Nairn bridge crossing 500m upstream connecting Holmes Lane and Hospital Road North
- Option 2 – location of old low tide ford immediately downstream
- Option 3 – new crossing site immediately upstream

Figure 1-3 shows the three bypass alignments under consideration. A temporary emergency crossing might consist of either a simple multi-barrel culvert or a more complex bailey bridge. Alternatively, the old low tide ford crossing may be worth considering (option 2). Further survey data will be required to carry out a more thorough option assessment.

Figure 1-3: Lower Nairn Bridge bypass alignment

At the time of the 2017/2018 Bridge Inspection Report we recommended the following:

- Catchment study to determine design flood events.
- Assess emergency bypass options in the event of a sudden or unexpected failure.
- Collect additional site data for feasibility designs to be carried out (i.e. survey road alignment and river levels).
- Test local water and soils for pH and significant chemical properties that could restrict the use of an aluminium structure (these are low-cost tests that can be very useful in eliminating options early in the process).
- Programme replacement for a low priority timeline of 20-30 years.

2. Te Awainanga

2.1 General

This bridge provides a vital connection between Waitangi and Owenga. Our consideration of temporary bypass options will provide useful foresight into how we would bypass the bridge under both an emergency scenario (i.e. flood damage) or to enable full replacement construction once the bridge has reached the end of its useful service life (currently estimated at 10-20 years).

The drawings held on record indicate the current bridge was built around 1977. The bridge consists of a timber deck, steel beams, hardwood/steel piers, shallow concrete pier footing (founded on exposed rock), crib wall supporting the true left bank (TLB) concrete abutments and a shallow founded true right bank (TRB) concrete abutment. The bridge is 24m long and consists of one 10.1m span and a second 13.5m span. The deck width is made up of a single carriageway varying in kerb-to-kerb width from 3.7m to 4.6m to accommodate the tight TLB approach geometry. The 1977 drawings indicate a clear waterway height of 5m from bed level to the underside of the steel beams.

The drawings also indicate that the central pier and crib wall were retained and reused from the previous bridge (of unknown construction date). The condition of these components may therefore be worse than that of the 'newer' bridge and may become the limiting factor on the remaining service life.

2.2 Modes of Failure

In Section 1.2 we highlighted three possible modes of failure and have added one more. There are likely to be other modes of failure that could be worth considering, but these will provide a useful starting point in determining the likely extent of damage and recovery timelines. We have discussed these failure modes in more detail below.

2.2.1 Flood Event

The bridge is located within a steep sided river valley. Flood flows are constrained to a single river channel (with no flood plateau) and will therefore generate high water velocities with large hydraulic forces and a high potential for erosion. Balancing this, the river channel has a significant amount of exposed parent rock and is likely to have a high resistance to erosion.

The most likely failure mode would be collapse of the central pier caused by a combination of erosive forces and debris loading. Failure of the pier would also trigger failure and loss of both spans.

2.2.2 Deck Clamps Failure

The timber decking is made up of nail laminated timber planks on edge. The decking is fabricated in sections (or baulks) of 1.7m width that are then fixed to the underlying steel beams with three clamps per beam (i.e. nine clamps per baulk for the three beam configuration). The clamps are primarily required for holding down the decking, but also provide some lateral support to the beams to prevent buckling under heavy loading.

Recent inspections have found that several of the deck clamps are either missing or have rotated out of place. It is possible that a heavy vehicle hitting the bridge at speed could damage or break several of these clamps in one crossing. The combination of high loading and reduced lateral support could also trigger a partial or full collapse of the bridge. As the spanning members are securely bolted to the central pier cap, it is also possible that this could trigger collapse of the central pier.

2.2.3 Vehicle Collision

The bridge is located at the bottom of steeply graded road approaches, and on very tight approach alignment. As a result of this vehicles are likely to hit the bridge at speed and on poor alignment with the bridge kerbs. The kerbs and restraining bolts have been regularly damaged and repaired over recent years, and the problem is ongoing.

It is feasible that a high-speed vehicle could collide with the deck and kerbing, causing local failure of the decking. Without the lateral support provided by the decking this could trigger failure of the beams if the loading was sufficiently large, further triggering failure of the central pier.

Shortly before this report was issued, a vehicle failed to safely negotiate the Waitangi side approach onto the bridge and drove through railings and landed in the river. We await the outcome of the Police report for more information on this crash.

2.2.4 Critical Corrosion/Decay

The bridge is made up of a combination of timber, steel and concrete components. All these components are subject to either corrosion or decay that will eventually lead to the need for replacement. In some cases a single component can be replaced without impacting on the remaining structure (i.e. handrails) but in other instances the replacement of a major component, such as steel beams, can lead to a full super structure replacement or even consideration of a full rebuild on a new alignment.

In most parts of the superstructure (beams and decking) the progress of corrosion and decay can be monitored under the current biennial bridge inspection cycle, which gives some warning of the need for component replacement. However, for some parts of this bridge the corrosion/decay may be occurring internally with no externally visible indicators.

The steel beams are covered in Goldseal which provides a protective coating. The coating prevents water and air reaching the steel beams and causing corrosion. Although the coating is generally effective it is also showing signs of some ongoing rust scale forming below the coating, and occasionally leading to a break in the coating. The coating also limits the ability for our inspection to identify areas of extreme corrosion that might lead to failure.

The hardwood corbels[2] and piers components are prone to internal decay, generally via water seepage paths caused by bolted connections and decking spikes. We have no as-built information on the concrete pier footing, but it is likely to be only lightly reinforced. Concrete by itself can last centuries without failing, however, the presence of steel rebar will typically eventually lead to rust formation triggering spalling. The time taken for this spalling to occur is largely dependent on the quality of the concrete and its ability to resist the penetration of chloride ions carried in sea breezes. The concrete footing is currently in good condition with no indication of internal steel corrosion.

[2] A short timber block connecting the beam to the pier cap

2.3 Hydrology & Hydraulics

2.3.1 Hydrology

Analysis of the Te Awainanga catchment yields the following design outputs:

Catchment area	71 km²
Average slope	0.6 %
Time of concentration	5 hrs
1 in 2 year rainfall	5.9 mm/hr
1 in 2 year runoff coefficient	0.25 (pasture/range 0-2%)
1 in 5 year rainfall	7.8 mm/hr
1 in 5 year runoff coefficient	0.28 (pasture/range 0-2%)
Climate change	Excluded
1 in 2 year design flow (Q2)	**28.8 m³/s**
1 in 5 year design flow (Q5)	**43.0 m³/s**
1 in 100 year design flow (Q100)	**106.1 m³/s (for comparison only)**

Note, that we have excluded climate change from consideration given that the bypass is temporary in nature, and that any climate variations can be quickly revised and incorporated into the design at the time of need. For a new structure designed for a 100 year life, climate change would typically equate to an additional 16-26% on top of the calculated current day design flows.

2.3.2 Hydraulics

Analysis of the local river channel yields the following design outputs:

Local channel slope	0.1 %
Approximate bed width	15 m
Adopted Mannings n[3]	0.035
1 in 2 year steady state water depth	1.39 m
1 in 5 year steady state water depth	1.76 m

Calculation of flood flow water levels and tail water levels are based on steady state flow condition and channel sizes estimated by eye, plus some measurement. They do not fully account for potential backwater effect from downstream controls, or variations in the flood flow hydrograph.

All culvert options have been checked for inlet and outlet control conditions. In general, we have aimed to accommodate a Q2 flood flow with zero freeboard to road level, and then allow the Q5 flood flow to either overtop or bypass the structure under consideration. It should be noted that any waterway structure that restricts flow will also increase water levels upstream and increase the risk of flooding adjacent properties, however, there are no house/farm structures near the bridge.

[3] The Manning's roughness coefficient is used in the Manning's formula to calculate flow in open channels. The value 0.035 equates to a natural stream of a major river.

2.4 Bypass Options

Options 2A, and 2B are shown in the attached sketches in Appendix A.

2.4.1 Option 1 – Existing Bridge Crossing (Bailey Bridge)

This option uses a 26m long bailey bridge to cross on the existing road alignment. It may require some approach road works in order to ease the road geometry onto the bridge, but otherwise the alignment is largely intact and ready to carry a bailey bridge.

Bailey bridges are a kit set style build developed in World War II as a means of providing high speed construction for variable width waterways. NZTA own and look after the current stock of components and Downer Group are the nominated contractor who would carry out the installation process.

The bridge components are typically delivered in several 20 ft (10 ton) containers. The main freight ship that services the Chatham Islands (Southern Tiare) has two onboard cranes with an individual lifting capacity of 15 tonne and a maximum combined capacity of 35 tonne.

The timeline from failure of the current bridge to opening of the new bailey bridge is approximately four weeks, comprising:

- Delivery to NZ departure port — 1 week (concurrent with boat diversion)
- Shipping to the Chatham Islands — 2 weeks (allowing for boat diversion from current task)
- Manual unloading — 1 week
- Site fabrication/assembly — 1 week

Funding for this option would come from NZTA Emergency Funds and would not divert funding away from the general maintenance programme.

2.4.2 Option 2A – Old Ford Crossing (low flow pipe culvert)

The low-flow options (2A and 2B) are positioned in the riverbed 15-20 m downstream of the bridge and consist of a small structure capable of passing a small flood event, but then allowing larger flood events to overtop the road formation. In this instance we have adopted a 2-year return period flood event to pass without overtopping, and then checked the embankment for overtopping under a 5-year event. Because of the steep terrain, the low-flow structure will be constructed within the active waterway with gravel or rock fill forming a self-compacted road formation.

Option 2A uses a set of six 1.5m diameter multi-plate aluminium culverts placed 2.1m below road level (0.6m cover). The culverts are 10m in length allowing for a 4m road width and 1.5:1 side batters. As the culverts are constructed below water level, compaction of haunch fill will be difficult, and we may simply have to accept a low compaction standard and distortion of the culverts.

With this culvert configuration the Q2 flow passes with zero freeboard to road level and no overtopping, while the Q5 will pass part of the flow through the culvert and will also overtop the road by around 0.7m flow depth.

The timeline from failure of the current bridge to opening of the crossing is approximately two or three weeks (assuming the components are pre-purchased and stored on the island, along with the availability of key Fulton Hogan staff for the construction of the culvert multi-plates[4]). Given the restricted river bed width, this structure cannot be pre-installed without significant restriction to the flow channel.

Funding for this option would come from existing NZTA renewal allocations, which would divert funding away from the general maintenance programme. This is due to purchasing the multi-plate culvert components prior to any emergency event occurring.

2.4.3 Option 2B – Old Ford Crossing (low flow box culvert)

This is a low-flow option that operates as per section 2.4.2.

As box culverts do not require any cover fill, this option can be used to reduce the embankment height. We have adopted a 2x2m maximum precast box size to minimise the weight limits for site lifting.

Option 2B uses a three 2m x 2m concrete box culverts placed at road level. The box culvert can either be 10m long projecting from the fill embankment or can be made 6m long with the addition of wingwalls to support the embankment fill. This style of structure can be easily placed below water level and does not rely on good compaction of the adjacent fill to be structurally sound. The weight of the units would be a limiting

[4] As per the culverts recently constructed on Airbase Road, but smaller.

factor as Fulton Hogan's 13T excavator only has capacity for 2.4 tonne per lift (safely), however, this could be achieved by fabricating the boxes in smaller components to work within this limit.

This culvert configuration has similar hydraulic performance to option 2A above.

The approximate timeline from failure of the current bridge to opening of the crossing is approximately two weeks (assuming the components are pre-purchased and stored on the island). Given the restricted river bed width this structure cannot be pre-installed without significant restriction to the flow channel.

Funding for this option would come from existing NZTA renewal allocations, which would divert funding away from the general maintenance programme. This is due to purchasing the box culvert components prior to any emergency event occurring.

2.4.4 Option 3 – Old Low Flow Ford

This option re-establishes the old low-flow ford, that we believe was in use before the bridge was in place. We propose that the bed is stabilised with a gravel overlay to provide better support to vehicles. The entry and exit ramps are still intact but have significant vegetation cover. These would be stripped of vegetation and top soil, then overlaid with gravel to provide a reliable trafficable surface. Given the depth of flow, this ford would only be passable by large utility vehicle, tractors and track mounted vehicles.

The approximate timeline from failure of the current bridge to opening of the ford approximately one week, assuming that gravel is readily available from nearby stockpiles.

Funding for this option would come from NZTA Emergency Funds and not divert funding away from the general maintenance programme.

2.5 Cost Comparisons

We have carried out simplified rough order cost estimation in order to gain some relative comparison between the options given above. A breakdown of this costing is attached in Appendix B. In relation to these estimates please note the following:

- A Chathams Factor (CF) of 2 has been adopted for planned works sourced from the mainland (carried out ahead of the design event or with good flexibility after the event)
- A CF of 3 has been adopted for emergency works sourced from the mainland and required with immediate urgency
- Estimate includes Prelim & General of 10% on base costs
- Estimate includes Professional Fees of 10% on base costs
- Estimate includes Contingency of 30% on base costs
- Estimate exclude GST

Option	Description	Cost	Time to Complete	NZTA Funding Source
1	Existing Bridge Crossing (Bailey Bridge)	$1.50M	4 weeks	Emergency
2A	Old Bridge Crossing (low-flow pipe culvert)	$0.83M	2-3 weeks	Maintenance
2B	Old Bridge Crossing (low-flow box culvert)	$0.62M	2 weeks	Maintenance
3	Old Low Flow Ford	$0.13M	1 week	Emergency

3. Lower Nairn

3.1 General

This bridge provides a vital connection between Waitangi and the wider roading network (except the south coast). Our consideration of temporary bypass options will provide useful foresight into how we would bypass the bridge under both an emergency scenario (e.g. flood damage or tsunami) or to enable full replacement construction once the bridge has reached the end of its useful service life (currently estimated at 20-30 years).

The drawings held on record indicate the current bridge was built around 1946. However, there was a significant rebuild around 1978 in which the full superstructure appears to have been replaced. The bridge consists of a timber deck, steel beams, hardwood pile caps, concrete pier stems and shallow concrete pads founding onto exposed rock. The bridge is 40m long and is made up of six equal spans. The 1978 drawing set indicates a tidal variation of around 0.7m (although current tide table indicate that this is actually 1.2m), and a clear waterway height of 3m from bed level to the underside of the beams. The deck width consists of a 4.2m carriageway and a 0.9m footway.

3.2 Modes of Failure

In Section 1.3 we highlighted three possible modes of failure. There are likely to be other modes of failure that could be worth considering, but these three will provide a useful starting point in determining the likely extent of damage and recovery timelines. We have discussed these failure modes in more detail below.

3.2.1 Storm Event

Significant storm events generate both large waves and strong winds. Combined with high tide and storm surge these could result in significant lateral loads and erosion coming to bear on the bridge superstructure and its foundation. A storm surge can occur over a long time period of hours or even up to a day.

The superstructure components are generally interconnected with bolted joints, with the combined superstructure bolted to the piers and abutments. Even a good quality bolted connection in new condition will eventually fail when the applied loads exceed capacity, or due to fatigue of the connection. Damage from a storm event could include:

- Stripping or breaking of timber deck baulks/handrails
- Stripping of beams with decking attached

The substructure components are constructed in concrete with a shallow socketed connection to the exposed parent rock. The socketed rock connection is probably well suited to vertical loading (e.g. dead load and traffic load) but would be easily damaged under extreme lateral loading (e.g. waves, wind, earthquake), resulting in the loss of one or several piers.

3.2.2 Tsunami Event

Tsunamis are typically generated by a seismic event that involves a large displacement of water. A tsunami can generate significant destructive horizontal forces as it runs up the beach and encounters structures and other objects in their path. This would result in a similar level of damage to a storm event, but from a smaller number of significantly larger waves over a much shorter time period.

3.2.3 Critical Corrosion/Decay

This bridge is similar in componentry to the Te Awainanga bridge and will therefore suffer from similar corrosion and decay risks, specifically:

- Corrosion of steel beams and cross bracing
- Decay of timber corbels
- Decay of timber pier cap and supporting members
- Corrosion of rebar within the stem and footing for each of the piers

Refer to Section 2.2.4 for further discussion. Further to bullet point four, some piers are already suffering from corrosion driven spalling, based on the use of secondary grout filled sleeves (the corrugated steel casings installed on some of the piers).

3.3 Hydrology & Hydraulics

3.3.1 Hydrology

Analysis of the Lower Nairn catchment yields the following design outputs:

Catchment area	69 km^2
Average slope	0.9 %
Time of concentration	6 hrs
1 in 2 year rainfall	5.3 mm/hr
1 in 2 year runoff coefficient	0.25 (pasture/range 0-2%)
1 in 5 year rainfall	7.1 mm/hr
1 in 5 year runoff coefficient	0.28 (pasture/range 0-2%)
Climate change	Excluded
1 in 2 year design flow (Q2)	**5.5 m^3/s**
1 in 5 year design flow (Q5)	**37.9 m^3/s**
1 in 100 year design flow (Q100)	**92.6 m^3/s (for comparison only)**

Note, that we have excluded climate change from consideration given that the bypass is temporary in nature, and that any climate variations can be quickly revised and incorporated into the design at the time of need. For a new structure designed for a 100 year life, climate change would typically equate to an additional 16-26% on top of the calculated current day design flows.

3.3.2 Hydraulics

Analysis of the local river channel yields the following design outputs:

Local channel slope	0.1 %
Approximate bed width	20 m
Adopted Mannings n	0.035
1 in 2 year steady state water depth	1.23 m
1 in 5 year steady state water depth	1.56 m

Calculation of flood flow water levels and tail water levels are based on steady state flow condition and channel sizes estimated by eye, plus some measurement. They do not fully account for potential backwater effect from downstream controls, or variations in the flood flow hydrograph.

The old Lower Nairn Bridge location is only a few metres above sea level and approximately 500m upstream from the shoreline. Any crossing options at the old bridge site will almost certainly be affected by tidal variation. Tide tables indicate a maximum tidal variation in the order of 1.2m from high tide to low tide. The impact of this variation will need to be explored in more detail should any of the restricted flow options be preferred. For preliminary design we have assumed that all hydraulic structures need to pass the adopted design flow at typical high tide, 0.6m above mean sea level.

All culvert options have been checked for inlet and outlet control conditions, under both high tide and low tide tailwater levels. In general, we have aimed to accommodate a Q2 flood flow with zero freeboard to road level, and then allow the Q5 flood flow to either overtop or bypass the structure under consideration. It should also be noted that any waterway structure that restricts flow would also increase water levels upstream and increase the risk of flooding adjacent properties. There are several house/farm structures near the old bridge location which could be affected.

3.4 Bypass Options

Options 2A, 2B and 2C are shown in the attached sketches in Appendix A.

3.4.1 Option 1 – Old Bridge Crossing (Bailey Bridge)

This option uses a 30m long bailey bridge to cross bank to bank approximately 500m upstream of the existing bridge. It would require some tree removal and vegetation clearance but otherwise the alignment from the previous bridge is largely intact and ready to carry a bailey bridge.

The timeline from failure of the current bridge to opening of the new bailey bridge is approximately four weeks, comprising:

- Delivery to NZ departure port — 1 week (concurrent with boat diversion)
- Shipping to the Chatham Islands — 2 weeks (allowing for boat diversion from current task)
- Manual unloading — 1 week
- Site fabrication/assembly — 1 week

Funding for this option would come from NZTA Emergency Funds and not divert funding away from the general maintenance programme.

3.4.2 Option 2A – Old Bridge Crossing (low flow pipe culvert)

The low-flow options (2A, 2B and 2C) consist of a small 'river crossing' structure capable of handling a small flood event, but then allowing larger flood events to overtop the road formation. In this instance we have adopted a 2-year return period flood event to pass without overtopping, and then checked the embankment for overtopping under a 5-year event. The low-flow structure can be constructed close to one bank and then gravel or rock fill pushed out into the river to provide a self-compacted embankment to the far bank. In this location we propose constructing the structures on the true left bank outside of the waterway and then cut an inlet and outlet channel to suit.

The old bridge location is made more complex due to a tidal variation in the order of +/- 0.6m. Therefore, the Q2 flow must be able to pass through without overtopping at high tide. But we need to consider the potential erosion damage at low tide due to the Q5 flow overtopping the road level and running at high velocity down the downstream batter at low tide (gouging out backfill material). In addition to this the crossing will also lift upstream water levels during flood events, that may result in flood damage to nearby properties.

Option 2A uses a set of six 1.5m diameter multi-plate aluminium culverts placed 3.2m below road level (with 1.7m cover over top). The culverts are 14m in length allowing for a 4m road width and 1.5:1 side batters. As the culverts are constructed below water level, compaction of haunch fill will be difficult and we may simply have to accept a low compaction standard and distortion of the culverts. This option is shown in the appended sketches.

With this culvert configuration (and at high tide) the Q2 flow passes with zero freeboard to road level and no overtopping, while the Q5 flow will pass partially through the culvert and the remainder of flow will overtop the road level by around 0.6m flow depth. The culverts are placed deeper than minimum cover so that culvert capacity increases as the tide goes out, and at half-tide the full Q5 flow will pass through the culverts (reducing the risk of erosion of the downstream batter due to overtopping).

The timeline from failure of the current bridge to opening of the crossing is approximately two or three weeks (assuming the components are pre-purchased and stored on the island, along with availability of key Fulton Hogan staff for the construction of the culvert multi-plates). This timeline could be reduced to two weeks if the structure was built ahead of need and only required the formation of the road embankment and cutting of the new flow channel.

Funding for this option would come from existing NZTA renewal allocations, which would divert funding away from the general maintenance programme. This is due to purchasing the multi-plate culverts prior to any emergency event occurring.

3.4.3 Option 2B – Old Bridge Crossing (low flow box culvert)

This is a low-flow option that operates as per section 3.4.2.

As box culverts do not require any cover fill, this option can be used to reduce the embankment height. However, as for the pipe culverts, a deeper embedment will provide additional capacity as the tide drops to reduce overtopping depth and the risk of erosion. We have adopted a 2x2m maximum precast box size to minimise the weight limits for site lifting.

Option 2B uses three 2m x 2m concrete box culverts placed 3.2m below road level (1m cover). The culverts can either be 14m in total length (made up of short units connected together with longitudinal steel bars) projecting from the fill embankment or can be made approximately 6m long with the addition of wingwalls to support the embankment. This style of structure can be placed below water level and does not rely on good compaction of the adjacent fill to be structurally sound.

This culvert configuration has similar hydraulic performance to option 2A.

The timeline from failure of the current bridge to opening of the crossing is approximately three weeks (assuming the components are pre-purchased and stored on the island). This timeline could be reduced to two weeks if the box culvert structure was built insitu ahead of need, and only required the formation of the road embankment between the two banks and cutting of the new flow channel.

Funding for this option would come from existing NZTA renewal allocations, which would divert funding away from the general maintenance programme. This is due to purchasing the box culvert components prior to any emergency event occurring.

3.4.4 Option 2C – Old Bridge Crossing (low flow farm bridge)

This is a low-flow option that operates as per section 3.4.2.

Option 2C uses a precast concrete farm bridge[5] placed at road level. The bridge has a 4m deck width and a span of 8m and provides a similar waterway to option 2B. The abutments are piled and a headwall structure is required under both abutments to retain the approach road fill/pavement. This style of structure can be easily constructed above water level, however, the headwall structure may be prone to undermining given it is only founded just below river bed level.

This bridge configuration has similar hydraulic performance to option 2A, with some added benefit provided by the larger clear waterway.

The timeline from failure of the current bridge to opening of the crossing is approximately three weeks (assuming the components are pre-purchased and stored on the island). This timeline could be reduced to two weeks if the structure was built ahead of need, and only required the formation of the road embankment and cutting of the new flow channel.

Funding for this option would come from existing NZTA renewal allocations, which would divert funding away from the general maintenance programme. This is due to purchasing the bridge components prior to any emergency event occurring.

3.4.5 Option 3 – Old Low Tide Ford

This option re-establishes the old low-tide ford, that we believe was in use before the bridge was in place. We propose that the sand crossing is strengthened with a gravel overlay to provide better support to vehicles. The entry and exit ramps are still intact but have some grass and vegetation. The ramps would be stripped of vegetation and topsoil, then overlaid with gravel to provide a reliable trafficable surface.

The timeline from failure of the current bridge to opening of the ford approximately one week, assuming that gravel is readily available from nearby stockpiles.

Funding for this option would come from NZTA Emergency Funds and not divert funding away from the general maintenance programme.

3.4.6 Option 4 – Existing Bridge Crossing (Bailey Bridge)

This option uses a 60m long bailey bridge to cross bank to bank immediately upstream of the main bridge. It would require some vegetation clearance but otherwise the alignment is largely clear and ready to carry a bailey bridge.

The timeline from failure of the current bridge to opening of the new bailey bridge is approximately six weeks, comprising:

• Delivery to NZ departure port	1 week (concurrent with boat diversion)
• Shipping to the Chatham Islands	2 weeks (allowing for boat diversion from current task)
• Manual unloading	2 weeks
• Site fabrication/assembly	2 weeks

[5] Low cost off the shelf bridge to suit private/rural road use, typically Class 1 loading.

Funding for this option would come from NZTA Emergency Funds and not divert funding away from the general maintenance programme

3.4.7 Option 5 – Single Span Replacement

Several of the failure scenarios discussed leave the substructure intact and only impact on one or several spans of the superstructure. This option is therefore provided to cover a low impact event where only one span is critically damaged and required to be replaced.

The timeline from failure of the current bridge to opening of the new span is approximately five weeks, comprising:

- Source components 1 week
- Delivery to NZ departure port 1 weeks (concurrent with boat diversion)
- Boat diversion from current task 1 week
- Shipping to the Chatham Islands 1 week
- Site fabrication/assembly 2 weeks

Funding for this option would come from NZTA Emergency Funds and not divert funding away from the general maintenance programme.

3.5 Cost Comparison

We have carried out simplified rough order cost estimation in order to gain some relative comparison between the options given above. A breakdown of this costing is attached in Appendix B. In relation to these estimates please note the following:

- A Chatham's Factor (CF) of 2 has been adopted for planned works sourced from the mainland (carried out ahead of the design event or with good flexibility after the event)
- A CF of 3 has been adopted for emergency works sourced from the mainland and required with immediate urgency
- Estimate includes Prelim & General of 10% on base costs
- Estimate included Professional Fees of 10% on base costs
- Estimate includes Contingency of 30% on base costs
- Estimates exclude GST

Option	Description	Estimated Cost	Time to Complete	NZTA Funding Source
1	Old Bridge Crossing (Bailey Bridge)	$1.68M	4 weeks	Emergency
2A	Old Bridge Crossing (low-flow pipe culvert)	$1.21M	2-3 weeks	Maintenance
2B	Old Bridge Crossing (low-flow box culvert)	$0.92M	2-3 weeks	Maintenance
2C	Old Bridge Crossing (low-flow farm bridge)	$1.19M	2-3 weeks	Maintenance
3	Old Low Tide Ford	$0.19M	1 week	Emergency
4	Existing Bridge Crossing (Bailey Bridge)	$3.61M	6 weeks	Emergency
5	Single Span Replacement	$0.59M	5 weeks	Emergency

4. Summary & Conclusions

4.1 Te Awainanga

The low flow crossings (2A and 2B) both come at significant cost and have unresolved issues still to be addressed (i.e. embankment erosion). In order to install either of these options within two weeks of a design event (i.e. loss of the bridge), they would need the components to be pre-purchased and kept in storage locally. This would sink considerable cost into a structure that may never be required and takes funding away from improvements actually required on the road network.

The Bailey Bridge crossing (1) comes at significant cost but has no significant unresolved issues given it is restoring the full pre-existing bridge waterway. Installation will take several weeks to construct from the date of the design event, however, NZTA emergency funding for post-event disaster recovery is more readily available and easier to access.

The low-flow ford (3) is a comparatively cheap and easy option to put in place and is well suited to provide restricted crossing access while any of the more expensive options are put in place.

When considering the total cost, time to implement and funding availability, we conclude that the preferred option is likely to be a combination of:

- (1) Existing Bridge Crossing (Bailey Bridge), and
- (3) Old Low-flow Ford Crossing

Further work for these options is discussed in section 4.3 below.

4.2 Lower Nairn

The low flow crossings (2A, 2B and 2C) all come at significant cost and have unresolved issues still to be addressed (i.e. upstream flooding and embankment erosion). In order to install any of these options within one week of a design event (i.e. loss of the bridge), they would need to be pre-purchased and pre-constructed. This would sink considerable cost into a structure that may never be required and takes funding away from improvements actually required on the network. Even for a three-week construction time, the main components still need to be pre-purchased and kept in storage locally.

The Bailey Bridge crossings, (1) and (4), both come at significant cost but have no significant unresolved issues given they are both restoring the full pre-existing bridge waterway. Both options take several weeks to construct from the date of the design event, however, NZTA emergency funding for post-event disaster recovery is more readily available and easier to access.

The low-tide ford (3) is a comparatively cheap and easy option to put in place and is well suited to provide restricted crossing access while any of the more expensive options are put in place.

In the consideration of total cost, time to implement, and funding availability, we conclude that the preferred option is likely to be a combination of:

- (1) Old Bridge Crossing (Bailey Bridge), and
- (3) Old Low-tide Ford Crossing

Further work for these options is discussed in section 4.3 below.

4.3 Recommendation for additional work post this report

There remains approximately $13,000 to put towards further investigation of the six items listed below if Council wishes, equally they may wish for the work to end here for the time being.

The additional work required for the recommended options is discussed below. Items 1-5 apply to both bridges, while item 6 applies to Te Awainanga only:

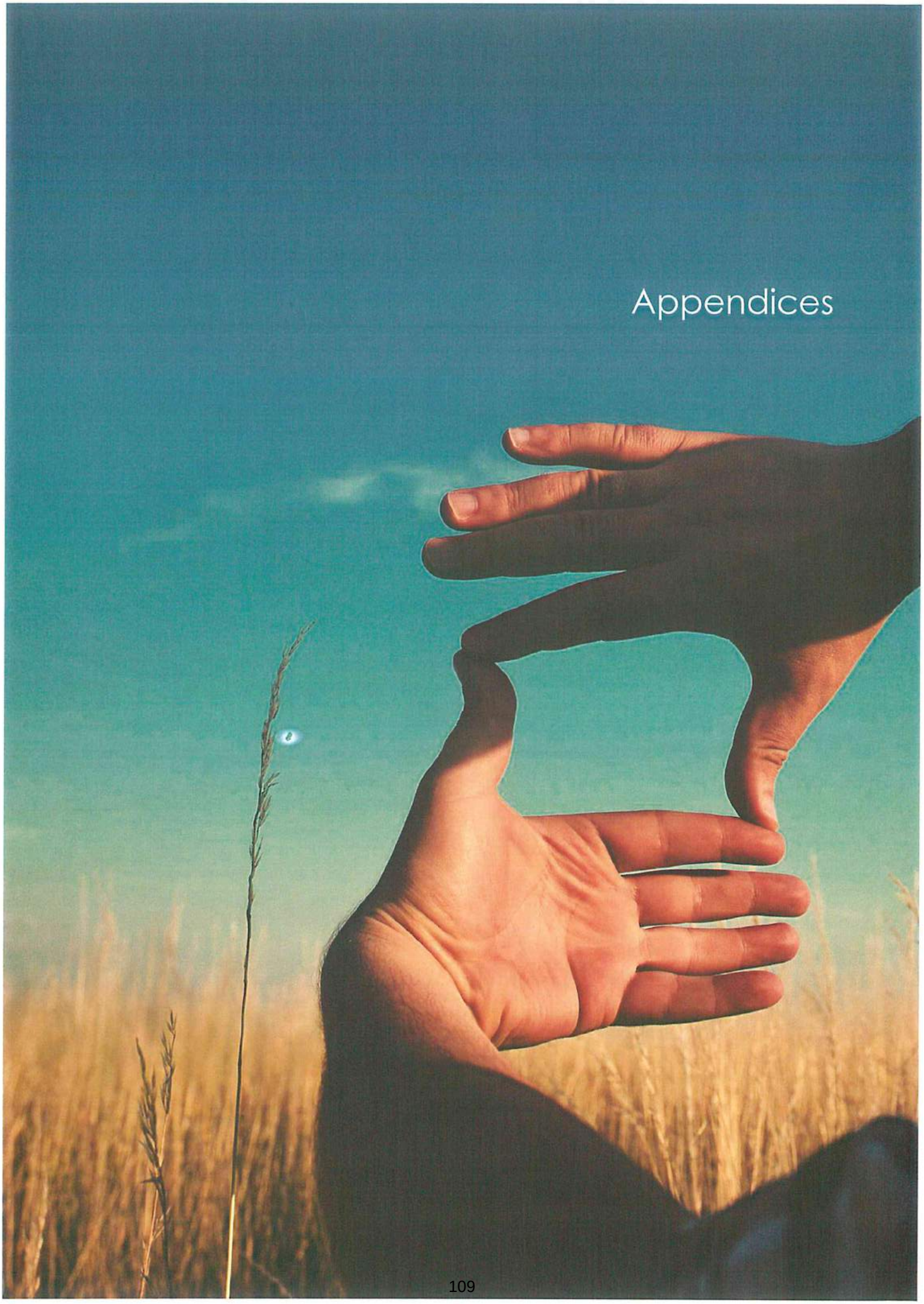
1. **Verify the exact span and founding requirements** – This applies to the Bailey bridges. The exact span can be determined from the recently gathered survey data, identifying stable top of bank that fits with the incremental units making up each bailey bridge. The founding needs to be far enough back from the bank edge to avoid a bearing failure, and this can be checked via a simple desk top study.
2. **Verify ground conditions at founding locations** – This applies to the Bailey bridges. Verifying ground conditions would involve excavating test pits at the founding area to identify the presence of any poor quality soil material. Test pits would need to be approx. 1-2m deep.
3. **Assess what approach works are required** – For the Bailey bridges this entails checking that turning circles of Class I vehicles can negotiate on and off each bridge alignment. For the ford crossings a site walk over is required to verify that a simple gravel overlay will be sufficient.
4. **Calculate flood water levels at each crossing to set required bridge deck level** – This is a desk top check of the Q100 flood water levels for both Bailey bridge sites. Te Awainanga is unlikely to be an issue, but the Lower Nairn crossing needs to be checked for the back-water effect of high tide under flood conditions.
5. **Research the previous low-flow ford to identify likely issues** – This task will involve talking to locals who recall each of the ford crossings and extracting any useful info they have on construction, maintenance and pit falls.
6. **Clear vegetation along the old ford alignment and run a centre line survey** – This applies only to the Te Awainanga ford crossing which is currently covered in dense vegetation. Clearing of the alignment will enable Engineers to spot potential constructability problems and will also provide quick access if the bypass ever needs to be built.

These work items are likely to be in the range of $4-8k each, depending on what issues arise, and can be worked through one at a time as funding is available. Once complete they will allow for the preparation of engineering sketches/drawings to show how each crossing option will be set-out and constructed.

Bryan Peters will be visiting the Chatham Islands again in late 2019 to conduct the biennial bridge inspections. Nigel Lister will be visiting again earlier in September 2019. Some of the above work items may tie in with either of these trips. This might require adding an extra day to either trip to cover the additional work.

Items 1, 3 and 4 can be largely developed in the Stantec Christchurch office, items 2 and 6 can be conducted by Fulton Hogan at the identified crossing locations, and item 5 can be carried out by both Councillors and Stantec staff while on the island or via email exchanges.

Appendices



Appendix A Option Sketches

Stantec

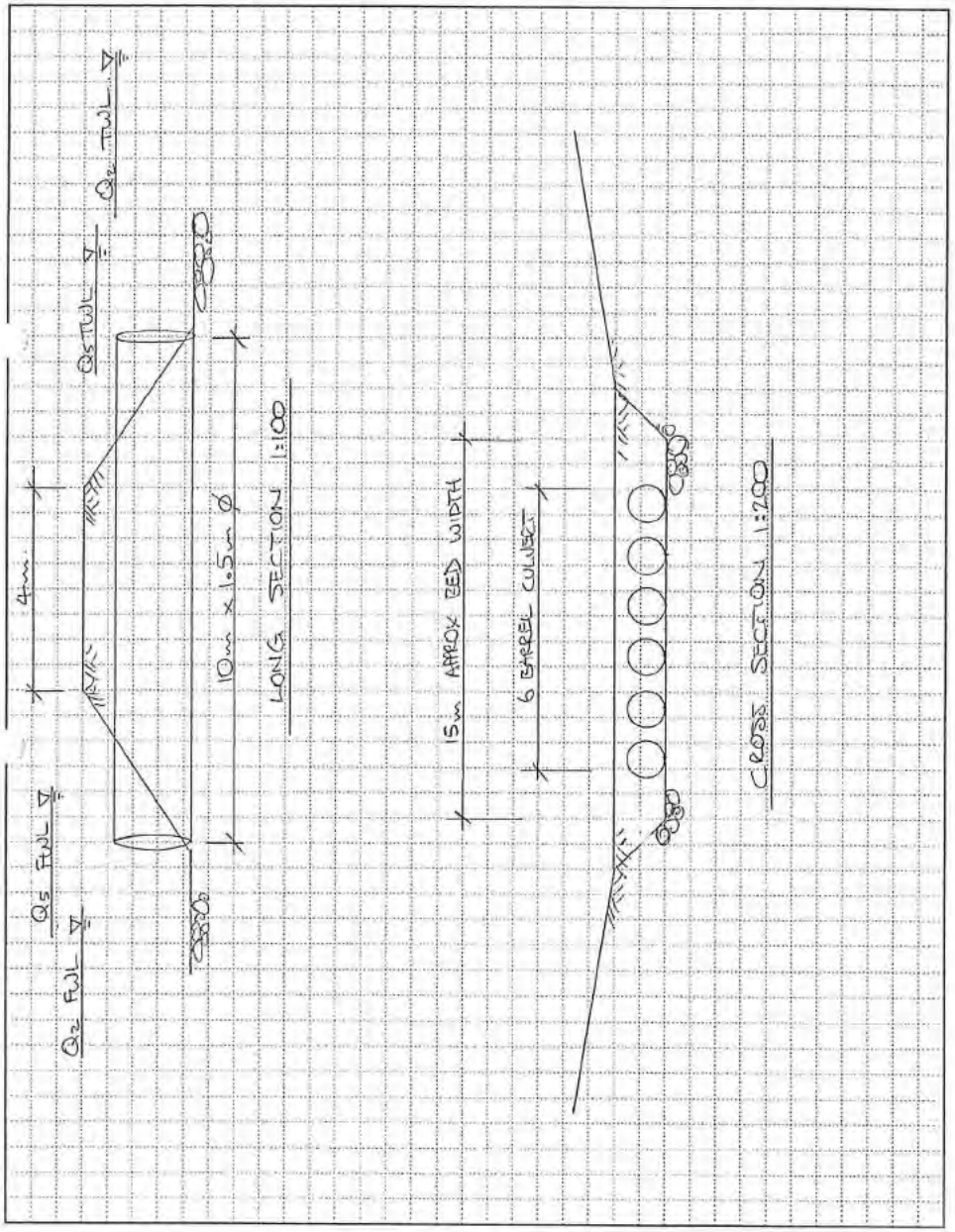
PROJECT C.I.C. BRIDGES PROJECT NO

DESCRIPTION TE AWAMANGA BYPASS - OPTION 2A.

PREPARED BY BEP DATE 4/6/2019

CHECKED BY DATE

REF/DWGS SHEET OF



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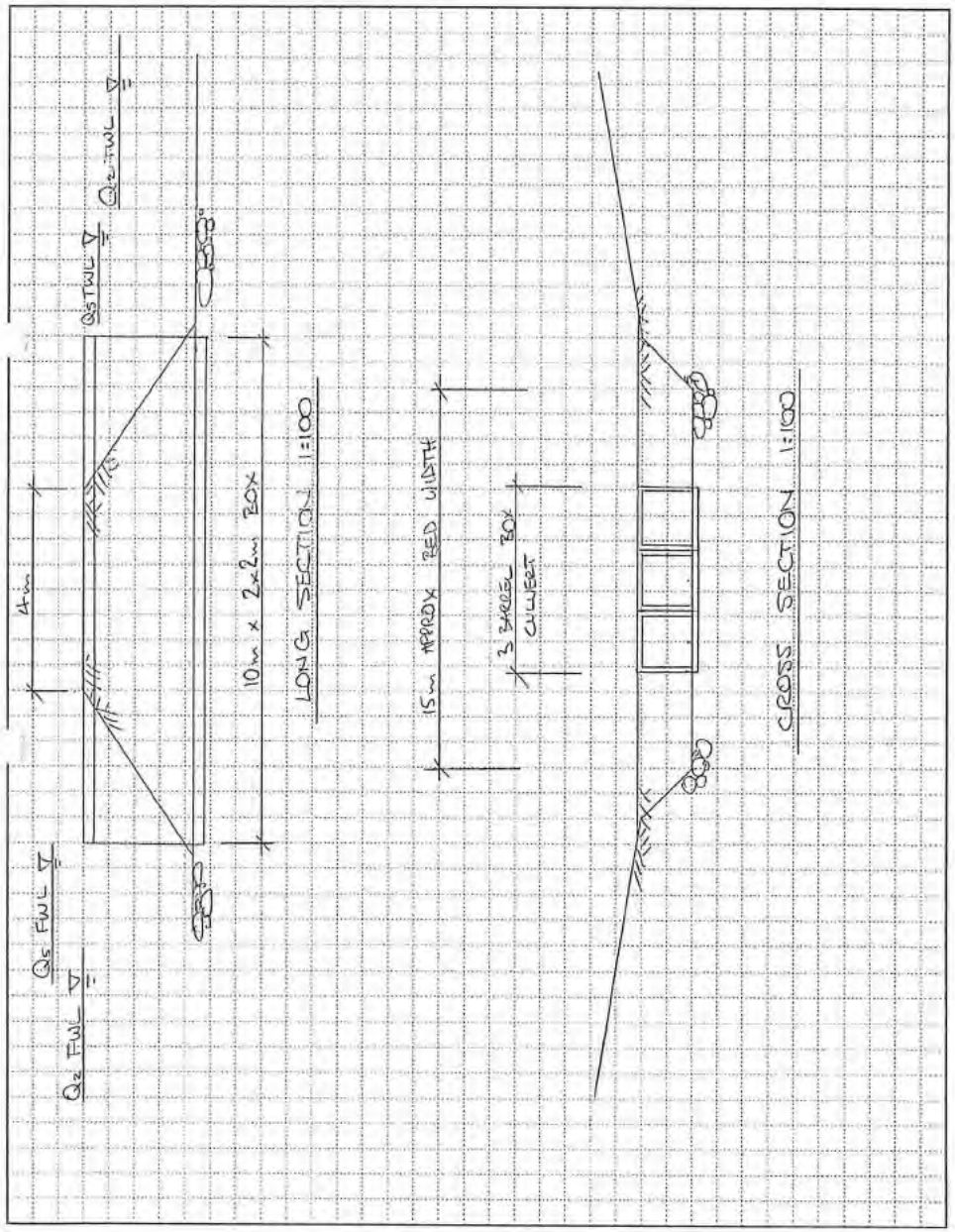
PROJECT CIC BRIDGES PROJECT NO

DESCRIPTION TE AWAMANGA BYPASS - OPTION 2B

PREPARED BY BEP DATE 4/6/2019

CHECKED BY DATE

REF/DWGS SHEET OF



Stantec

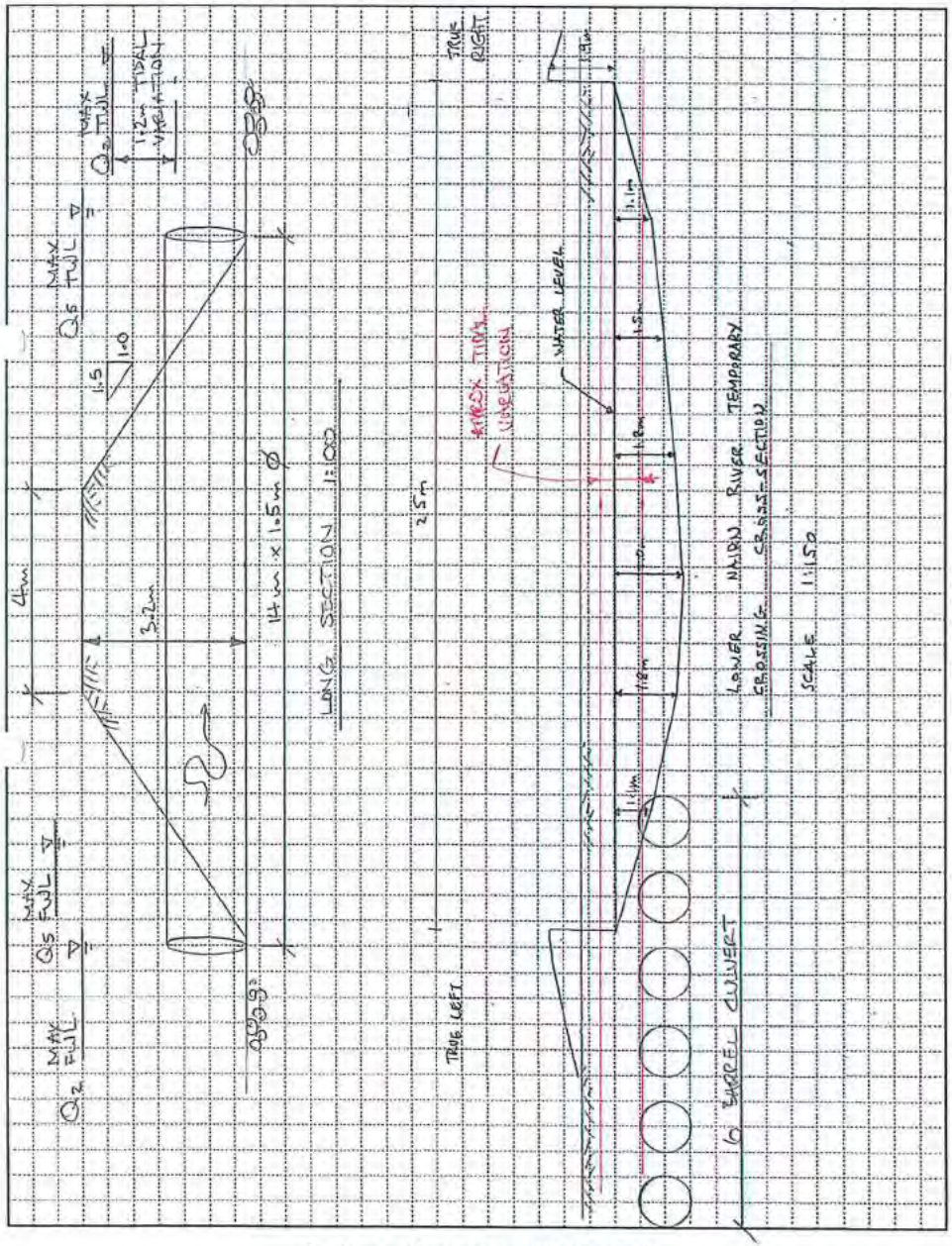
PROJECT CIC BRIDGES PROJECT NO

DESCRIPTION LOWER NAIRN BYPASS - OPTION 2A

PREPARED BY BEP DATE 27/5/2019

CHECKED BY DATE

REF/DWGS SHEET OF



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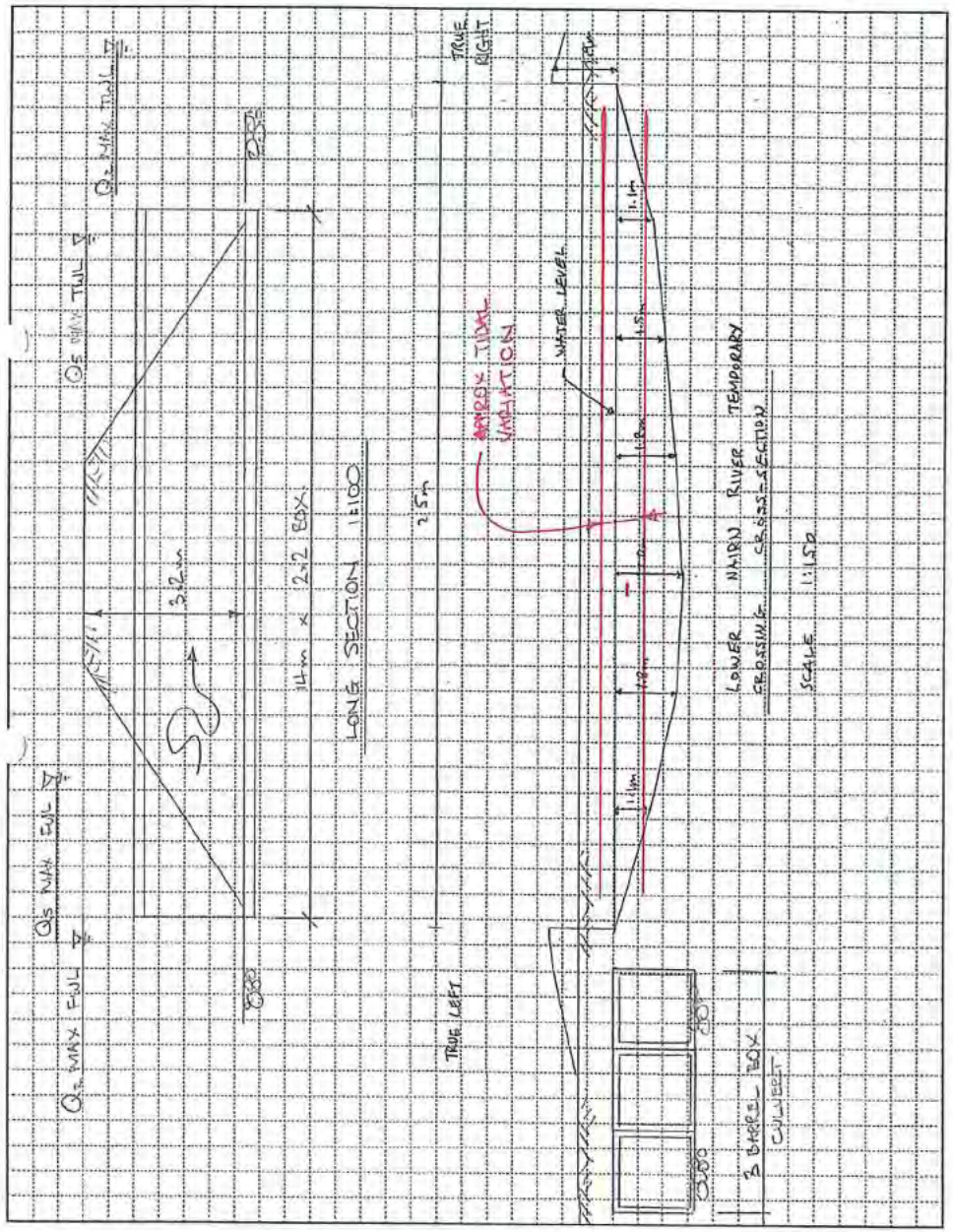
PROJECT CIC BRIDGES PROJECT NO

DESCRIPTION LOWER MAIN BYPASS - OPTION 2B

PREPARED BY BEP DATE 04/06/2019

CHECKED BY DATE

REF/DWGS SHEET OF



Stantec

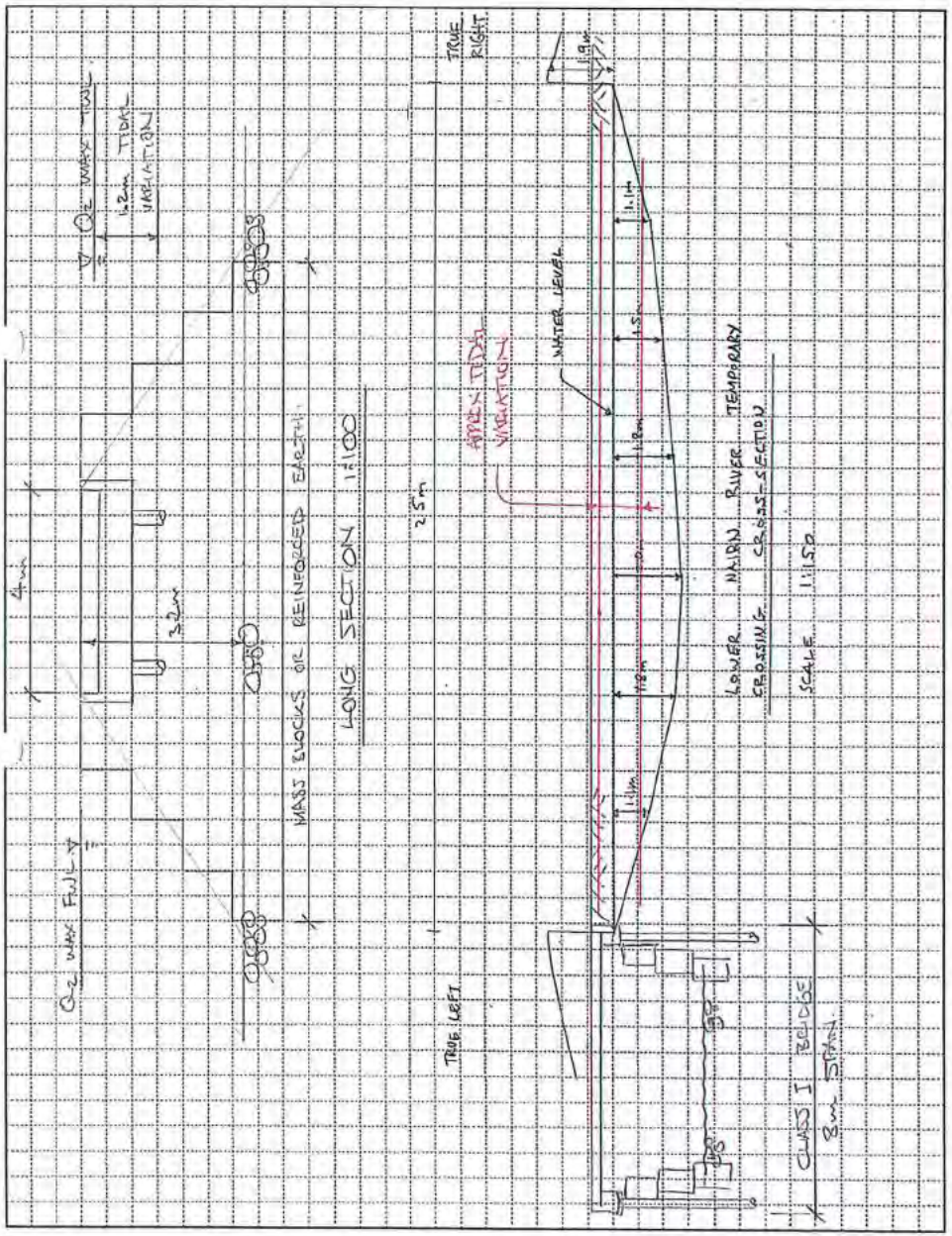
PROJECT CIC BRIDGES PROJECT NO

DESCRIPTION LOWER NAIRN BYPASS - OPTION 2C.

PREPARED BY BEP DATE 27/5/19.

CHECKED BY DATE

REF/DWGS SHEET OF



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Appendix B Cost Estimates

CIC
Te Awainanga
Bypass Option Costing

Date 14/08/19
By BEP

Option 1 - Existing Bridge Crossing (Bailey Bridge)

Item	Desciption	CF	Unit	Quant	Rate	Amount	
1	26m Bailey Bridge - Erection		3 LS	1	29960	89880	
2	26m Bailey Bridge - Dismantle		2 LS	1	17360	34720	
3	Tranport to/from site		1 ea	2	200000	400000	
4	Hire		1 month	6	4000	24000	
5	Misc approach works		1 LS	1	50000	50000	
	SUB-TOTAL					**598600**	
	P&G		1 %	10%	598600	59860	
	Prof fees		1 %	10%	598600	59860	
	Contingeny		1 %	30%	598600	179580	
	TOTAL						**$1,496,500**

Option 2A – Old Bridge Crossing (low flow pipe culvert)

1	6No x 1.5m dia alum culverts		2 ea	60	2200	264000	
2	Coffer road		1 m3	225	75	16875	
3	Misc approach works		1 LS	1	50000	50000	
	SUB-TOTAL					**330875**	
	P&G		1 %	10%	330875	33087.5	
	Prof fees		1 %	10%	330875	33087.5	
	Contingeny		1 %	30%	330875	99262.5	
	TOTAL						**$827,188**

Option 2B – Old Bridge Crossing (low flow box culvert)

1	3No x 2x2 box culvert		2 m	30	3000	180000	
2	Coffer road		1 m3	225	75	16875	
3	Misc approach works		1 LS	1	50000	50000	
	SUB-TOTAL					**246875**	
	P&G		1 %	10%	246875	24687.5	
	Prof fees		1 %	10%	246875	24687.5	
	Contingeny		1 %	30%	246875	74062.5	
	TOTAL						**$617,188**

Option 3 – Old Low Tide Ford

1	Coffer road		1 m3	40	75	3000	
2	Misc approach works		1 LS	1	50000	50000	
	SUB-TOTAL					**53000**	

CIC Date 14/08/19
Te Awainanga By BEP
Bypass Option Costing

P&G	1 %	10%	53000	5300	
Prof fees	1 %	10%	53000	5300	
Contingeny	1 %	30%	53000	15900	
TOTAL					**$132,500**

CIC
Lower Nairn
Bypass Option Costing

Date 14/08/19
By BEP

Option 1A - Old Bridge Crossing (Bailey Bridge)

Item	Desciption	CF		Unit	Quant	Rate	Amount	
1	30m Bailey Bridge - Erection		3	LS	1	32100	96300	
2	30m Bailey Bridge - Dismantle		2	LS	1	18600	37200	
3	Tranport to/from site		1	ea	2	232000	464000	
4	Hire		1	month	6	4000	24000	
5	Misc approach works		1	LS	1	50000	50000	
	SUB-TOTAL						**671500**	
	P&G		1	%	10%	671500	67150	
	Prof fees		1	%	10%	671500	67150	
	Contingeny		1	%	30%	671500	201450	
	TOTAL							**$1,678,750**

Option 1B – Old Bridge Crossing (low flow pipe culvert)

1	1500 dia alum culverts		2	ea	6	30800	369600	
2	Coffer road		1	m3	864	75	64800	
3	Misc approach works		1	LS	1	50000	50000	
	SUB-TOTAL						**484400**	
	P&G		1	%	10%	484400	48440	
	Prof fees		1	%	10%	484400	48440	
	Contingeny		1	%	30%	484400	145320	
	TOTAL							**$1,211,000**

Option 1C – Old Bridge Crossing (low flow box culvert)

1	6x3 box culvert		2	m	14	9000	252000	
2	Coffer road		1	m3	864	75	64800	
3	Misc approach works		1	LS	1	50000	50000	
	SUB-TOTAL						**366800**	
	P&G		1	%	10%	366800	36680	
	Prof fees		1	%	10%	366800	36680	
	Contingeny		1	%	30%	366800	110040	
	TOTAL							**$917,000**

Option 1 D – Old Bridge Crossing (low flow farm bridge)

1	8m x 4m farm bridge		2	m2	32	4100	262400	
2	Headwalls		2	m2	76	650	98800	
3	Coffer road		1	m3	864	75	64800	
4	Misc approach works		1	LS	1	50000	50000	

CIC Date 14/08/19
Lower Nairn By BEP
Bypass Option Costing

SUB-TOTAL					**476000**	
P&G	1	%	10%	476000	47600	
Prof fees	1	%	10%	476000	47600	
Contingeny	1	%	30%	476000	142800	
TOTAL						**$1,190,000**

Option 2 – Old Low Tide Ford

1 Coffer road	1	m3	320	75	24000	
2 Misc approach works	1	LS	1	50000	50000	
SUB-TOTAL					**74000**	
P&G	1	%	10%	74000	7400	
Prof fees	1	%	10%	74000	7400	
Contingeny	1	%	30%	74000	22200	
TOTAL						**$185,000**

Option 3 – Existing Bridge Crossing (Bailey Bridge)

Item	Desciption	CF	Unit	Quant	Rate	Amount	
1	30m Bailey Bridge - Erection	3	LS	2	32100	192600	
2	30m Bailey Bridge - Dismantle	2	LS	2	18600	74400	
3	Central pier	3	LS	1	50000	150000	
4	Tranport to/from site	1	ea	2	464000	928000	
5	Hire	1	month	6	8000	48000	
6	Misc approach works	1	LS	1	50000	50000	
	SUB-TOTAL					**1443000**	
	P&G	1	%	10%	1443000	144300	
	Prof fees	1	%	10%	1443000	144300	
	Contingeny	1	%	30%	1443000	432900	
	TOTAL						**$3,607,500**

Option 4 - Single Span Replacement

Item	Desciption	CF	Unit	Quant	Rate	Amount	
1	Prep receiving supports	2	LS	1	10000	20000	
2	Rebuild span	3	m2	36	2000	216000	
	SUB-TOTAL					**236000**	
	P&G	1	%	10%	236000	23600	
	Prof fees	1	%	10%	236000	23600	
	Contingeny	1	%	30%	236000	70800	
	TOTAL						**$590,000**

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chatham islands council

6. Regulatory

6.1 Activity Report from Environment Canterbury

Date of meeting	7 November 2019
Agenda item number	6.1
Author/s	Environment Canterbury Staff

Purpose

To provide an update on the services being performed by Environment Canterbury for the Chatham Islands Council contract.

Recommendations

THAT the report be received.

Background

The following reports are for your information only. All resolutions included in these reports were considered at the Steering Group meeting on 25 October 2019.

5. Activity Reports

5.1. Planning

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Essential Freshwater Package
Author	Alanna Hollier

Purpose

1. Chatham Islands Council Steering Group receive update on submission made by the Chatham Island's Council on the Essential Freshwater Package.

Recommendations

That the Chatham Islands Steering Group:

1. **note the submission lodged on the Essential Freshwater Package.**
2. **note the next steps set out by Ministry for the Environment for the Essential Freshwater Package development.**

Background

Essential Freshwater Package

2. On 5 September 2019, the Ministry for the Environment released its "Essential Freshwater Package". Essential Freshwater is a comprehensive package intended to reform freshwater management in New Zealand. The package includes:
   - Introducing a new National Policy Statement for Freshwater Management that will replace the current one.
   - Introducing a National Environmental Standard for Freshwater Management
   - Introducing new regulations for excluding stock from waterways (fencing wetlands and waterways)
3. As proposed, the National Policy Statement will require all Councils to have completed planning processes to give effect to it no later than 2025. The current Chatham Islands Council work programme does not anticipate work starting on this until 2025 – this means funding for this work will need to be available around five years earlier than anticipated.

4. The proposed National Policy Statement is significantly more directive than the current one. For example, it proposes to require every Regional Council to monitor the extent, hydrology and vegetation in wetlands and nutrients in wetland soil and water.

5. The proposed National Environmental Standards propose to introduce rules that apply across New Zealand to manage:

   - Activities near or in wetlands
   - Structures such as culverts, fords and weirs in river beds
   - Some farming activities including winter grazing

6. The proposed National Environmental Standards will require all farms to have a certified farm plan in place by 2025 and those farm plans must be audited every 2-3 years.

7. Proposed stock exclusion regulations may require additional fencing of wetlands and streams (wider than 1 metre).

Chatham Island Council's submission

8. Environment Canterbury prepared a submission on behalf of the Chatham Islands Council that:

   a. Outlines the unique aspects of the Chatham Islands Council and community that may be barriers to implementation of the Essential Freshwater package on the Chathams.

   b. Provides context around environmental pressures on the Chathams. For example, the need to rely on imported goods means bio-security is a serious issue that requires appropriate funding. However, there are few significant water takes, no significant intensive farming systems or industrial discharges currently threatening freshwater quality or quantity on the Chathams.

   c. Seeks exemption from some of the package on the basis that the Chatham Islands Council is not sufficiently funded to engage in complex planning processes as sought by the proposed National Policy Statement for Freshwater Management.

   d. Seeks exemption from parts of the package on the basis that farms on the Chathams are generally significantly less intensive, productive and profitable than those on the mainland.

   e. Identifies and seeks practical changes to the package that protect Chatham Islands interests while retaining the integrity of the package nationally.

Next Steps

9. Submissions on the Essential Freshwater Package closed on the 17 October 2019.

10. From 17 October 2019 submissions will be considered by a panel who will provide advice to Cabinet. Timeframes for these processes are yet to be confirmed.

Attachments

- Chatham Islands Council Submission on the Essential Freshwater Package.

File reference	https://punakorero/groups/plansec/DPL/General/CIC%20Submission%20on%20Essential%20Freshwater%20Package%20-%20DRAFT.docx
Peer reviewers	Alanna Hollier & Lisa Jenkins

Submissions of the Chatham Islands Council regarding the Essential Freshwater Package

The Chatham Islands Council thanks the Minister for the Environment for considering its submission on the Essential Freshwater Package. While the Chatham Islands Council considers the Package may be necessary for ensuring freshwater improvements on mainland New Zealand, it does not consider the Package is an appropriate intervention for the isolated Chatham Islands territory.

The Chatham Islands Council seeks exemption from the proposals in the Package because it considers the proposal to be overly onerous when applied to the unique context of the Chatham Islands.

Many characteristics of the Chatham Islands make them distinctive from mainland New Zealand and result in a unique freshwater resource management context.

The Chatham Islands, situated more than 800 km from mainland New Zealand, have a population of around 660 people, over an area of 966km^2 (most of the population are located on Chatham Island which is 920km^2). The Chatham Islands Council was established as the territorial authority for the Chatham Islands Territory under special legislation (Chatham Islands Council Act 1995). The Chatham Islands Council has the functions, powers and duties under the Resource Management Act 1991 of both a territorial authority and a regional council. The majority of the Chatham Islands Council's funding for these functions is provided by Central Government (Department of Internal Affairs).

Due to limited ground and surface water sources on the Islands, the majority of water consumed is collected rainwater. Groundwater is available in some locations, including for town water supply, although the number of groundwater takes has not been assessed. Surface water is also available but not reliable year-round. The presence of large areas of peat make much of the ground and surface water unsuitable for human consumption or for use as stock water.

While there are larger farms on the Chatham Islands, farming can generally be described as subsistence farming, rather than commercial farming. Farming on the Islands is generally not profitable in a commercial sense (i.e. most farmers would have additional income sources) due to costs related with shipping. Fertilisers, such as super phosphate, are generally not used. The constraints of water source, remote location, poor availability of fertilisers, lack of infrastructure and difficult access to markets have created a naturally limited farming system that is unique in the New Zealand context. Those natural constraints mean farming operations on the Chatham Islands are small, with low stock numbers and have less potential for causing adverse environmental effects than farms on the mainland.

The small population density (about 1 person per 2km), with small settlements and limited industrial development, mean that commercial, industrial and residential discharges to surface

and groundwater are generally small and adverse environmental effects are minor and well managed.

This lack of development pressure and natural limitations on agricultural growth mean that a complex freshwater planning framework may not be as necessary on for the Chatham Islands as it might be in other parts of New Zealand. Pests such as pigs and swans pose a far greater risk to freshwater quality than farming operations on the Islands. The proposed requirements of the Essential Freshwater Package are overly-onerous and not reflective of the lack of environmental pressure experienced on the Chatham Islands. Directing resources towards giving effect to the Essential Freshwater Package will divert focus and limited funding from addressing more pressing environmental risks to the Islands such as biosecurity, or more likely future risks such as tourism and aquaculture.

Implementing the Essential Freshwater Package will place significant costs on farmers, particularly regarding fencing, certification and auditing of Farm Environment Plans and ongoing compliance monitoring. The costs to farmers on the Chatham Islands will be significantly higher than the costs to farmers on the mainland as transport for both goods and services (i.e. fenceposts, contractors and farm planning professionals) greatly impacts costs. Low stocking densities and the type of stock farmed will mean that fencing costs will significantly outweigh any minor effect created from stock access to water.

Implementing the Essential Freshwater Package will also impact on community resilience. Farming on the Chatham Island's is largely undertaken to benefit the family directly caring for the stock. Increasing the costs of keeping stock could result in food shortages, particularly in the event of a natural disaster that effects shipping and port infrastructure.

Relief sought

1. The Chatham Island's Council seek amendment to the Essential Freshwater Package that recognises the unique freshwater resource management context of the Chatham Island's through exempting the Chatham Island's Council from the duty to give effect to the proposed provisions of Essential Freshwater Package including:
    - The proposed National Policy Statement on Freshwater Management
    - The s360 stock exclusion regulations; and
    - National Environmental standards requiring audited Farm Environment Plans

2. If the preferred relief set out in point 1 above cannot be achieved, the Chatham Island's Council ask that the Minister considers:
    - exempting the Chatham Islands Council from needing to implement those parts of the package that will impose a greater cost on the Chatham Islands Community than the rest of New Zealand (the National Environmental Standards and stock exclusion regulations); and
    - providing the Chatham Islands Council with the necessary resources to develop a planning framework that gives effect to the NPS-FM to the extent necessary to manage the actual environmental pressures experienced on the Islands.

5.2. Communications update

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Communications
Author	Liz Wright

Communications update

1. With Hayley Lilley on secondment to the Executive Office until the end of the year, Jonelle Case will continue to provide communications support for the Council. Her internship has finished with us but is now on a part-time, fixed-term employment agreement until 20 December. However Liz Wright is also available.

2. The issue with ECan website results appearing in CIC's search results has been resolved.

3. Social media posts by our team since last report

    a. Weekly election Facebook posts to encourage voters

    b. Dog control report public notification.

4. Website updates since last report

    a. Updates to the Election and Meet the Team web pages

    b. The following news stories added:

        i. Chatham Islands Housing Partnership Trust

        ii. Biosecurity project announced as finalist

        iii. Te Whanga lagoon opening postponed

    c. Annual dog control report and September Council meeting agenda were uploaded to the website.

5. In progress

    a. Annual report is currently underway

    b. Waste minimisation campaign

    c. Biosecurity stories

d. Creating a brochure on what people need to do to build on the Chathams (with Wellington City Council)

e. Staff profiles in the Chatham Islander – Cindy/Jonelle organising these, one staff member per month

f. Initial meetings have begun for the review of the Biosecurity Framework and Regional Pest Management Plan

6. Website report for the period Wednesday 28 August to Monday 14 October 2019

a. Summary/key findings

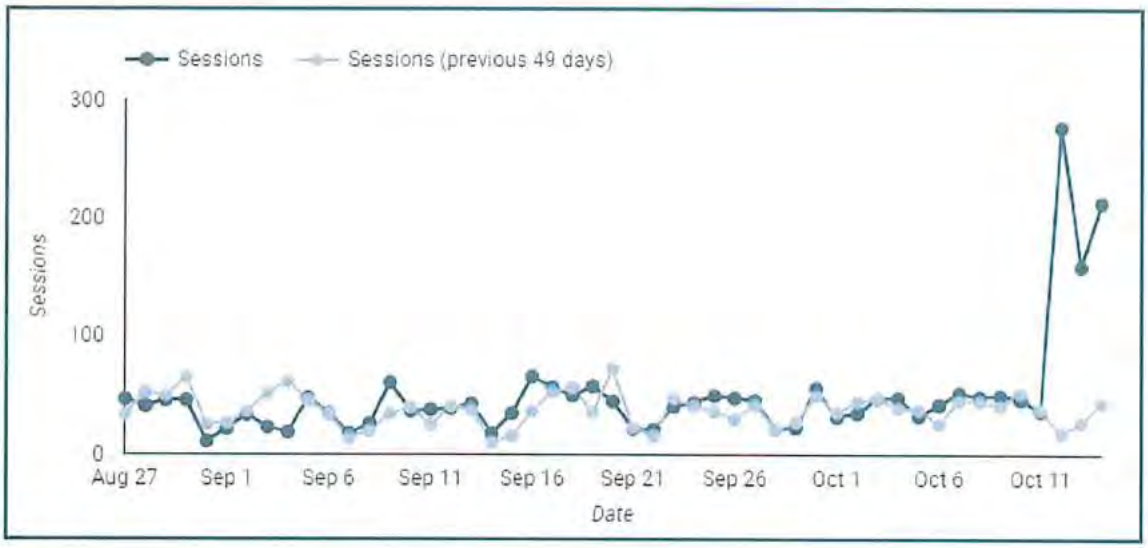
i. Good to see the Election webpage as one of the top viewed (this is due to Facebook referral traffic, which has also gone up)

ii. Big spike in traffic on 12 October 2019 – the day of the local body elections

iii. Seventy-two per cent of visitors were new to the site

b. Snapshot

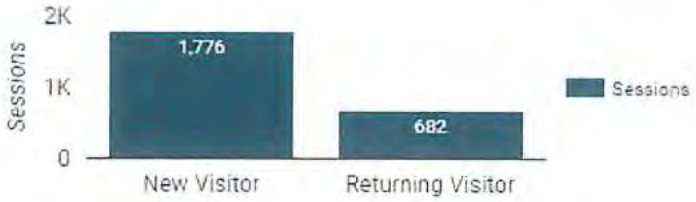
	Page Title	Page Views ▾	Δ
1.	Home » Chatham Islands Council	2,020	585 ↑
2.	Elections 2019 » Chatham Islands Council	572	159 ↑
3.	Visit the Chatham Islands » Chatham Islands Council	514	86 ↑
4.	Meet the Team » Chatham Islands Council	342	35 ↑
5.	News and Events » Chatham Islands Council	318	89 ↑
6.	Your Council » Chatham Islands Council	203	66 ↑
7.	Contact » Chatham Islands Council	156	-8 ↓
8.	Search all Documents » Chatham Islands Council	126	-2 ↓
9.	Page Not Found » Chatham Islands Council	80	-43 ↓
10.	Pest Management » Chatham Islands Council	79	26 ↑
	Grand total	6,194	946 ↑
		1 - 10 / 218	>



	Source/Medium	Sessions ▼	
1.	google / organic	1,423	260
2.	(direct) / (none)	448	125
3.	stuff.co.nz / referral	116	-
4.	m.facebook.com / referral	112	45
5.	i.stuff.co.nz / referral	81	-
	Grand total	2,458	596

1 - 5 / 42 < >

How many visits were from new vs returning visitors?



7. Visitors to the website for the period Wednesday 28 August to Monday 14 October 2019

   a. Seventy-three website visitors completed the 'pop up' survey.

b. Countries included Australia x4, Austria, France, Mexico, Morocco, United Kingdom x2 and the United States.

c. Of those 73 website visitors, 63% do not live on the Island.

Attachments

Nil

File reference	[SharePoint link for this paper]
Peer reviewers	[Names of two peer reviewers who have reviewed this paper]

5.3. Harbourmaster's Office

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Harbourmasters Office
Author	Guy Harris

Nothing to request.

Current status: We are preparing for the Port and Harbour Safety code review 11 – 15th November 2019. Guy Harris (ECan Deputy Harbourmaster) and Harbourmaster Office Safety Management contractor Sandy Pont will be attending along side Chatham Island Harbourmaster Josh Thomas and Port Marine Manager Craig Kerwin.

GH

File reference	[SharePoint link for this paper]
Peer reviewers	[Names of two peer reviewers who have reviewed this paper]

5.4. Investigations and Monitoring

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Water Quality, Ecology and Hydrology
Author	Sian Barbour

Purpose

1. To provide the Chatham Islands Steering Committee an update on the water quality, ecology and hydrology services provided.

Recommendations

That the Chatham Islands Council:

1. **Receive this report**

Long term water quality and hydrology data report

2. A contract has been awarded to Pattle Delamore Partners (PDP) to produce a report on water quality and hydrology data trends. A final report should be available by the end of this year. This will enable an update to the Meredith and Croucher (2007) report discussing water management issues.

3. Susan Thorpe from the Hokotehi Moriori Trust has contacted ECan regarding freshwater monitoring on the Chatham Islands. She has raised concerns about the lack of engagement with them and possible duplication of work that we do on the island.

File reference	[SharePoint link for this paper]
Peer reviewers	[Names of two peer reviewers who have reviewed this paper]

5.5. Biosecurity update

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Biosecurity Update
Author	Steven Palmer

Border control

1. Kerri has noted that there is a significant improvement in terms of "dirty" freight arriving from New Zealand.

2. No new incursions reported over this period.

3. Robin and the dive team have now completed the 2nd annual survey of Waitangi, Port Hutt, Kaiangaroa and Owenga Ports. Numerous samples were taken but have all now been confirmed as native.

Pest management

4. Over 650 Black Swans were culled over 3 weekends in co-ordinated work. We contributed ammunition to this project and some of Robins time.

5. The Gorse "contestable" Chemical fund was advertised and Chemical should now be on the Island. The demand exceeded the budget. $30,465 plus GST worth of chemical was purchased. The supplier (PGG Wrightson) very kindly paid $2000 plus GST towards the cost of the freight. This left $348 to be paid by us.

6. I'm very pleased to inform the Council that we have engaged Precision Helicopters NZ Ltd as the service provider for our Gorse spraying programme this financial year. Precision Helicopters is a small family run business operating out of Omaka airport in Blenhiem. The intent is to have the machine on the Island in early/mid-January 2020.

7. Our Budget for this project is $150,000 plus GST. As with the previous 3 years, we are looking at allocating this on a "dollar for dollar" basis with participating landowners. Kerri has endeavoured to get expressions of interest amongst landowners so we can work out chemical requirements. To date, we only have about $65,000 semi-booked by landowners.

8. I'm sure more will be forthcoming but anyone who hasn't booked prior to the helicopter departing in January may miss out if we don't have enough chemical on the Island. We have a "float" of spare chemical in the depot currently tagged for staff use but this is not excessive.

9. In early July 2019, I submitted an entry into the New Zealand Biosecurity Awards with our Chatham Islands staff nominated. I'm pleased to advise that they have made it through to the Finalist stage. The Awards Ceremony is in Auckland on November 4th. Kerri and Robin will both attend. A copy of the full entry submission is attached.

Entry Summary

Environment Canterbury is contracted to the Chatham Islands Council to carry out a variety of Regulatory tasks. By far the biggest (and most important) is the management and implementation of Biosecurity measures and activities.
The Chathams are a group of 11 islands located 863 kms east of Christchurch. Only 2 of these Islands are inhabited.
The Islands are home to a multitude of endemic, threatened and endangered species. The Islanders themselves are fiercely protective and proud of their Islands and this is reflected in their passion and support of Biosecurity.

Background on entry

While the Chathams are geographically separate from the mainland, they are a unique part of New Zealand. There are no customs officials or passport criteria for visitors as the Chathams are just regarded as another domestic port.

This brings a myriad of biosecurity challenges via air, sea, marine, freight and human activity.

Considering the level of human activity, especially over the past century, the Chathams have remained relatively pristine. There are undoubtably some pests that have arrived and established (Gorse) and others in low incidence (Old mans beard, Banana Passionfruit, Broom etc) but we have some outstanding achievements which cannot just be put down to good luck. Notably, of the 11 islands, 10 of them are rat free (including Pitt Island which is inhabited) and we have no marine pests, other than some Undaria present at Port Hutt only.

Acknowledging that the Chatham Islands council fully support and endorse our Biosecurity activities (which is crucial at the local level) a huge proportion of our biosecurity success boils down to two people. Kerri Moir and Robin Seymour. They are Environment Canterbury's two resident Biosecurity Officers and the nominees for this entry.

Both Robin and Kerri are lifelong Islanders and bought a wealth of local knowledge to their respective roles as Biosecurity Officers which they've now held for 3-4 years.

In general, Kerri is responsible for Border control activities while Robin handles the on-island pest control tasks. They each have their own sub-projects under these broad headings but complement each other on joint projects when necessary.

Over the past 4 years, this team have intercepted or addressed over a dozen pest incursions.

The Chatham Islanders are renowned for their make do or can do attitude which is born out of necessity. Robin and Kerri exemplify these qualities. Instead of relying on outside assistance, they have grasped every training opportunity for tasks that would make them specialists in that particular field back in New Zealand.

In particular, Kerri is a qualified Conservation Dog Handler and has her dog (Moki) on the Island full time. Robin has been trained to ADAS Part 1 level to carry out diving activities and manages an on-Island team of similarly qualified divers to carry out marine biosecurity surveillance. They have the full suite of other qualifications that enable them to carry out the vast majority of on-Island tasks

safely and effectively. These qualifications range from Chemical Approved Handlers Certificates through to Advanced Rope Handling (rappelling) Certificates.

Given the increase in local infrastructure projects, Trademe imports and ever-increasing range of imported freight, these two staff have done an almost superhuman job in protecting and enhancing the Chatham Islands environment. This is only achievable through genuine passion and dedication.

Key achievements

In grasping the training opportunities mentioned above, the two staff have directly related that to on-Island success stories.

In just the last two months, there was a suspected Rat incursion on Pitt Island. Instead of having to wait for Mainland assistance, Kerri and her dog Moki were on Pitt Island within a week. No rat presence was detected and DNA analysis of the faeces proved to be a large mouse. Pitt Island retains its Rat free status.

In late 2017, four vessels arrived as part of the large Wharf rebuild project. Kerri identified Undaria as being present on one barge and directed all 4 vessels to Port Hutt (where undaria is known to be present). Robin mobilised and ran the Dive Unit to survey all four vessels, of which only one was deemed free of marine pests. The others had confirmed presence of Sabella, Styela, Undaria, Didenum vexillum and potentially the oyster disease Bonamia (later proved to be negative)

Robin has also reduced the numbers of feral goats and Canada Geese to double digits (down from thousands and hundreds respectively) and Total control is on the horizon for these two pests.

We have a relatively small list of low incidence Total Control plant pests, Kerri has documented all sites and both are working away at eradication

Innovation success

As mentioned, The Chathams are unique in terms of management and biosecurity requirements. Due to lack of resources, the Chatham Islands contract a Regional Council (Environment Canterbury) to fulfil many regulatory tasks. They are a very proactive and hands-on Employer in this respect. If they see a project proposal has a direct benefit to the Chathams community and environment they back it without hesitation and without lengthy legal processes. This would be an innovative approach in itself.

Because of this attitude, our Chathams staff are among the most highly and diversely trained Biosecurity Officers in New Zealand. We were among the first to adopt drone technology as a pest surveillance tool, we are utilising thermal imaging technology to find the last of the goats and geese. We have an in-house dive team qualified to do surveillance at the 4 main ports and on visiting boat hulls. We have a Dedicated Rat dog on call. The list goes on....

5.6. Regional Pest Management Review

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Regional Pest Management Review
Author	Verity Halkett

Purpose

1. Environment Canterbury is assisting the Chatham Islands Council (CIC) to review its Regional Pest Management Strategy (RPMS). Phase 1 of the review project has nearly been completed and the Project Team is working with Place Group to refine options and costs.

Recommendations

That the Chatham Islands Council Steering Group:

1. **Acknowledges the progress update outlined in the paper**

Background

2. Phase 1 of the project assessed the requirements for the review of the Regional Pest Management Strategy (RPMS). As part of this, a Project Plan, Requirements Document, and an Engagement and Consultation Plan have been produced. These documents were prepared by Place Group Limited with extensive input from technical matter experts within Environment Canterbury, from SPS Biosecurity and Owen Pickles.

3. The Requirements Document outlines a framework to ensure that CIC meets its statutory obligations for biosecurity. It also identifies other non-statutory mechanisms for achieving biosecurity outcomes and managing high risk biosecurity pathways.

4. The Requirements Document also acknowledges CIC's resourcing constraints and the need for the framework to be sustainable and achieve ownership and support from partners and stakeholders.

5. The current actions delivering biosecurity outcomes on the Chathams exceed the current RPMS. The development of the new RPMP and Strategy would seek to document these approaches, rather than introduce new implementation requirements.

6. The Engagement and Consultation Plan sets out the objectives, strategic approach, key messaging and a programme to guide stakeholder engagement and consultation.

7. The Project Plan identifies the initial proposed scheduling, resourcing and cost for undertaking the project through to closure.

Phase 2

8. Phase 2 of the project includes drafting the biosecurity documents that will deliver on CIC's statutory responsibilities and address pest risks on the Chatham Islands.

9. There are three options for biosecurity documents to address pest threats:
    a. Development of a Regional Pest Management Plan (RPMP);
    b. Development of an RPMP and a Biosecurity Strategy; or
    c. Development of an RPMP, Biosecurity Strategy and a Regional Pathway Management Plan.

Next steps

- The Project Team are working with Place Group Limited to finalise the Options prior to presenting them to the Steering Group. This will provide further clarity on the costs, scheduling and associated benefits of each approach to aid a decision from the Steering Group at the next meeting.

File reference	[SharePoint link for this paper]
Peer reviewers	Gaynor Smith, Graham Sullivan, Nicholas Hill

5.7. Information Technology

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	Information Technology
Author	Vivienne Ong

Verbal update from Trisha Baird

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Resource Management	The high air, water, and land qualities of the Chatham Islands are maintained to protect human health and ecological systems.	Resource management document is current and administered.	Review of CIRMD is completed. All consent applications are processed within RMA timelines. Progress is made on implementing the NPS on freshwater management.	An updated draft resource management document is prepared. Assistance is provided to the CIC to hear submissions and finalise the CIRMD. The consent application process is administered.	The Resource Management Document has been made partially operative pending Ministerial approval of the parts of the document that relate to the Coastal Marine Area
				Assist CIC with Iwi matters in relation to the upcoming review of the RMA. The upcoming review of the RMA will cover historic places, and the new landfill.	
				An implementation Programme for the NPS is developed.	A progressive implementation programme for the NPSFM was adopted in 2015.
	The use of natural and physical resources contributes to the Chatham Islands economy in a sustainable manner.	Resource consents and permitted activities are exercised in accordance with their conditions.	100% compliance	Compliance monitoring is carried out as required.	Monitoring undertaken in early 2019.
Resource Management Investigations and Monitoring	The high intrinsic values of the biodiversity and natural ecosystems of the Chatham Islands are recognised and protected. People may carry out a wide range of activities taking into account natural hazards.	State of the Environment monitoring is carried out in accordance with CIRMD requirements. Information on natural hazards is available.	• Effects of sea level rise on coastal development are assessed • Other services completed as requested	Report on mapping of sea level rise	Preliminary investigation commenced.
Investigations & Monitoring	Any changes in the biodiversity and natural ecosystems of the Chatham Islands are recognised and causal mechanisms understood.	Statutory monitoring requirements are met.	SOE long term water quality monitoring programme completed, and reports are published.	• Long term water quality monitoring programme of lakes, rivers and Te Whanga lagoon • State of water resource reported annually • Information available on web site • More detailed data analysis of long term trends and reporting	Monitoring completed as scheduled. One field sampling run completed this financial year, and data compiled in database Data prepared and forwarded to contracted for data analysis.

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
				against standards contracted out as an awarded contract.	
	People of the Chatham Islands have access to a wide range of cultural, commercial and recreational activities.	Microbiological and chlorophyll information is collected for resource management purposes.	Microbiological monitoring and assessments of algal bloom activity at sites in Te Whanga lagoon.	• Chlorophyll-a monitoring at 3 lagoon sites. • Fortnightly monitoring of microbiology at common recreational sites (locations to be agreed with CIC) during the summer swimming season. • Results available on CIC web site.	Monitoring work completed as required.
	Flow regimes in Chatham Island rivers and streams are understood for water allocation purposes management of infrastructure and flood warning	Hydrological information is available to all community	River flows are monitored.	• Monitoring at 4 flow recorder sites, 2 rainfall sites and 2 water level recorders in Te Whanga. sites. Data is collected on levels, flow, and water temperature. • Near real-time water level and flow data (within 1-2 hours) are available on website.	Sites all working well and data available on CIC website
	Water quality and/or quantity investigations carried out to understand water resource issues raised by community	Investigations carried out within proposed timeframes and costs		• Water quality of possible areas for future potable supply (eg: Owenga) is investigated. • Ecology and habitats of Te Whanga investigated.	Potable water supply investigations are on-going. Report being prepared on Te Whanga investigation data.
Contaminated Sites / Hazardous Substances and Waste	Exposure to contaminated land and the environmental effects of hazardous substance releases are minimised.	HAIL sites are identified. NES for contaminants in soil to protect human health is implemented. An agrichemical collection is undertaken. Hazardous waste is managed according to national protocols.	Advice is provided on contaminated sites, hazardous substances and waste management.	• HAIL identification methodology is provided to enable CIC to identify potentially contaminated sites. • Assistance in establishing protocols for NES implementation is provided. • Provide advice on how to set up an Agrichemical Collection. • Advice on establishment of waste management protocols is provided.	Advice on waste management expected to increase as the landfill project progresses. Support provided on an as required basis.
Emergency	CIC is prepared for an emergency and	Requests for assistance with	Provide policy and planning	Provide advice on National and	No activity this period

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Management	complies with CDEM Act requirements.	CDEM planning and preparedness are met.	support as required.	Regional CDEM Policies.	
			Provide advice on Resilience initiatives.	Support CIC Resilience initiatives as appropriate.	No activity this period
			CDEM group plan continues in operation and is up to date.	• CDEM second generation plans due 2010/11. Risk based foundation to be established for review of 4 R's within the CDEM Group Plan. • Public Information Manager training session provided, and one workshop exercise is provided.	No activity in this period
			Provide training support	• Provide advice on professional development for CIC CDEM staff, including a development needs analysis (DNA) of key staff. • Support CDEM exercises and courses. Focus to be on training for Response Team and EOC staff. Two activities supported on island each year • Support implementation of national emergency management information system (EMIS)	Training and exercising are planned to be delivered on the Island the week beginning 20 May
Navigation Safety	Navigation safety is enhanced.	Requests are met and proactive assistance is provided.	Advice and support is provided re navigation safety.	• Support is provided to the CIC Harbourmaster • Navigation safety risk assessment is carried out, documented and maintained. • The Navigation Safety Bylaws are reviewed	Provide technical support for the planning of the proposed Waitangi Wharf replacement. Ongoing. Investigate provision of AIS monitoring at Chatham Islands. Underway – this is delayed until we restart our AIS projects. We are now finalising the SMS in ready for the Port and Harbour Safety code panel review 9th – 14th November. The Port and Harbour

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
					Safety Code panel has requested a selection of SMS documents for a pre check – which we are currently putting together.
Corporate Services	Services to the community are improved through the provision of timely and accurate information.	Requests are met or referred to appropriate providers.	Annual report is produced and audited with no qualification.	Annual report is produced and audited with no qualification.	The audit of the 2018/19 Annual Report is underway. With the exception of going concern, no other audit issues are expected to arise. The 2017/18 Annual Report was prepared and audited without qualification. However, the statutory reporting deadline was not met, due to the audit review process.
			Long Term Plan/Annual Plan is produced and audited with no qualification.	Long Term Plan/Annual Plan is produced and audited with no qualification.	The 2019/20 Annual Plan was produced and adopted on 27 June 2019. This document was not audited. The 2018-28 Long Term Plan was adopted on 28 June 2018, the audit opinion issued was unmodified, with an emphasis of matter in relation to reliance on grant funding.
			Financial reports to Councillors and Department of Internal Affairs completed at least quarterly.	Financial reports for internal reporting purposes or reporting to external stakeholders is completed periodically.	Reports to Council and DIA have been provided at least quarterly.
			Assistance is provided with rates, invoicing, and other technical issues.	Requests are met promptly. Training and support is provided for democracy services.	All requests for assistance have been met. No other issues arising in the quarter.
	Council complies with legislative requirements.	No breaches of legislation.	Advice is provided as required for: HR; Council; Democracy; Legal; Finance; and IT.	Requests are met within 5 working days. Training support and information is provided re democracy services.	Legal advice provided as requested. Contractor engaged to perform an independent review related to compliance with the Holidays Act 2003, staff are working through findings. Noting the above, no breaches of legislation occurred in the current period.

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Communications	Communication services support the dissemination and exchange of information to Council and the community. Council's information is protected, developed and maintained effectively and efficiently.	Community and Iwi are well informed about Council activities and performance.	Communications services are provided. Advice is provided concerning effective communication and feedback from the community.	Inserts to the Chatham Islander are produced on environmental, RMA and other Council issues.	All activities completed as required.
				Web site is kept up to date. Other communications projects (e.g. leaflets, brochures, signs) discussed and undertaken as required.	All activities completed as required.
Surveillance – Chatham Islands	There is no introduction, sale, propagation and distribution of the 140 pests listed as Surveillance – Chatham Islands pests.	Incidence of these 140 pests on the Chatham Islands.	Report on the presence of Surveillance – Chatham Islands annually or as required for specific incidences	Undertake enforcement action to ensure that landowners and occupiers do not introduce, sell, propagate or distribute pests listed as Surveillance – Chatham Islands pests.	No enforcement actions undertaken. Aggregate was imported and used in the Kaiangaroa area which has since had Broom seedlings appear. This has been dealt with by Biosecurity staff and the site programmed for annual surveillance.
Surveillance – Chatham Islands	Maintaining an internal border between Chatham Island, Pitt Island and New Zealand.	Number of breaches of the internal border.	**Year 1** Publish and distribute a scoping report addressing marine biosecurity as part of establishing an internal border.	**Years 2-4** In partnership with Biosecurity New Zealand implement a marine biosecurity plan as part of establishing an internal border.	We have trained 5 staff to meet WorkSafe NZ diving requirements with a view to carrying out twice annual underwater surveys of the 4 ports on Chatham Island. The intent is to determine the presence or absence of the 10 "most likely" to arrive marine pests. Since late 2016, the dive team has carried out two annual survey's of each port. The extent of undaria infestation at Port Hutt has been refined. Survey dives have been carried out at Owenga, Kaiangaroa Waitangi and Port Hutt. No marine pests were found at Owenga, Waitangi or Kaiangaroa. Five of the invasive marine species identified by MPI are crab species. To date, crab potting surveys have been carried out twice at Waitangi, Port Hutt, Kaiangaroa and Owenga ports. No invasive species detected.
Surveillance –	Preventing the arrival and establishment	Incidence of these 140 pests	Identify, map and maintain a	Inspect at risk sites for pests listed as	At risk sites inspected at least twice

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Chatham Islands	on the Chatham Islands of the 140 listed Surveillance – Chatham Islands pests.	on the Chatham Islands.	database of high-risk sites for surveillance – Chatham Islands pests. Continue a surveillance programme sampling sites (ha) at high risk from Surveillance – Chatham Islands pests.	Surveillance – Chatham Islands pests	annually by SPS Bio-security staff and resident Biosecurity Officer. Active control on several "low incidence" plant pests has taken place ie: Veldt Grass, Glyseria maxima, Argentinean Ice Plant, Wilding Conifers and Sycamore has been on-going. New sites of Old Man's Beard and Banana Passionfruit have been found and total control is underway, although both new sites have found to be more extensive than originally thought.
Surveillance – Chatham Islands pests	Subject to availability of resources, undertake Biosecurity Act 1993 Section 100 control of Chatham Islands Surveillance pests.	There are no successful incursions.	Report on the number of potential and actual incursion responses of Chatham Islands surveillance pests per annum.	Undertake incursion responses for pests listed as Surveillance – Chatham Islands pests as required.	Red Back spiders (2) were intercepted on incoming freight and destroyed
Surveillance – Pitt Island	Five pests listed as Surveillance – Pitt Island pests are not introduced to Pitt Island	Incidence of these five pests on Pitt Island.	Identify, map and maintain a database of high-risk sites for pests listed as Surveillance – Pitt Island pests. Continue a surveillance programme sampling at risk sites for pests listed as Surveillance – Pitt Island pests.	Inspect at-risk properties for Surveillance – Pitt Island pests. Undertake enforcement action where necessary to ensure that landowners and occupiers carry out control for Surveillance – Pitt Island pests. Search 100% of high-risk sites for pests listed as Surveillance – Pitt Island pests annually	We have increased the number of Rodent Bait stations at possible departure points to Pitt Island. Sheds used by fishermen storing goods bound for Pitt. Rodent activity tends to peak in February/March/ April and then stabilizes. Rat dog "Moki" has been busy with Kerri looking over risk sites especially where the site is departure for Pitt Island.
Total Pest Control	The Chatham Islands Pest Management Strategy is reviewed with specific reference to the Total Control suite of pests	The remaining 5 years of the Pest Management Strategy more accurately reflects community expectation and professional opinion	Chathams wide customer survey carried out with specific emphasis on Total Control pests. Survey results matched with expert opinion.	Formal review of current Pest Management Strategy	A Pest Management Strategy survey was sent out in early 2013. 51 responses were received. A formal review of the current Pest Management Strategy is currently underway.
Total Pest Control	One total control pest animal – feral goats is controlled.	Progress made in eliminating feral goats.	Undertake structured aerial cull of feral goats on	Work alongside landowners to voluntarily eradicate feral goats	By late 2014 Environment Canterbury staff had culled 977 goats from the

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
			properties adjoining the source infestation.	Undertake enforcement action to ensure that landowners and occupiers carry out control of feral goats.	Airport Road area. With the approval of the Landowner, our resident staff member culled 46 in late 2014 which appears to be the last of them. Two fly-overs by helicopter seemed to confirm this. An additional 192 goats were shot from a geographically separate area in 2017 where we believe the remaining feral goat population numbers less than 30.
Total Pest Control	Control of all total control plant pests.	The incidence of all total control plant pests.	A report on the effectiveness of pest control operations is prepared. The incidence of Total Control pest plants is consistent with estimates of target densities.	All known Total Control plant pest sites, both historical and active, are inspected and / or controlled annually. Summarise and interpret data collated from pest control operations.	Following the completion of the "Total Pest Control" plant database, all 3 species of Broom are deemed to be controlled as is, Gunnera. Wild Ginger (2 species) is down to one site. Sycamore control has increased recently. Control in several Cotoneaster sites is on-going. The remaining 2 Total control plants, Montbretia and Buddleia are so widespread that Total Control is not that realistic. This was confirmed in the PMS survey results. Although not on the Total Pest Control list the following plant pests have also been controlled to a level where eradication is achievable. A lone site of South American Ice Plant was controlled in April 2013. The only known site of a water weed (Glyseria maxima) was controlled in 2012 and any re-growth sprayed 2013,

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
					2014, 2015 and 2016. The only known site of "Veldt Grass" was sprayed in late 2012 and resprayed in October 2014. The control of these low incidence plants was also strongly supported in the responses to the PMS Survey.
Total Pest Control	Control of all pests listed as total control pest plants.	The incidence of all pest plants on Chatham Island or Pitt Island.	Identify, map and maintain a database of the incidence (e.g. of the density and distribution) of total control pests plants on Chatham Island and Pitt Island. Estimate (e.g. identify, map and maintain a database of) the control area over which total control pest plants on Chatham Island and Pitt Island occurs.	Progress towards eradicating total control pest plants is made to reduce their impact on the economy, particularly on land production, and on biodiversity. Inspect at risk properties for total control pests and issuing inspection notices.	A database of all known historical and active "Total Pest Control" plant sites has now been completed. Other low-incidence plant pests are also being recorded
Containment control	Control of pests listed as containment control pest plants.	Incidence of pests listed as containment control.	Undertake enforcement action where necessary on properties identified as non-compliant with Strategy rules.	Work alongside landowners to voluntarily carry out control of Containment pest plants Undertake enforcement action to ensure that landowners and occupiers carry out control of Containment Control pest plants.	No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased, and this was enhanced with a helicopter on the Island in February 2013, February 2014, November 2014, October 2015, November 2016, December 2017 and again in December 2018. An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map, this has been updated since the December 2019 programme was completed.
Containment Control	Control of pests listed as containment control.	Incidence of pests listed as containment control.	All at risk sites are inspected every 2 years. All gorse is eradicated	Inspect and search at risk sites for Containment Control pests and issuing inspection notices.	No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased, and this was

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
			annually from Gorse Management Area 1. The area of gorse (ha) in Gorse Management Area 2 does not increase as from a baseline date of 2001 (this target is subject to the availability of aerial maps of the Chatham Islands). Report that identifies and maps distribution and density of Californian Thistle.		enhanced with a helicopter on the Island in 2013, 2014, 2015, 2016, 2017 and 2018 . An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map and this is updated after each helicopter visit to the Islands.
Public awareness	Public become vigilant for new pests and do not introduce, sell or propagate pests.	Public awareness.	Articles on pest and biosecurity in the Chatham Islander and Uniquely Chathams news publications. Pamphlets on pests and biosecurity issues are readily available at the airport and other tourist venues 90% of landowners understand their obligations under the Strategy.	Regular media coverage of pest and biosecurity issues. Conduct a customer survey to gauge the understanding of landowner Strategy obligations.	Regular articles relating to Chatham Islands Pests are placed in the Chatham Islander Newspaper and the quarterly "Uniquely Chathams" paper and the Chatham Islands Community Focus email newspaper.
Investigations / Research	All pest control activities and advice is current and based on Best Practise	Surveillance – Chatham Islands pests Surveillance – Pitt Island pests. Total Control pests Containment Control pests Undertaking pests and biosecurity investigations and survey programmes.	Number of assessments undertaken.	Assess any research or investigation proposals concerning Surveillance – Chatham Islands pests, total control pests, containment control pest plants such as the introduction of biological control agents where support is sought from the Council on a case-by-case basis.	One of the questions in the PMS survey specifically asked about the possible introduction of Gorse biological agent(s). Several late responses were received which lowered the support of the introduction of bio control agents.

6.2. Corporate update

Chatham Islands Council Steering Group

Date of meeting	25 October 2019
Activity	CIC Corporate Services update
Author	Tanya Clifford Corporate Reporting Accountant

1. The purpose of this paper is to provide an update on the services being performed under the corporate services umbrella for the Chatham Islands Council Regional Council contract. This paper is informative only, no decision required.

2. *Annual Report 2018/19:* Audit of the 2018/19 Annual Report is underway, we are on track to have the audit completed prior to the statutory deadline of 31 October 2019. Early indications are that Audit New Zealand are intending to issue an emphasis of matter audit option, related to Council's going concern assumption (that the entity will exist one year after the annual report is approved). A gratitude of thanks needs to be passed to Colette Peni, who has promptly and effectively dealt with the myriad of questions and invoice requests from the auditors.

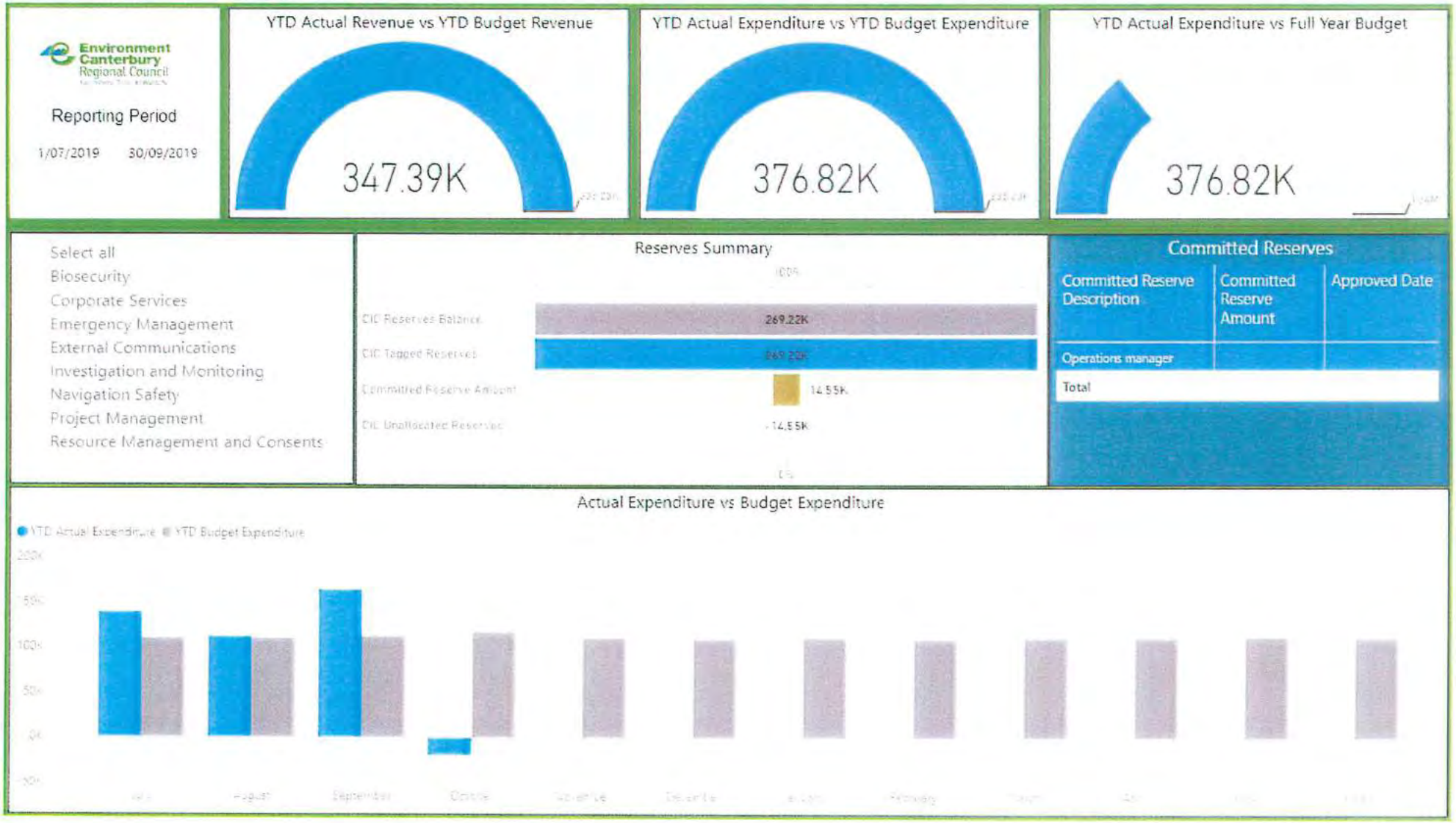
3. *Payroll:* A payroll consultant has been engaged to review CIC's historic payroll transactions to ensure compliance with the Holidays Act 2003. This review was a recommendation included within the Audit New Zealand management report and is an area or risk identified. It has been found that other NZ entities have failed to comply correctly with the legislated obligation of the Holidays Act 2003. The initial draft report has been received and is currently under review.

4. *2020/21 Annual Plan:* Planning for the 2020/21 Annual Plan budget will commence once the 2018/19 audit of the Annual Report has been completed. It is likely similar issues associated with the level of funding provided as part of the Crown appropriation will remain. Consequently, a similar approach to that of the 2019/20 Annual Plan is suggested ('consulting' on the level of funding uncertainty and change in levels of service experienced on island resulting from these uncertainties – including infrastructural development, if increased funding support is unsuccessful).

5. *Reporting:* ECan is in the process of updating the current CIC reporting suite. This provides an opportunity to refresh the information currently being presented. We would appreciate receiving feedback on desired information for inclusion within these reports.

Attachments

Nil


Environment Canterbury Regional Council
Reporting Period
1/07/2019 30/09/2019
YTD Actual Revenue vs YTD Budget Revenue
347.39K
YTD Actual Expenditure vs YTD Budget Expenditure
376.82K
YTD Actual Expenditure vs Full Year Budget
376.82K
Select all
Biosecurity
Corporate Services
Emergency Management
External Communications
Investigation and Monitoring
Navigation Safety
Project Management
Resource Management and Consents
Reserves Summary
CIC Reserves Balance
269.22K
CIC Tagged Reserves
Committed Reserve Amount
14.55K
CIC Unallocated Reserves
-14.55K
Committed Reserves
Committed Reserve Description
Committed Reserve Amount
Approved Date
Operations manager
Total
Actual Expenditure vs Budget Expenditure
YTD Actual Expenditure
YTD Budget Expenditure
August
September
October

Environment Canterbury Regional Council

Reporting Period

1/07/2019 30/09/2019

Section Name

Biosecurity | Corporate Services | Emergency Management | External Communications | Investigation and Monitoring | Navigation Safety | Project Management | Resource Management and Consents

Actual Expenditure vs Year to Date Budget Expenditure

Blank: Represents the costs of seconding an Operations Manager from ECan

Biosecurity expenditure: No significant areas of overspend

Corporate services expenditure: The budget is primarily about based additional work expected associated with the review of Holiday Act compliance and systems review

Emergency management expenditure: The area is primarily about based no notable areas of expenditure underspend

External communications expenditure: Communications work is completed on an as required basis with focus in period of updating communication on the CIC Facebook page. No notable areas of expenditure to report on

Investigation and Monitoring expenditure: Water quality sample tests are completed on a periodic basis. No notable areas of overspend

Navigation safety expenditure: The budget is primarily all about one and includes a provisional to respond to maritime events and provide policy guidance. There are no notable areas of expenditure

Project management expenditure: This code provides for use of the CIC reserve funds and the cost of steering group attendance by CIC representatives and a portion of the one-and-office running costs (costs [illegible] smooth cost over the year)

Resource management and consents expenditure: The area is primarily about based [illegible] completed with a budgeted allowance to responded to consenting and resource management issues as they arise

ECan continues to operate within the overall budgeted constraints of the contract

Environment Canterbury
Regional Council

Reporting Period

1/07/2019 30/06/2020

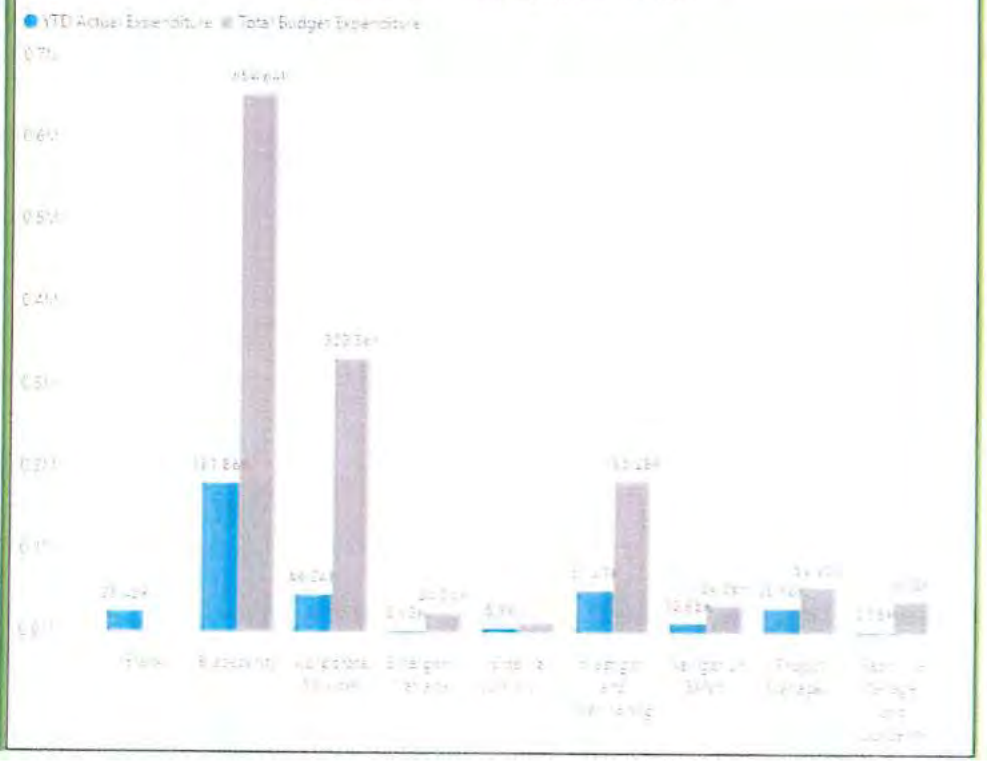
Section Name

Biosecurity | Corporate Services | Emergency Management | External Communications | Investigation and Monitoring | Navigation Safety | Project Management | Resource Management and Consents

Expenditure Details By Project Level

Project Name	YTD Actual Expenditure	Total Budget Expenditure
CIC Biosecurity, Pest Strategy & Implementation	162,520.93	543,371.46
CIC Finance - Services	29,261.50	276,259.35
CIC Water Quality, Ecology & Hydrology	18,626.66	185,278.09
CIC Biosecurity - Border Control	19,342.49	111,272.72
CIC Project Management	30,980.23	56,635.48
CIC Corporate Service	16,975.59	55,104.36
CIC Maritime Safety	12,849.79	34,355.08
CIC Emergency Management	633.51	24,345.95
CIC Resource Management & Consents	793.16	20,936.36
CIC Compliance Monitoring	257.22	19,269.53
CIC Education	5,904.16	12,640.26
	25,417.43	
CIC Hydrology	32,642.35	
Total	**356,405.04**	**1,341,465.64**

Expenditure availiability against Budget



chatham islands council

8. Government

8.1 Billion Trees / Predator Free 2050

Date of meeting	October 2019
Agenda item number	8.1
Author/s	Owen Pickles, Chief Executive

Purpose

To inform Council on the Treaty of Waitangi claims of Moriori.

Recommendations

That Council continue to monitor and support where it can these programmes for the benefit of the community.

Background

On 24th and 25th September the Department of Conservation introduced us to a number of visitors who informed us of a number of Government lead programmes that may be of benefit to the Chatham Islands both at the collective and individual level.

The main programmes are:

- Predator Free 2050
- 1 Billion Trees
- Landscape Restorations

All of the above come with significant amounts of funding support.

The Predator Free 2050 is about the eradication of possum, stoats, rats and feral cats by 2050. It requires community support with the model being the establishment of a community entity that is dedicated to the task. The entity when formed can then access funds to employ a coordinator/champion and to run approved eradication programmes.

The 1 Billion trees programme is probably more focused on individual land owners with a leaning towards freehold Maori land. Significant grants are on offer to projects that meet the programmes criteria.

The Landscape Restoration programme provides a coordinated approach to the above. Led by DOC it focuses on identified landscapes for restoration.

From a Council point of view a prerequisite for the Predator Free 2050 programme is an operative Pest Management Strategy which identifies the targeted pests for eradication. The Chatham Islands Pest Management Strategy is about to undergo its 10 yearly review so can list possum, rat and feral cat to meet the criteria.

The Council will also be expected to participate in any community entity that may be formed.

Until an entity is formed DOC and CIC will continue to facilitate community works shops as required.

chatham islands council

8. Government

8.2 NZTA Agency Contract

Date of meeting	7 November 2019
Agenda item number	8.2
Author/s	Owen Pickles, Chief Executive

Purpose

To update Council on the NZTA Agency Contract.

Recommendations

1. THAT the letter from NZTA be received;
2. THAT Council offers a cost recovery price when tenders are called.

Background

Attached is a letter from the New Zealand Transport Agency (NZTA) advising that the provision of face-to-face NZTA functions will be obtained by competitive tender.

The current contract worth only $5k per annum will expire on 30 June 2020.

The Council agreed to take this task on as a last resort option for NZTA. During the time of contract it hasn't been a happy relationship for various reasons – many being technology related. New technology and systems are being introduced currently with training to be provided soon.

When the time for tender arrives I propose to submit a cost recovery only price and see what happens.

NZ TRANSPORT AGENCY
WAKA KOTAHI

50 Victoria Street
Private Bag 6995
Wellington 6141
New Zealand
T 64 4 894 5400
F 64 4 894 6100
www.nzta.govt.nz

26 September 2019

Owen Pickles
Chatham Islands Council T/A Heartlands Chatham Islands

Dear Owen Pickles,

I'm writing to confirm that the Transport Agency is looking at current and future face-to-face service delivery needs.

During the time our current arrangements with service delivery agents have been operating there have been changes in legislation and technology has advanced considerably. We anticipate ongoing change in line with Government expectations and it is therefore important that we identify agents who will work with us to effectively deliver required services in the future.

In line with our obligations under the Government Procurement Rules, we will be conducting an open tender process later this year which will cover driver licensing counter applications and theory testing, motor vehicle licensing and registration, and road user charges. We will establish new contracts by mid 2020.

We would like to take this opportunity to acknowledge the relationship you have with the Transport Agency and to confirm that when the tender is published (likely during October), we will let you know by emailing a link to the advertisement on www.gets.govt.nz.

Yours sincerely

Ali Hemi
Manager, Contract Management and Support

chatham islands council

8. Government

8.3 Report to the Department of Internal Affairs to 30 September 2019

Date of meeting	7 November 2019
Agenda item number	8.3
Author/s	Owen Pickles, Chief Executive

Purpose

Report to the Department of Internal Affairs in terms of Section 7 of the Deed of Funding, covering the 2018/19 financial year.

Recommendations

THAT Council receives the 'Report to the Department of Internal Affairs to 30 September 2019'.

Background

We have assumed that the 2018/19 funding deed will continue until 30th June 2020. This is therefore the fifth report in terms of Section 7 of that deed.

Crown Appropriation

With the Crown appropriation remaining at 2015 level the Council's ability maintain its operations to the expected level of compliance has become even more difficult to achieve, and the organisation will have to continue to manage financial stress.

Some initiatives being discussed with the Ministry of Health may assist with some of the water and waste water issues; however this will only be temporary.

It is important that the Crown appropriation is restored to levels that enable the Council to meet its statutory obligations.

Finance

The Council has continued to function with the support of a $500k overdraft provided by its banker, the ANZ Bank. This will be adequate until the later part of the year when cash flow will become very tight.

The final milestone claim from The Ministry for the Environment is still to be made with $110k being outstanding.

Council is making every effort to recover outstanding debt with several rate accounts being referred to banks for payment as mortgagee, while others are going through the court process, which can lead to property sales.

Other outstanding debts are being addressed by a debt collection agency.

The financial reports are attached.

Democracy

The Council held its last meeting before the upcoming elections on 19th September. This was the last for Mayor Alfred Preece, Deputy Mayor Jeffrey Clarke and Councillor Eva-Cherie Tuck.

The elections have drawn a large number of candidates with 5 standing for mayor and 10 for the 8 council positions.

The election resulted in Monique Croon being elected as Mayor to lead a council made up of 4 first time councillors and 4 with previous experience.

New Council Office

The Ngati Mutunga O Wharekauri Iwi Trust Asset Holding Company has finalised its proposal for the new accommodation. This will accommodate the Council, Chatham Islands Enterprise Trust and the Chatham Islands Museum.

The project has been delayed due to an $800k funding gap with the museum part and a desire from the Enterprise Trust to review the project with the aim of reducing the projected rental costs.

A joint committee will be formed Council/Trust following the elections to further review the project.

Roading

Roading is the Council's largest spend in any year with a core maintenance budget of $3.5m to $4m. Roading is supported by NZTA as part of the Land Transport Programme with a financial assistance rate of 88%.

- ***Financial Assistance Rate:*** the Council's financial assistance rate was reduced from 91% down to 88% which while only 3% is causing a strain on council's finances. 3% or an additional $120,000 of local share would result in a near 20% increase in rates to fund locally. To reduce the works programme would result in $1m worth of work having to be cut? As the Council's programme is essentially maintenance, it is near impossible to reduce the programme to accommodate the reduction.

- ***Technical Audit:*** Results of the technical audit carried out during March 2019 are now available. The executive summary of the report concluded that:

"The road network on Chatham Island is in good condition. Council's professional services consultant has a thorough knowledge of the network and the challenges that isolation brings to working on the islands.

The number of deaths and serious accidents are low; however a recent fatality suggests network improvements are required. An improvement in rural delineation is needed to support travel across Chatham Island. It is important that this aspect of traffic services is maintained in good condition and complies with the standards set in the Traffic Control Devices manual.

Enough qualifying expenditure was identified overall to justify Council's claims to the Transport Agency for funding assistance. Council's procurement procedures complied with the Transport Agency's requirements.

Recording data that is complete, timely and accurate is another area of improvement for Council. The Road Efficiency Group's reports highlight gaps in the current process. Work is required to ensure all assets are recorded and condition assessments undertaken on a regular basis."

This confirms that there is no room for a programme reduction.

- ***Policy:***
  - The Chatham Islands Regional Transport Plan 2018 to 2028 remains operative.
  - The Chatham Islands Council's procurement policy has been approved by NZTA.
  - All roads were revalued in 2017/18.

- ***STANTEC***
  - Continues to work well with the Council and contractors with the provision of engineering services.

- ***Fulton Hogan***
  - Is well into its fourth year of a ten year contract and continues to meet the Council's expectations.

Water Supplies and Wastewater

Reprinted, here is a report provided to the Council by STANTEC Engineer Kirsten Norquay.

The Chatham Islands Council (the Council) provides a reticulated water scheme in Waitangi and Kaingaroa and a reticulated wastewater scheme in Waitangi. The remote location of the Chatham Islands requires that the water and wastewater infrastructure is reliable, with a key requirement for minimal operational input and maintenance.

In early 2018 the Council developed its Combined Financial and Infrastructure Strategy (the Strategy) and its 2019/20 Long Term Plan (LTP). The Strategy and LTP included significant upgrades to address substantial limitations with the existing water and wastewater schemes. The Council and Stantec consider these upgrades necessary to ensure the schemes remain 'fit for purpose' (ie affordable whilst protecting public health and minimising adverse environmental effects) for the long term (ie 10+ year horizon). When identifying required upgrades, the Council considered relevant current standards and best pracfice, including the Drinking-water Standards for New Zealand (DWSNZ) current at that time and recommendations from the Government Inquiry into Havelock North Drinking Water (the Inquiry).

The scheme upgrades included:

- Waitangi Water Scheme Upgrade (new water source, treatment and storage plus network upgrades) as well as extending to and reticulating Te One. Aim of upgrade: to provide reliable access to water that is also 'safe to drink' (i.e. certainty of supply for long-term from new source and compliant with DWSNZ)

- Kaingaroa Water Scheme Upgrade (modify lake intake, treatment upgrade). Aim of upgrade: to provide reliable access to water that is also 'safe to drink' (i.e. certainty of supply for short to medium-term from current source and compliant with DWSNZ)
- Waitangi Wastewater Scheme Upgrade (deferred plant maintenance and extend land application area). Aim of upgrade: to protect public health (both operators and adjacent landowners) and minimise adverse environmental effects (i.e. comply with current resource consents).

At the time the Strategy and LTP were prepared, the Council assumed that central government funding would be made available to the Council for the upgrades in some form (eg fully-funded or funded from debt but with assistance provided through annual Crown contributions). However, in May 2018 the Council was informed that its funding application to upgrade the water and wastewater schemes was declined. Following this, the Council sought central government funding for interim upgrades for the two water schemes to minimise public health risks until additional funding was secured to progress with the full upgrades. This attempt to obtain funding was also unsuccessful.

The Council has asked Stantec to review the forecast of infrastructure requirements in the 2019/20 LTP and identify priority works required for the water and wastewater infrastructure to remain 'fit for purpose' for the short to medium term (1 to 10 year horizon).

When identifying priority works, Stantec has considered indicative capital costs and timeframes from the 2019/20 LTP as well as the extent that individual upgrade works contribute to the following categories:

- Protect public health
- Minimise adverse environmental effects
- Preserve current asset life
- Provide resilience and/or redundancy
- Provide allowance for future demand (including tourism growth).

During the period under review Council has engaged with the DIA and Ministry of Health with a view to advancing some of the urgent works during this financial year.

Some $390k approved funding for a septic waste disposal pond system may be freed up for transfer to other works. A priority list of works has been sent to the MOH and DIA with conversations between the parties continuing.

Waste Management

The Council is working to a strategy developed in 2004. This strategy was funded through an addition to the Crown appropriation including an annual operating cost year on year of $319k. The McGredy Winder review in 2017 determined that this should be $450k per annum going forward.

Work on establishing the systems in the strategy is now substantially complete though we are always looking for efficiencies including the option of contracting out the operation either in whole or in part. Whichever options are chosen will push cost towards the McGredy Winder estimate causing more financial pressure to be applied.

The sanitary landfill will soon become operative though there is some work to be done with finding the best way to operate it and comply with the conditions of the resource consent. The Sanitary landfill was constructed in 2014 as part of the strategy at a cost of just over $1m. The first cell is expected to last 7 to 10 years when the construction of a second cell

will be required. This will require significant capital funding to make happen. The process will then be repeated every 7 to 10 years over the next 100 years.

Civil Defence and Emergency Management

Peace time work has continued. A table top exercise was held on 21 May with a good community and Council attendance. An area coordinators training was held on 17th July.

Maritime Safety Oil Spill

The Maritime Safety Oil Spill plan remains current. Exercises were held in May with an excellent response from volunteers.

Emergency Services Depot

This project continues to be on hold due to a lack of funds, though some preliminary planning will be done during 2019/20.

The project involves the centralization of the Islands emergency services onto Council owned land on the hill above Waitangi, out of the tsunami zone. This will involve the Council's Civil Defence and Emergency Management department, Maritime New Zealand, Fire and Emergency New Zealand, St Johns Ambulance and the Council's contractor Fulton Hogan Ltd.

Resource Management

The Council's Resource Management Document remains only partially operative due to the Minister of Conservations insistence that it must comply with the National Policy statements for Coastal and Fresh Waters Management. These are high cost projects estimated to be about $300k each.

More recently the Government has announced the introduction of more National Policy Statements some not relevant for the Chatham Islands while others will add further similar costs?

A submission seeking exemption from the Essential Fresh Water package has been lodged.

Kaingaroa Wharf

The Council is still working with Hokotehi Moriori Trust to transfer the ownership of the Kaingaroa Wharf to the Council.

A storm on 5 -6 September 2019 caused further structural damage which will potentially result in more costly repairs. Council's structural engineer will be visiting in November and will include this structure on his schedule. Stakeholder's willingness to be involved may be challenged by these recent events.

Other Projects

The Council continues to actively support other projects contained within the Chatham Islands Investment Strategy. These are currently:

- The Airport runway upgrade project
- Telecommunications connectivity
- Renewable energy
- Tourism Strategy

- Predator Free by 2050

Environment Canterbury

Environment Canterbury continues to provide support for the Chatham Islands Council over many activities. A full report on these is attached.

Statement of Funding Accountability for the quarter ending 30 September 2019

There is a difference in focus of this report, compared with the financial information in the quarterly report.
The funding accountability report focuses on the 'cash' received or paid and the amount expected to be paid in or out.
The financial reports allocate funding across the year i.e. the crown appropriation is presented as x/12 depending on the month of the report.

	Cash $000	Outstanding $000	Budget $000	
Crown appropriation - operating	2,887	-	2,887	
Crown appropriation - waste management	319	-	319	1
	3,206	-	**3,206**	
Other significant grants from the Crown				
Sludge lagoon project	-	710	710	2
Other	17	91	108	3
NZTA	854	3,081	3,935	
Other income				
Rates	188	378	566	
Other	208	276	484	
Total cash inflow	**4,473**	**4,536**	**9,009**	
Operating expenditure (excluding solid waste, roading and depreciation)	981	2,864	3,845	
Solid waste management and minimisation expenditure	123	151	274	
Roading works	360	1,168	1,528	
Capital expenditure	604	3,366	3,970	4
Cash movement	**2,404**	**(3,012)**	**(608)**	5
Depreciation	-	*2,074*	*2,074*	
Balance of Annual Appropriation	***2,102***	***(3,014)***	***(913)***	6

Notes:

1 Disclosure separated to make the waste expenditure more transparent.
2 Sludge lagoon project has been deferred pending scope and cost review
To detail what is happening in relation to the grant
3 Potential grant from MfE related to meeting agreed waste minimisation milestones (budget allows for $100k grant from CDEM, which is unlikely to arise)
4 Further detail can be found in the attached financial reports
5 The budgeted funding difference (in orange) primarily relates to the $537k budgeted NZTA funding shortfall.
6 Difference expected to be covered from rates and other operating income.

Working capital analysis

Below is a high level review of CIC annual working capital position, reviewing the position at a year-on-year basis.

Cash position:

As at 30 June 2019, the Council held the following cash balances (including tagged cash):	2019/20 $000	2018/19 $000	Movement $000
Current or cash accounts	(945)	(203)	(742)
Mayoral fund (discretionary fund in case of disaster)	-	21	(21)
Emergency management (funds tagged to respond to emergency events)	269	284	(15)
Radio & TV fund (closed organisation, funds used for radio and tv services on island)	25	36	(11)
Museum (funds granted and tagged for construction of museum)	-	1,154	(1,154)
	(651)	1,292	(1,943)
Expected accessible cash closing position based on 2019/20 budget		(506)	a

	2019/20 $000	2018/19 $000	Movement $000	
Trade and other receivables	255	799	(544)	
Trade and other payables (excluding 'revenue in advance' on museum construction)	677	1,896	(1,219)	
Accessible cash	(676)	102	(778)	
Working capital (excluding earmarked cash)	**(1,098)**	**(995)**	**(103)**	b

Notes:

a The current level of the crown appropriation grant coupled with the current level of Council spending is likely to result in a significant cash deficit as at 30 June 2020. The cash deficit has not eventuated; however the working capital position has significantly deteriorated. The current approach by Council to manage the funding shortfall is to delay payment of creditors. This has a detrimental impact on the working capital figures (see b).
b Movement to 2018/19 actual, an impact of NZTA funding shortfall.

Statement of Comprehensive Revenue and Expense
For the quarter ending 30 September 2019

	Actual $000	Budget $000	Variance	Note Reference	Annual Forecast
Revenue					
General rates	76	76	-	1	305
Targeted rates	75	65	10	1	271
Grants & subsidies - NZTA	854	984	(129)	2	3,806
Grants & subsidies - other	806	1,006	(200)	2	3,824
Council Dues	54	66	(12)	3	253
User pays, fees & charges and other income	154	55	99	4	318
Total revenue	**2,019**	**2,252**	**(233)**		**8,776**
Expenditure					
Democracy	45	80	(35)		283
Roading	360	382	(22)	5	1,506
Solid waste	123	69	55	5	329
Water	43	75	(32)	5	269
Stormwater	-	3	(3)	5	8
Wastewater	30	42	(12)	5	156
Community and regulatory	36	91	(54)	6	308
Environment	210	244	(33)	6	941
Emergency services	18	47	(29)	6	159
Coasts, harbours and navigation	13	13	0		53
Corporate services	585	368	217	7	1,688
Depreciation	-	519	(519)	8	1,556
Total expenditure by activity	**1,465**	**1,930**	**(466)**		**7,255**
Total surplus/(loss)	**555**	**322**	**233**		**1,521**

Variance explanations:

1 Rates are invoiced based on the Council approved rates strike. Note the budgeted targeted rates amount exclude collection of prior period outstanding balances and penalty payments. Actual figures also recognise repayment of warm home loans, which will be off-set against the loan at year-end.

2 NZTA subsidy is based on actual expenditure. DIA grant has been fully received and apportioned across the year. The budget also recognises a grant for the sludge lagoon project (approximately $340k), which has not been drawn down.

3 Council dues are a Council tax on island imports/exports. There is a notable relationship between works on-island and the income received from Dues. Transactions with on-island shipping/freight companies are current.

4 Full Heartland office recoveries ($45k) and ECan service recoveries ($30k) recognised for the year and not apportioned, no other significant differences.

5 No significant areas of variance noted.

6 No notable areas of variance.

7 Council has not budgeted for planning costs associated with the new Council facility (costs will be repaid if the project goes ahead). Payroll is now being completed by ECan, for reporting purposes, these costs have all been coded to the corporate services code, actual costs will be allocated at a later date. No other area of significant overspend.

8 Depreciation not run, awaiting system roll over after 2018/19 audit is completed.

Capital expenditure summary	Actual $000	Budget $000	Variance	Note Reference	Annual Forecast
Sources of capital funding					
Subsidies and grants for capital expenditure	530	851	(321)	a	2,550
Increase / (decrease) in debt	-	35	(35)	b	104
Total sources of capital funding	**530**	**885**	**(355)**		**2,653**
Application of capital funding					
Roading works	602	765	(163)	a	2,897
Water service connections*	-	768	(768)		
Waste, including sludge lagoon project	-	178	(178)	c	533
New emergency management depo*	-	63	(63)		
Critical wastewater capital replacement*	-	17	(17)		
Critical water capital replacement*	-	12	(12)		
Housing	-	50	(50)	b	-
Corporate, including new office fit-out*	2	-	2		
Total application of capital funding	**604**	**1,851**	**(29)**		**3,430**
Movement in reserves	**(74)**	**(966)**	**(326)**		**(777)**

* Desired projects in the 2019/20 budget, removed due to lack of funding support

Variance explanations:

a The grant figure primarily relates to the NZTA budget, which is reflective of 88% of actual costs incurred. Actual expenditure behind expected budgeted levels, with work being deferred due to material availability.

b Housing project expected to be progressed in year, funded by debt.

c Sludge lagoon project delayed, pending scope and cost review.

Note, budget figures are allocated on an equal monthly apportionment

Liquidity Report

	Actual 30-Jun-19 $000s	Annual Plan 30-Jun-20 $000s	Actual* 30-Sep-19 $000s	Actual 31-Dec-19 $000s	Actual 31-Mar-20 $000s	Actual 30-Jun-20 $000s
Available cash **	**101**	**(676)**	**1,420**			
Other earmarked cash balances^	1,190	25	1,190			
Debtor accounts	799	288	951			
Creditor accounts (excludes revenue in advance)	(1,896)	(677)	(758)			
Working capital (excluding earmarked funds)	**(996)**	**(1,065)**	**1,612**	-	-	-
Long term target	200	200	200	200	200	200

Liquidity Notes

* September quarters figures were under review at the time the quarterly report was produced. Consequently, some balances were estimated.
** Balance includes current and call account balances and the mayoral fund and emergency management term deposit.
^ This includes the museum grant and the TV and radio society accounts

The Council has an overdraft facility with their banking provider of $500k. The Council's closing cash 'operating' balance is $57k at the end of September. This excludes invested funds, including the unearmarked emergency management fund of $269k.
Council currently meets the working capital target figure of $200k.

Rates Collection Report

	Actual 30-Jun-19	Actual 30-Sep-18
Arrears at beginning of year	104,717	86,877
Rates invoiced YTD	198,542	191,855
Penalties applied	8,937	7,018
Less remissions	(2,514)	(790)
Rates collected	187,551	166,717
Rates outstanding	127,158	119,823
% outstanding	64.05%	62.45%

Rates Collection notes
The identified balances exclude GST.
The due dates for instalments are 1 September 2019, 1 January 2020 and 1 May 2020.
The "Rates invoiced YTD" figure is an apportionment of rate invoices due.

Council Dues Collection Report

	Actual 30-Jun-19	Actual 30-Sep-18
Balance at commencement of year	84,673	26,066
Dues assessed	59,221	64,528
Dues paid	111,247	97,234
Rates Collection Report	32,648	(6,639)
Balance more than 30 days overdue	-	(6,787)

Council Dues Collection notes

Council dues is a Council tax on island imports/exports. There is a notable relationship between works on-island and the income received from Dues.

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Resource Management	The high air, water, and land qualities of the Chatham Islands are maintained to protect human health and ecological systems.	Resource management document is current and administered.	Review of CIRMD is completed. All consent applications are processed within RMA timelines. Progress is made on implementing the NPS on freshwater management.	An updated draft resource management document is prepared. Assistance is provided to the CIC to hear submissions and finalise the CIRMD. The consent application process is administered.	The Resource Management Document has been made partially operative pending Ministerial approval of the parts of the document that relate to the Coastal Marine Area
				Assist CIC with Iwi matters in relation to the upcoming review of the RMA. The upcoming review of the RMA will cover historic places, and the new landfill.	
				An implementation Programme for the NPS is developed.	A progressive implementation programme for the NPSFM was adopted in 2015.
	The use of natural and physical resources contributes to the Chatham Islands economy in a sustainable manner.	Resource consents and permitted activities are exercised in accordance with their conditions.	100% compliance	Compliance monitoring is carried out as required.	Monitoring undertaken in early 2019.
Resource Management Investigations and Monitoring	The high intrinsic values of the biodiversity and natural ecosystems of the Chatham Islands are recognised and protected. People may carry out a wide range of activities taking into account natural hazards.	State of the Environment monitoring is carried out in accordance with CIRMD requirements. Information on natural hazards is available.	• Effects of sea level rise on coastal development are assessed • Other services completed as requested	Report on mapping of sea level rise	Preliminary investigation commenced.
Investigations & Monitoring	Any changes in the biodiversity and natural ecosystems of the Chatham Islands are recognised and causal mechanisms understood.	Statutory monitoring requirements are met.	SOE long term water quality monitoring programme completed, and reports are published.	• Long term water quality monitoring programme of lakes, rivers and Te Whanga lagoon • State of water resource reported annually • Information available on web site • More detailed data analysis of long term trends and reporting	Monitoring completed as scheduled. One field sampling run completed this financial year, and data compiled in database Data prepared and forwarded to contracted for data analysis.

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
				against standards contracted out as an awarded contract.	
	People of the Chatham Islands have access to a wide range of cultural, commercial and recreational activities.	Microbiological and chlorophyll information is collected for resource management purposes.	Microbiological monitoring and assessments of algal bloom activity at sites in Te Whanga lagoon.	• Chlorophyll-a monitoring at 3 lagoon sites. • Fortnightly monitoring of microbiology at common recreational sites (locations to be agreed with CIC) during the summer swimming season. • Results available on CIC web site.	Monitoring work completed as required.
	Flow regimes in Chatham Island rivers and streams are understood for water allocation purposes management of infrastructure and flood warning	Hydrological information is available to all community	River flows are monitored.	• Monitoring at 4 flow recorder sites, 2 rainfall sites and 2 water level recorders in Te Whanga. sites. Data is collected on levels, flow, and water temperature. • Near real-time water level and flow data (within 1-2 hours) are available on website.	Sites all working well and data available on CIC website
	Water quality and/or quantity investigations carried out to understand water resource issues raised by community	Investigations carried out within proposed timeframes and costs		• Water quality of possible areas for future potable supply (eg: Owenga) is investigated. • Ecology and habitats of Te Whanga investigated.	Potable water supply investigations are on-going. Report being prepared on Te Whanga investigation data.
Contaminated Sites / Hazardous Substances and Waste	Exposure to contaminated land and the environmental effects of hazardous substance releases are minimised.	HAIL sites are identified. NES for contaminants in soil to protect human health is implemented. An agrichemical collection is undertaken. Hazardous waste is managed according to national protocols.	Advice is provided on contaminated sites, hazardous substances and waste management.	• HAIL identification methodology is provided to enable CIC to identify potentially contaminated sites. • Assistance in establishing protocols for NES implementation is provided. • Provide advice on how to set up an Agrichemical Collection. • Advice on establishment of waste management protocols is provided.	Advice on waste management expected to increase as the landfill project progresses. Support provided on an as required basis.
Emergency	CIC is prepared for an emergency and	Requests for assistance with	Provide policy and planning	Provide advice on National and	No activity this period

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Management	complies with CDEM Act requirements.	CDEM planning and preparedness are met.	support as required.	Regional CDEM Policies.	
			Provide advice on Resilience initiatives.	Support CIC Resilience initiatives as appropriate.	No activity this period
			CDEM group plan continues in operation and is up to date.	• CDEM second generation plans due 2010/11. Risk based foundation to be established for review of 4 R's within the CDEM Group Plan. • Public Information Manager training session provided, and one workshop exercise is provided.	No activity in this period
			Provide training support	• Provide advice on professional development for CIC CDEM staff, including a development needs analysis (DNA) of key staff. • Support CDEM exercises and courses. Focus to be on training for Response Team and EOC staff. Two activities supported on island each year • Support implementation of national emergency management information system (EMIS)	Training and exercising are planned to be delivered on the Island the week beginning 20 May
Navigation Safety	Navigation safety is enhanced.	Requests are met and proactive assistance is provided.	Advice and support is provided re navigation safety.	• Support is provided to the CIC Harbourmaster • Navigation safety risk assessment is carried out, documented and maintained. • The Navigation Safety Bylaws are reviewed	Provide technical support for the planning of the proposed Waitangi Wharf replacement. Ongoing. Investigate provision of AIS monitoring at Chatham Islands. Underway – this is delayed until we restart our AIS projects. We are now finalising the SMS in ready for the Port and Harbour Safety code panel review 9th – 14th November. The Port and Harbour

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
					Safety Code panel has requested a selection of SMS documents for a pre check – which we are currently putting together.
Corporate Services	Services to the community are improved through the provision of timely and accurate information.	Requests are met or referred to appropriate providers.	Annual report is produced and audited with no qualification.	Annual report is produced and audited with no qualification.	The audit of the 2018/19 Annual Report is underway. With the exception of going concern, no other audit issues are expected to arise. The 2017/18 Annual Report was prepared and audited without qualification. However, the statutory reporting deadline was not met, due to the audit review process.
			Long Term Plan/Annual Plan is produced and audited with no qualification.	Long Term Plan/Annual Plan is produced and audited with no qualification.	The 2019/20 Annual Plan was produced and adopted on 27 June 2019. This document was not audited. The 2018-28 Long Term Plan was adopted on 28 June 2018, the audit opinion issued was unmodified, with an emphasis of matter in relation to reliance on grant funding.
			Financial reports to Councillors and Department of Internal Affairs completed at least quarterly.	Financial reports for internal reporting purposes or reporting to external stakeholders is completed periodically.	Reports to Council and DIA have been provided at least quarterly.
			Assistance is provided with rates, invoicing, and other technical issues.	Requests are met promptly. Training and support is provided for democracy services.	All requests for assistance have been met. No other issues arising in the quarter.
	Council complies with legislative requirements.	No breaches of legislation.	Advice is provided as required for: HR; Council; Democracy; Legal; Finance; and IT.	Requests are met within 5 working days. Training support and information is provided re democracy services.	Legal advice provided as requested. Contractor engaged to perform an independent review related to compliance with the Holidays Act 2003, staff are working through findings. Noting the above, no breaches of legislation occurred in the current period.

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Communications	Communication services support the dissemination and exchange of information to Council and the community. Council's information is protected, developed and maintained effectively and efficiently.	Community and Iwi are well informed about Council activities and performance.	Communications services are provided. Advice is provided concerning effective communication and feedback from the community.	Inserts to the Chatham Islander are produced on environmental, RMA and other Council issues.	All activities completed as required.
				Web site is kept up to date. Other communications projects (e.g. leaflets, brochures, signs) discussed and undertaken as required.	All activities completed as required.
Surveillance – Chatham Islands	There is no introduction, sale, propagation and distribution of the 140 pests listed as Surveillance – Chatham Islands pests.	Incidence of these 140 pests on the Chatham Islands.	Report on the presence of Surveillance – Chatham Islands annually or as required for specific incidences	Undertake enforcement action to ensure that landowners and occupiers do not introduce, sell, propagate or distribute pests listed as Surveillance – Chatham Islands pests.	No enforcement actions undertaken. Aggregate was imported and used in the Kaiangaroa area which has since had Broom seedlings appear. This has been dealt with by Biosecurity staff and the site programmed for annual surveillance.
Surveillance – Chatham Islands	Maintaining an internal border between Chatham Island, Pitt Island and New Zealand.	Number of breaches of the internal border.	**Year 1** Publish and distribute a scoping report addressing marine biosecurity as part of establishing an internal border.	**Years 2-4** In partnership with Biosecurity New Zealand implement a marine biosecurity plan as part of establishing an internal border.	We have trained 5 staff to meet WorkSafe NZ diving requirements with a view to carrying out twice annual underwater surveys of the 4 ports on Chatham Island. The intent is to determine the presence or absence of the 10 "most likely" to arrive marine pests. Since late 2016, the dive team has carried out two annual survey's of each port. The extent of undaria infestation at Port Hutt has been refined. Survey dives have been carried out at Owenga, Kaiangaroa Waitangi and Port Hutt. No marine pests were found at Owenga, Waitangi or Kaiangaroa. Five of the invasive marine species identified by MPI are crab species. To date, crab potting surveys have been carried out twice at Waitangi, Port Hutt, Kaiangaroa and Owenga ports. No invasive species detected.
Surveillance –	Preventing the arrival and establishment	Incidence of these 140 pests	Identify, map and maintain a	Inspect at risk sites for pests listed as	At risk sites inspected at least twice

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
Chatham Islands	on the Chatham Islands of the 140 listed Surveillance – Chatham Islands pests.	on the Chatham Islands.	database of high-risk sites for surveillance – Chatham Islands pests. Continue a surveillance programme sampling sites (ha) at high risk from Surveillance – Chatham Islands pests.	Surveillance – Chatham Islands pests	annually by SPS Bio-security staff and resident Biosecurity Officer. Active control on several "low incidence" plant pests has taken place ie: Veldt Grass, Glyseria maxima, Argentinean Ice Plant, Wilding Conifers and Sycamore has been on-going. New sites of Old Man's Beard and Banana Passionfruit have been found and total control is underway, although both new sites have found to be more extensive than originally thought.
Surveillance – Chatham Islands pests	Subject to availability of resources, undertake Biosecurity Act 1993 Section 100 control of Chatham Islands Surveillance pests.	There are no successful incursions.	Report on the number of potential and actual incursion responses of Chatham Islands surveillance pests per annum.	Undertake incursion responses for pests listed as Surveillance – Chatham Islands pests as required.	Red Back spiders (2) were intercepted on incoming freight and destroyed
Surveillance – Pitt Island	Five pests listed as Surveillance – Pitt Island pests are not introduced to Pitt Island	Incidence of these five pests on Pitt Island.	Identify, map and maintain a database of high-risk sites for pests listed as Surveillance – Pitt Island pests. Continue a surveillance programme sampling at risk sites for pests listed as Surveillance – Pitt Island pests.	Inspect at-risk properties for Surveillance – Pitt Island pests. Undertake enforcement action where necessary to ensure that landowners and occupiers carry out control for Surveillance – Pitt Island pests. Search 100% of high-risk sites for pests listed as Surveillance – Pitt Island pests annually	We have increased the number of Rodent Bait stations at possible departure points to Pitt Island. Sheds used by fishermen storing goods bound for Pitt. Rodent activity tends to peak in February/March/ April and then stabilizes. Rat dog "Moki" has been busy with Kerri looking over risk sites especially where the site is departure for Pitt Island.
Total Pest Control	The Chatham Islands Pest Management Strategy is reviewed with specific reference to the Total Control suite of pests	The remaining 5 years of the Pest Management Strategy more accurately reflects community expectation and professional opinion	Chathams wide customer survey carried out with specific emphasis on Total Control pests. Survey results matched with expert opinion.	Formal review of current Pest Management Strategy	A Pest Management Strategy survey was sent out in early 2013. 51 responses were received. A formal review of the current Pest Management Strategy is currently underway.
Total Pest Control	One total control pest animal – feral goats is controlled.	Progress made in eliminating feral goats.	Undertake structured aerial cull of feral goats on	Work alongside landowners to voluntarily eradicate feral goats	By late 2014 Environment Canterbury staff had culled 977 goats from the

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
			properties adjoining the source infestation.	Undertake enforcement action to ensure that landowners and occupiers carry out control of feral goats.	Airport Road area. With the approval of the Landowner, our resident staff member culled 46 in late 2014 which appears to be the last of them. Two fly-overs by helicopter seemed to confirm this. An additional 192 goats were shot from a geographically separate area in 2017 where we believe the remaining feral goat population numbers less than 30.
Total Pest Control	Control of all total control plant pests.	The incidence of all total control plant pests.	A report on the effectiveness of pest control operations is prepared. The incidence of Total Control pest plants is consistent with estimates of target densities.	All known Total Control plant pest sites, both historical and active, are inspected and / or controlled annually. Summarise and interpret data collated from pest control operations.	Following the completion of the "Total Pest Control" plant database, all 3 species of Broom are deemed to be controlled as is, Gunnera. Wild Ginger (2 species) is down to one site. Sycamore control has increased recently. Control in several Cotoneaster sites is on-going. The remaining 2 Total control plants, Montbretia and Buddleia are so widespread that Total Control is not that realistic. This was confirmed in the PMS survey results. Although not on the Total Pest Control list the following plant pests have also been controlled to a level where eradication is achievable. A lone site of South American Ice Plant was controlled in April 2013. The only known site of a water weed (Glyseria maxima) was controlled in 2012 and any re-growth sprayed 2013,

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
					2014, 2015 and 2016. The only known site of "Veldt Grass" was sprayed in late 2012 and resprayed in October 2014. The control of these low incidence plants was also strongly supported in the responses to the PMS Survey.
Total Pest Control	Control of all pests listed as total control pest plants.	The incidence of all pest plants on Chatham Island or Pitt Island.	Identify, map and maintain a database of the incidence (e.g. of the density and distribution) of total control pests plants on Chatham Island and Pitt Island. Estimate (e.g. identify, map and maintain a database of) the control area over which total control pest plants on Chatham Island and Pitt Island occurs.	Progress towards eradicating total control pest plants is made to reduce their impact on the economy, particularly on land production, and on biodiversity. Inspect at risk properties for total control pests and issuing inspection notices.	A database of all known historical and active "Total Pest Control" plant sites has now been completed. Other low-incidence plant pests are also being recorded
Containment control	Control of pests listed as containment control pest plants.	Incidence of pests listed as containment control.	Undertake enforcement action where necessary on properties identified as non-compliant with Strategy rules.	Work alongside landowners to voluntarily carry out control of Containment pest plants Undertake enforcement action to ensure that landowners and occupiers carry out control of Containment Control pest plants.	No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased, and this was enhanced with a helicopter on the Island in February 2013, February 2014, November 2014, October 2015, November 2016, December 2017 and again in December 2018. An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map, this has been updated since the December 2019 programme was completed.
Containment Control	Control of pests listed as containment control.	Incidence of pests listed as containment control.	All at risk sites are inspected every 2 years. All gorse is eradicated	Inspect and search at risk sites for Containment Control pests and issuing inspection notices.	No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased, and this was

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status 25/10/2019
			annually from Gorse Management Area 1. The area of gorse (ha) in Gorse Management Area 2 does not increase as from a baseline date of 2001 (this target is subject to the availability of aerial maps of the Chatham Islands). Report that identifies and maps distribution and density of Californian Thistle.		enhanced with a helicopter on the Island in 2013, 2014, 2015, 2016, 2017 and 2018 . An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map and this is updated after each helicopter visit to the Islands.
Public awareness	Public become vigilant for new pests and do not introduce, sell or propagate pests.	Public awareness.	Articles on pest and biosecurity in the Chatham Islander and Uniquely Chathams news publications. Pamphlets on pests and biosecurity issues are readily available at the airport and other tourist venues 90% of landowners understand their obligations under the Strategy.	Regular media coverage of pest and biosecurity issues. Conduct a customer survey to gauge the understanding of landowner Strategy obligations.	Regular articles relating to Chatham Islands Pests are placed in the Chatham Islander Newspaper and the quarterly "Uniquely Chathams" paper and the Chatham Islands Community Focus email newspaper.
Investigations / Research	All pest control activities and advice is current and based on Best Practise	Surveillance – Chatham Islands pests Surveillance – Pitt Island pests. Total Control pests Containment Control pests Undertaking pests and biosecurity investigations and survey programmes.	Number of assessments undertaken.	Assess any research or investigation proposals concerning Surveillance – Chatham Islands pests, total control pests, containment control pest plants such as the introduction of biological control agents where support is sought from the Council on a case-by-case basis.	One of the questions in the PMS survey specifically asked about the possible introduction of Gorse biological agent(s). Several late responses were received which lowered the support of the introduction of bio control agents.