



chatham islands council



AGENDA | 2019

*Te Matarae looking
toward the Hikurangi Channel*

Mayor and Councillors'

Notice is hereby given that an Ordinary Meeting of the Chatham Islands Council will be held in the Council Chambers, Tuku Road, Waitangi, on **THURSDAY, 19 SEPTEMBER 2019**, commencing at **1.30pm**.

Owen Pickles
Chief Executive Officer



AGENDA
Meeting Held 19 September 2019

- | | | | |
|-----------|--|------------|-----------|
| 2. | Democracy | | |
| 2.1 | Minutes from Ordinary Meeting 8 August 2019 | (D 2.1d) | P 1-7 |
| 3. | Finance | | |
| 3.1 | Council Dues Report as at 31 July 2019 | (F 3.5a) | P 8 |
| 3.2 | Financial Report to 31 August 2019 | (F 3.9b) | P 9-14 |
| 4. | Works & Services | | |
| 4.1 | Fulton Hogan Road Maintenance Contract
Monthly Report July 2019 | (WS 4.1b1) | P 15-41 |
| 4.2 | Fulton Hogan Water & Wastewater Contract
Monthly Report July 2019 | (WS 4.1b1) | P 42-55 |
| 4.3 | Stantec – CIC Engineering Services Contract Monthly
Reports July 2019 | (WS 4.1a1) | P 56-77 |
| 4.4 | Chatham Islands Council Procurement Strategy | (WS 4.1f) | P 78-98 |
| 4.5 | Water & Sewerage Works Priorities | (WS 4.3a) | P 99-103 |
| 4.6 | Letter from M Tuhiwai – Kaingaroa Community Speed
Limit | (WS 4.1d) | P 104-105 |
| 4.7 | Stantec – Transport Regulation Compliance | (WS 4.1) | P 106-107 |
| 4.8 | Pages Corner Improvement | (WS 4.1d) | P 108-115 |
| 4.9 | Kaingaroa Wharf | (WS 4.5d) | P 116-117 |
| 4.10 | Possible Health Risks from Silica Potentially Present in
Dust from Schist | (WS 4.1d) | P 118-122 |
| 5. | Community Services | | |
| 5.1 | Grant to NZ Memorial Museum Trust | (CS 5.13a) | P 123-125 |
| 5.2 | Museum Trust Annual Report | (CS 5.1d) | P 126-140 |
| 5.3 | Proposed Civic Complex | (CS 5.4i) | P 141 |
| 6. | Regulatory | | |
| 6.1 | Update from Environment Canterbury | (R 6.1f1b) | P 142-167 |
| 6.2 | Application for Subdivision Consent – Chatham Islands
Council | (R 6.1b) | P 168-209 |
| 6.3 | CIC Dog Control Report to 30 June 2019 | (R 6.6a) | P 210-214 |
| 7. | Emergency Management | | |
| 7.1 | Fire & Emergency New Zealand's Local Advisory
Committee Areas | (EM 7.1c) | P 215-217 |
| 8. | Government | | |
| 8.1 | Moriori Treaty Settlement | (G 8.4a) | P 218-219 |
| 8.2 | Essential Freshwater Draft Submission | (G 8.3d) | P 220-222 |

In Camera Agenda

P 223

2. Democracy

2.1 Minutes of the Ordinary Meeting 8 August 2019

Date of meeting	19 September 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 8 August 2019.

Recommendations

THAT the minutes from the ordinary monthly meeting of the Chatham Islands Council held on 8 August 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, 8 August 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
Councillor EC Tuck joined the meeting via Skype
- Management & Officers:** Chief Executive, Owen Pickles
Operations Manager, Cindy Butt
Council Secretary, Jo Clark
- In Attendance:** Fulton Hogan Maintenance Manager, Bill Lind
ECan Biosecurity Officer, Kerri Moir
Alfred Johanson

2. DEMOCRACY

2.1 Minutes from Ordinary Meeting 27 June 2019

RESOLVED:

THAT the Minutes of the Ordinary meeting of the Chatham Islands Council, held on Thursday 27 June 2019 be adopted as a true and correct record with amendments.

RS Joyce / NC Ryan / 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.

JI Clarke / J Seymour / CARRIED

3.2 Financial Report to 30 June 2019

RESOLVED:

THAT the Financial Report to 30 June 2019 be received.

M Croon / NC Ryan / CARRIED

4. WORKS & SERVICES

4.1 Fulton Hogan Road Maintenance Contract Monthly Report June 2019

Mr Bill Lind reported on the Road Maintenance contract.

- No water tabling undertaken as the large excavator had been busy at the Waikato culvert.
- Undertaking urgent culvert replacements.
- Fencing to be completed at the Waikato Bridge, and grassing to finish off. Paving would be done when the road dried out.
- No fish had been damaged during the Waikato Bridge replacement.

His Worship had noticed an improvement with the potholes on the roads because of the drainage work that had been completed.

RESOLVED:

THAT the report be received.

NC Ryan / JI Clarke / CARRIED

4.2 Fulton Hogan Road Water & Wastewater Contract Monthly Report June 2019

Mr Bill Lind reported on the Water and Wastewater contract.

- Draw down test on the MPA bore – A three phase generator may be required to do the test.
- Sewer Treatment Plant - Pricing replacement parts. Council had asked the engineers to take a look where water was intruding.
- The sewer line between Hotel Road to the bridge may have to be moved or upgraded as the line was an old asbestos line.

RESOLVED:

THAT the report be received.

M Croon / J Seymour / CARRIED

4.3 Stantec Monthly Report June 2019

RESOLVED:

THAT the report be received.

JI Clarke / NC Ryan / CARRIED

4.4 Proposed Fence – Port Access Road

An email had been received from Port Manager, Craig Kerwin requesting permission to erect a fence along the coastal side of the road between the Tiki Tiki Hill stock race and the port.

Fulton Hogan had been asked to price a guard rail and were awaiting a design from Stantec. Funding from NZTA would pay for it.

RESOLVED:

THAT:

1. **Approval is given for the erection of a fence.**
2. **The fence be designed in consultation with Council's engineers so that it meets road safety requirements.**

KL Day / NC Ryan / CARRIED

6. REGULATORY

6.1 Update from Environment Canterbury

Ms Kerri Moir updated Council on recent works in biosecurity.

- Waste product from the ship which contains chafe – High risk material for the island. Sending sample to Timaru with a possibility of being taken for recycling.
- Helicopter Gorse Spray – Cost per hectare for spraying is \$1425 (increase on previous year).

RESOLVED:

THAT the report be received.

RS Joyce / JI Clarke / CARRIED

6.2 Application to Vary Resource Consent CIC/2018/04 – J Lanauze

An application had been received from J Lanauze to vary Resource Consent CIC/2018/04.

Amalgamation Condition should read:

2. That Lots 3,4,5,6 and 7 be held together and one record of title issued to include those parcels (LINZ request XXXXXXXX).

RESOLVED:

That in accordance with Section 104 of the Resource Management Act 1991, the Council approve application for variation of Resource Consent CIC/2018/04.

E Tuck / JI Clarke / CARRIED

6.3 LATE ITEM – Subdivision Application – North Head Farm Ltd

RESOLVED:

THAT the Late Item 'Application for Subdivision Consent – North Head Farm Ltd' be considered as a late item.

M Croon / E Tuck / CARRIED

Cr Day referred to the application being emailed to councillors the day prior and noted it was a short timeframe to fully absorb the information.

Amalgamation Conditions to read:

- a. Lot 2 hereon and Pt Lot 1 Application Plan 82 (WN919/56) are to be held together and one record of title issued
- b. Lots 1-3 DP 17267 (WN919/56) are to be held together and one record of title issued

LINZ Reference: XXXXX

RESOLVED:

That in accordance with Section 104 of the Resource Management Act 1991, the Council approves the proposed subdivision consent by North Head Farm Ltd to create one additional Record of Title and reconfigure existing land parcels between Records of Title at North Road, Chatham Islands.

JI Clarke / EC Tuck / CARRIED

8. GOVERNMENT

8.1 Report to the Department of Internal Affairs 1 April 2019 to 30 June 2019

Chief Executive Owen Pickles explained since the Government had not increased the Council's financial contributions they had been looking at ways of funding. Mr Pickles would be meeting with the DIA to discuss with them water and sewerage projects which could be funded through Ministry of Health.

With reference to the RMA compliance with other national policy statements, Mr Pickles advised he would be meeting with the Ministry for the Environment with the view to looking at how Council could be exempted from compliance with some of the policy statements, but where compliance was required, how that could be funded.

Cr Ryan asked if the paragraph relating to outstanding rates could be put in the local newsletter i.e. *"Several of the outstanding rate accounts are in the process of calling on the mortgagee or going through the process which can cause properties to be sold. This is a drastic step to take in any community but is magnified in one as small as the Chatham Islands."*

Outstanding rates were now sitting at approximately \$86k.

ACTION: Advertise outstanding rates being put through the collection process.

RESOLVED:

THAT the Chatham Islands Council receives the report.

RS Joyce / NC Ryan / CARRIED

8.2 LATE ITEM – LGNZ Conference 2019

RESOLVED:

THAT the Late Item 'LGNZ Conference 2019' be considered as a late item.

M Croon / RS Joyce / CARRIED

The LGNZ annual conference and Excellence Awards was held in Wellington on 7-9 July 2019. It was attended by His Worship the Mayor, Cr Clarke and the Chief Executive.

His Worship noted one of the speakers was Dr Lance O'Sullivan who had some amazing ideas, one of which was around health care in the regions. He was running pilot programmes in Rotorua.

Cr Clarke gave a verbal report.

The 2019 conference theme was "Riding the localism wave: Putting communities in charge". It was about communities and empowering them to take charge of their social, economic, environmental and cultural well-being through localism. This was a global concept reshaping governments around the world, recognising that best outcomes were a result of local people making local decisions about the places they lived.

The conference focused on best practice examples of localism in New Zealand, and how we applied the lessons from those examples to how communities, local government and central government engaged with each other.

One of the guest speakers was Liam Malone, the blade runner who made a commitment to become the fastest blade runner in the world, and the path he took to reach his goal.

Other guests were Paul Eagle (Labour Party), Lawrence Yule (National Party), and Chlöe Swarbrick (Green Party) who were questioned by Patrick Gower about their positions in politics.

Cr Clarke advised they also had a meeting with the building consents team at Wellington City Council (WCC) who were reviewing their position with the Chatham Islands. Another consent authority may have to be found. WCC was going through their accreditation renewal and were short on resources. Two inspectors would be on the island on 12 September 2019. A new Authority needed to be accredited and within that they needed to have the skills required. Chatham Islands Council had received interest from a smaller Authority, which had advantages.

RESOLVED:

THAT the report LGNZ Conference 2019 be received.

KL Day / J Seymour / CARRIED

8.3 LATE ITEM – LGNZ AGM Report 2019

RESOLVED:

THAT the Late Item 'LGNZ AGM Report 2019' be considered as a late item.

JI Clarke / EC Tuck / CARRIED

The LGNZ AGM was held on 7 July 2019 in Wellington. Council delegates His Worship the Mayor, Alfred Preece and Chief Executive, Owen Pickles attended.

The AGM dealt with some procedural changes to the LGNZ rules ahead of a lively session debating remits.

RESOLVED:

THAT the report LGNZ AGM Report 2019 be received.

KL Day / M Croon / CARRIED

9. CHATHAM ISLANDS

9.1 Request from Chatham Islands Community Swimming Pool Trust

Cr Tuck and Chief Executive declared their interest.

A request from the Chatham Islands Community Swimming Pool Trust had been considered at the monthly meeting on 27 June 2019. At that meeting, His Worship asked that the committee produce an exact budget for the project and resubmit the request with it.

Included in the agenda was a breakdown of costs from the Community Pool project and a financial report. After consideration, rather than remit the consent fees, Council agreed to give the Chatham Islands Community Swimming Pool Trust a grant to cover the consent fees.

RESOLVED:

THAT the Council approve a grant to the Chatham Islands Community Swimming Pool Trust of \$13,363.31.

M Croon / JI Clarke / CARRIED

MEETING CLOSURE

After consideration of the In-camera Agenda, and there being no further business, the meeting was declared closed at 2.50pm.

CONFIRMED THIS 19th DAY OF SEPTEMBER 2019.

MAYOR

3. Finance

3.1 Council Dues Report to 31 July 2019

Date of meeting	19 September 2019
Agenda item number	3.1
Author/s	Colette Peni, Accounts Officer

Purpose

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

Recommendations

THAT the report be received..

Key points

- Chatham Island Shipping – Outstanding Manifest – August 2019
- Air Chathams – Outstanding Manifest – August 2019

Background

Carrier	Amount Owing	Month/s invoices Outstanding	Details
Air Chathams	\$1,657.71	July 2019	Underpaid July 2019 invoice
Chatham Islands Shipping	\$8,220.12	May, June 2019	A reconciliation to be done on account

3. Finance

3.2 Financial Report to 31 August 2019

Date of meeting	19 September 2019
Agenda item number	3.2
Author/s	Tanya Clifford, Corporate Reporting Accountant, Environment Canterbury

Purpose

To present to Council the financial report to 31 August 2019.

Recommendations

THAT the Financial Report to 31 August 2019 be received.

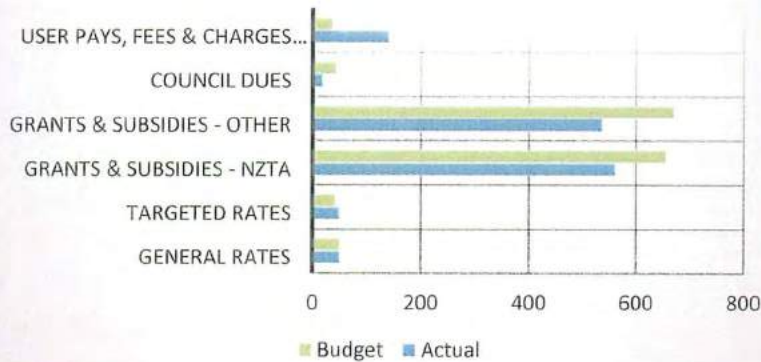
Graphical Financial Information

as at 31 August 2019



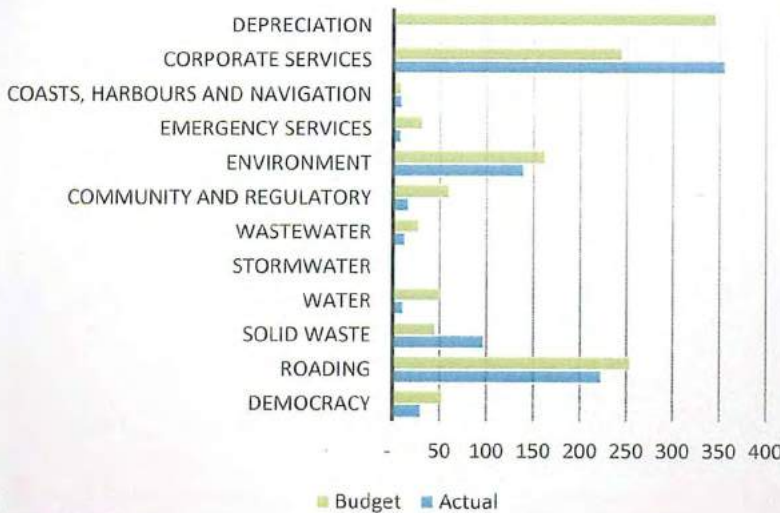
chatham islands council

Revenue



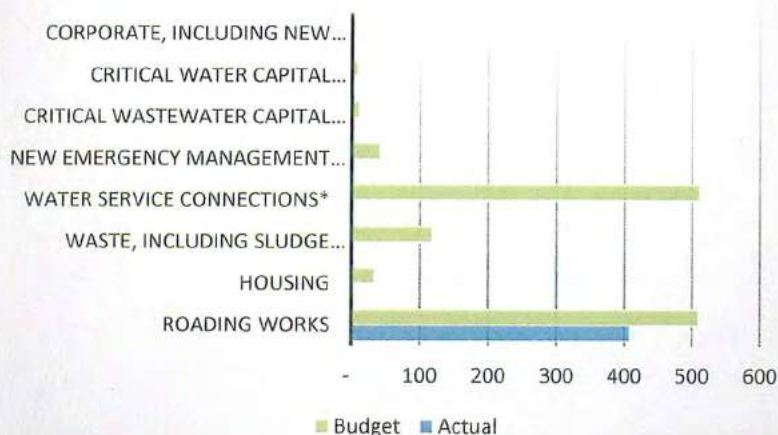
No significant items of concern related to revenue items. However, it is worth noting:
 * NZTA subsidy is driven by actual expenditure of roading works, which are behind budgetary levels.
 * the budget recognised a grant for the sludge lagoon project; which hasn't been drawn down pending project scope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

Expenditure



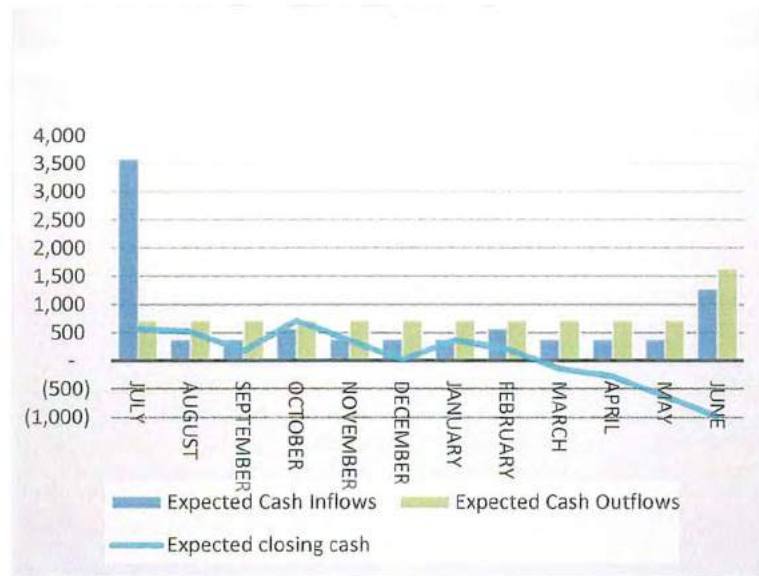
Depreciation not run for the period, awaiting system roll over following 2018/19 audit review. No other significant items of concern related to expenditure. There are some variances within classifications and minor cut-off adjustments, refer to the full financial report for further information.

Capital Expenditure



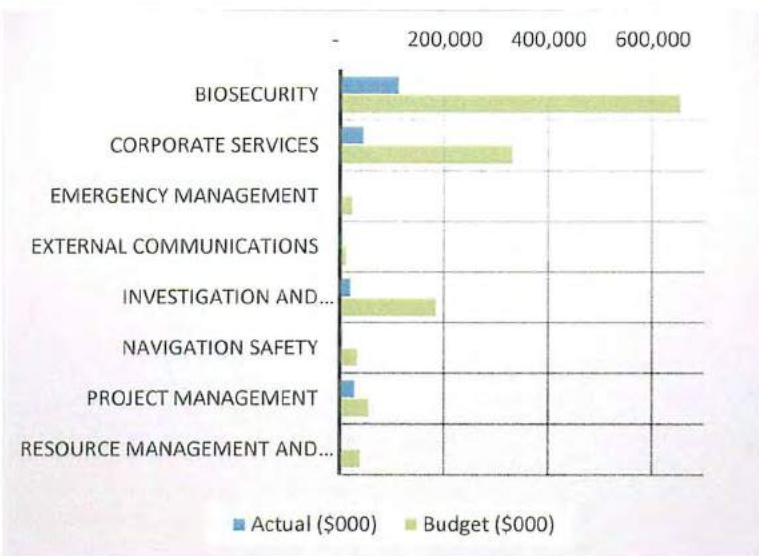
Key capital projects have not fully progressed for the year (pending funding availability) or have been delayed.
 The sludge lagoon project has been deferred pending rescope and housing works have also been delayed.

Cashflow Forecast



At the end of June, Council's expected cash balance is an overdraft of \$982k (excluding earmarked funds). Council's current available funds amount to \$306k, 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



No significant variances of note, with minimal costs charged to date against the contract.

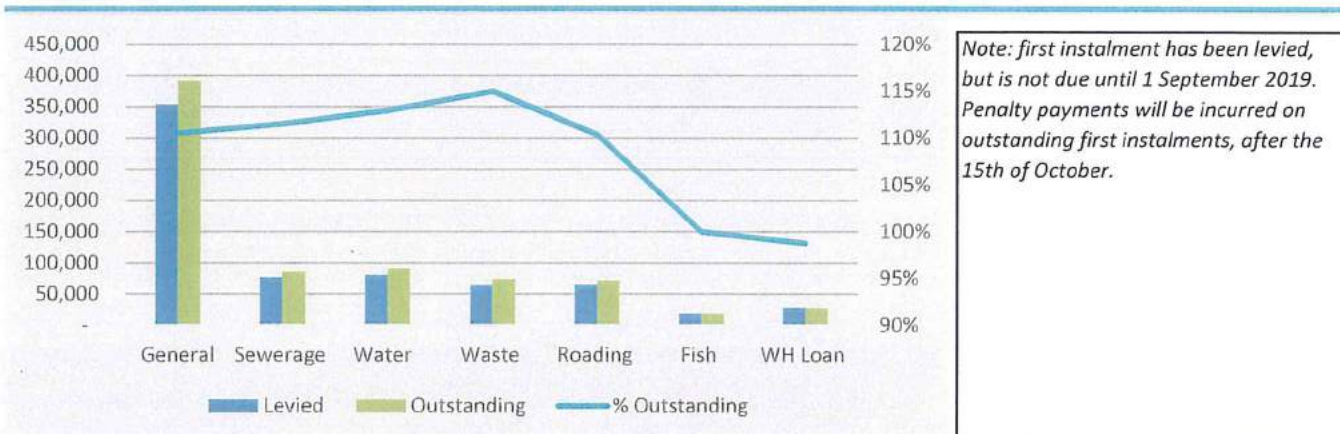
Other Financial Information

as at 31 August 2019

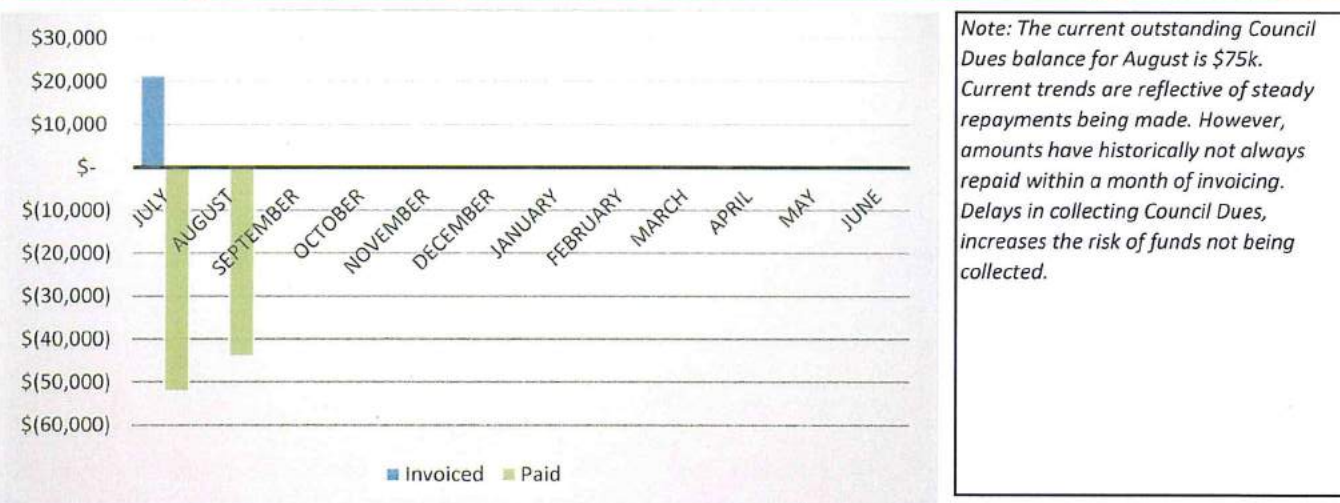


chatham islands council

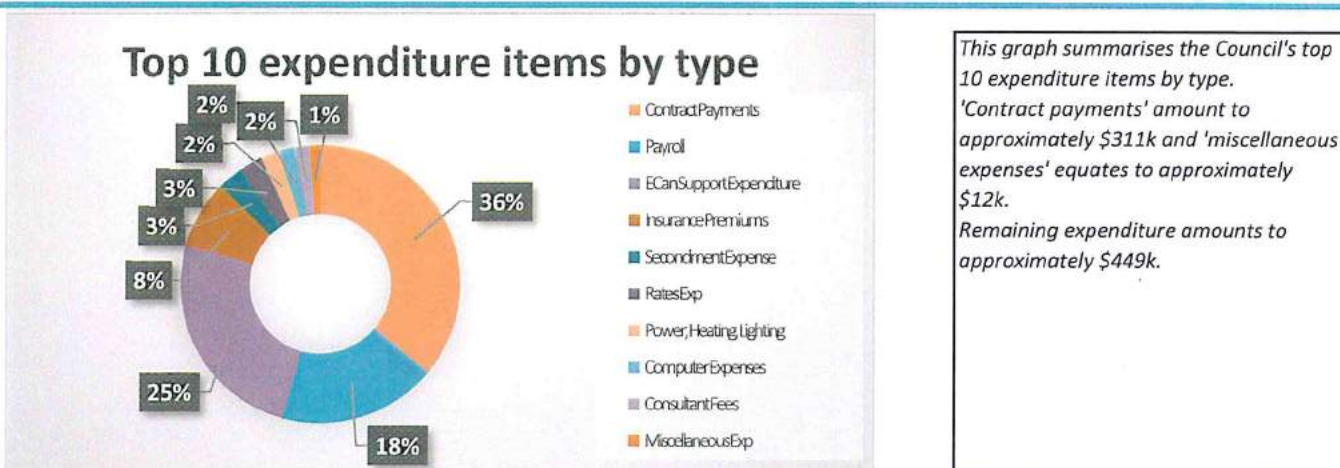
Revenue rates collectability



Revenue Council dues collectability



Expenditure by type



Statement of Comprehensive Revenue and Expense



chatham islands council

	Actual \$000	Budget \$000	Variance	Note Ref
Revenue				
General rates	51	51	-	1
Targeted rates	50	44	7	1
Grants & subsidies - NZTA	561	656	(95)	2
Grants & subsidies - other	537	671	(134)	2
Council Dues	19	44	(26)	3
User pays, fees & charges and other income	141	37	105	4
Total revenue	1,359	1,502	(143)	
Expenditure				
Democracy	30	53	(23)	
Roading	223	255	(32)	5
Solid waste	97	46	52	5
Water	12	50	(39)	5
Stormwater	0	2	(2)	5
Wastewater	13	28	(15)	5
Community and regulatory	17	60	(44)	6
Environment	139	162	(23)	6
Emergency services	9	31	(23)	6
Coasts, harbours and navigation	9	9	1	
Corporate services	355	245	110	7
Depreciation	-	346	(346)	8
Total expenditure by activity	904	1,287	(383)	
Total surplus/(loss)	454	215	240	

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, with work and subsidy costs estimated for the month of August. 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
- 5 Infrastructural works for the period of August estimated. 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	359	567	(208)	1
Increase / (decrease) in debt	-	23	(23)	2
Total sources of capital funding	359	590	(231)	
Application of capital funding				
Roading works	408	510	(102)	1
Housing	-	33	(33)	2
Waste, including sludge lagoon project	-	118	(118)	3
Water service connections*	-	512	(512)	
New emergency management depo*	-	42	(42)	
Critical wastewater capital replacement*	-	11	(11)	
Critical water capital replacement*	-	8	(8)	
Corporate, including new office fit-out*	2	6	(4)	
Total application of capital funding	410	1,240	(19)	
Movement in reserves	(51)	(650)	(212)	

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

Variance explanations:

- 1 The grant figure primarily relates to the NZTA budget, which is reflective of 88% of actual costs incurred.
- 2 Housing project expected to be progressed in year, funded by debt.
- 3 Sludge lagoon project delayed, pending scope and cost review.

Note, budget figures are allocated on an equal monthly apportionment

4. Works & Services

4.1 Fulton Hogan Road Maintenance Report July & August 2019

Date of meeting	19 September 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 July and August 2019 monthly report from Fulton Hogan that will be presented by Bill Lind (Fulton Hogan Contract Manager).

Recommendation

THAT the report be received.



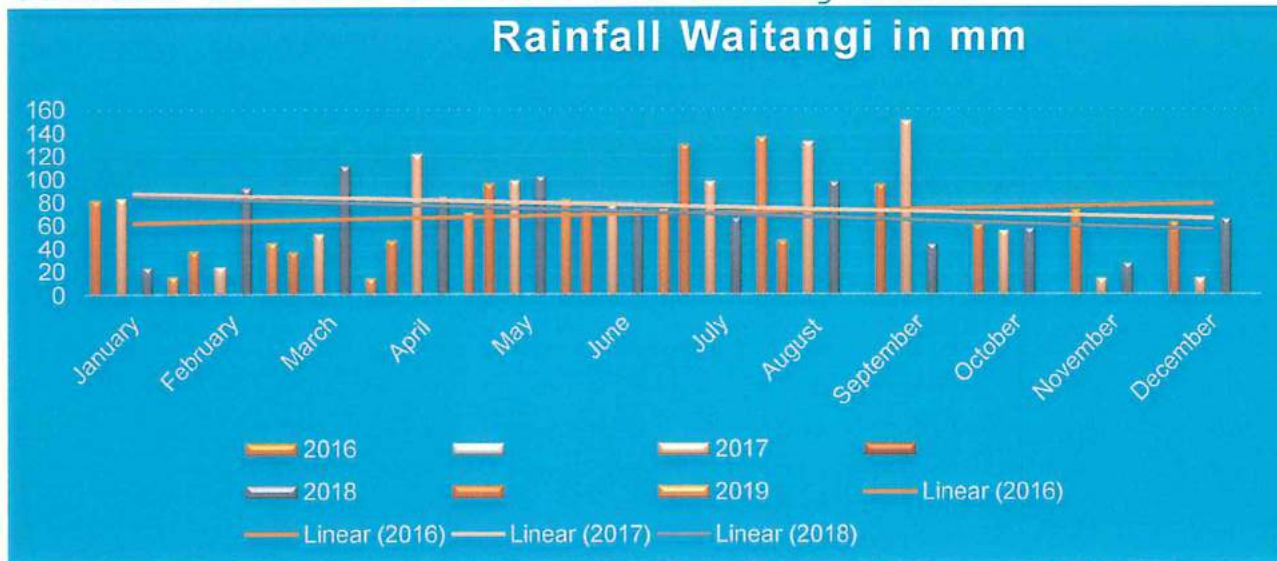
CHATHAM ISLANDS ROAD
MAINTENANCE CONTRACT
MONTHLY REPORT
July 2019

Table of Contents

Table of Contents	
Work Summary	
Outline of work carried out during month	
Routine Maintenance and Operations	
Pavement Renewals	
Sealed Road Resurfacing	
Drainage Renewals	
Bridge and Structure Renewals	
Traffic Services	
Minor Improvements	
Vegetation Control	
Dayworks	
Programmed Work for following month	
Summary of Monthly Progress Claim by Work Category	
Schedule of Work by Road Name	
1. Maintenance Grading	
2. Unsealed Pavement Maintenance & Maintenance Metal	
Next Month's Target	
Crash Damage Report Summary	
Network Inspections	
Monthly Safety Report and Statistics	
1. Safety Incidents	
Running Stocktake of Aggregates and Supplies	
Metal Stockpiles	
CIC Sign Stockpiles	
CIC Culvert Stockpiles	
Environmental Compliance & Feedback	
Environmental Compliance	
Stakeholder Complaints	
Public Relations & Community Involvement	
Innovation	
Claim for Report	
Miscellaneous	
1. Traffic Counting	
2. Pitt Island	
3. Wind Damage	
PhotosAppendix A: Minutes	

Work Summary

Outline of work carried out during month



135.5mm of rain recorded in the Waitangi yard.

Routine Maintenance and Operations

Still metaling where required. Grading continues with all major roads done this month. Local roads around Waitangi were metaled and graded. Mowing a bit slower now with cooler conditions. Roadroid completed for this quarter.

Pavement Renewals

Superelevation sites on North road have settled down. No other renewals this month. Digouts on sealed network have been identified and entered in Ramm.

Sealed Road Resurfacing

None this month.

Drainage Renewals

Conditions still too wet at the dump sites to continue Waitangi Wharf Owenga Road at the moment but we will continue as soon as conditions allow.

Bridge and Structure Renewals

Waikato culvert progressing well with road formation underway.

Traffic Services

All good this month with no sign damage.

Minor Improvements

Super-elevation improvements on North Road as above.

Vegetation Control

Mowing slow. Spraying still to be caught up on as conditions allow.

Dayworks

Culvert installs and flood repairs following very heavy rain early in the month.

Programmed Work for following month

Drainage on WWO Rd to complete. Still 3 Super-elevations to complete. More dig-outs North Rd. Waikato culvert to complete.

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
PORT HUTT ROAD	2684	51	0	16615	16615
NORTH ROAD	2685	21	4589	30000	25411
NORTH ROAD	2760	21	30000	48508	18508
KAINGAROA ROAD	2761	126	0	5994	5994
WAITANGI WHARF - OWENGA ROAD	2762	11	16700	18500	1800
TUKU ROAD	2768	111	6000	14057	8057
WAITANGI WEST ROAD	2769	61	0	11690	11690
WHAREKAURI ROAD	2630	121	0	4724	4724
AIR BASE ROAD	2631	71	0	5871	5871
				TOTAL	98.7km

- 2 Unsealed Maintenance Metaling

- Carried out on the following roads using AP32 metal:

Road ID	Disp	Road ID	Start RP	End RP	Quantity
AIR BASE ROAD	2624	71	3800	4800	64
WAITANGI WEST ROAD	2634	61	4500	9500	24
HOSPITAL ROAD	2689	91	166	373	8
HOSPITAL ROAD NORTH	2690	90	0	350	8
TIKI TIKI ROAD	2691	96	0	665	32
MAIPITO ROAD	2692	101	500	1200	32
NORTH ROAD	2758	21	35000	42000	48

KAINGAROA ROAD	2759	126	0	4000	24
WAITANGI WEST ROAD	2764	61	1400	6700	64
		Totals		This Month	304 m3
500m3 extra spread. Paid March Claim				Revised Target	22000 m3
				Contract TD	22224 m3

Next Month's Target

Patch metaling will continue where required. Grading should get more effective as conditions get damper.

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.

Network Inspections

Month	Inspection Type	Faults Identified	Inspected By
August 2018	Daytime	Roads in good condition. New watertabling helping a lot. Tuku Rd needs digout (since done)	Tomby
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	Night Time	Tuku Road looking ok some dirty signs programmed for	Bill Lind

2018		cleaning. Waitangi Wharf Owenga Road, newly watertabled area all good with new EMP's very effective.	
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.	

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
23/7/18	N	N	N	Y	Landfill site. Delivery of cover material. Front bumper of truck caught on debris and damaged.
9/8/18	N	N	N	N	Audit of guys doing EMP's North Rd. No problems found
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.

Metal Stockpiles

<i>Site</i>	<i>AP30 Schist</i>	<i>AP65</i>	<i>AP30 Basalt</i>	<i>AP100 Schist</i>	<i>AP100 Basalt</i>	<i>AP30 Blend</i>	<i>AP20</i>
Waitaha Schist	0	0	0	7490	0	0	0
Waitaha Basalt	0	0	2199	0	0	0	892
Paritu	2047	0	0	384	0	0	0
Stoney Crossing	0	0	0	0	0	0	900
Yard	0	0	0	0	0	0	0
Ohinemama	0	0	1232	0	0	0	0
Yard	0	0	0	0	0	0	0
Muirsons Schist	1724	0	0	328	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
TOTALS	3771	0	3431	8202	0	0	1792

CIC Owned Materials

Signs

Stocktake of Chatham Islands Council Materials					
Item Description	Unit	Purchased	Used July 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.			3	
RM6 Yellow	ea.			1	
RM7	ea.			5	
P66X242	ea.			7	
PW11	ea.			1	
PW11.1L	ea.			1	
PW11.1R	ea.			1	
PW12L	ea.			1	
PW12R	ea.			1	
PW24	ea.			2	
PW25 65KM	ea.			1	
PW28	ea.			1	
PW34.1	ea.			2	
PW34.2	ea.			2	
PW37	ea.			2	
PW41	ea.			4	
PW44	ea.			1	
PW53	ea.			1	
PW49 FIRE ENGINE	ea.			2	
PW 50	ea.			1	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	

Marker pegs

EMP	ea.		34	320	
CULVERT MARKERS	ea.			106	
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 July 19	Purchased	End Measure
375	m			0
300	m			6
450	m			0
600	m			0
750	m			30
900	m			23

CivilBOSS

225	m			51
300	m	9	54	111
450	m	41	24	27
630	m		30	30
800	m		30	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

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 watertabling too deep	Passed to Stantec	1hr
10/10/18	Public	Gorse needs sprayed Te Matare Rd	Sprayed 25/10/18	10days

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
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 Mataarae 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	\$88,238.27	\$88,238.27	\$805,782.09	10.95%
2	Routine Maintenance and Ops	\$62,494.96	\$62,494.96	\$1,273,716.65	4.91%
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	\$8,448.80	\$8,448.80	\$119,480.00	7.07%
6	Bridge Renewals	\$102,136.04	\$102,136.04	\$60,000.00	170.23%
7	Traffic Services	\$941.78	\$941.78	\$13,485.75	6.98%
8	Minor Improvements	\$0.00	\$0.00	\$130,000.00	0.00%
9	Vegetation Control	\$5,408.41	\$5,408.41	\$19,968.75	27.08%
11	Dayworks	\$32,857.37	\$32,857.37	\$242,871.00	13.53%
	Total	\$300,525.63	\$388,763.90	\$3,162,773.74	12.29%

1. Miscellaneous

2. Traffic Counting

Completed for 2019.

3. Pitt Island
Visit to check Pitt Island in August

4. Wind Damage
Nil.

Photos



Rapanui Rd sinkhole



Waitangi West Rd



Port Hutt Rd



Waitangi West Rd



CHATHAM ISLANDS ROAD
MAINTENANCE CONTRACT
MONTHLY REPORT
August 2019

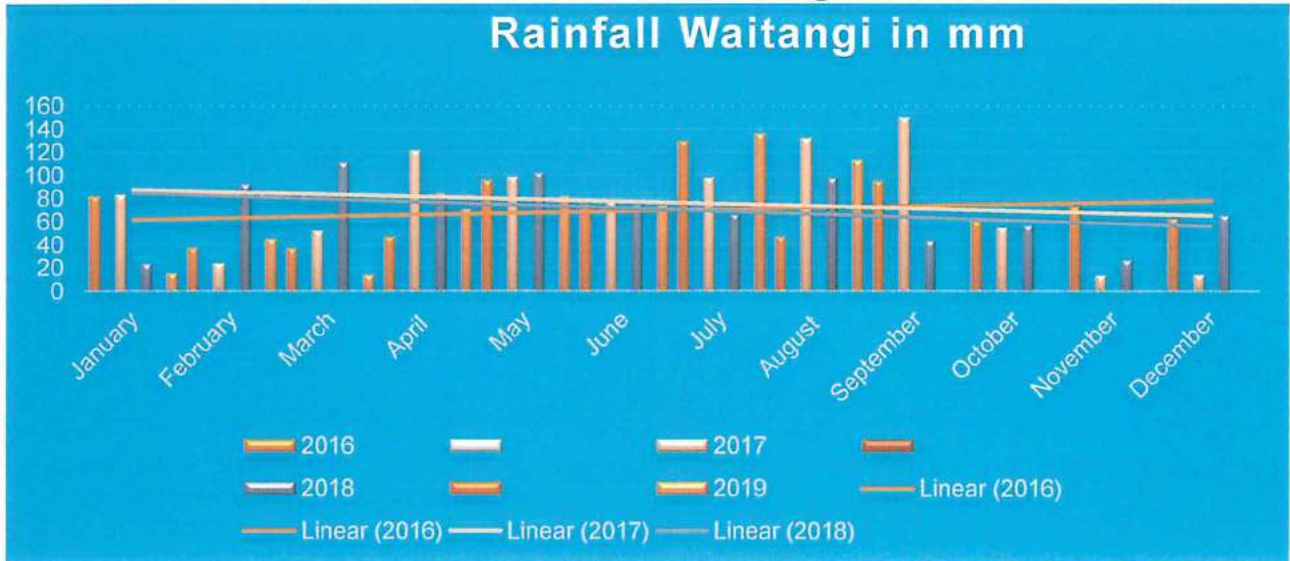


Table of Contents

Table of Contents	
Work Summary	
Outline of work carried out during month	
Routine Maintenance and Operations	
Pavement Renewals	
Sealed Road Resurfacing	
Drainage Renewals	
Bridge and Structure Renewals	
Traffic Services	
Minor Improvements	
Vegetation Control	
Dayworks	
Programmed Work for following month	
Summary of Monthly Progress Claim by Work Category	
Schedule of Work by Road Name	
1. Maintenance Grading	
2. Unsealed Pavement Maintenance & Maintenance Metal	
Next Month's Target	
Crash Damage Report Summary	
Network Inspections	
Monthly Safety Report and Statistics	
1. Safety Incidents	
Running Stocktake of Aggregates and Supplies	
Metal Stockpiles	
CIC Sign Stockpiles	
CIC Culvert Stockpiles	
Environmental Compliance & Feedback	
Environmental Compliance	
Stakeholder Complaints	
Public Relations & Community Involvement	
Innovation	
Claim for Report	
Miscellaneous	
1. Traffic Counting	
2. Pitt Island	
3. Wind Damage	
PhotosAppendix A: Minutes	

Work Summary

Outline of work carried out during month



1125mm of rain recorded in the Waitangi yard.

Routine Maintenance and Operations

All routine operations continuing as normal. Spraying a little behind due to weather conditions. Sign and EMP maintenance has been a bit of a focus this month.

Pavement Renewals

No renewal sites done this month.

Sealed Road Resurfacing

None this month.

Drainage Renewals

Six culvert installs this month, four of these in new locations. We are still looking for all weather dump sites so we can continue with the water-tabling on WWO Rd. Tuku Rd water-tabling has been programmed.

Bridge and Structure Renewals

Waikato culvert all complete except for site rails.

Traffic Services

All good this month with no sign damage. Programming of replacements for old and damaged signs has begun.

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

Culvert installs.

Programmed Work for following month

Drainage on WWO Rd to complete. Still 3 Super-elevations to complete. More dig-outs North Rd. Sign replacements to begin. Extra traffic counts have been requested. Bridge repairs Te Awainanga (deck and hand rail), Hawaiki.

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
NORTH ROAD	2793	21	14670	48508	33838
KAINGAROA ROAD	2811	126	0	5994	5994
				TOTAL	39.8km

- 2 Unsealed Maintenance Metaling

- Carried out on the following roads using AP32 metal:

Road ID	Disp	Road ID	Start RP	End RP	Quantity	
AIR BASE ROAD	2794	71	3000	5000	48	
NORTH ROAD	2795	21	25000	30000	64	
WAITANGI WHARF - OWENGA ROAD	2796	11	5000	16000	128	
PORT HUTT ROAD	2801	51	7000	12000	56	
WAITANGI WEST ROAD	2809	61	8720	9350	48	
AIR BASE ROAD	2778	71	500		24	
NORTH ROAD	2779	21	27000	30000	48	
WAITANGI WHARF - OWENGA ROAD	2780	11	6700	11000	16	
TUKU ROAD	2781	111	6000	11000	104	
TIKI TIKI ROAD	2782	96	200	500	8	
WAITANGI WEST ROAD	2810	61	6700	9000	88	
		Totals		This Month	632	m3
500m3 extra spread. Paid March Claim				Revised Target	22500	m3
				Contract TD	22836	m3

Next Month's Target

Currently 336m3 ahead of schedule. Patch metaling will continue where required. Grading should get more effective as conditions get damper.

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
August 2018	Daytime	Roads in good condition. New watertabling helping a lot. Tuku Rd needs digout (since done)	Tomby
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	Roadroid	Mowing and spraying needed on most roads. Newly	Bill Lind

2019		strengthened areas riding very well.	
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

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
23/7/18	N	N	N	Y	Landfill site. Delivery of cover material. Front bumper of truck caught on debris and damaged.
9/8/18	N	N	N	N	Audit of guys doing EMP's North Rd. No problems found
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.

Metal Stockpiles

Month Ending 31/8/19						
Site	AP30 Schist	AP65	AP30 Basalt	AP100 Schist	AP20	C/Dust
Waitaha Schist	0	0	0	7,490	0	0
Waitaha Basalt	0	0	1,855	0	892	0
Paritu	2,023	0	0	296	0	0
Stoney Crossing	0	0	0	0	892	0
Yard	0	0	0	0	0	0
Ohinemama	0	0	1,000	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
	3,747	0	2,855	8,114	1,784	0

CIC Owned Materials

Signs

Stocktake of Chatham Islands Council Materials					
Item Description	Unit	Purchased	Used Aug 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.		3	0	
RM6 Yellow	ea.			2	
RM7	ea.			0	
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
PW44	ea.			1	750
PW53	ea.			1	750
PW49 FIRE ENGINE	ea.			2	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	

Marker pegs

EMP	ea.	600	169	751	
CULVERT MARKERS	ea.			106	
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 Aug 19	Purchased	End Measure
450	m			6
600	m			6
750	m			6

CivilBOSS

225	m			42
300	m	45	60	126
450	m	9	60	78
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

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 watertabling too deep	Passed to Stantec	1hr
10/10/18	Public	Gorse needs sprayed Te Matare Rd	Sprayed 25/10/18	10days

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
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	\$89,404.26	\$170,517.41	\$805,782.09	21.16%
2	Routine Maintenance and Ops	\$57,734.33	\$115,484.91	\$1,273,716.65	9.07%
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	\$26,446.18	\$34,894.98	\$119,480.00	29.21%
6	Bridge Renewals	\$130,710.63	\$232,846.67	\$60,000.00	388.08%
7	Traffic Services	\$7,890.36	\$8,832.14	\$13,485.75	65.49%
8	Minor Improvements	\$0.00	\$0.00	\$130,000.00	0.00%
9	Vegetation Control	\$5,408.41	\$10,816.82	\$19,968.75	54.17%
11	Dayworks	\$15,738.16	\$48,595.53	\$242,871.00	20.01%
	Total	\$333,332.33	\$621,988.46	\$3,162,773.74	19.67%

1. Miscellaneous

2. Traffic Counting

Extra counts requested.

3. Pitt Island
Visit to check Pitt Island in August

4. Wind Damage
Nil.

Photos



Waikato Culvert



Waikato Culvert



Waikato Culvert



Waikato Culvert

4. Works & Services

4.2 Fulton Hogan Water and Wastewater Operation Contract Report July & August 2019

Date of meeting	19 September 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 July and August 2019 report from Fulton Hogan that will be presented by Bill Lind (Fulton Hogan Contract Manager).

Recommendations

THAT the report be received.



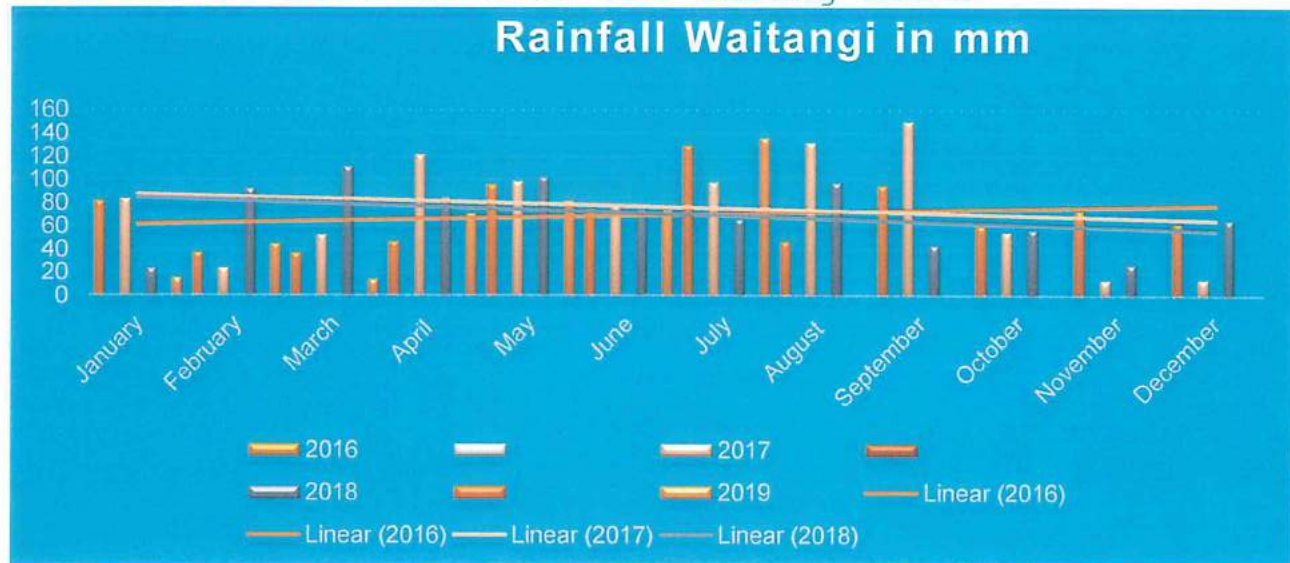
chatham islands council



WATER AND
WASTEWATER
OPERATION CONTRACT
MONTHLY REPORT
July 2019

Work Summary

Outline of work carried out during month



135.5mm rainfall recorded in the Waitangi yard.

Water Supply Operation & Maintenance

Waitangi running well at the moment. Lake at Kaingaroa rising, no supply issues here or at Waitangi at the moment.

Water Treatment

Turbidity at Kaingaroa now settled down to normal levels. No issues at Waitangi.

Wastewater Treatment Plant at Waitangi

Condition assessment completed and forwarded to Stantec. Plant requires some work to continue running. Proposal being prepared for approval.

Dayworks - Water

None this month.

Dayworks - Wastewater

Annual check-over and condition assessment..

Water and Wastewater Reticulation Network

Water and Waste retic all working fine at the moment. Main pumps lifted and checked at playground pump station, all good.

Water and Wastewater Treatment Plant: Monitoring

Plant monitoring all going well.

Programmed Work for Following Month

Price up repairs to WWTP.

		<u>Separable Portion Two - Water and Wastewater</u>			
<u>Item</u>	<u>Work Category</u>	<u>Value for Month</u>	<u>Value YTD</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
13	Preliminary and General	\$1,847.72	\$1,847.72	\$49,614.04	3.72%
14	Water Supply Ops and Maint	\$922.32	\$922.32	\$20,067.84	4.60%
15	Water Treatment	\$2,947.89	\$2,947.89	\$39,801.86	7.41%
16	WWTP Waitangi	\$922.32	\$922.32	\$35,580.63	2.59%
17	Dayworks - Water	\$0.00	\$0.00	\$9,519.14	0.00%
18	Dayworks - Wastewater	\$5,651.00	\$5,651.00	\$7,090.55	79.70%
19	Water and Wastewater Reticulation	\$1,188.52	\$1,188.52	\$461.16	257.72%
20	Treatment Plant Monitoring	\$0.00	\$0.00	\$14,262.24	0.00%
	Total	\$13,479.77	\$13,479.77	\$176,397.46	7.64%

Summary of Monthly Progress Claim by Work Category

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

23/8/18	N	Y	N	N	E.coli detected in Kaingaroa reticulation sample
20/9/18	N	N	N	N	3 consecutive complying results received for Kaingaroa reticulation
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 @ WWTP. No problems.

Environmental Non Compliance

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

Monthly Stocktake of Supplies

General Supplies Stockpile - Month Ending June 19

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt		28 bags	20	28
Chlorine		20 L	10	20

PHOTOS



Kaingaroa intake channel



Kaingaroa in times of more water



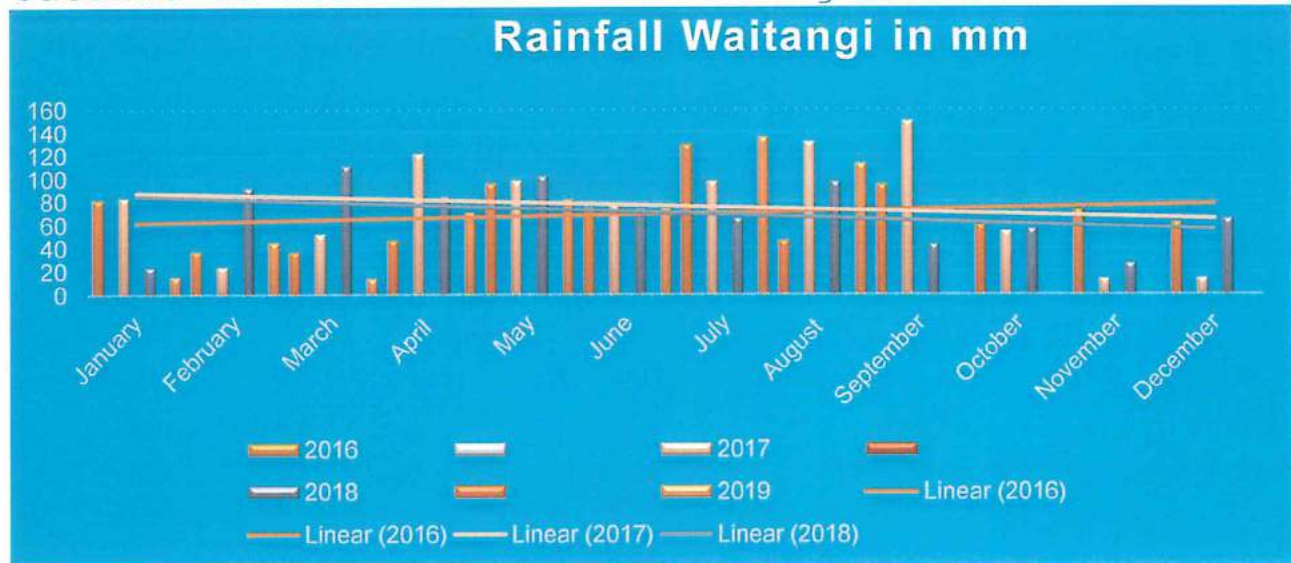
WATER AND
WASTEWATER
OPERATION CONTRACT
MONTHLY REPORT
August 2019

Table of Contents

Work Summary.....	2
Outline of work carried out during month	2
Water Supply Operation & Maintenance	2
Water Treatment	2
Wastewater Treatment Plant at Waitangi	2
Dayworks - Water Reticulation Network	2
Dayworks - Wastewater Reticulation Network	2
Water and Wastewater Reticulation Network	3
Water and Wastewater Treatment Plant: Monitoring	3
Programmed Work for Following Month	3
Summary of Monthly Progress Claim by Work Category	3
Schedule of Work.....	3
Water Meter Report	3
Irrigation Dosing	3
Quality Assurance	3
Site Safety Report	Error! Bookmark not defined.
1. Safety Incidents	Error! Bookmark not defined.
Environmental Compliance	5
Monthly Stocktake of Supplies.....	5
General Supplies Stockpile - Month Ending Jun 2019	5
Appendix 1: Water Meter Reading Report.....	7

Work Summary

Outline of work carried out during month



112.5mm rainfall recorded in the Waitangi yard.

Water Supply Operation & Maintenance

Waitangi running well at the moment. Some issues at Kaingaroa with the rising main coming apart at the joins under water where it goes through Lake Rotorua. Very hard to identify where it is leaking. You have to walk along the line feeling with your feet to identify where it is leaking, then secure the pipe back to the lake floor. We had two of these instances this month. We have identified a repair method and we are waiting on materials and the lake level to drop so we can complete this work.

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. We are in discussion with Stantec on this.

Wastewater Treatment Plant at Waitangi

Proposal for urgent repairs and maintenance submitted and accepted. Parts are being ordered and we are hoping for Steve Riley to complete this in early November.

Dayworks - Water

Finding and repairing leaks in the rising main at Kaingaroa.

Dayworks - Wastewater

Minor work on the sprinkler disposal field.

Water and Wastewater Reticulation Network

Item	Work Category	<u>Separable Portion Two - Water and Wastewater</u>			
		<u>Value for Month</u>	<u>Value YTD</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
13	Preliminary and General	\$2,429.76	\$4,277.48	\$49,614.04	8.62%
14	Water Supply Ops and Maint	\$922.32	\$1,844.64	\$20,067.84	9.19%
15	Water Treatment	\$2,947.89	\$5,895.78	\$39,801.86	14.81%
16	WWTP Waitangi	\$922.32	\$1,844.64	\$35,580.63	5.18%
17	Dayworks - Water	\$2,550.30	\$2,550.30	\$9,519.14	26.79%
18	Dayworks - Wastewater	\$76.90	\$5,727.90	\$7,090.55	80.78%
19	Water and Wastewater Reticulation	\$0.00	\$1,188.52	\$461.16	257.72%
20	Treatment Plant Monitoring	\$1,188.32	\$1,188.32	\$14,262.24	8.33%
	Total	\$11,037.81	\$24,517.58	\$176,397.46	13.90%

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

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 Injury	Plant Damage	Depot/Worksite Inspections
20/9/18	N	N	N	N	3 consecutive complying results received for Kaingaroa reticulation
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 @ WWTP. No problems.
29/8/19	N	N	N	N	Kaingaroa WTP and intake, no issues apparent.

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	28 bags	28	60
Chlorine	20	20 L	10	20

PHOTOS



Kaingarooa intake channel



Kaingarooa in times of more water

4. Works & Services

4.3 Stantec Monthly Engineers Report July and August 2019

Date of meeting	19 September 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 are the Stantec monthly reports for July and August 2019.

Recommendations

THAT the reports be received.

CIC Engineering Services Contract:

Monthly Progress Report: July 2019

Financial Reporting

Financial Position

ROADING:

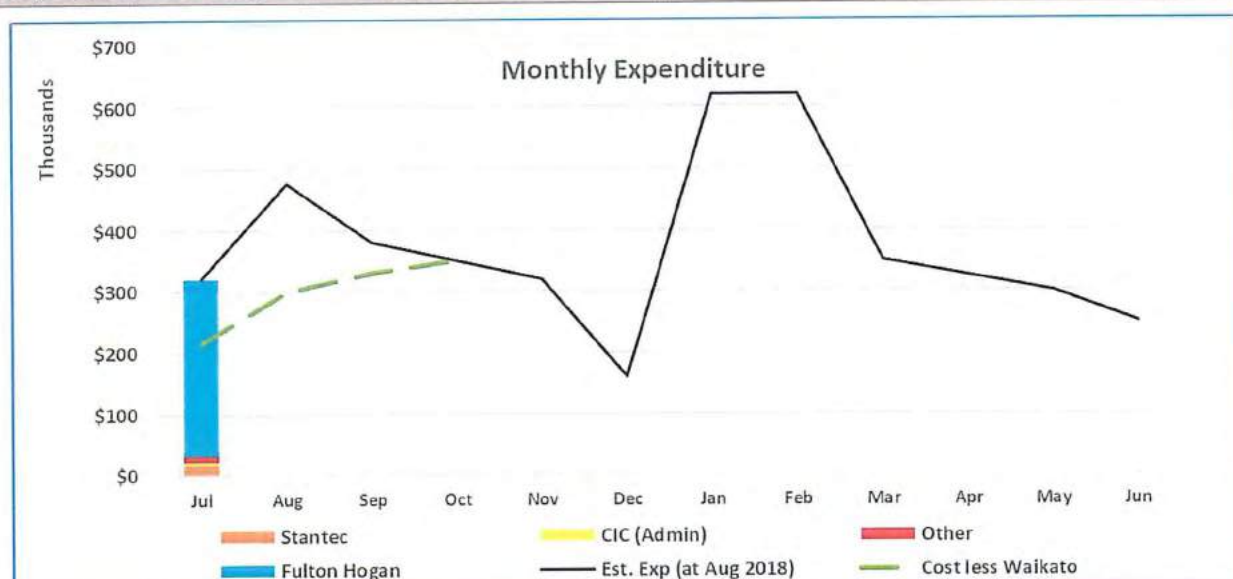
The roading budget allocated for the 2019/20 financial year is \$4.14M. July claims totalled \$0.38M, which equates to 7% of the budget spent after 8% of the financial year passed.

Looking at the core work which is the Maintenance, Operations and Renewals expenditure was 91% of the budget. Any unspent funds have been carried through into 2019/20, so the money is not lost.

WATER & WASTEWATER:

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

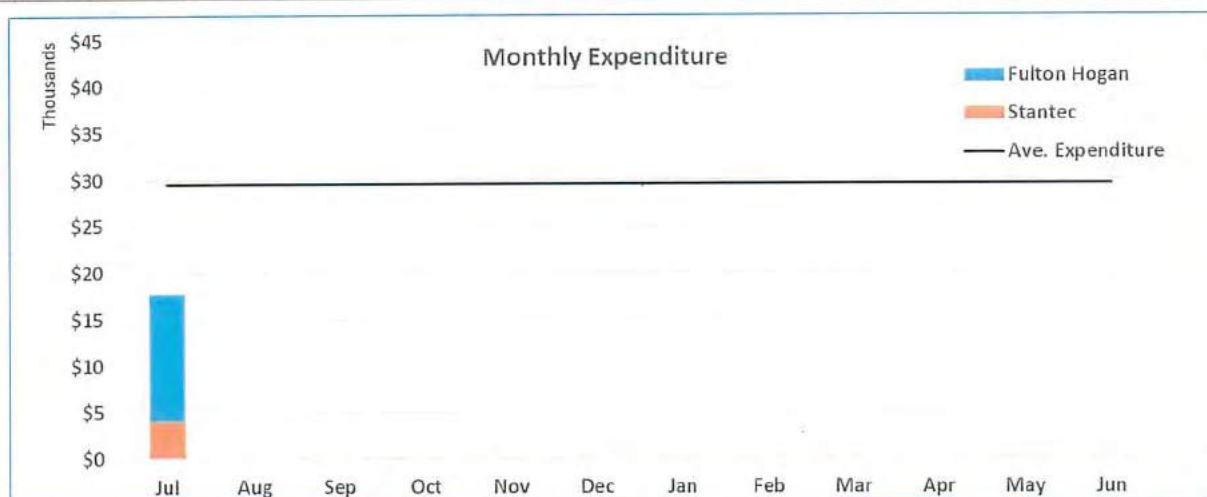


The monthly graph shows an expected large spike in claims in the new year, which is the two month period that Fulton Hogan plan to construct the sealed pavement rehabilitations and reseals. The estimated expenditure (black line) is only a high level estimate, based the work needed in January and February for the sealed road repairs, a traditionally lower Christmas 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.

The area above the green-dashed line is to show the estimated cost of Waikato Bridge claims, which should be very little by October, whereby the programme is based on the M+O work, plus other smaller Low Cost / Low Risk projects.

A cumulative tracking graph will be shown starting next month, after two claims have been received.

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:

- 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.

Updates:

- 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:

- 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.

Updates:

- Shaun met with Owen, Alfred and Cindy in Christchurch.

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:

- Await outcome of June meeting to see if Councillors provided some ideas.

NZTA Correspondence

Previous Status:

- Shaun has been working on the Improvement Plan for Council. This is work that NZTA wants completed for the Roading Asset Management Plan (AMP) plus any other improvements necessary that can be included in there.
- This will be discussed in greater detail at the next Canterbury Road Efficiency Group (REG) meeting that Shaun will attend in mid-December.
- REG is a collaboration between NZTA and Local Government NZ. All Councils within the Canterbury Region attend these meetings, so it is a good chance to share progress and learnings with fellow road maintenance engineers.
- 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.

Updates:

- Shaun and Nigel met with Mark Weeds from NZTA. 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.
- Stantec 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.

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 will be sent to Council in August.

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 will now be produced to see the cost and whether the change in grade would make a discernible difference to the grade of the approach.
- This work is currently being reviewed internally.

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 to create a basic realignment, for the purposes of working 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.

Updates:

- Stantec has received feedback from the MLC about holding a second meeting in the lower North Island for landowners not based on the Chathams.
- This meeting is scheduled for the Monday, 26th August in Wellington, and Stantec will attend on behalf of Council.

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.
- The culverts arrived in 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 located was found to be a very weak peat layer, of a soup-like consistency. 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 are now being 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 have been 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.

Updates:

- 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.

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.

Updates:

- CIET Electricity has emailed through a description of where the cable is, but these are not plans, more 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.

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:

- Final piece is a high level cost estimate of the work. An estimated value has been calculated, but needs to be reviewed prior to adding to the POE document for submission.
- Shaun has started updating the POE into the new NZTA format.

Stantec Roothing Forward Work Programme – August	
Network and Asset Management	<ul style="list-style-type: none"> Submit Point of Entry document for Owenga ramp to NZTA, including a rough order price.
Renewal work	<ul style="list-style-type: none"> Finalise sealed rehab list with FH.
Waikato Bridge Replacement	<ul style="list-style-type: none"> Maintain contact with FH on construction progress.
Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> Attend (with MLC) the Lower North Island landowners meeting and any undertake any other requirements of the court.
Temporary Bridge plans	<ul style="list-style-type: none"> Submit report to Council.
Te Awainanga Bridge approaches	<ul style="list-style-type: none"> Determine the feasibility of reducing the vertical grade of the road to improve the rideability on the western side of the bridge. Look at a second option where the grade improvement is less.
Low Cost / Low Risk Projects	<ul style="list-style-type: none"> 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.

Mid-Term Roothing Forward Work Programme (approx. 3 months)	
Renewals	<ul style="list-style-type: none"> Main focus is preparing for the sealed road repairs in January/February 2020.
Site visit	<ul style="list-style-type: none"> The next site visit for 2019 to coincide with September Council Meeting.
Waikato Bridge Replacement Design	<ul style="list-style-type: none"> Conduct practical completion inspection during the September Stantec visit.
Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Request Council permission to begin investigating potential projects for the 2021-24 NLTP. There are some drone surveys on file (not yet processed) of three locations on the Island that would benefit from an enhancement (Port Hutt / North Road intersection; Stoney Crossing ford; and, Te Matarae / WW-O Road intersection).

Long Term Roothing Forward Work Programme	
Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> 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).

Roothing Work Under Action	
Tuku Road	<ul style="list-style-type: none"> 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.

Water and Wastewater update – July 2019	
Contract Documentation	
Project:	Current Status:
Water Compliance	<ul style="list-style-type: none"> 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. Stantec have provided a response to Tanya (Ecan) regarding water & wastewater asset valuation queries from Audit NZ.
Water Supply	
Project:	Current Status:
Waitangi	<ul style="list-style-type: none"> Initial 2019 central government funding application for water supply upgrades unsuccessful, however discussions continuing in mid August.
Kaingaroa – Lake Rangitai	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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.
Reporting/ Monitoring/ Sampling July 2019	<p>All water supplies are now non-complying with the amended DWSNZ <u>and</u> revised Health Act.</p> <ul style="list-style-type: none"> Waitangi Water Supply <ul style="list-style-type: none"> Complies with WSP for bacteria (E.coli not detected in raw, treated or network sample). 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. Low levels of total coliforms detected in raw water sample in May, June and July 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. Raw water and treated water turbidity satisfactory (0.16 NTU - 0.14 NTU). FH to check fencing around Tikitiki bore when stock is in the neighbouring paddock. Kaingaroa Water Supply <ul style="list-style-type: none"> 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. Low levels of total coliforms detected in treated water sample. 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.

	<ul style="list-style-type: none"> • MPA Batching Bore (Potential Future Water Supply) <ul style="list-style-type: none"> ◦ MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions.
Wastewater Treatment	
Project:	Current Status:
WWTP maintenance	<ul style="list-style-type: none"> • Initial 2019 central government funding application for wastewater scheme upgrades unsuccessful, however discussions continuing in mid August. • 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 are preparing a proposal with cost estimate for undertaking the repairs.
Reporting/ Monitoring/ Sampling June 2019	<ul style="list-style-type: none"> • Waitangi Treated Wastewater Discharge <ul style="list-style-type: none"> ◦ 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. The results this month were consistent with that expected for wastewater, confirming the results from last month were an anomaly and should be disregarded. This month the treated wastewater complied with the consented annual median limits for TSS, COD and ammonia but not for E.coli. Results for E.coli continue to be inconsistent and appear related to sampling location, however more recent months may be due to aging UV lamps (which are due for replacement).
General	
LTP	<ul style="list-style-type: none"> • 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. • Richard / Kirsten to visit the island in November following the Council elections. However, this may be moved forward if funding discussions in mid August are successful.

Solid Waste Update – July 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.

CIC Engineering Services Contract:

Monthly Progress Report: August 2019

Financial Reporting

Financial Position

ROADING:

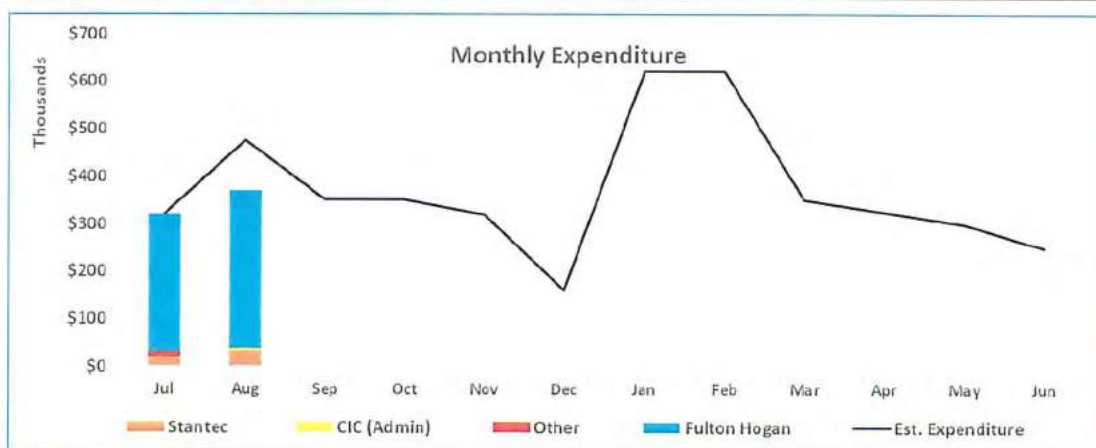
The roading budget allocated for the 2019/20 financial year is \$4.87M. September claims totalled \$0.37M and the expenditure to date is \$0.69M, which equates to 14% of the budget spent after 17% of the financial year passed.

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:

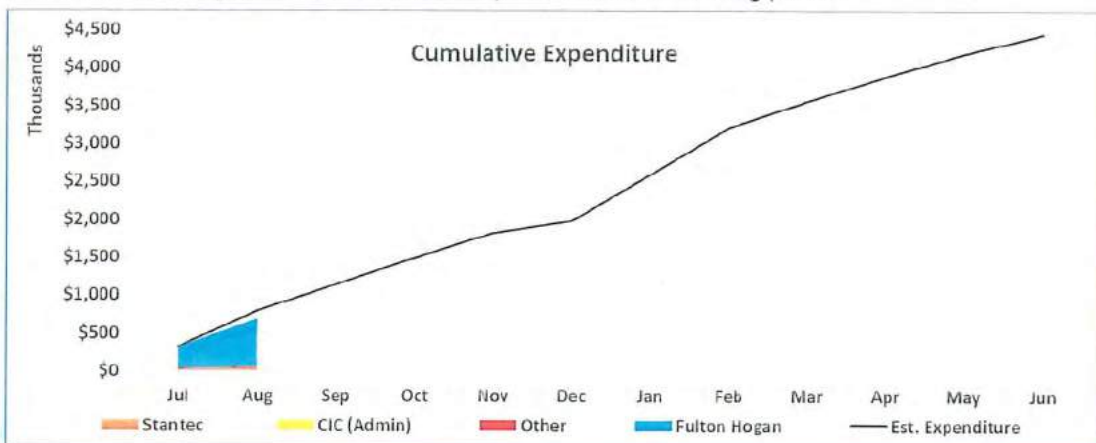
August claims totalled \$14K which was mainly the monthly maintenance and operations costs. Expenditure on this asset class continues to be on a needs-must basis, until such time as additional funding for capital works projects is secured.

Expenditure Tracking of NZTA Funding



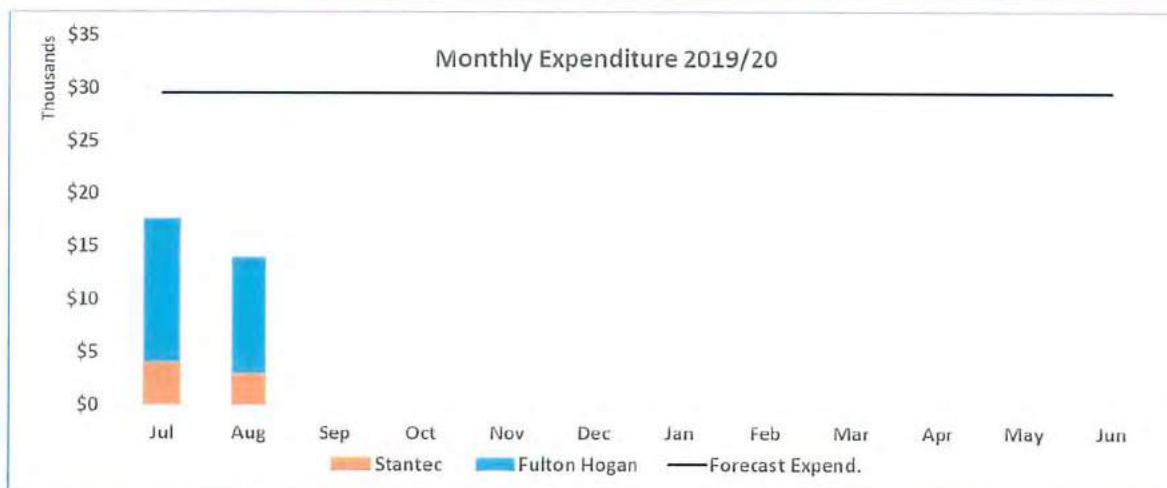
The monthly graph shows an expected large spike in claims in the new year, which is when Fulton Hogan plan to construct the sealed pavement rehabs and reseals.

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.

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:

- 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.

Updates:

- 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:

- 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.

Updates:

- None

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.
- Await outcome of June meeting to see if Councillors provided some ideas.

Updates:

- 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 Matauae / 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.

Te Awainanga Bridge approaches	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> 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. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> 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	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> 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. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> 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.

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 Rooding Forward Work Programme – September

Network and Asset Management	<ul style="list-style-type: none"> Submit Point of Entry document for Owenga ramp to NZTA, including a rough order price.
Renewal work	<ul style="list-style-type: none"> Finalise sealed rehab list with FH.
Waikato Bridge Replacement	<ul style="list-style-type: none"> Conduct Practical Completion inspection during site visit.
Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> Await MLC summary of landowner consultations. Provide any necessary support ahead of October MLC sitting in Chathams.
Temporary Bridge plans	<ul style="list-style-type: none"> Await Council feedback on report and whether they wish for any further actions to be taken.
Te Awainanga Bridge approaches	<ul style="list-style-type: none"> Finalise review of cost estimate, report back to Council on whether lower the grade is cost effective.
Low Cost / Low Risk Projects	<ul style="list-style-type: none"> Close out Waikato Bridge project.

Mid-Term Rooding Forward Work Programme (approx. 3 months)

Renewals	<ul style="list-style-type: none"> Main focus is preparing for the sealed road repairs in January/February 2020.
Site visit	<ul style="list-style-type: none"> The next site visit for 2019 to coincide with September Council Meeting.
Waikato Bridge Replacement Design	<ul style="list-style-type: none"> Conduct practical completion inspection during the September Stantec visit.
Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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 Rooding Forward Work Programme

Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> 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).
--	--

Rooding Work Under Action

Tuku Road	<ul style="list-style-type: none"> 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.
------------------	--

Water and Wastewater update – August 2019

Contract Documentation

Project:	Current Status:
Water Compliance	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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	<p>All water supplies are now non-complying with the amended DWSNZ <u>and</u> revised Health Act.</p> <ul style="list-style-type: none"> Waitangi Water Supply <ul style="list-style-type: none"> Complies with WSP for bacteria (E.coli not detected in raw, treated or network sample). 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. 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. Raw water and treated water turbidity satisfactory (0.07 NTU - 0.08 NTU). FH to check fencing around Tikitiki bore when stock is in the neighbouring paddock. Kaingaroa Water Supply <ul style="list-style-type: none"> 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.
--	--

	<ul style="list-style-type: none"> ○ 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) <ul style="list-style-type: none"> ○ MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions.
Wastewater Treatment	
Project:	Current Status:
WWTP maintenance	<ul style="list-style-type: none"> • 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 pump 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	<ul style="list-style-type: none"> • Waitangi Treated Wastewater Discharge <ul style="list-style-type: none"> ○ 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	<ul style="list-style-type: none"> • 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.

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.

4. Works & Services

4.4 Chatham Islands Council Procurement Strategy

Date of meeting	19 September 2019
Agenda item number	4.4
Author/s	Owen Pickles, Chief Executive Officer Shaun Bosher, Senior Transportation Engineer, Stantec New Zealand

Purpose

To approve the draft Chatham Islands Council Procurement Strategy.

Recommendations

THAT the Chatham Islands Council Procurement Strategy be adopted.

Purpose

Attached is the final draft of the Chatham Islands Council Procurement Strategy. This has now received NZTA approval. It is presented to the Council for final adoption.



chatham islands council

PROCUREMENT STRATEGY

June 2019

www.cic.govt.nz

CHATHAM ISLANDS COUNCIL

Procurement Strategy 2019

Contents

1. EXECUTIVE SUMMARY	1
1.1 Approvals and Endorsements	1
2. POLICY CONTEXT	2
2.1 Chatham Islands Uniqueness	2
2.2 Strategic Objectives and Outcomes	3
2.3 NZTA Funding and Value for Money	4
3. PROCUREMENT PROGRAMMES	5
3.1 Current Contracts and the Method of Procurement	5
3.2 Additional Information	6
3.3 Contribution to Council and LTMA Act 2003 Section 25 Objectives	6
3.4 Risk Management and Profile	7
4. PROCUREMENT ENVIRONMENT	9
4.1 Supplier Market.....	9
4.2 Supplier Register.....	9
4.3 Expenditure Profile	10
4.4 Other Procurement Activities.....	10
5. APPROACH TO DELIVERING THE WORK PROGRAMME.....	12
5.1 Specific Objectives	12
5.2 Procurement Methods (Roading)	12
5.3 Specialist Services	13
5.3.1 Roading	13
5.3.2 Other Specialist Services	13
5.4 Internal Procurement Process.....	13
5.5 Delegating Authority.....	13
6. IMPLEMENTATION	14
6.1 Capability and Capacity.....	14
6.2 Internal Procurement Processes	14
6.3 Performance Measurement and Monitoring	14
6.4 Communications	15
6.5 Corporate Ownership.....	15

Revision Tracking

The Council reviews this document on a three-yearly cycle, with the revised document published on the Council's website.

Summary of Changes		By	Date
01	Original document	A. McDonald	2009
02	Update of minor details; changes to procurement limits for roading	S. Boshier, O. Pickles	Sept. 2014
03	Edited to include NZ Transport Agency endorsement dates, update contractor and Stantec water engineer.	S. Boshier	Dec. 2015
04	Three-yearly update	S. Boshier, O. Pickles	Jun. 2019

1. EXECUTIVE SUMMARY

The Council's goals are to work towards a sustainable future for the people and the Islands, these goals are fully described in the Council's LTP. This Procurement Strategy principally focuses on transportation activities, but other Council activities are included where overlap exists, as the Council gains price and resource efficiencies by using the roading maintenance contractor to maintain other community assets, such as the potable water and wastewater networks.

The Council is the largest organisation to procure engineering services on the Islands. The small population means the Council's income from rates is limited and without Government assistance the Council would struggle to raise funds to maintain and improve community assets. The focus of the Council's work programme is to raise the standard of all facilities to that routinely found on the Mainland. However, the quantum of work is limited by the ability of the Council to meet its local share of any project cost. The Council cannot be too ambitious with its projects and often must spread improvements over more than one year.

The 'value for money' proposition presented in this Strategy includes intrinsic aspects such as the Council values, the isolation of the Islands, the long-established relationships with some of the current providers and their knowledge of the Council's assets and business. Other important factors to be considered are community satisfaction with the suppliers and participation in the community by the suppliers. Therefore, taking these factors into account, the Council considers it will achieve best value for money by maintaining the status quo subject to the limitations described below.

Historically willingness to compete has declined under the Competitive Pricing Procedures (CPP) environment with the established suppliers (at the time) being the only bidders for the 2010 advertised tender of the Road Maintenance and the Water & Wastewater Maintenance contracts. A key change of the 2014 Procurement Strategy was approval from the NZ Transport Agency to establish a longer 10-year contract that combined both contracts under one tender. Traditionally the main factors for low levels of competition are the isolation of the Islands, the high cost to establish, the higher cost of doing work and the low volume of work on the Islands.

1.1 Approvals and Endorsements

The NZ Transport Agency endorsed Council's previous Procurement Strategy in November 2015. The 2019 Procurement Strategy is essentially an update of the previous strategy, which reflects the award of the 10-year Road, Water and Wastewater Maintenance contract in December 2015.

The 2019 Procurement Strategy was provisionally approved for a NZ Transport Agency review by the Chatham Islands Council at the Council meeting held on 21 February 2019. After their review, the NZ Transport Agency endorsed the 2019 Procurement Strategy in June 2019. Final approval by Chatham Islands Council came at the Council meeting held in September 2019.



2. POLICY CONTEXT

2.1 Chatham Islands Uniqueness

The Chatham Islands and its people are a unique community, located approximately 800km east of mainland New Zealand. It consists of two main inhabited islands, Chatham Island and Pitt Island.

The Council maintained roading network on Chatham Island comprises 150.3 km of unsealed roads, 12.9 km of sealed road and the wharf at Owenga. All are key links between the main settlements of Waitangi, Te One, Owenga, Port Hutt, Kaingaroa and Pitt Island. There are 15.2 km of unsealed roads on Pitt Island serving the farming community. The overall population of approximately 600 people (2013 census) comprises of fishermen, farmers, tourist operators and those who provide other services such as policing, medical care, hardware, groceries and fuel. Therefore, the road network is important to the community for transport of goods and travel to employment. No public transport or rail system is available on the Islands.

The road network on Chatham Island is maintained daily and the Pitt Island road network is maintained on an annual basis, unless urgent works are required.

The principal means of transport to the Islands is via air, with Air Chathams providing passenger and freight services from Auckland, Wellington and Christchurch. Other freight and livestock are transported to the Islands from Napier or Timaru by one shipping company, Chatham Islands Shipping Ltd. Travel between Chatham and Pitt Islands is by air (light aircraft) or sea (barge or fishing boat). Therefore, the cost of living for Chatham Islanders is high, but the community is entitled to the same standard of living as experienced on mainland New Zealand.

The private and commercial vehicle fleet comprises cars, SUVs and light trucks. The road maintenance vehicle fleet comprises of three-axle rigid dump trucks, graders, loaders, light trucks and utilities. A programme for traffic counting commenced in 2009, which assists with management and improvement of the network.

The Chatham Islands Council is the smallest local authority in New Zealand. The Council is a Unitary Authority therefore holding both regional and local authority delegation. Under the LTMA (2003) the Chatham Islands are mentioned in Section 7A about preparation and consultation on the LTP, which recognises the absence of a regional land transport strategy. The Council also performs the role of Regional Transport Committee (RTC).

The Council does not have any neighbouring local authorities and there are no state highways, railway or public transport systems on the Islands.

The Council does not have a Council controlled works unit or any in-house engineering staff. In 1994 the Council's works unit was purchased by Works Civil Construction (now known as Downer), with the depot being retained by Council and leased to Downer and the quarry leases were transferred to Downer managed. Royds Consulting Ltd (now known as Stantec) were initially engaged via competitive tendering to provide professional engineering services and act as Council Engineer. Since that time all engineering, road maintenance, renewals and improvements have been completed under CPP guidelines with contractors or consultants engaged directly or by open tender.

The current road, water and wastewater maintenance contract has been held by Fulton Hogan since January 2016 with Stantec (and its pre-existing companies) providing professional services to the Council since 1956. Along with Council, the three parties have developed strong working relationships to perform tasks for a 'best for Islands' approach. A partnership workshop was held on-island in November 2017, which has set the ethos from which the three parties will work together.

With the 2015 tender of the road maintenance and operation services and preceding change in the 2014 Procurement Strategy permitting a ten-year term, the Council took the opportunity to combine the maintenance and operation of their Water & Waste Water



treatment systems into a combined single tender. The Council also included unsubsidised work such as cemetery grass mowing and footpath maintenance¹, in the road maintenance contract. This enables Fulton Hogan to spread resources over a greater work volume and the Council obtains reasonable contract rates for the work.

There is no intention, nor any need, to develop a Regional Transport Strategy, however the 2017 Roothing Activity Management Plan, Road Maintenance Strategy, Traffic Counting Strategy and Safety Management System are documented and support the Council's programming of work. RAMM is operated as an asset inventory only as the Network is too small to justify Condition Rating and Treatment Selection Analysis.

2.2 Strategic Objectives and Outcomes

The Council's goals and objectives for delivery of roading infrastructure are described in the current LTP and Roothing Activity Management Plan. The relevant community outcomes are:

Social Well-Being: Resilient Community

Greater connectivity, especially with on-island broadband projects, sustainable housing; building relationships on and off Island; and enabling us to respond promptly in times of need.

Economic Well-Being: Growth Builders

We will work in partnership with organisations to provide economic development opportunities. Such growth will increase prosperity and employment within our community.

Environmental Well-Being: Sustainable Action

We will protect our unique setting in a manner that has minimal impact on our environment for current and future generations, giving consideration to our local imi and iwi traditions.

Cultural Wellbeing: Embracing Diversity

We value the Chatham Islands way of life and its traditions. We recognise the special relationship with both local imi and iwi, and acknowledge the responsibilities it has to Moriori and Māori under the Local Government Act 2002 and the Resource Management Act 1991.

The Economic Wellbeing outcome is further described in the LTP as the factors relating to the capacity of the economy to generate the employment and wealth necessary to provide many of the prerequisites the other well-beings. These factors are:

- A community that promotes economic development for its fishing, farming and tourism industries
- Up-to-date telecommunication and information technology that supports economic growth
- An educated, skilled workforce
- Access to reliable and affordable transportation services

The Council relies on external providers for most activities and procures these based on:

- Ability to manage work in an isolated location
- Quality rather than price driven selection
- Long term relationship based arrangements ('one team' approach)
- Employment of local people
- Participation in the community
- Minimising cost of doing business
- Efficient allocation of resources and work activities

¹ At the time of creating the 2016 contract document, footpath maintenance was an unsubsidised activity. The NZ Transport Agency has now subsidised this activity since July 2018.



2.3 NZTA Funding and Value for Money

The total amount of investment for the land transport programme is limited by the ability of the Council to provide its own share and this is recognised in the NZ Transport Agency Funding Assistance Rate (FAR) calculated for Council. Therefore, the Council concentrates on network maintenance, renewals, low cost / low risk (formerly minor improvements) and small projects on the roading network, as large projects are often difficult to justify with the low population base. The higher cost of work on the Islands leads to lower benefit cost ratios (BCRs), however it is recognised that economics is not the only factor in assessing project priority. The Council has worked closely with the NZ Transport Agency to secure funding to meet maintenance and improvement needs.

The Council believes it obtains a fair price for its current services as demonstrated via the open tender process adopted since 1994 (2015 for asset maintenance & operations and 2016 for engineering services) and values the good relationships established with the current suppliers.

This Procurement Strategy was prepared with reference to the:

- NZ Transport Agency procurement manual and guidelines
- Office of The Auditor General procurement guidelines and good practice notes
- Local Government Act 2002
- Council policies

3. PROCUREMENT PROGRAMMES

3.1 Current Contracts and the Method of Procurement

The following table outlines the activities currently procured by the Council:

Activity	Service	Procurement Method	Contract Term	Contract Expiry	Current Provider
Roading	Council Engineer and Professional Services	Public Tender	5 Years + 1 + 1	31 October 2021	Stantec NZ
	Physical Works	Public Tender	10 Years	31 December 2025	Fulton Hogan
Water & Waste Water	Council Engineer and Professional Services	Public Tender	5 Years	31 October 2021	Stantec NZ
	Physical Works	Public Tender	10 Years	31 December 2025	Fulton Hogan
Solid Waste	Professional Services	Direct Negotiation	Ad Hoc	N/A	Stantec NZ
Governance	Regional Functions and Corporate Services	Direct Negotiation	Initially 3 Years from 2015	On-going	ECan
Bio Security	Border Control	Sub contract to ECan	Initially 3 Years from 2015	On-going	SPS BioSecurity
Building Consents	Consent processing and monitoring	Direct Negotiation	Statutory Appointment	N/A	Wellington City Council
Resource Consents	Consent processing and monitoring	Direct Negotiation	Ad Hoc	N/A	BECA, Christchurch
Community Services	Building Maintenance	Direct Negotiation	Ad Hoc	N/A	Wellington City Council

The following table outlines some of the larger current and proposed future capital works projects, along with an estimated capital cost or cost range for each:

Project	18/19	19/20	20/21	21/22	Procurement Method
Waikato Bridge replacement: construction	✓ \$800-900k				Under existing contracts
Whangamoe Bridge replacement: design and consenting	✓ \$60k				Under existing contracts
Whangamoe Bridge replacement: construction			✓ \$500-700k		TBC (subject to cost estimate)
Solid Waste: Sludge Ponds					TBC (subject to funding approval)
Waitangi water supply upgrade and extension to Te One: design & construction			✓ \$3M		Direct Negotiation (subject to funding approval)
Waitangi water scheme: rainwater collection tanks				✓ \$70k	Public Tender (for supply only)
Kaingaroa water scheme: intake improvements		✓ \$150k			Under existing contracts
Kaingaroa water scheme: treatment improvements			✓ \$50k		Under existing contracts



Project	18/19	19/20	20/21	21/22	Procurement Method
Online monitoring of water quality standards			✓ \$50k		TBC (subject to funding approval)
Waitangi wastewater scheme: repair/replace balance tanks		✓ \$65k			TBC (subject to funding approval)
Waitangi wastewater scheme: land application system and planting				✓ \$70k	TBC (subject to funding approval)
Civic complex	✓ \$0 - Private development				Long term lease from Ngāti Mutunga O Wharekauri Iwi Trust
Civil Defence facilities and new Council depot for contractor					Public Tender (subject to funding approval)

3.2 Additional Information

The following information is relevant to the Rooding activity.

Physical Works – Maintenance & Renewals

Core work categories are Maintenance, Renewals and Low Cost / Low Risk project (formerly minor improvements), with some Capital Works included where the cost of establishing another contractor is significant compared to the value of work. The contract also includes unsubsidised work such as cemetery and reserves mowing, street cleaning, litter collection, miscellaneous landfill management tasks and minor building maintenance.

Professional Services

Core services include; Engineer to Contract, management of the maintenance contract, engineering reports, routine inspections, preparation of planning documentation, NZ Transport Agency funding requirements and reporting, stakeholder liaison, and professional advice. Additional specialist services are Activity Management Planning, Safety Inspections, Bridge Inspections and Asset Valuations. Professional services for improvement projects are usually negotiated directly with the incumbent as they have intimate knowledge of the road network.

3.3 Contribution to Council and LTMA Act 2003 Section 25 Objectives

This procurement strategy supports the Council objectives of:

- A community that promotes economic development for its fishing, farming and tourism industries (*minimise cost of doing business and efficient allocation of resources and work activities*)
- An educated, skilled workforce (*employment of local people*).
- Access to reliable and affordable transportation services (*quality rather than price driven selection and minimise cost of doing business*).
- A community that promotes partnership with leading organisations (*long term relationships and participation in the community*).

Section 25 of the LTMA Act 2003 requires that:

- Procurement procedures must be designed to obtain best value for money spent, having regard for the purpose of the LTMA, which is to 'contribute to an effective, efficient and safe land transport system in the public interest'.
- The Transport Agency must approve procurement procedures designed to obtain the best value for money spent.

- When approving a procurement procedure, the Transport Agency must also consider the desirability of enabling fair competition and encouraging competitive and efficient markets for the supply of outputs required for funded activities.
- Procurement procedures approved by the Transport Agency must specify how the procurement is to be carried out.
- Outputs must be purchased from external providers, except for minor and ancillary works, which may be purchased from an internal business unit under certain conditions.
- To reinforce the point that the lowest price proposal received for the provision of any outputs does not always equate to the best value for money spent, s25 ends with a specific provision stating that an approved organisation is not compelled to accept the lowest price proposal. This has important implications when it comes to determining value for money.

3.4 Risk Management and Profile

The Council is acutely aware of the risks involved in doing business on the Islands and the risk profile tabulated below is provided to advise the current known risks to the industry.

Category	Description	Impact/Benefit
Social	Acceptance into community	Current relationships are strong, new relationships take time to establish. Good relationships assist with consultation and work planning.
Economic	Contribution to local economy	Employment of local staff very important. Local suppliers used for fuel, food and other consumables. Sustains community.
	Freight	Contributes to sustainability of current operators (air and sea). Subject to volatile pricing (e.g. fuel costs directly impact on freight charges).
	Fuel	Contributes to sustainability of current supplier. Subject to volatile pricing and freight.
	Consumables e.g. groceries/hardware (+25-30% approx. on mainland prices)	Contributes to sustainability of current suppliers.
	Access to other work	Limited, establishment of another Contractor is not sustainable in the short term.
	High cost to establish on Islands	Assessed at >\$1M for maintenance contract, less for specific projects.
Materials	Existing quarries leased by Fulton Hogan	Lease periods are of varying lengths or have no end term agreed (open-ended).
	Quarries require further development	Work may be unsustainable if opportunity to invest is limited.
	New quarry required near Waitangi, Tuku and Owenga to supply quality materials	Reduction in long haul distances and heavy traffic on road network. Reduction in fuel consumption. Quality of materials from existing quarry is variable. Work may be unsustainable if investment period is too short.
	Importation of bitumen, cement and other materials	Can be delayed due to weather, shipping schedule changes and capacity.



Category	Description	Impact/Benefit
Competition	Lack of other Contractors on Islands, reluctance to compete	Total current work volume is low. High cost to establish on Islands. High rates tendered/submitted (counter by auditing submissions or seeking cost plus rates)
	Impact on other contracts if incumbent loses roading contract	Possible abandonment of other contracts. Investigate future alignment.

DRAFT

4. PROCUREMENT ENVIRONMENT

4.1 Supplier Market

For many years the supplier market has been limited on the Islands because of its isolation and the low work volume across all procurement agencies or clients. The current 10-year contract term created tender competition that was able to overcome; the high cost of establishment, the short period for investment in plant, quarry development, buildings and to establish a connection to the community. For roading activities, the following is relevant:

Consulting Activities (Network & Asset Management, Investigations, Design Services):

- There are no Consultants domiciled on the Islands.
- Consulting services have been supplied by Stantec NZ since 1956 (in one company form or another).

Contracting Activities (Maintenance, Renewals, Low Cost / Low Risk, Capital Projects and non-subsidised works):

- Fulton Hogan is the only Contractor established on the Chatham Islands and has provided contracting services since 2016.
- The general maintenance contract was awarded via public advertisement.

During 2014/15 a selection of contractors experienced in maintaining unsealed roads in isolated rural areas were approached seeking their views on willingness to compete based on the ideal contract term and any other factors to overcome the constraints imposed by establishment and development costs. The main comment was that a five-year contract duration was too short a period to overcome the high establishment costs and operate at a profit whilst presenting a competitive tender bid. This information was used to change the previous version of this Procurement Strategy to let Council tender a maximum 10-year contract for maintenance services.

Consultants have not been willing to compete in this environment as evidenced by Stantec being the only bidders in the last publicly advertised Professional Services contract tender (2016). The 2016 tender permitted a longer duration than in previous tender rounds, with a 5 + 1 + 1 term presented.

As the Council already faces higher unit rates for all its activities due to its isolation, and has little control over this, establishment costs for project work can be minimised by obtaining physical works through the domiciled Contractor. The Council is aware of the limited work volume on the Islands and its impact on sustaining a competitive supplier market on the Islands. Further, it values the good relationships established with current suppliers and the supplier's participation in the community.

4.2 Supplier Register

In the 2010 version of this Procurement Strategy, it was stated that Council would prepare and maintain a register of preferred suppliers, to be updated annually. This has not occurred as most of Council's procurement has been through Stantec, Fulton Hogan, and ECan for larger items. Smaller items have been sourced locally and will continue to do so. A supplier register is therefore unlikely to be generated due to the difficulty in suppliers.

4.3 Expenditure Profile

The Council's typical expenditure profile on all activities is:

Activity	Sub-Activity	Planned Expenditure per Annum (2018/19)
Transportation	Maintenance & Renewals	\$3,400,000
	Minor Improvements (now called Low Cost / Low Risk)	\$750,000
	Capital Projects	Varies, up to \$850,000*
	Network & Asset Management: Core Engineering Services	\$75,000
Water Supply	Maintenance & Renewals	\$1,050,000
Waste Water & Stormwater	Maintenance & Renewals	\$81,000
Solid Waste Management	Maintenance & Renewals	\$400,000
Community Services	Maintenance & Renewals	\$147,000
Democracy	Corporate Services, etc	\$893,000
Environmental Services	Resource management, biosecurity, Emergency management	\$2,048,000
Coasts, Harbours and Navigation	Maintenance & Renewals	\$12,000
Legislative (includes Regional Activities)	Resource Management, Dog Control, Liquor Licensing, etc	\$1,170,000

* historically no more than one project per year on average

The proposed annual expenditure by activity is described in more detail in the LTP. Expenditure on roading represents approximately 40% of the Council annual spend with 88% of roading funds coming from the NZ Transport Agency via the FAR. The funding plan is described in the National Land Transport Programme (NLTP).

4.4 Other Procurement Activities

The Council is unable to gain any price efficiency associated with activities arranged by other councils, as none exist as neighbours. Other agencies, such as DOC, the Canterbury DHB or private landowners, often rely on the Councils' contractor to complete work for them under separate commissions. This work is spasmodic and cannot be relied on to reduce the fixed cost components of projects.

As described above the following activities are part of the wider procurement programme and assist with price and resource efficiency:

- Council Housing on ad hoc basis (Stantec/Fulton Hogan, major upgrades by advertised tender (current contract arranged by Wellington City Council)).
- Water Supply by contract (currently awarded to Stantec/Fulton Hogan).
- Waste Water Treatment by contract (currently awarded to Stantec/Fulton Hogan).
- Solid Waste Management (currently awarded to Stantec, O+M to be awarded 2018/19).
- Governance/Corporate Services/Accounting by contract (currently awarded to ECan).
- Resource consents on ad hoc basis (processed by Beca).



- Building Consents by direct negotiation (recently changed to Wellington City Council as of 2014).
- Health Services provided by Canterbury DHB (as of July 2014, previously Hawkes Bay DHB).

The Council has very few opportunities to support a competitive supplier market or manage negative impacts or gain from opportunities due to the isolated nature of the Islands and limited work volume.

DRAFT

5. APPROACH TO DELIVERING THE WORK PROGRAMME

5.1 Specific Objectives

The Council wishes to obtain contracting and consulting services at a reasonable price in accordance with the NZTA Procurement Manual but recognises the isolated environment restricts competition and increases costs. It also wishes to retain the ability to negotiate non-roading activities with the roading contractor and consultant, thereby preserving the current efficiencies in resource allocation and cost. This leads to reduced transaction costs associated with administration of supply contracts and ensures all related work is undertaken by one team. This Strategy supports this strategic objective.

Service providers need to understand the risks and economics of working on the Islands along with fitting in with the community. Further, the Council wishes to establish strong relationship with its suppliers.

When a competitive tender contract is procured, the Council will advertise the contract on the Government Electronic Tenders Service (GETS).

5.2 Procurement Methods

Being an isolated Council there is very limited competition for tendered packages of work. For this reason, the threshold upon which a capital works project is directly appointed is quite high at \$750k. Council has found that a competitive tender process does not occur unless a capital works project is anticipated to cost at least \$1.0-1.2M, as the cost of establishment is often too high for off-island based tenderers to overcome in their price.

Work Category	Preferred Procurement Method	Limits	Reason
Maintenance, Renewals and Low Cost / Low Risk Activities	Competitive Tender	< \$4.0M pa Up to 10-year duration NZS:3910 Conditions of Contract.	Lack of willing competitors. Insufficient work volume to sustain competition. Isolated environment. 10 years encourages investment and attracts tenderers.
Road Network Management - Professional Services	Competitive Tender	< \$150,000 pa (reviewed 5 yearly). CCCS Conditions of Contract	Lack of willing competitors. Consultant has excellent relationship with Council and Contractor. Retention of network knowledge.
Capital Works – Physical Works	Direct Appointment (small projects)	< \$750,000 pa subject to Council approval of Rule 10.11 analysis ² .	Lack of willing competitors, small market. High establishment cost compared to cost of work.
	Open Tender (large projects)	> \$750,000 pa	Staged selection or Register of Suppliers. Suppliers to demonstrate ability to complete and manage work in an isolated environment.
Capital Works – Professional Services	Direct Appointment	< \$100,000 pa/phase	Current consultant has thorough knowledge of network

² NZ Transport Agency Procurement Manual – 10.11 Direct appointment where competition will not help obtain best value for money (page 149).

5.3 Specialist Services

5.3.1 Roading

The following services, in addition to core network management and generally less than \$40,000 in value, will be procured as described below.

Task	Procurement Method
Asset Valuations	Additional to the Professional Services Contract
Activity Management Plans / LTP Updates	Additional to the Professional Services Contract
Structural Bridge Inspections	Additional to the Professional Services Contract
Network Safety Inspections	Additional to the Professional Services Contract

5.3.2 Other Specialist Services

The following services are generally less than \$20,000 in value, will be procured as described below.

Task	Procurement Method
Legal Services	Direct Negotiation
Property Management	Direct Negotiation
Street Light Energy	Monopoly Supplier (Enterprise Trust)

5.4 Internal Procurement Process

The assessment of any openly tendered physical works contracts is conducted by the Council Engineers, who strictly follow NZ Transport Agency procedures. Where the Professional Services Contract is openly tendered, the procurement process is handled by an external party³.

5.5 Delegating Authority

The Chief Executive Officer delegations are:

- \$100,000 for non-transportation activities;
- Unlimited for transportation activities, however, larger projects are always referred to Council for final approval.

The Operations Manager delegations are:

- \$50,000 for non-transportation activities;
- Unlimited for transportation activities, however, larger projects are always referred to Council for final approval

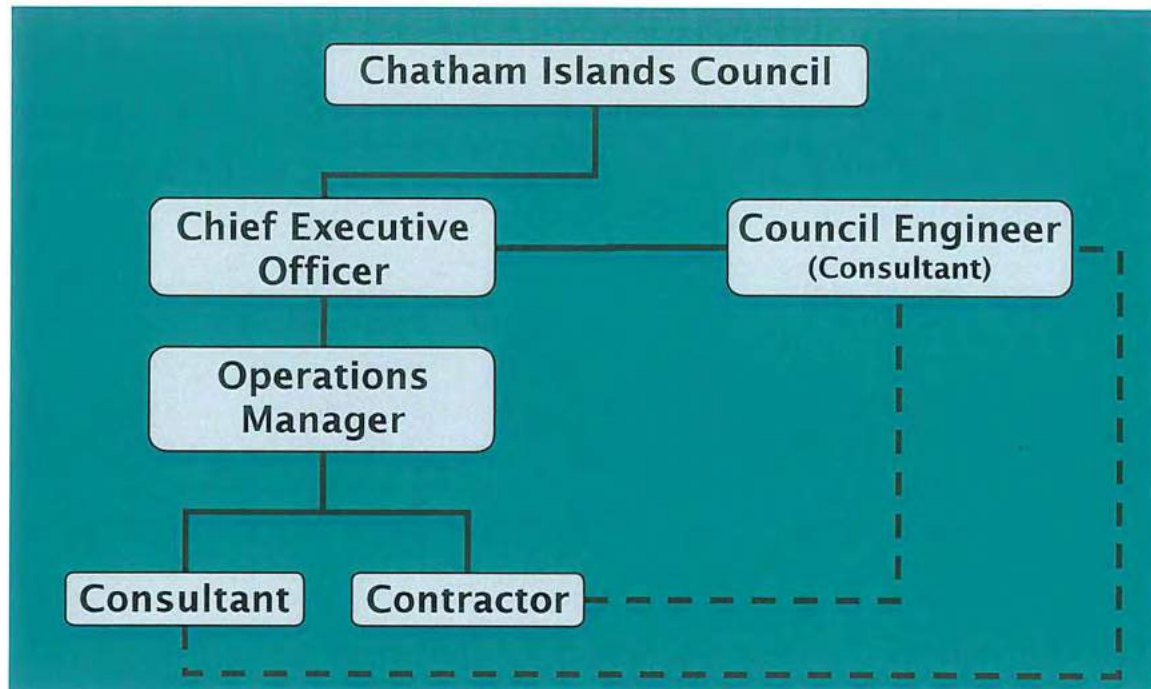
³ The 2016 Engineering Services Tender process was conducted by ECan on Council's behalf.

6. IMPLEMENTATION

6.1 Capability and Capacity

The Council has no engineering staff in-house, instead relying on its Consulting Engineers for professional advice on the maintenance and development of its infrastructure. There is no intention to change this arrangement in the foreseeable future. However, if future development leads to increased Council funding then this situation may be reviewed.

The Council receives assistance from the NZ Transport Agency Christchurch Office for LTMA activities.



CIC Organisational Structure (Infrastructure Services)

Further information on the Council organisation and management is appended.

6.2 Internal Procurement Processes

Stantec assists Council with all internal procurement processes for construction activities, and ECan assisted Council when the Professional Services Contract was up for renewal.

6.3 Performance Measurement and Monitoring

The Key Performance Indicators (KPI) include:

- NZ Transport Agency annual reporting KPI
- Maintenance contract KPI
- Network condition (monthly contractor inspections / periodic inspections by consultant).
- One Network Road Classification assessment.
- Programme and budget achievement.
- NZ Transport Agency Technical and Procedural Audit outcomes.
- Customer feedback.



These performance measures are necessary to monitor procurement under this Strategy and ensure value for money is being obtained.

KPI Reporting:

- Annual report to NZ Transport Agency.
- Monthly reports to Council from contractor and consultant.
- LTP reporting.

6.4 Communications

This Procurement Strategy is owned by the Chatham Islands Council and is a public document. It will be referred to in the LTP and made available on the Council's website (www.cic.govt.nz).

Stakeholders are:

- Councillors
- NZ Transport Agency
- Iwi (Māori and Moriori)
- DOC
- Heritage New Zealand
- Ratepayers
- Contractor(s)
- Consultant(s)

6.5 Corporate Ownership

This procurement strategy is approved by:

Owen Pickles
Chief Executive Officer
Chatham Islands Council

Date: -----

Alfred Preece
Mayor
Chatham Islands Council

Date: -----



The Organisation - Council and Contractors (2019)

Chatham Island Council		
Mayor	Alfred W Preece	
Deputy Mayor	Jeffrey Clarke	
Councillors	Richard Joyce	
	Monique Croon	
	Eion Chisholm	
	Keri Day	
	Nigel C Ryan	
	Jason Seymour	
	Eva Tuck	
Council Staff		
Chief Executive Officer	Owen Pickles	owen@cic.govt.nz
Operations Manager	Cindy Butt	cindy@cic.govt.nz
Office Manager	Collete Peni	klicky@cic.govt.nz or accounts@cic.govt.nz
Office Assistant	Melissa Calder	missy@cic.govt.nz
Community Services Manager	Orrin Kapua	orrin@cic.govt.nz
Council Secretary	Jo Clark	secretary@cic.govt.nz
Emergency Management Co-ordinator	Rana Solomon	rana@cic.govt.nz
Waste Management Officer	Jason Goomes	jason@cic.govt.nz
Engineers		
Stantec NZ (Christchurch)	Nigel Lister, Shaun Bosher, Richard Bennett, Kirsten Norquay, Phil Landmark, Bryan Peters, Ali Siddiqui	
Contractors		
Fulton Hogan (Waitangi and Wellington)	Michael Chadderton, Bill Lind, Erin von Elders	
Regional Council projects and corporate services assistance		
Environment Canterbury	Miles McConway	
Resource Management		
Beca (Christchurch)	Paul Whyte	
Solicitors	Wynn Williams	
Bankers	ANZ – (Waitangi)	
Auditors	Audit New Zealand (on behalf of the Auditor General)	

9 Tuku Road, Waitangi, PO Box 24,
Chatham Islands 8942
Phone: (03) 3050-033 or 3050-034
Email: info@cic.govt.nz
www.cic.govt.nz



chatham islands council

4. Works & Services

4.5 Water & Sewerage Works Priorities

Date of meeting	19 September 2019
Agenda item number	4.5
Author/s	Owen Pickles, Chief Executive Officer

Purpose

To advise Council of priority works for water and sewerage.

Recommendations

THAT:

1. The report be received
2. Council supports the reallocation of sludge lagoon funds
3. The priorities proposed by the engineers be approved.

Purpose

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

We talked about the many water and sewerage related projects that are on hold due to a lack of funds. 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).

The reception was very helpful, with a report to be written for presentation to Hon Julie Anne Genter, Associate Minister of Health. To be written this may result in a funding bid via the Associate Minister's office.

In the meantime it was acknowledged that the Ministry of Health is holding \$390,000 plus GST for the sludge lagoon project. This hasn't 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.

Attached is a report from engineers on priorities.

Chatham Island Water and Wastewater Priority Infrastructure Needs

1 Introduction

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.

Further to the above, Stantec prepared a memo titled 'Chatham Island Water and Wastewater Priority Infrastructure Needs', in April 2019. This memo identified priority works, including indicative capital costs and timeframes, to enable the Chatham Island water and wastewater infrastructure to remain 'fit for purpose' for the short to medium term (ie 1 to 10 year horizon).

This memo identifies the highest priority works that should be progressed, on the basis that there is \$380,000 of current available funding. The cost associated with refining scope, design and procurement for these works also needs to be covered within this funding allowance.

2 Highest priority work

Table 1 below lists the highest priority works and includes an explanation of why the work is required with rough order cost estimates for implementation. The cost estimate for each item will be confirmed by Fulton Hogan as the scope is better defined prior to implementation. These costs include a nominal allowance for design and procurement, on the basis that the works are largely sole-sourced to the existing operations and maintenance contractor (Fulton Hogan) or existing service providers (e.g. Filtec).

It should also be noted that this table does not supersede that contained in the memo titled 'Chatham Island Water and Wastewater Priority Infrastructure Needs', in April 2019. These works will ultimately be required.

Further works are likely to be required to fully comply with new legislation and standards that have been implemented since April 2019 and are anticipated over the next year or so for both water and wastewater schemes. Stantec will review the current requirements at the time of implementation and incorporate these as far as possible within the funding allowance. Where this is not affordable, Stantec will ensure the works are able to be upgraded to comply at a later date when further funding is available.

3 Recommendations

This memo identifies the highest priority works that are required to ensure the water and wastewater infrastructure remains fit for purpose. Further works are likely to be required to fully comply with new legislation and standards anticipated over the next year or so, however the priority works address the current key public health and environmental risks. Stantec recommend that the priority works are progressed with some urgency if the funding is available.

11 September 2019

Prepared by: Richard Bennett, Principal Civil Engineer, Stantec

Reviewed by: Kirsten Norquay, Senior Environmental Engineer, Stantec

Input from: Bill Lind, Contracts Manager, Fulton Hogan

This report has been prepared for the benefit of Chatham Islands Council. No liability is accepted by this company or any employee or sub-consultant of this company with respect to its use by any other person.

This disclaimer shall apply notwithstanding that the report may be made available to other persons for an application for permission or approval or to fulfil a legal requirement.

Table 1 – Highest priority Works for Chatham Island Water and Wastewater Schemes

Background	Priority Works	Reason	Capex, excl GST
Waitangi Water Scheme			
<ul style="list-style-type: none"> MoH funded 2005 upgrade, based on mixture of second-hand and new equipment Bore water no longer has 'secure' status and total coliforms have been consistently detected at low levels since May 2019 Demand exceeds sustainable yield of aquifer at times, particularly summer Treatment comprises filtration, softening, UV disinfection (now ineffective), chlorination One UV unit not operational, other at end of life Preliminary design of Waitangi Water Upgrade with extension to Te One completed 2017. Upgrade dependent on securing funding. 	New UV unit that complies with the drinking water standards (<i>identified as an interim measure to minimise public health risks in Stantec's May 2018 report</i>). (NB: UV unit could comply with s5.16, but lower level of monitoring and no control system to capture data or alarms)	Provide effective protozoal barrier	\$25k
	Confirm feasibility of Waitangi Water Upgrade with extension to Te One (includes new source, treatment, storage).	Confirm feasibility of MPA bore prior to implementation of Waitangi Water Upgrade with extension to Te One.	\$20k
	Source a temporary portable generator from NZ mainland, and undertake 7-day constant rate aquifer test		
Kaingaroa Water Scheme			
<ul style="list-style-type: none"> MoH funded 2014 upgrade; accepted as "best practicable option" but non-complying Lake water source with intake close to shore. Needed to construct trench around intake in 2017 to extract water when lake levels low. Trench requires ongoing excavation as silts up over time. Results in poorer raw water quality - sediments (increased backwashing, higher wear & tear on pumps/fittings) and pathogens. Filtration, macro-lite filter, UV disinfection (ineffective due to high organics) Existing reticulation retained without upgrades/replacement in 2014 and no chlorination to provide residual disinfection. High organics impacts UV disinfection and poses risk of disinfection byproducts if chlorinate. 	Extend intake into deeper water (similar to location pre 2014 upgrade) (<i>identified as an interim measure to minimise public health risks in Stantec's May 2018 report</i>).	Enable water to be extracted, minimise contaminants in raw water, eliminate need to maintain trench into deeper water	\$150k
	Remove organics and chlorinate (NB: UV unit could comply with s5.16, but lower level of monitoring and no control system to capture data or alarms)	Enable effective UV disinfection and residual chlorination	\$50k
	Hold down section of raw water rising main around the lake	To prevent pipeline breaks and maintain access to drinking water	\$15k
Waitangi Wastewater Scheme			
<ul style="list-style-type: none"> MoH funded 2005 upgrade, based on new WWTP Significant corrosion due to exposed site Failure of one RBC shaft 2017, repaired but subsequent failure 2018 for extended period until it could be repaired again. Further repairs required to try and prolong life for a few years, however ongoing risk of failure. Both RBCs are required to be operational to achieve consented discharge requirements Replacement WWTP will be required in short to medium term. Ponding/overflows/spray drift from land application system at times 	Additional repairs to damaged RBC shaft		\$25k
	Repair boundary fence	Maintenance	\$5k
	Patch replace corroded balance tanks	Maintain operation of the plant for a further 2 – 5 years	\$5k
	Design of replacement WWTP (Trickling filters)	To enable preparation of detailed cost estimate and facilitate faster implementation when the current RBC plant is no longer fit for purpose.	\$40k
	Upsizing of existing sewer from Tuku Road to WWTP inlet pump station to align with road upgrade works. Length of sewer replacement is approx. 225m between 4no. manholes. Cost estimate is CIC contribution for pipe upsize from 150 to 225 diameter.	Existing sewer will be damaged during road improvement works and will be replaced by NZTA. Upsizing will future proof and provide additional capacity.	\$45k

4. Works & Services

4.6 Letter from M Tuhiwai – Kaingaroa Community Speed Limit

Date of meeting	19 September 2019
Agenda item number	4.6
Author/s	Owen Pickles, Chief Executive Officer

Purpose

For Council's information.

Recommendations

THAT:

1. The letter be received.

Purpose

The attached letter has been received from Marth-Lee Tuhiwai on 3 September 2019 requesting Council consider options for lowering the speed in the Kaingaroa community.

The letter has been forwarded to Shaun Boshier (Stantec) for comment.

From: Martha-Lee TUHIWAI [<mailto:msmuffet36@gmail.com>]
Sent: Tuesday, 3 September 2019 6:31 PM
To: owen@cic.govt.nz
Subject: Re: Kaingaroa Community Speed Limit

Hi Owen,

Just sending a quick email on the possibility/solution of decreasing the speed limit around the school area in Kaingaroa.

Our current speed limit is 30km, but with an increase of visitor numbers to the Island and the Factory trucks among other traffic coming into the community, it becomes very daunting for a parent to allow their children to ride/walk unaccompanied to and from school.

Traffic coming into the community only slow down when there is activity in an around the school gate, parents/guardians dropping off or picking up of children.

There are 3 known blind spots in the community for foot traffic and children either walking or riding their bikes.

- 1 - Outside Nathaniels driveway
- 2 - The Top of the Kaingaroa hill descending into the community
- 3 - Corner outside Mark Taylors driving down to the wharf.

There are currently,

- 5 - School Age Children
- 5 - Pre- Schoolers
- 4 - Infants

Currently residing in and around our wee community, with the approach of warmer weather so will the foot traffic along our wee road. Whilst the children are taught road safety and road rules. A possibility of some judder bars to help slow the traffic would be greatly beneficial to all.

Thank you for your time and consideration on this matter.

Kind Regards,

Martha-Lee Tuhiwai

4. Works and Services

4.7 Transport Regulation Compliance

Date	19 September 2019
Author	Shaun Boshier, Senior Transportation Engineer (Stantec)

Purpose

This report seeks Councillors feedback on two transport regulation compliance matters.

Recommendations

That the Council:

1. **Advises Stantec how best to capture owners of unassessed heavy vehicles on the Island road network, and approaches owners directly to provide details of their vehicle types for overweight assessment by Stantec Engineers. Outside of those owners who respond to local newsletter advertising.**
2. **Provides feedback on what the Chatham Island (and Pitt Island) specific barriers to vehicle regulatory compliance are and how these may be overcome, and agrees to give these findings to Stantec to approach NZTA to consider improvements to local compliance rates.**

Introduction

Shaun Boshier (Senior Transportation Engineer, Stantec) is seeking 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.

Background

Overweight permits for heavy vehicles

There is a concern that some heavy vehicles using the network have not been assessed for overweight permits. In the original 2015 push to assess all heavy vehicles on the network, only seven vehicles were assessed, with two others in early 2016. Only one Fulton Hogan vehicle has been assessed since that time (in 2017).

We could advertise in the weekly newsletter for heavy vehicle owners to come forward, but if they didn't originally they are unlikely to do so this time.

- Stantec would like Council to consider how best to capture the remaining unassessed heavy vehicles. One suggestion is for Councillors to identify a list of all known heavy

vehicles on the Island and for a direct approach to the owners made. Owners would be required to provide details of their vehicle type for assessment by Stantec Engineers.

Increase vehicle regulatory compliance on-Island, i.e. WOF, COF, Road User Charges)

One of the gaps in knowledge from the 2017 Strategic Case document was the current level of compliance on the Island with these regulatory requirements, with the hope in trying to improve the levels of compliance. It is assumed that the rate of compliance is lower than the rest of NZ.

- Stantec would like Councillors to consider the Chatham specific barriers to compliance experienced and how some of these might be overcome, and that Stantec approach NZTA with these concerns and any appropriate improvements that might work on a local basis. Consideration should be given to any barriers around enforcement as well.

4. Works and Services

4.8 Pages Corner Improvements

Date	19 September 2019
Author	Martin Hoffmann, Transportation Engineer

Purpose

For Council to consider safety improvement options to the intersection of North and Waitangi Wharf-Owenga Road "Pages Corner".

Recommendation

That the Council:

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

Background

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

- Option 1 – Standard tee intersection
- Option 2 – Left Turn Slip
- Option 3 – Priority Swap.

The current acute angle of the intersection, with relatively good visibility, is undesirable as it allows motorists to enter and exit the intersection at high speeds. The excessive sealed area at the intersection, with ineffective pavement markings, also allows incorrect lane discipline to be used. There have been anecdotal reports that the give way rules are not being observed by vehicles travelling from Te One to Waitangi. With the posted speed limit of 80km/hr, on North Road, reducing to 50 km/hr approximately 100m before the intersection, and a lack of compliance with the posted speed limits has been noted, this could potentially lead to motorists travelling at speeds over 50km/h through the intersection.

Vehicle tracking has been completed for all turning movements for each option (refer discussion document for more information).

Stantec advise that option 1 is preferred and this is the recommendation Council is being asked to make.

Attached is more detailed information from Stantec to assist Council to deliberate:

- Memo with attached scheme drawings, and

- Vehicle tracking of critical turning movements, for information.

Pages Corner Safety Improvements

This report has been prepared for the benefit of Chatham Islands Council. No liability is accepted by this company or any employee or sub-consultant of this company with respect to its use by any other person.

Rev. No.	Date	Description	Prepared By	Checked By	Reviewed By	Approved By
0	08/08/2019	For Discussion	M Hoffmann	N Lister	N Lister	S Bosher

1 Background

Stantec have been investigating safety improvements to the intersection of North and Waitangi Wharf-Owenga Road, "Pages corner", and have developed three options attached to this memo.

The current acute angle of the intersection, with relatively good visibility, is undesirable as it allows motorists to enter and exit the intersection at high speeds. The excessive sealed area at the intersection, with ineffective pavement markings, also allows incorrect lane discipline to be used. There have been anecdotal reports that the give way rules are not being observed by vehicles travelling from Te One to Waitangi. With the posted speed limit of 80km/hr, on North Road, reducing to 50 km/hr approximately 100m before the intersection, and a lack of compliance with the posted speed limits has been noted, this could potentially lead to motorists travelling at speeds over 50km/h through the intersection.

2 Proposed Treatment

Three options have been developed and are briefly detailed below followed by the recommendations. All these options include new/upgraded signage and road markings to better highlight the intersection and define the intersection controls.

2.1 Option 1 – Standard Tee Intersection

A central "splitter" island would be installed to enforce correct lane usage and a decrease in vehicle entry speed by squaring up vehicles to Waitangi Wharf Owenga Road, on the North Road intersection approach. This has the added benefit of improving visibility for vehicles. A new centrally mounted give-way sign will be installed to improve the conspicuity of the intersection and reinforce the intersection controls.

A second traffic island is proposed to be installed, on the shoulder of the northern intersection quadrant, to enforce correct lane usage by physically constricting the left turn into North Road, increasing the turn angle required, and reducing the current excessive sealed area. A reduction in entry speed of motorists on the Waitangi Wharf-Owenga road approach and past the private accessways is expected due to this island. The island would need suitable infill planting, or other structure to prevent vehicles from driving over the top of it.

2.2 Option 2 – Left Turn Slip

A central "splitter" island would be installed to enforce correct lane usage and a decrease in vehicle entry speed by squaring up vehicles to Waitangi Wharf Owenga Road, on the North Road intersection approach. This has the added benefit of improving visibility for vehicles. A new centrally mounted give-way sign will be installed to improve the conspicuity of the intersection and reinforce the intersection controls.

A second traffic island is proposed to be installed to form a left turn slip-lane for motorists turning from WW-O Road onto North Road while providing priority control to motorists turning right from WW-O Road. This option does not

improve the intersections shallow angle and relies on motorists obeying the additional priority control signage, this effectively legitimatises the current high speed left turn alignment. There is unlikely to be a reduction in vehicle speeds past the private accessways with this option.

There is also the very low potential risk with this option, that a vehicle travelling from Te One to Waitangi, may pass the central splitter island on the incorrect side of the road, then travel down the left turn slip-lane. This very low risk would be eliminated by Option 1, or by extending the central splitter island further up North Road, however the right turn out of the private accessway would need to be retained.

2.3 Option 3 – Priority Swap

This option would involve realigning Waitangi Wharf Owenga Road at the intersection and installing give way control on this intersection approach. By completing the priority swap, the predominant vehicles movements from Te One to/from Waitangi are prioritised over the secondary movements to/from Owenga.

This option is unlikely to reduce vehicle speeds on the Waitangi to Te One link through the intersection, and would require some land purchase and possible relocation of overhead powerlines to complete.

3 Vehicle Tracking

Vehicle tracking has been completed for all turning movements for both options using the following two vehicles:

- Primary Vehicle – 8m long medium rigid truck, and
- Secondary Check Vehicle – 18m long semi-trailer.

To ensure all intersection and private accessway turning movements were maintained, vehicle tracking was completed for all critical movements. The size and shape of the proposed traffic islands was governed by these vehicle tracking paths. Please note the island shapes will be refined before construction.

To ensure that the right turn from Waitangi Wharf Owenga Road into North Road, is able to be completed, a sealed shoulder is required opposite North road on Waitangi Wharf Owenga road.

4 Recommendation

Option 1 is our preferred solution as the proposed traffic island arrangement will effectively enforce a reduction in vehicle negotiation speed and improve motorists approach angle to the intersection.

Stantec recommends that we proceed to detailed design of Option 1 with the view to permanently construct the islands, seal widening, signage and markings in the next construction season.

If Council desires a semi-permanent solution could be constructed and then monitored to assess driver behaviour and whether any substantial road safety improvements have been achieved. If no safety improvements are achieved the semi-permanent traffic islands could be removed and further investigation carried out of alternative options such as a roundabout option changing the priority control to have the Owenga road approach being under a give way control.

Practically, semi-permanent kerb blocks (either concrete or HD plastic) would be manufactured on the mainland and then brought over to the Chathams. These kerb blocks are typically installed on top of the existing road surface in a bed of grout and are secured with driven steel dowels into the existing road. This construction methodology would allow easy removal if required without greatly disturbing the road surface.

Appendix A – Scheme Drawings

4. Works and Services

4.9 Kaingaroa Wharf

Date	19 September 2019
Author	Owen Pickles, Chief Executive Officer

Purpose

To update Council on the purchase of the Kaingaroa Wharf.

Recommendation

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. That the MOU be progressed to completion.

Background

The Council has a memorandum of understanding with Hokotehi Moriori Trust (HMT) and the Kaingaroa Community which will result in the Kaingaroa Wharf transferring into Council ownership subject to some works being achieved in and around the Kaingaroa Village.

The Kaingaroa Wharf was damaged by Cyclone Pam in March 2015 requiring work to make it a safe place to operate from. These works were estimated by Bryan Peters (Stantec) to cost \$238k

An alternative facility was made available by the Council in 2017 at a place called The Landing at a cost of \$12.9k

Over the past year the Council has worked with HMT and the Kaingaroa to achieve the required community works. This included the demolition of the factory building and the remediation of the Kaingaroa rubbish dump.

In anticipation of the MOU being satisfied the Council has facilitated stakeholder engagement which has resulted in willingness from the fishing industry to share the repair cost of the wharf after it transfers to the Council.

On 6 September 2019 Kaingaroa weathered another storm and king tides which has further damaged the Kaingaroa wharf.

Soon after HMT has offered to finalise the MOU and transfer wharf ownership to the Council.

While this is the desired outcome the Council needs to gain an understanding of what this will result in.

- 1) The Council will own a broken wharf exacerbated by the recent storm
- 2) The 2015 repair cost was estimated to be \$238k - what will this be now?
- 3) The Council will become responsible for Health and Safety compliance on and around the wharf.

As a first step the Council should engage Bryan Peters to revise his repair cost estimate accounting for any additional damage that may have been caused.

The Council can then go back to the committed stake holders with an accurate assessment of the costs to be shared.

The MOU and the necessary legal transfer documents can be progressed concurrently with this work.

4. Works and Services

4.10 Potential Health Risks of Silica

Date	19 September 2019
Author	Shaun Boshier (Senior Transportation Engineer, Stantec)

Purpose

To present a letter from Stantec's National Environmental Science Specialist (Paull Heveldt) that discusses the possible health risks from silica from schist-based unsealed roads.

Recommendations

That the Council:

1. Notes the information in the letter.
2. Confirms to either:
 - a) Proceed with further testing or
 - b) Leave the matter at rest.

Background

Concern has been raised about the negative health impacts of the dusty schist roads.

Stantec asked their National Environmental Science Specialist (Paull Heveldt) to look into it as a desktop exercise and his findings are in the attached letter.

Council are asked to consider if it wishes to proceed with further testing or not noting the cost of further testing will need to be investigated.

19 August 2019

Chatham Islands Council
PO Box 24
WAITANGI, CHATHAM ISLANDS 8942

Attention: **Cindy Butt**
Operations Manager

Dear Cindy

Re: Possible Health Risks from Silica Potentially Present in Dust Originating from Schist-Based Unsealed Roads on the Chatham Islands

Introduction

Concern has been expressed by some Chatham Islands residents that vehicle movements over unsealed roads surfaces, typically constructed with schist rock materials, may give rise to dusts containing free silica, some of which may be in the respirable size fraction and which, when inhaled, could be presenting a health risk to exposed persons.

The issue has been investigated firstly by way of a literature search, as discussed below. At this point in time no schist samples have been analysed to ascertain their free silica content and no chemical analysis of Chathams road dust has been made. Nor has the particle size distribution of that dust been determined.

Definitions

The following definitions are included to provide context to the discussion that follows:

Silica – formally known as silicon dioxide (chemical formula SiO_2) is a white compound which may be crystalline or non-crystalline (amorphous).

Free silica – refers to crystalline silica that is not bound to other elements in rocks or soils.

Silicate - a compound whose crystal structure contains SiO_4 tetrahedra, either isolated or joined through one or more of the oxygen atoms to form long chains, groups or sheets.

Schist – a coarse-grained rock type which consists of layers of different minerals, principally silicates, and can be split into thin irregular plates.

Make-up of Chatham Islands Schist

There are several literature reviews (e.g. refs 1 and 2) that provide indications of the nature of the particular type of schist that is found as a base rock type of the Chatham Islands geology. These typical schists are somewhat variable in composition, but they comprise silicates as the primary rock type and may include quartz veins as well.

No evidence could be found within any literature sources to suggest that the silicates within schists break down to form free silica. However, it is well known that quartz can give rise to silica as a degradation product. A relevant question therefore is – what is the proportion of quartz in the schist-based road surfaces on the Chatham Islands? Given the variability of Chathams schist rocks in terms of composition this is a difficult question to answer. In the absence of any quantified information it has been assumed that there may be a proportion of quartz in all of the schist-based road surfaces on the Islands.

Health Risk Implications

The key questions that arise are whether or not the free silica that would be released by the break-down of any quartz component in the schist road surfaces will be fine enough to be respirable and whether the proportion of such respirable particles combined with an individual's likely exposure timeframe are each such when considered together, represent a potential risk to human health.

Particulates are considered respirable if they have a diameter of 10 μm or less (1 μm = 10⁻⁶ m or one millionth of a metre; otherwise known as PM10). Particles larger than this are trapped in the various bodily defence mechanisms (i.e. the mucus linings of the nose and throat) and cannot reach the lungs.

The visible dust plumes that are generated when vehicles move along unsealed roads comprise a wide range of particle sizes. The fact that the dust plumes are visible points to the presence of a significant proportion of larger particles that can be seen with the naked eye and yet are small enough to become and generally remain airborne, at least over a reasonable distance from the source. However, it is important to realise that the same dust plumes also include a proportion of finer particles that can remain airborne for longer and that some may fall inside the respirable size range noted above (i.e. < 10 μm in diameter). The fact that these fine particles are not visible and yet are still present in the dust plume, must be kept in mind when assessing the possible risks to health.

It is the impact of inhaled free silica particles of respirable size, over lengthy time periods and generally in high concentrations, that may ultimately give rise to the debilitating lung disease known as silicosis. This is a form of scarring of the internal surfaces of the lung which makes the lung less elastic over time, thus resulting in shortness of breath, fluid build-up in the lungs and around the heart. These symptoms are typically present in those exposed to high concentrations of dust containing respirable-sized silica particles over many years of regular exposure.

The critical question immediately apparent, is could exposure of Chatham Islands residents to road dust arising from unsealed schist roads contain free silica particles of respirable size that are being inhaled, over a significant timeframe and are present in high enough concentrations to present a risk to health?

How Much Free Silica, if any, is in Chatham Islands Road Dust?

While it would be of interest to know what the free silica content is of typical Chatham Islands schist used for unsealed roads, this information is of little value for a definitive health risk assessment. It is not suggested therefore that schist rock samples be obtained from quarries and analysed. The far more important question to be answered is how much free silica (if any) is in the dust being released by vehicle-induced breakdown of the schist-based unsealed roads and how much of this is of respirable particle size.

Collection of deposited dust¹ samples could be undertaken, with subsequent analysis for silica content, but this would tell us nothing of real value with respect to health impact implications because it is the respirable (essentially non-visible) dust fraction that is the key to health risk assessment.

What is required therefore is to sample the air quality adjacent to schist-based roads to determine the respirable fraction of emitted dust (i.e. the fraction of particles of 10 μm diameter or below) **and** the percentage of that respirable dust, if any, that is made up of free silica. This would settle the questions of free silica content in the road dust (and, indirectly, whether there is a high average proportion of quartz within the schist rock used for roading) and how much of the road dust is of respirable particle size. The sampling equipment can be set up to trap all of the emitted dust reaching the sampling point and to determine the extent of the total trapped dust within each of a range of particle sizes, including of most interest, those particles less than 10 μm in diameter.

An exercise of this nature needs to directly target the affected population by carrying out sampling at locations where residents are likely to be exposed. Setting up the equipment within a metre or so of the roadside would thus not be representative of the exposure to road dust that a typical resident would

¹ Deposited dust refers to any dust that falls out of suspension in the atmosphere.

experience; the sampling needs to be directly adjacent to houses where people are likely to be present. At the front of houses may in fact be the most representative location for sampling.

Impacts of Dust from Unsealed Roads

A definitive ambient air monitoring study of the impacts of dusts from unsealed roads in New Zealand was published in 2016 by Golder Associates (NZ) Ltd (ref 3). The following extract from the Executive Summary of the Golder report is relevant; i.e.:

To assess what fraction of the road dust has the potential to cause adverse effects on humans, data on the total suspended particulates (TSP) and PM₁₀ concentrations were compared. PM₁₀ was found to comprise approximately 30% of the TSP at locations where people are most likely to be exposed. PM₁₀ concentrations measured adjacent to the untreated section of the road were found to exceed the National Environmental Standard (NES) value of 50µg/m³ for 15 of the 52 days monitored (approximately 30% of days monitored) at locations where people are most likely to be exposed. The monitoring results indicate that dust discharged from untreated unsealed roads has the potential to cause adverse effects on human health.

This monitoring exercise showed that the effect of the PM₁₀ component of the road dust plume extended out to further than 80m from the roadside.

On the basis of this work it can be expected that respirable-sized dust particles from the unsealed surfaces of Chatham Island roads are likely to reach the environs of houses adjacent to the roadsides. There is therefore some unquantified potential for adverse impacts on health – although questions of exposure extent, relative volumes of traffic on Chatham roads (as compared to the New Zealand context), and the extent to which schist rock fragments (dusts) are aerodynamically comparable (i.e. will travel similar distances) to dusts from unsealed road surfaces in New Zealand all remain unanswered.

The prevailing weather conditions on the Chathams are generally windier than for mainland New Zealand and road dust particles of all sizes would be expected to travel greater distances. However, this does not translate to an increase in nuisance or risk since the increased travel distances will be offset by much greater dilution of concentrations.

The Golder report went on to consider possible mitigation measures that were practical and concluded, amongst other findings, that the total cost of applying a chemical suppressant once per year to an unsealed road was estimated to be \$15,000 per km of road (in the New Zealand context). This estimate was based on a 5m road width.

Using price information provided by Fulton Hogan about a suitable proprietary dust suppressant chemical (Dust-Down) that Fulton Hogan has investigated for road surface dust suppressant treatment on the Chathams, and assuming a 7m road width, the cost per kilometre of treatment would be around \$30,000.

Conclusions and Suggested Next Steps

Chatham Islands schist rocks used for unsealed roads may contain some unquantified proportion of quartz. While the silicates of the schist do not break down to give rise to free silica, the quartz component may well do so.

The questions of whether free silica dusts of respirable particle size are being generated by vehicle movements on unsealed Chatham Islands roads can only effectively be answered by targeted ambient air monitoring and analysis of trapped samples separated into particle size ranges. Part of this analysis would involve calculation of the proportion of free silica that is present in the respirable size range (< 10 µm).

The proposed ambient air monitoring should be carried out by a specialist air quality monitoring service provider (see options below). Sampling should be carried out for at least one week on a continuous basis and preferably over a longer period. A realistic “worst case scenario” location should be selected. Quotations, including proposed methodologies for conducting the monitoring exercise, should be obtained.

Mitigation of dust by applying dust suppressant materials to Chathams road surfaces would be prohibitively expensive and is not considered further.

I await Council's decision whether to proceed with further testing or leave the matter at rest.

Yours sincerely



Dr. Paul Heveldt
National Technical Specialist – Environmental Science
Stantec New Zealand

Monitoring Providers

K2 Environmental Ltd
PO Box 28147, Unit 24, 105 Bamford Street,
Woolston, Christchurch 8023
Phone: +64 3 384 89 66
Mobile: 027 433 7872
Email: info@k2.co.nz

Precise Consulting & Laboratory
96 Disraeli Street
Sydenham, Christchurch 8023

Phone: +64 3 943 5394
Email: admin@preciseconsulting.co.nz

At this stage both providers were approached to seek an indication of their interest in carrying out the proposed ambient air monitoring work.
Should Council wish to proceed further with investigations, quotations would be sought based on a formal scope of work provided by Stantec.

References

1. The Quaternary History of Chatham Island, New Zealand, K. A. Holt, Ph D thesis, Massey University, 2008.
2. Age and Provenance of Basement Rocks of the Chatham Islands: an Outpost of Zelandia, C. J. Adams, H. J. Campbell and W. J. Griffin, New Zealand Journal of Geology and Geophysics, 51:3, 245-259, 2010.
3. Impacts of Exposure to Dust from Unsealed Roads. Golder Associates (NZ) Ltd, August 2016.

5. Community Services

5.1 Grant to NZ Memorial Museum Trust

Date of meeting	19 September 2019
Agenda item number	5.1
Author/s	Owen Pickles, Chief Executive Officer

Purpose

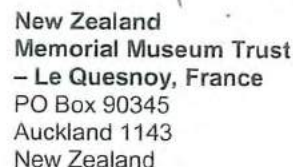
Information for Council.

Recommendation

THAT the letter be received.

Background

Attached is a letter of acknowledgement from the New Zealand Memorial Museum Trust.



RECEIVED
8 AUG 1979
BY: _____

Alfred Preece
PO Box 24
Chatham Islands 8942

RE: [CHATHAM ISLANDS COUNCIL] GRANT TO NZ MEMORIAL MUSEUM TRUST

The project is progressing well with the Trust very motivated to raise the funds and see the renovation work get underway on the heritage building we have procured. Your support for the project is much appreciated, and we would like to give you a brief update of where we are at.

In the last six months, we have worked with New Zealand museum experts to help shape and guide the concept of the project and work through its strategic aspects and interpretation focus. This professional input will continue to be drawn on for the design of the exhibitions to ensure that the facility is developed in a way which challenges, engages and showcases the best of New Zealand.

The trust has engaged French museum experts, Lamaya, to undertake a feasibility study, which will ensure that the project, on French soil, will attract the audience required and be shaped and set up in a way that ensures it is viable and sustainable both now and into the future.

We are also making a concerted effort on the fundraising front and intend to have a major relaunch of the project to the New Zealand public once we have secured some key funding support. The Trust's status as a donee organisation for tax purposes was approved by the NZ Government on 15th March 2019, so that charitable donations received for this project are eligible for a tax rebate for a period up until March 2022.

LE QUESNOY

Charities Commission No: CC54965 | info@nzwmm.org.nz | www.nzwmm.org.nz

5. Community Services

5.2 Chatham Islands Museum & Cultural Heritage Charitable Trust Annual Report

Date of meeting	19 September 2019
Agenda item number	5.2
Author/s	Jocelyn Powell, Chair (CIMCHCT)

Purpose

Information for Council.

Recommendation

THAT the information be received.

Background

Attached is the Annual Report 2018-19 and Performance Report 2018-19 of the Chatham Islands Museum & Cultural Heritage Charitable Trust.

Annual report 2018-2019

A very busy year. It became clear in July 2018 when the Trust met with the Council's liaison committee that the new building complex to house the Museum, Council and Enterprise Trust would be going ahead. A report on the building requirements needed in order to meet modern museum standards was prepared, based on advice received from earlier consultants, Te Papa staff and an internet search, and forwarded to Apollo Projects. A draft plan was available in late August.

The Museum Manager visited five Canterbury museums that had recently been rebuilt or refurbished in company with Judith Taylor, Te Papa Advisory Officer, to discuss building ‘lessons learned’ and reported back on the good features and those that needed to be avoided. A revised layout for the Museum was forwarded to Apollo. Comments on the plan were received from Judith Taylor and Te Papa experts on specific aspects, and a very useful meeting was held on 14th March with Tim Fahy and his Apollo Projects team to discuss and finalise the main building requirements.

At the same time consultation with the community, with Hokotehi Moriori Trust and Ngati Mutunga o Wharekauri Iwi Trust was undertaken to gain their ideas on themes and stories for the new exhibition gallery. A summary of possible themes and topics was prepared and also a list of the current museum objects, significant photographs and archives within each of the topics, as a basis for discussion. Following these meetings an expression of interest was sought from five firms that specialised in museum design and fit-out and a detailed brief made available to them.

Sally Papps and Jeff Julian of Exhibition Design Build & Consultancy Ltd were appointed in May to work with the Trust on the design and fit-out of the museum and an initial visit from them was planned for early July. The Trust thanks Air Chathams and Hotel Chathams for their sponsorship of part of the costs for that visit.

Reports on progress with the planning for the new museum were sent to the Ministry of Culture & Heritage in April and May. In June Sally Papps met with Tim Fahy to make some small changes to the layout design and to discuss details of lighting, temperature and humidity control and other required fittings.

Work at the Museum progressed as usual, as noted in the Performance Report. In March Bob Weston's resignation as Chairman was accepted and it was agreed that Monique Croon and Jocelyn Powell would co-chair the Trust. Fund-raising was begun to assist with the museum fit-out. A stall was manned at the Festival in March and together with year-long sales of books, cards and donations, some \$4056.70 was raised.

Correspondence with Luke Stenner of the Ministry of Culture & Heritage continued in regard to objects donated since the Protected Objects Act 1975 came into force. George Day agreed to be the Museum Trust's representative for any taonga tutura court processes.

Liaison with Hokotehi Moriori Trust (HMT) was ongoing with regard to the development of an MOU with them and their representation on the Museum Trust Board. A positive meeting was held at Kopinga Marae in October with the HMT Trustees and Maui Solomon indicated he would draft an MOU and keep in touch to allow for further discussion.

A request was sent by the Council to their lawyers to draft an Amendment to the Museum Trust's Deed to allow for iwi and imi representation on the Board.

Thanks are due to COGS for their grant to bind and index *The Chatham Islander* and to Te Papa for their helping Hands grant to assist with the museum manager's trip to Christchurch. Thanks also to Chatham Islands Council for their continuing grant support, and for keeping the Trust up-to-date on the progress with the new building.



Report to Council on the Performance of the Museum against the Museum Trust's Objectives -July 2018 to June 2019

Objectives

Progress in 2018-2019

Conserve, manage and enhance the Museum's collections and access to them

A COGS grant was provided to enable issues of *The Chatham Islander* to be bound and indexed. Editing of the Past Perfect catalogue continued and also the splitting up of large photographic accessions into smaller numbers. A start was made on dividing up large scrapbook accessions into smaller topic-related and date-related records. In both cases this will make specific items more readily retrieved.

Donations accepted included further photographic albums from Ron Manning, photographs covering the new wharf upgrade, race course clerks, and those taken by a CIC engineering consultant (1970s, 1980s), and former school teacher at Kairakau (1964-65); also some early Chatham Island postcards. Archival materials relating to the Gun Club, Waitangi harbour, CITV, Engst genealogy, an early cookbook, the County Clerk's work in early 1970s, and two academic theses were received, and objects donated included the Waitangi Wharf 1993 plaque, a locally made pram cover, Millenium envelopes and airport runway lights.

Involve the community in developing and supporting the Museum and in recording oral history

Volunteers and Trustees have been involved throughout the year in improving the catalogue and assisting in refreshing the displays. They also prepared an interesting historic 'time-line' photographic display and answered questions while manning the Festival stall in March. Interviews with local people continued, recording interesting aspects of Chatham Island life.

Geologist, Hamish Campbell held a public workshop identifying community-held items of interest. Hokotehi Moriori Trust agreed to review Moriori items and revise labels if necessary. Kaingaroa School children interviewed two local residents and prepared posters outlining their findings that are on temporary display in the museum.

Meetings with residents, with Ngati Mutunga o Wharekaui Iwi Trust and Hokotehi Moriori Trust were held to inform them about the new museum build and exhibition gallery fit-out and to gather ideas for the main themes and topics to be covered. A small working group was set up to assist in further planning.

Expand the Museum's audiences and provide enjoyable and valuable experiences

Rearrangement and refreshing of the displays was undertaken and local residents' comments indicate appreciation of the changes.

A number of videos were sent for digital conversion to enable them to be viewed by the public.

Visitor numbers continue to increase (1123 in 2018-19 compared with 747 in 2017-18) with most tour groups and independent visitors spending time in the museum. Entries in the visitors book are very positive although it is acknowledged that a larger museum is warranted to be able to display the exhibits better and provide more information about them.

Strengthen the Museum's operations and capabilities

The separation of the IT system from that of Council's was completed with new equipment being set up and internet and email hosted by Wireless Nation. No problems have occurred since the change-over.

The Manager had further training at DJCA Ltd in use of Xero accounting package and met with staff at a number of Canterbury Museums to discuss modern museum building requirements. A Te Papa Helping Hands grant assisted with the costs of this trip.



Performance Report

Chatham Island Museum & Cultural Heritage Charitable Trust
For the year ended 30 June 2019

Contents

- 3 Independent Review Report
- 5 Entity Information
- 6 Approval of Financial Report
- 7 Statement of Service Performance
- 8 Statement of Receipts and Payments
- 9 Statement of Resources and Commitments
- 10 Statement of Accounting Policies
- 11 Notes to the Performance Report

Independent Review Report

Chatham Island Museum & Cultural Heritage Charitable Trust For the year ended 30 June 2019 Cash Basis

To the Trustees of Chatham Island Museum & Cultural Heritage Charitable Trust.

Review on the Performance Report

We have reviewed the accompanying Performance Report of the Chatham Island Museum & Cultural Heritage Charitable Trust (the Trust), which comprises the Statement of Service Performance as at 30 June 2019, the Statement of Receipts and Payments, the Statement of Resources and Commitments, the Statement of Accounting Policies and the Notes to the Performance Report.

Respective Responsibilities

The Trust is responsible for the preparation and fair presentation of this report, and for such internal controls as the Trust determines are necessary to enable the preparation and fair presentation of the Performance Report that are free from material misstatement, whether due to fraud or error.

Our Responsibility

Our responsibility is to express a conclusion on the accompanying Performance Report based on our review. We conducted our review in accordance with ISRE (NZ) 2400, "Review of Historical Financial Statements prepared by an Assurance Practitioner".

A review of the report in accordance with ISRE (NZ) 2400 is a limited assurance engagement. The reviewer performs procedures, primarily consisting of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand) and International Standards on Auditing. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

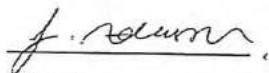
Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not free from material misstatement. Other than in our capacity of furnishing you with this report, we have no relationship with, or interests in the Chatham Island Museum & Cultural Heritage Charitable Trust

Restriction on Distribution or Use

This report is made solely to the Trust, as a body. Our review work has been undertaken so that we might state to the Trust those matters which we are required to state to them in our review report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trust, for our review procedures, for this report, or for the conclusion we have formed.

Independent Review Report

For and on behalf of



Sidekick Commercial Limited

Chartered Accountants

Christchurch

Dated:

Entity Information

Chatham Island Museum & Cultural Heritage Charitable Trust

For the year ended 30 June 2019

Cash Basis

Legal Name of Entity

Chatham Island Museum & Cultural Heritage Charitable Trust

Entity Type and Legal Basis

Charitable Trust

Registration Number

CC45863

Entity's Purpose or Mission

Our purpose is that of a Kaitiaki of the whare of the taonga of the Chatham Islands. As Kaitiaki our role is to collect taonga and protect that taonga held in trust

Main Sources of Entity's Cash and Resources

Grants & Donations

Main Methods Used by Entity to Raise Funds

Grants & Donations

Entity's Reliance on Volunteers and Donated Goods or Services

We have one paid staff member and up to 7 volunteers

Physical Address

9 Tuku Road, Waitangi, Chatham Islands 8942

Postal Address

Eva Gregory-Hunt, PO Box 40, Waitangi, Chatham Islands, New Zealand, 8942

Approval of Financial Report

Chatham Island Museum & Cultural Heritage Charitable Trust

For the year ended 30 June 2019

Cash Basis

The Trustees are pleased to present the approved financial report including the historical financial statements of Chatham Island Museum & Cultural Heritage Charitable Trust for year ended 30 June 2019.

APPROVED:

Werner

Date: 7/8/19

John Lowell

Date: 7/08/2019

Statement of Service Performance

Chatham Island Museum & Cultural Heritage Charitable Trust

For the year ended 30 June 2019

Cash Basis

Description of Entity's Outcomes

Display, catalogue and conserve Chatham Island's Taonga/heritage for Chatham Islanders

Statement of Receipts and Payments

Chatham Island Museum & Cultural Heritage Charitable Trust
For the year ended 30 June 2019

	NOTES	2019	2018
Operating Receipts			
Donations, fundraising and other similar revenue	1	72,176	81,088
Interest, dividends and other investment receipts	1	66	76
Total Operating Receipts		72,242	81,164
Operating Payments			
Volunteer and employee related payments	2	52,584	44,536
Payments relating to providing goods or services	2	7,990	14,774
Other operating payments	2	-	4,491
Total Operating Payments		60,574	63,800
Operating Surplus or (Deficit)		11,668	17,363
Balance Sheet Receipts			
Receipts from sale of resources	3	-	(2,777)
GST	3	(268)	356
Total Balance Sheet Receipts		(268)	(2,421)
Increase/(Decrease) in Bank Accounts and Cash		11,400	14,943
Cash Balances			
Cash and cash equivalents at beginning of period		50,609	36,378
Cash and cash equivalents at end of period		62,545	50,609
Net change in cash for period		11,936	14,231

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Resources and Commitments

Chatham Island Museum & Cultural Heritage Charitable Trust

For the year ended 30 June 2019

Cash Basis

	2019	2018
Bank Accounts and Cash		
Bank and cash/(bank overdraft)	62,545	50,609
Total Bank Accounts and Cash	62,545	50,609
	2019	2018
Money Owed to the Entity		
Debtors and Prepayments		
GST	2,102	2,391
Total Debtors and Prepayments	2,102	2,391
Total Money Owed to the Entity	2,102	2,391
	2019	2018
Equity		
Current year earnings	11,668	17,363
Retained earnings/Accumulated funds	55,358	37,995
Total Equity	67,027	55,358

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

Chatham Island Museum & Cultural Heritage Charitable Trust

For the year ended 30 June 2019

Cash Basis

Basis of Preparation

The entity is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Chatham Island Museum & Cultural Heritage Charitable Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Receipts and Payments comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Chatham Island Museum & Cultural Heritage Charitable Trust

For the year ended 30 June 2019

Cash Basis

	2019	2018
1. Analysis of Receipts		
Donations, fundraising and other similar receipts		
Visitor Donations	2,099	2,366
Grants Received	68,345	78,722
Raffles & Fundraising	1,469	-
Total Donations, fundraising and other similar receipts	71,913	81,088
Interest, dividends and other investment receipts		
Interest Income	66	76
Total Interest, dividends and other investment receipts	66	76
	2019	2018
2. Analysis of Payments		
Volunteer and employee related payments		
KiwiSaver Employer Contributions	1,477	1,141
Salaries	51,107	43,395
Travel - National	1,545	3,755
Total Volunteer and employee related payments	54,129	48,291
Payments relating to providing goods or services		
Bank Fees	96	200
Conserving	15	2,098
Freight & Courier	925	170
General Expenses	1,058	1,707
Office Expenses	2,570	6,601
Subscriptions	161	203
Telephone & Internet	1,620	39
Total Payments relating to providing goods or services	6,444	11,019
Other operating payments		
Contractors & Consultants	-	4,473
Interest Expense	-	3
Total Other operating payments	-	4,476
	2019	2018
3. Capital Receipts & Payments		
Property, Plant and Equipment		
Opening Balance	2,777	-
Office Equipment	-	2,777
Total Property, Plant and Equipment	2,777	2,777

Notes to the Performance Report

	2019	2018
Loans to Other Parties		
Opening Balance	(2,391)	(1,617)
GST	289	(775)
Total Loans to Other Parties	(2,102)	(2,391)
Other Liabilities		
Income Tax	(121)	(121)
PAYE Payable	519	540
Total Other Liabilities	398	419
Equity		
Opening Balance	55,358	37,995
Current year earnings	11,668	17,363
Total Equity	67,027	55,358

5. Community Services

5.3 Proposed Civic Complex

Date of meeting	19 September 2019
Agenda item number	5.3
Author/s	Owen Pickles, Chief Executive Officer

Purpose

Update for Council.

Recommendation

THAT the information be received.

Background

The proposed Civic Complex project will be on hold until after the Council elections have been finalised. It is then intended to form a joint committee with the Chatham Islands Enterprise Trust (CIET) with the intention of making the project happen.

Since the joint meeting of 1st August 2019 I have met with the CIET CEO on two occasions to find a way forward for the project.

There are two areas of concern:

- 1) The overall cost which gears the proposed rental costs
- 2) The current rental settings

The intention is for the building design to be reviewed by the proposed joint committee which may result in a downsizing.

It is also intended to meet with the developers to discuss the proposed rent settings in the light of the reduced cost of money/lowering interest rates.

Both the developers Ngati Mutunga o Wharekauri Iwi Trust Asset Holding Company and project managers Apollo have been made aware of these intentions.

The Museum funding gap is still a concern. This has been raised with the Ministry of Culture and Heritage but at this stage no further progress on closing the gap has been made.

At this stage it is good to see that all parties want to see the project happen.

6. Regulatory

6.1 Activity Report from Environment Canterbury

Date of meeting	19 September 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 6 September 2019.

5. Activity Reports

5.1. Biosecurity update

Chatham Islands Council Steering Group

Date of meeting	5 September 2019
Activity	Biosecurity Update
Author	Steven Palmer

Border Control

1. Routine rodent bait station work is on-going at key risk sites
2. SPS Biosecurity have completed their annual report for 2018/19 (Attached)
3. Biosecurity staff have noted an improvement with a reduction in "dirty" freight showing up at the wharf

Pest Management Activities

4. We now have two casual contractors we can call upon to undertake tasks if Kerri and Robin are absent or just to help out. They are Jacqui Neilsen and Jason Seymour. Both are engaged on a "as required" basis
5. The Gorse Contestable (Chemical) fund applications closed on August 19th. Kerri has stated that the applications received will utilize the entire \$30,000 fund. Once assessed, the chemical will be purchased and sent to the Island with expected delivery in late September. It was disappointing to note that although we had advertised this fund and closing date extensively over the past 4 weeks, Kerri had 4 applicants show up on the 19th requesting property visits to confirm work completed (this is a requirement on the application form). It was also disturbing that Kerri was subject to verbal abuse by one applicant when they hadn't filled out the application form in full.
6. As mentioned previously, we have had some issues with the supply of a helicopter service with the incumbent for the past 7 years withdraw their continued interest in the Chathams work. We are in negotiation with another supplier which looks hopeful to have the service on the Island in January / February 2020. Our confirmed budget for the Gorse spraying is \$150,000 plus GST but on its own is not enough to secure this service. Consequently, we have advertised for an indication of landowner financial commitment. This indication also closed on August 19th. A total of \$65,000 has been indicated along with \$30-40,000 of "other" DoC work. These figures have been sent to the proposed helicopter company seeking a confirmed interest in the work. Once confirmed, we will proceed with the contract for the Environment Canterbury / CIC component only.

7. We are also working closely with our Communications team to generate some “good news” stories about our Biosecurity Activities

Attachments

1. Chathams border biosecurity activity report 2018-2019 Final [5.1.1 - 14 pages]

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



**Chatham Islands
Border Quarantine and Biosecurity**

July 2018 – June 2019

*Prepared for Environment Canterbury
by
SPS Biosecurity Ltd
July 2019*

biosecurity

Contents

1.	Summary	1
2.	Border quarantine and risk site surveillance	2
2.1	Key supplier/ risk pathways sites and active surveillance sites	4
2.2	Risk pathways – Cargo vessels	6
3.	Awareness for industry and residents – “No Pests Please” programme	6
4.	Inspections of sea freight.....	6
5.	Vehicle and machinery cleaning	7
6.	Biosecurity for infrastructure projects	7
7.	Marine biosecurity	7
8.	Recommendations for progress in 2019 - 2020	8
Appendix i	Certificate of inspection – Approved Supplier Sample	
Appendix ii	Plague Skink fact sheet	
Appendix iii	Biosecurity Plan – Contractor template	

Chatham Islands Border Quarantine and Biosecurity

July 2018 – June 2019

1. Programme summary

This activity report summarises border biosecurity and quarantine activity for the Chatham Islands between July 2018 and June 2019.

The border biosecurity programme supports activities aimed at preventing new pests establishing on the Chatham Islands. Activities are in accordance with desired outcomes of the Chatham Islands Pest Management Strategy, Biosecurity Act and Chatham Islands Council legislation.

Three main areas of work reported on are:

- Quarantine actions and risk-site management
- Development and implementation of recommendations arising from science provider recommendations
- Increasing sector biosecurity awareness

Programmes of work have a scientific foundation and take account of objective evidence gathered annually on pests and pest risk pathways affecting the Chatham's.

Procedures and activities for the Chatham's' border biosecurity programme are audited by Telarc.

The 2018-2019 year saw a significant move toward more pre-treatment of risk items and the full implementation of an inspection regime for sea freight.

Key outcomes and outputs for 2018 - 2019

- Management of high pest-risk activities and programmes.
- Pest management and surveillance and audits in NZ.
- Establishment of dedicated quarantine inspectors for sea freight leaving Napier and Timaru.
- Treatment of selected freight for potential biosecurity risks including the disease *Mycoplasma bovis*.
- Realignment of the surveillance of 'high risk' supplier sites, freight forwarders and shipping companies to concentrate on quantitative assessments of current key or regular suppliers to the Chatham's.
- Pest interceptions made by Chatham Biosecurity Officers in 2018 - 2019 (no establishments).
 - Plague Skink sighted in freight
 - Red Back spider

2. Border quarantine and risk site surveillance

To help prevent new pests establishing on the Chatham Islands, there are targeted inspections of the physical connections by which pests can move and establish. This includes monitoring shipping, air links, freight and freight consolidation sites.

In addition to the 'points of departure' and freight consolidation areas, places of origin for some products deemed 'high risk' for potential pests, are also inspected.

In 2018 - 2019 a quarantine inspection service was put in place in Napier and Timaru.

Table 1. Summary of components of the border quarantine and biosecurity programme

Pest management programmes	
Pest Management – Ships <ul style="list-style-type: none"> <i>Southern Tiare</i> <i>Ad hoc tugs, barges and other vessels</i> 	<p>On-board pest control and monitoring programme primarily for rodents and crawling insects using bait stations.</p> <p>Some additional checks using a trained Department of Conservation rodent-detecting dog and handler and or the Chatham Islands biosecurity detector dog.</p>
Treatment (ships, buildings, containers)	Annual residual treatment of dedicated shipping containers, cargo sheds and selected areas on vessels when appropriate.
Pest Programmes – Cargo consolidation/ storage premises <p>Timaru</p> <ul style="list-style-type: none"> Hilton Haulage warehouse at Fraser St Timaru) (Chatham Island Shipping) CISL Port yard, Timaru <p>Napier</p> <ul style="list-style-type: none"> Chatham Island Shipping Yard Turton Farm Supplies (timber), Dannevirke <p>Auckland</p> <ul style="list-style-type: none"> Air, Courier Post Depot <p>Wellington</p> <ul style="list-style-type: none"> Air, NZ Post (independent pest control provider) <p>Christchurch</p> <ul style="list-style-type: none"> Chatham's Air & Depot 	<p>Use of bait stations for rodent control. Monitoring for other pests and treatment if necessary.</p> <p>Residual insect spray treatment of some interior areas.</p> <p>Weed control if necessary.</p> <p>Environs and aggregate checks.</p>

Rodent control programme at Waitangi, Owenga and several other sites associated with transiting freight to Pitt Island. <ul style="list-style-type: none"> • Waitangi Wharf • Airport Hanger • Owenga Wharf • Glen & Megan Kings (Pitt Island Storage) 	Use of bait stations for rodent control. Monitoring for other pests and treatment if necessary. (day to day management by Chatham Islands biosecurity staff).
Active surveillance For specific pests (New Zealand and Chatham's)	Surveys for reptiles (in particular Plague Skink) and baiting for invasive ants, in particular Darwin and Argentine ants, are conducted at Auckland Airport (Courier Post), Christchurch Airport (Menzies Aviation – Chatham's Air Depot), Napier STL Line Haul yard, Port of Timaru. Surveillance and ant baiting conducted at 11-15 additional key or high-risk supplier sites.
Freight Inspections and treatments <ul style="list-style-type: none"> • Napier • Timaru 	Shipping freight inspected at Timaru and Napier. High-risk freight is treated and/or cleaned.
Audits	<p>Audits for risk cargo, risk pathways and treatment suppliers were conducted at Auckland, Tauranga, Napier, Wellington, Christchurch and Timaru.</p> <p>Audits of pest control programmes were also conducted at Auckland (Airport), Napier, Wellington (Airport) and Timaru. Chatham and Pitt islands site programmes.</p> <p>Third party auditing of all SPS Biosecurity Ltd activity is conducted by Telarc.</p>
Sampling and Diagnostic provisions for the Chatham's	Maintained a diagnostic service for processing collections of suspected pests. (In collaboration with Landcare Research and AgResearch).
Risk Analysis	SPS Biosecurity Ltd adaptation of a freight and risk site analysis tool.
Risk Site and Key Supplier Checks	Currently there are around 150 sites that receive information and periodic checks. Of these 11-15 receive an intensive survey and risk assessment.
Pitt Island Border Biosecurity (Chatham Island Biosecurity Staff. Bi-annual check SPS Biosecurity)	<p>Inspection and treatment for specific pests at <u>sites of departure</u> from Chatham</p> <ul style="list-style-type: none"> • Waitangi Wharf • Airport Hanger • Owenga Wharf • Glen & Megan King's (Pitt Island Storage)

	<p>One-off inspection and treatment of direct New Zealand to Pitt movements.</p> <p>Marine Biosecurity Chatham-Pitt, New Zealand-Pitt movements.</p> <p>Pitt Island inspection sites</p> <ul style="list-style-type: none"> • Flowerpot • Pitt Island Lodge • Pitt Island Airstrip • Caravan Bush (including Buildings within Caravan Bush • DOC Accommodation adjacent to Caravan Bush • MPA accommodation on Pitt
Infrastructure Programmes	<p>The redevelopment of the Waitangi Weharf (Completed/opened in March 2018)</p> <p>Currently working with two other contractors to ensure biosecurity compliance for infrastructure project shipments.</p>

2.1 Key supplier/ risk pathways sites and active surveillance sites

A list of suppliers and points of origin for Chatham goods is maintained and added to as information comes to hand. The sites in New Zealand receive inspections to identify any significant pest threats and potential risk pathways which could allow pests to travel to the Chatham Islands. It also provides the opportunity to make suppliers aware of the "No Pests Please" programme.

A phone campaign to suppliers was completed after a Plague Skink find. This was followed-up by an email campaign which contained the Plague Skink factsheet. (Appendix ii)

Over the last decade the number of suppliers has increased considerably, primarily due to on-line access direct to the merchants. Consequently, future focus will be on high-risk product and narrowing down the suggested options for purchase from skink and ant free areas. Generally, for all high-risk product, there will now be a greater reliance on treatment and inspection prior to loading. (see recommendations for 2019 - 2020)

A list of suppliers that have attained a 'pass' after a formal pest-risk assessment is outlined below and in Table 2 (up to the end of June 2019).

Key risk products and 'clean' supply options:

Soil

- Not allowed

Aggregate

- The only 'low risk' supply in reasonable proximity to a port comes from Fulton Hogan, Levels Processing Plant Washdyke (Timaru).

Bulk and bagged growing media (no soil), bark and compost

- Advanced Media Supplies, Napier
- Intelligro, Christchurch
- (There are likely to be other landscape bulk supplies businesses which are suitable. SPS Biosecurity can inspect/approve if required)

Bagged potting mix, bark etc from ad-hoc suppliers (garden centres etc)

- Inspection and or surface treatment prior to loading (evidence of ants inside the bags we will reject as treatment is difficult)

Rough sawn timber, posts and poles

- Inspection and or surface treatment prior to loading

Other risk-freight (plants, animals, used marine/aquiculture supplies, used construction supplies etc).

Risk Assessments

A total of 11 formal risk assessments of supplier sites were carried out in 2018 - 2019

Assessment criteria:

- Cargo or freight that is contaminated or could harbour pests
- Presence of biosecurity signage and current reference manuals
- Ensure an effective pest management programme is in place
- Observe hygiene of facilities, focusing on storage areas

(All data collected using ESRI/ SPS Biosecurity data collection solutions)

Table 2. New Zealand supplier/ services - site visit/ risk assessment (2018 - 2019)

Company / site	Type of Cargo	Area	Rating of Risk	Certificate Issued
Daltons	Landscape Supplies	Christchurch	Very High Risk	No
Intelligro	Landscape Supplies	Christchurch	Very Low Risk	Yes
Central Stock Feed Company	Stock Feed	Timaru	Very Low Risk	Yes
Goldpine, Timaru	Timber	Timaru	Low Risk	Yes
Point Lumber Ltd	Timber	Timaru	Low Risk	Yes
Hobbs and Banks Transport	Quarry	Timaru	Low Risk	Yes
Fulton Hogan Ltd	Quarry	Timaru	Low Risk	Yes
Advanced Media Supplies	Garden Mulch	Napier	Low Risk	Yes
Tumu ITM	Timber	Napier	Low Risk	Yes
Turton Farm Supplies	Farm Supplies	Dannevirke	Low Risk	Yes
Greenleaf Nurseries	Nursery	Hastings	Low Risk	Yes

A certificate of inspection is issues to suppliers/ supplier sites that are considered low risk. (Appendix i)

General comments and key findings

Biosecurity information was supplied to Chatham Islands Air for a new inflight magazine and an internet generated ticket attachment.

There was an issue with a weevil infestation of stock feed. Dr Mark McNeil from AgResearch, advised it was not necessary to destroy the grain.

The availability of an alternate North Island sited quarry to supply aggregate was investigated. Realistically any quarry would need to be in the Hawkes Bay region. This investigation included a discussion with the HB Regional Council who have the best overview of quarry sites through their consents. Unfortunately, no suitable supply was located and the risk of Chilean Needle Grass was highlighted as a new potential weed issue.

There was a request regarding requirements around sending a breeding sow to the Chatham Islands. Advice was provided by OSPRI, a partnership between primary industries and government, which manages both the NAIT and TBfree programmes. NAIT provides the national animal identification and traceability system and TBfree aims to eradicate bovine TB from New Zealand.

2.2 Risk pathways – Cargo vessels

Pest management programmes were installed and maintained on all active vessels shipping to the Chatham's throughout the year. This includes tugs and barges used intermittently. All vessels have on-board pest management/ monitoring programmes in place and residual pesticide for killing flying/ crawling insects is applied to some interior surfaces.



Pest programmes are maintained by four independent companies: Flick Anticimex (Auckland), Pest Control Specialists (Napier), Genera (Tauranga) and Flick Anticimex Canterbury (Timaru).

Treatment stickers to place on “passed” freight are supplied to treatment contractors.

3. Awareness for industry and residents – “No Pests Please” programme

Awareness training and skill checks for key staff handling freight are conducted throughout the year. This work focuses on four fundamental aspects of quarantine and was conducted on-site at five locations:

Clean – Treat - Isolate - Report

Biosecurity awareness training or information for freight handlers in Auckland, Napier, Wellington, Timaru and Christchurch is provided.

These freight sites are supplied with “No Pests Please” fact sheets and information posters as required. The process-flow and information poster will be redesigned in 2019-20.

4. Inspections of sea freight

Dedicated biosecurity inspectors are now employed to check freight prior to shipping and coordinate pest control, cleaning and liaise with CISL. It is hoped the costs of treatment will now reduce as previously all risk freight was receiving prophylactic insecticide treatment in Napier due to the high ant risk.

5. Vehicle and machinery cleaning

A fully operational pre-cleaning system is in place for Timaru and Napier. Generally, the system is working well in Timaru with a low incidence of vehicles that need to be cleaned/recleaned after arrival on the Chatham's. Finding a suitable arrangement for Napier has been more challenging due to space and discharge compliance issues.

With the discovery of *M. bovis* the level of cleaning was upgraded to include a disinfectant treatment on farm vehicles and equipment before shipping. This will be reviewed regularly as the actual risk of spread via non-animal to animal means, appears to be very low.

Prior to the establishment of inspectors, cleaning and treatment costs were high as all risk material was treated (for ants).

Indications are that these costs will reduce significantly now the treatments can be more targeted.

6. Biosecurity for infrastructure projects

As far as possible biosecurity risk has been addressed prior to shipping, however biosecurity officers on the Chatham's are able to provide limited treatment and cleaning for contaminated items. Additional effort will be put into ensuring biosecurity requirements are communicated early.

Waitangi Wharf development

This project has now been completed. SPS Biosecurity worked with the contractors, MPA, on pre-cleaning and treating machinery and other freight prior to shipping. Generally, the level of compliance was high and apart from a one incursion of ants which was dealt with immediately, no known pest establishments have occurred as a result of this project's activities.

Future programmes

SPS Biosecurity is currently working with contractors for planned projects including the Chatham Island Council administration block rebuild. This work has included meetings with the project manager and development of a Biosecurity Plan (Appendix iii) and compliance notes for sub-contractors. The inspection phase is likely to commence later in 2019.

7. Marine biosecurity

No major marine biosecurity programmes/inspections were undertaken by SPS Biosecurity during the year.

Table 6. Basic marine biosecurity requirements

Vessel/ Item	Treatment/ Activity comment
Hull	<ul style="list-style-type: none"> • Vessel has current effective anti-fouling • Permitted biofouling to be no more than a slime layer • Audit-dive to check risk areas on the hull (sea chests, rudder etc) • No ballast water exchange in in-shore waters

Ancillary marine equipment	<ul style="list-style-type: none"> Cleaned, dried and free of marine fouling
----------------------------	---

8. Recommendations for progress in 2019 - 2020

A number of recommendations and opportunities for improvement have been identified by various work programmes throughout the year.

- Concentrate on approving a smaller list of key suppliers that supply risk goods to the Chatham Islands.
- Consolidate sea freight inspections, establish an inspection regime for air freight.
- Reduce the annual audit and survey visits to once every two years (as the biosecurity functions on the Chatham Islands are now well established).
- Ensure regular shipping services from NZ undergo an effective marine biosecurity process.

Appendix i Certificate of Inspection – Pest Freedom Chatham Island Supplier



CERTIFICATE OF INSPECTION – PEST FREEDOM CHATHAM ISLAND SUPPLIER

CONSIGNOR:

INTELLIGRO

**TREATMENT OR INSPECTION
LOCATION:**

**1394 Main South Road, Weedons,
Christchurch**

Product type/s

- Garden compost, mulch, bark and growing mixes

Specification

- Inspection (visual and baits) for ants
- Inspection (visual) for reptiles and other potential hitchhiker pests
- Inspection for significant weed or biosecurity issues

Result/ conclusion

- The overall site hygiene was very good
- No invertebrate or vertebrate pest issues were noted
- No weed issues were noted

Date/s completed:	1394 Main South Road	21 st Feb 2019
--------------------------	----------------------	---------------------------

Date: 5th March 2019

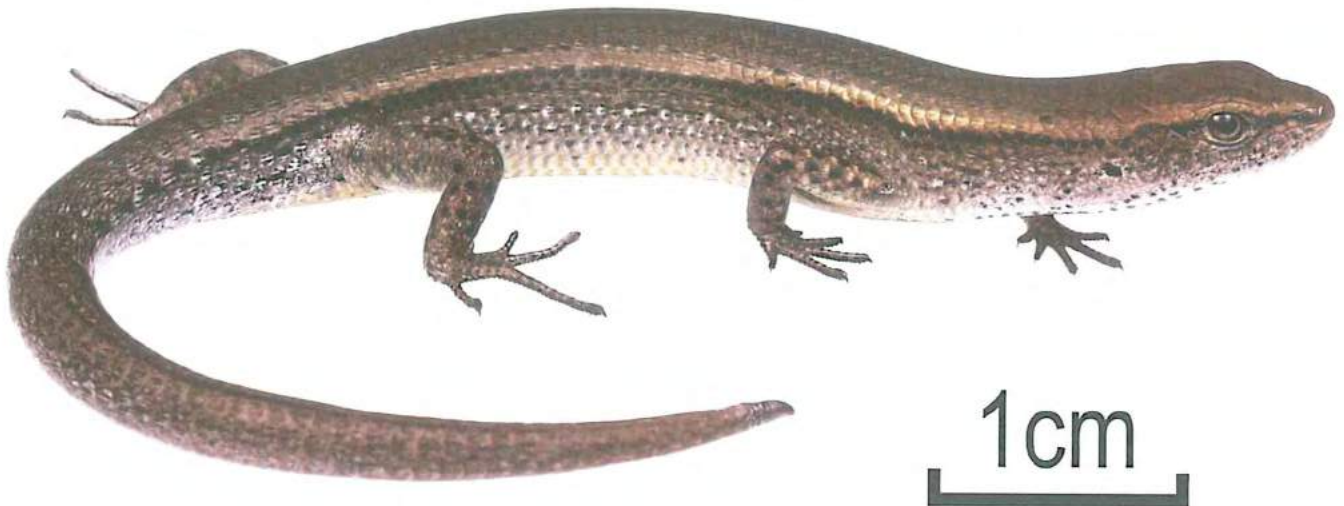
**Paul Bradbury
Director
SPS Biosecurity Ltd.**

General disclaimer: This is not a NZ Govt phytosanitary export certificate. SPS Biosecurity Ltd has made every effort to ensure the accuracy of the information provided on this certificate and any attached document but cannot guarantee pest freedom or treatment efficacy.



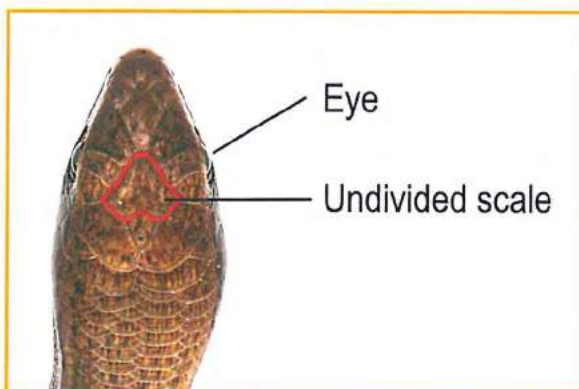


Have you seen this skink?



The plague or rainbow skink has recently been reported in both Havelock and on the outskirts of Blenheim- this pest skink was previously not present in the South Island.

The Ministry for Primary Industries, in conjunction with the Department of Conservation and the Marlborough District Council are working collaboratively, to prevent the plague skink from establishing in the South Island.



Close up showing single scale on head.

The plague skink is a similar size to the common native skink (3½ – 5½ cm from nose to base of tail), but can be distinguished by a single large scale on the top of its head (in native skinks, the scale is divided in two). Most plague skink have a rainbow sheen to their scales when viewed in strong light.

IF YOU THINK YOU HAVE SEEN A PLAGUE SKINK PLEASE TRY AND CATCH AND PHOTOGRAPH IT, KEEP IT ALIVE, AND CONTACT MPI IMMEDIATELY ON 0800 80 99 66.



Scan QR for DOC fact sheet.



Apollo Projects - Chatham Council Building Project

Biosecurity Action Plan (12-4-2019)

Key Contacts

SPS Biosecurity Ltd: Jessica Wallace 027 536 7540, jessica.wallace@spsbiota.co.nz

Apollo Projects: Tim Fahy 027530 3800, tim.fahy@apolloprojects.co.nz

Darrin Power 021 916074, darrin.power@apolloprojects.co.nz

Chatham Islands Biosecurity: Kerri Moir 03 3050013, kerri.moir@ecan.govt.nz

Treatment and inspection - Cargo		
Item	Treatment/source	By who
Aggregate (if required)	<ul style="list-style-type: none"> On-island Source Fulton Hogan Timaru (ex-Levels processing plant/ Temuka pit quarry which provides low-risk material) 	Liaison/contact SPS Biosecurity if this aspect of the plan needs to be discussed.
Container/s (All freight)	<ul style="list-style-type: none"> Residual insect spray Residual barrier to lugs, fork slots, vents and door seals Permi- or Pesti-gas fumigation of interior after filling Rodent station to be placed in container prior to closing Inspection 	Pest management – Flick – Christchurch Liaison/contact SPS Biosecurity if this aspect of the plan needs to be discussed. Inspection - SPS Biosecurity (Timaru Port)
Vehicles	<ul style="list-style-type: none"> Cleaned of dirt and debris (particularly, wheels, wheel-wells and undersides) Residual insect spray and Mbovis disinfection for any vehicles previously used on a cattle farm. Inspection 	Cleaning – Conducted by the contractor Pest Management - Flick Christchurch Inspection either at Timaru or at contractor premises – SPS Biosecurity
Break bulk items (Any post poles, rough sawn timber or items stored outside)	<ul style="list-style-type: none"> Cleaned of dirt and debris Residual insect spray 	Inspection – SPS Biosecurity Pest Management – Flick

Landscaping supplies and plants	<ul style="list-style-type: none"> • On Island source • Intelligro (Christchurch) bulk and bagged mulch, bark growing media (Assessed as a low pest risk site) • Other sources will need to be inspected to insure no invasive pest risk is associated with the product. 	Inspections and liaison SPS Biosecurity
---------------------------------	---	---

Notes:

- SPS will organise the activities of the pest management companies. Pest management and cleaning cost will be passed on to contractors/Apollo
- Cleaning is best done at the contractor premises due to limitations on cleaning at the port or freight forwarder
- SPS has inspectors available at the ports but can conduct inspections throughout NZ (this is usually at no charge to the contractors, but advance notification will ensure we have someone available when required)
- Final clearances and entry to the Chatham's for freight is still at the discretion of Chatham Island Biosecurity staff.

Paul Bradbury
Phone: +64 3 314 7247. Mobile: +64 27 434 5753
paul.bradbury@spsbiota.co.nz
www.spsbiosecurity.co.nz

5.2. CDEM Report

Chatham Islands Council Steering Group

Date of meeting	5 September 2019
Activity	CDEM
Author	James Thompson

Purpose

1. To provide the Chatham Islands Steering Committee a report on CDEM support to the Islands.

Recommendations

That the Chatham Islands Council:

1. Receive this report

CI CDEM Office 365 Account

2. Previous assistance has been provided to CI CDEM to set up a Microsoft Office 365 account for use during emergencies. This account is now working. The next step is to set up the account so that it can be accessed by the Canterbury CDEM Team. This will mean that more direct support can be provided to the Chatham Islands remotely during an emergency.
3. Setting up the account so that it can be used by the Canterbury CDEM Team has not been straight forward and work will continue to make it operable.
4. There has been no other CDEM support provided to the Chatham Islands this period.

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	5 September 2019
Activity	Harbourmaster's Office
Author	Guy Harris

Background

At the last meeting a request was discussed that had come from Dion Ayers to the Harbourmaster's Office about the status of tide gauges at Waitangi.

Progress

The Harbourmaster's Office spoke with Joss Thomas (CIC Harbourmaster) and Craig Kerwin (Waitangi Port Manager). They explained that they have visual tide gauge at the wharf. There is a tsunami gauge at Owenga and we have asked the CIC Harbourmaster to check that it is working correctly.

Dion Ayers has been updated on progress.

Next steps

We are waiting to hear back from the CIC Harbourmaster to confirm the tsunami gauge at Owenga is working correctly.

5.4. Communications

Chatham Islands Council Steering Group

Date of meeting	5 September 2019
Activity	Communications
Author	Hayley Lilley

Communications updates

1. Hayley has been seconded out of Communications into an Executive Officer role until the end of 2019, so will not be working on CIC comms during this time. Liz Wright, Hayley's manager, will be available in the interim but may appoint someone else soon. Liz also has a very capable part-time intern for a few months, Jonelle Case, who has been a great help with CIC comms already.
2. Website updates since last report
 - a. Updates to the Meet the Team and Rates webpages
 - b. Pre-election report completed and added to Election webpage
 - c. August Council meeting agenda added to the website
3. In progress
 - a. Weekly election Facebook posts to encourage voters (Jonelle, our intern, is looking after these with Cindy)
 - b. Waste minimisation campaign (Jonelle, our intern, is looking after this with Cindy)
 - c. Biosecurity stories (Jonelle, our intern, is working on a number of stories about Chathams biosecurity work with Steve Palmer and co.)
 - d. Annual Report – design work starting on this soon
 - e. A member of our web team is working with the website developer, SilverStripe to resolve issues with the website's search function (ECan website results are coming up in CIC's search results)
 - f. Creating a brochure on what people need to do to build on the Chathams (with Wellington City Council)
 - g. Staff profiles in the Chatham Islander – Cindy/Jonelle organising these, one staff member per month

4. Website report for the period Thursday, 18 July 2019 to Tuesday, 27 August 2019

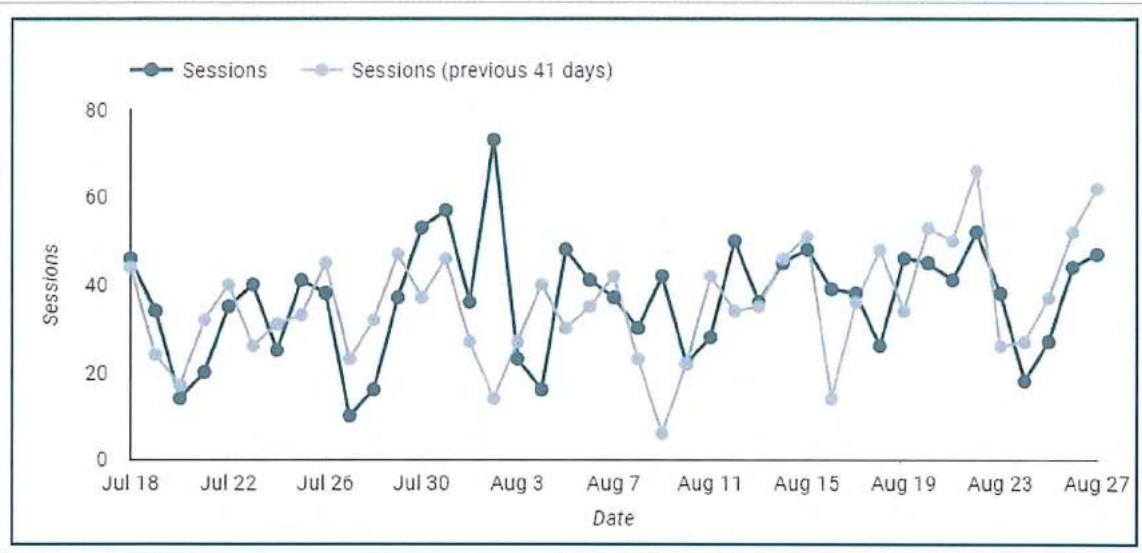
a. Summary/key findings:

- 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 2 August 2019 – there were two Facebook posts referring back to the website that day (one encouraging election nominees, and one on dog registrations)
- iii. 69% of visitors were new to the site
- iv. Not many news stories have been added to the website recently, but we're still getting good website traffic from Facebook posts, which is great.

b. Snapshots:

	Page Title	Page Views ▾	Δ
1.	Home » Chatham Islands Council	1,158 	121 ↑
2.	Visit the Chatham Islands » Chatham Islands Council	330 	-30 ↓
3.	Meet the Team » Chatham Islands Council	264 	52 ↑
4.	Elections 2019 » Chatham Islands Council	263 	111 ↑
5.	News and Events » Chatham Islands Council	183 	50 ↑
6.	Contact » Chatham Islands Council	136 	0
7.	Your Council » Chatham Islands Council	123 	19 ↑
8.	Search all Documents » Chatham Islands Council	109 	14 ↑
9.	Page Not Found » Chatham Islands Council	92 	-27 ↓
10.	Your Rates » Chatham Islands Council	81 	-7 ↓
	Grand total	4,136	270 ↑

1 - 10 / 223 < >



Where was the website traffic coming from?

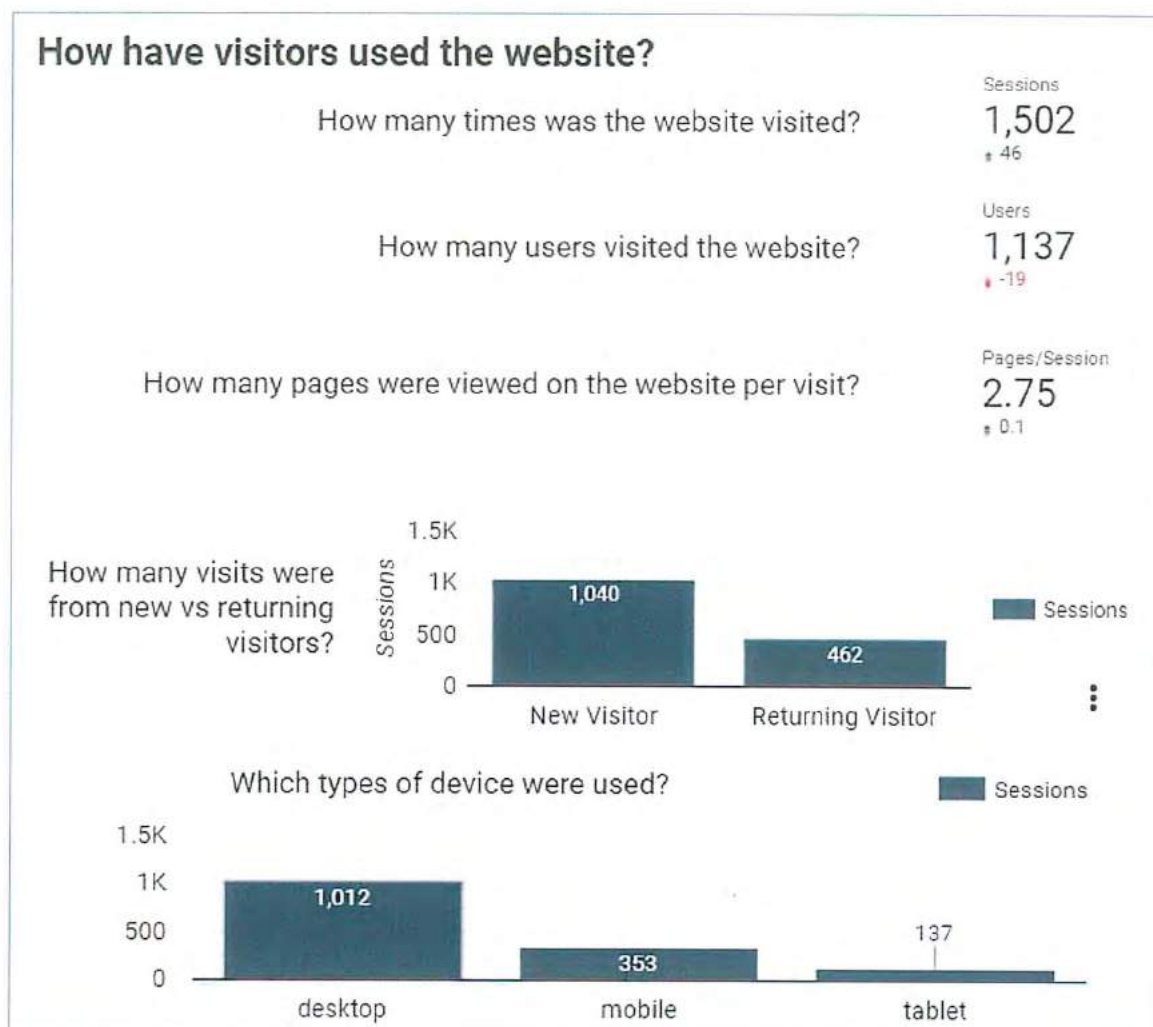
"(direct)/(none)" is from typing into browser address bar, or via bookmark/favourite.

"organic" is from search results. | "referral" is a link from another website.



	Source/Medium	Sessions ▾	Δ
1.	google / organic	960 <div></div>	50 ‡
2.	(direct) / (none)	272 <div></div>	-30 ‡
3.	m.facebook.com / referral	48 <div></div>	23 ‡
4.	ecan.govt.nz / referral	40 <div></div>	-6 ‡
5.	localcouncils.govt.nz / referral	39 <div></div>	12 ‡
	Grand total	1,502	46 ‡

1 - 5 / 37 < >



Attachments

Nil

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

6. Finance

6.1. Corporate update

Chatham Islands Council Steering Group

Date of meeting	6 September 2019
Activity	CIC Corporate Services update
Author	Tanya Clifford Corporate Reporting Accountant

Purpose

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

Background

3. *Annual Report 2018/19:* Preparation for the 2018/19 Annual Report is underway, with Audit NZ expected to be on-site (at ECan) from 30 September, we are on track to have a draft document available prior to audit being on-site. The approved level of funding support for the 2019/20 financial year remains at the status quo funding level, and therefore one of the potential ramifications includes a detrimental impact on the Council's cash and working capital figures. This impact is considered serious enough that the going concern assumption (that the entity will exist one year after the annual report is approved) may be called into question. Council may wish to consider entering discussions with Audit New Zealand early in relation to this matter.
4. *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 of 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.
5. *Pre-election report:* The pre-election report is a prescribed document, which requires disclosure of financial information and identifying significant issues facing the Council. This document has been drafted in consultation with CIC and is now available on Council website in compliance with requirements of the Local Government Act 2002.
6. *2019/20 Annual Plan:* The 2019/20 Annual Plan was adopted at the Council meeting held 27 June 2019, with rates subsequently being adopted. The 2019/20 budget was

updated to reflect funding remaining at a 'status quo' level as opposed to the assumed additional \$1.2 million being provided from the Crown. The impact to Council of the 'status quo' level of funding has further ramifications in terms of asset planning and asset deterioration, cash management and the audit 'going concern' assessment in terms of financial viability.

7. *Reporting:* ECan is in the process of updating the current CIC steering group dashboard report, Council reporting and DIA quarterly report (based on direction from the DIA). 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

Late Paper

Report to Chatham Islands Council Steering Group

Date:	6 September 2019
Author:	Trish Baird, Team Leader BIS Operations
Title:	Business Information Services

Jayden completed the onsite visit during August, this gave us a first cut of information, including;

- Network set up
- Current connection and costs
- Hardware information
- A complete back up (stored in our safe and encrypted)

This work was handed over to Edge and Glenn is just completing the first report. I have discussed this with him and will give us a picture of current state and some quick wins with fixes (ie transferring the satellite connection from Farmside to Wireless Nation should halve the bill).

Glen has also scoped the project plan to get the current state to future state, this will include overseeing remediation, assistance to select an ongoing support vendor and preparation for the new build. The approximate cost to complete this work is about 20k. This figure will easily be saved in the first year operating costs. BIS Operations will support Edge Communications with some onsite delivery to get the current state to a place that it can be handed over to a vendor.

Discussions have started with Spark and Datacom about their current support models in Antarctica and other remote sites.

The incumbent has been helpful with the handing over of information and we are hopeful that this can continue to ensure continuity of service as we transition.

6. Regulatory

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

Date of meeting	19 September 2019
Agenda item number	6.2
Author/s	Adrianne Tisch – Baseline Group Paul Whyte – Beca Sharon McGarry – Independent Commissioner

Purpose

An application has been made by Chatham Islands Council (CIC/2019/01) to undertake a boundary adjustment, construct a temporary Right of Way and create allotments to vest to Council as road around an existing footpath at Waitangi-Tuku Road and Waitangi Wharf-Owenga Road, Chatham Islands.

Recommendations

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.

Background

See attached application prepared by Adrienne Tisch (Baseline Group) and report prepared for Council by Paul Whyte (Beca) and decision by Independent Commissioner, Sharon McGarry.

Application for Subdivision and Land Use Consent

Waitangi-Tuku Road and Waitangi Wharf-Owenga Road, Chatham Islands



CLIENT

Chatham Islands Council

ADDRESS

9 Waitangi Tuku Road, Chatham Islands

REFERENCE

6807

Report Information

Reference: 6807

Title: Application for Subdivision
and Land Use Consent

Client: Chatham Islands Council

Filename: 6807-PLN-APP-01-
Subdivision and Land Use

Version: 1

Date: 19/08/2019

Prepared by: Adrienne Tisch



Reviewed by: Sally Elford



CHRISTCHURCH OFFICE

T 03 339 0401 – 0800 BLG 123

E info@blg.co.nz

A 54 Manchester Street
Christchurch Central

MARLBOROUGH OFFICE

T 03 578 7299 – 0800 BLG 123

E info@blg.co.nz

A Level 1, 30 Maxwell Road,
Blenheim 7201

Contents

1	Summary of application details	1
1.1	Report purpose.....	1
2	Application site and surrounding environment	2
2.1	Application site.....	2
2.2	Surrounding area.....	3
3	Description of the proposed activity	4
3.1	Boundary Adjustment.....	4
3.2	Right of Way.....	4
3.3	Road to Vest.....	4
3.4	Designation.....	5
3.5	Servicing.....	5
3.6	Access.....	5
3.7	Earthworks.....	6
3.8	Road Boundary Setback.....	6
3.9	Other Matters.....	6
4	Planning framework	7
4.1	Zoning.....	7
4.2	Subdivision.....	7
4.3	Building Setback.....	8
4.4	Activity Status.....	8
5	Assessment of relevant objectives and policies	9
5.1	Chatham Islands Resource Management Document.....	9
5.2	Canterbury Regional Policy Statement.....	9
5.3	Summary.....	9
6	Assessment of environmental effects	10
6.1	Subdivision effects.....	10
6.2	Temporary Effects.....	10
6.3	Setback Effects.....	10
6.4	Positive effects.....	10
6.5	Potentially affected parties.....	11
6.6	Effects summary.....	11
7	Statutory framework	12
7.1	Part 2 of the Act.....	12
7.2	Other relevant documents.....	12
7.3	Consideration of applications (Section 104-104B).....	13
7.4	Section 106 Assessment.....	13
7.5	Notification.....	14
8	Conclusion	15



Appendix 1: Records of Title

Appendix 2: Application Plan

1 Summary of application details

1.1 Report purpose

This report is an application for subdivision consent (including an assessment of the actual and potential effects on the environment) to undertake a boundary adjustment, construct a temporary Right of Way (ROW) and create allotments to vest to Council as road around an existing footpath at Waitangi-Tuku Road and Waitangi Wharf-Owenga Road, Chatham Islands. This application has been prepared in accordance with Schedule 4 of the Resource Management Act 1991 ("the Act").

Applicant: Chatham Islands Council

Sites to which the application relates:

Legal Description	Record of Title	Site area (m ²)	Land owner
Lot 6 DP 74262	WN41B/630	817	Chatham Islands County Council
Lot 7 DP 4252	WN41B/631	841	
Lot 9 DP 74262	WN41B/633	1,674	
Lot 8 DP 74262	WN41B/632	1,846	RJW Lanauze and CM Gregory-Hunt
Part Kekerione Pt 64 Block, Part Closed Road SO 15671	WNC4/1277	2,321	Hotel Chathams Limited
Lot 1 DP 360197	244756	973	LJ, S and V Croon
Lot 2 DP 360197	244757	611	LJ and S Croon
Total		9,083	

District Plan Zoning: *Chatham Islands Resource Management Document ("the CIRMD"):*
Settlement Zone
Designation 9 (over Lot 9 DP 74262)

Proposed Activity: The applicant seeks subdivision consent to undertake a boundary adjustment, construct a temporary ROW and create allotments to vest to Council around an existing footpath as a **controlled activity** under Rule 5.4.3.14(i) of the CIRMD.

The applicant also seeks land use consent for buildings within the 2 m setback as a **discretionary activity** under Rule 5.4.3.4(ii) of the CIRMD.

2 Application site and surrounding environment

2.1 Application site

The application site is located on Waitangi Tuku Road and Waitangi Wharf-Owenga Road, Chatham Islands and includes seven land parcels, as listed in section 1.1 of this report. The site is relatively flat with some undulation on Lots 6, 7 and 9 DP 74262. The sites are described in detail below.

Lots 6 and 7 DP 74262 are currently vacant and contain the concrete foundation of a building that has been removed. Access is via Waitangi Tuku Road and the topography ranges from 17.22 m above mean sea level in the western corner, to 15.11 m above mean sea level in the northern corner.

Lot 8 DP 74262 contains a residential dwelling and is accessed via the ROW which is in ownership of this lot. An esplanade reserve and stream adjoin the southern boundary.

Lot 9 DP 74262 contains the existing Council building and is accessed via Waitangi Tuku Road. The site adjoins the shared ROW and slopes steeply approximately 1.5 m down from the edge of the ROW. The site is subject to a designation, noted as Designation 9 in the CIRMD, for the purpose of administration (for Council).

Part Kekerione 64 Block, Closed Road SO 15971 and Part Kekerione 64 Block contains consented units currently under construction for visitor accommodation. The site is relatively flat, and access is via Waitangi Wharf-Owenga Road.

Lots 1 and 2 DP 360197 contain the Waitangi Store, gains access via Waitangi Wharf-Owenga Road and is relatively flat.

All of the above land parcels form the application site, as shown in Figure 1 below and will be referenced as 'the site' throughout this report.



Figure 1: Site and Surrounds. Google Earth, August 2019

2.2 Surrounding area

The site is located in the township of Waitangi. According to the 2013 census, Waitangi has some 200 residents and is serviced by the Waitangi Store, wharf, ANZ bank, accommodation and the Chatham Islands Council building. Waitangi Bay services Waitangi township and contains a wharf on the north west edge.

Southeast of the site is a stream that runs into Waitangi Bay. An esplanade reserve runs along the banks of the stream, which contains vegetation. The residential development is sparse in Waitangi, with most roads in the township having development on only one side of the road.

3 Description of the proposed activity

The following activities are proposed on the site:

- Undertake a boundary adjustment between Lot 7 DP 74262 (proposed Lot 1) and Lot 8 DP 74262 (proposed Lot 2);
- Construct a ROW for access over Lot 9 DP 74262 to provide access from Waitangi-Tuku Road to all users of the existing ROW;
- Subdivide Part Kekerione Part 64 Block into two fee simple allotments and vest proposed Lot 6 to Council as road. Proposed Lot 3 will retain the accommodation units;
- Subdivide Lot 1 DP 360197 into two fee simple allotments and vest proposed Lot 7 to Council as road. Proposed Lot 4 will retain the existing building;
- Subdivide Lot 2 DP 360197 into two fee simple allotments and vest proposed Lot 8 to Council as road. Proposed Lot 5 will retain the Waitangi Store; and
- Land use consent for the existing building on proposed Lot 5 being 0.7 m from the proposed new road boundary, as a result of the subdivision.

An Application Plan is attached to this application in Appendix 2. The activities are discussed in detail below.

3.1 Boundary Adjustment

It is proposed to adjust the internal boundary relating to the ROW between Lot 7 DP 74262 (proposed Lot 1) and Lot 8 DP 74262 (proposed Lot 2). The existing site areas and proposed site areas are as follows:

Existing Allotment	Site Area (m ²)	Proposed Allotment	Site Area (m ²)
Lot 6-7 DP 74262	1,658	Lot 1	1,842
Lot 8 DP 74262	1,846	Lot 2	959 net (no change), 704 access
Total	3,504		3,505

The boundary adjustment will create a land parcel to accommodate the future Council building. A new ROW is proposed over Lot 9 DP 74262.

3.2 Right of Way

A ROW is proposed over Lot 9 DP 74262, replacing the existing ROW over Lot 8 DP 74262. The ROW will provide access to all properties that have rights over the existing ROW and will be metalled. It is noted proposed Lot 2 will require rights over the new ROW, as the boundaries of Lot 2 will not have road frontage with Waitangi-Tuku Road as a result of the proposal. The existing ROW will be partially extinguished where the boundaries have been adjusted. Lots 10, 11 and 13-15 will utilise the new section of the ROW.

3.3 Road to Vest

At the time of this application, a Council footpath is located with the legal boundaries of Parts Kekerione Part 64 Block, Part Closed Road SO 15671 and Part Lots 1-2 DP 360197, along Waitangi Wharf-Owenga Road. It is proposed to rectify this situation by subdividing the allotments containing the footpath and vesting to Council as road. The existing and proposed allotments are outlined below.

Existing Allotment	Site Area (m ²)	Proposed Allotment	Site Area (m ²)
Parts Kekerione Part 64 Block and Part Closed Road SO 15671	2,321	Lot 3	2,254
		Lot 6 (to vest)	67
Part Lot 1 DP 360197	973	Lot 4	941
		Lot 7 (to vest)	32
Part Lot 2 DP 360197	611	Lot 5	523
		Lot 8 (to vest)	88
Total	1,584		1,584

3.4 Designation

The application site is subject to Designation 9. The CIRMD states the requiring authority is the Chatham Islands Council and the designation is for administration purposes. Section 176A of the Act requires the requiring authority to submit an outline plan of the works required to the territorial authority. In this case, the Chatham Islands Council is both the requiring authority and the territorial authority. Clause 2 of section 176A notes three ways where an outline plan need not be submitted, as follows:

- (2) An outline plan need not be submitted to the territorial authority if –
- (a) the proposed public work, project, or work has been otherwise approved under this Act; or
 - (b) the details of the proposed public work, project, or work, as referred to in subsection (3), are incorporated into the designation; or
 - (c) the territorial authority waives the requirement for an outline plan.

The only work proposed to be within the designation is the ROW, which is required for access to the land parcels behind Lot 9 DP 74262.

Pursuant to section 176A clause 2 of the Act, an outline plan of the public work (in this case a ROW) need not be submitted to the territorial authority as, subject to the approval of this resource consent, the proposed work will be approved under this Act.

In addition, the territorial authority (Chatham Islands Council) may waive the requirement for an outline plan for the proposed ROW.

3.5 Servicing

All allotments will retain the existing connections to services. Any easements required as a result of development will be formalised at the time of survey.

3.6 Access

The proposed access will be as follows:

- Proposed Lot 1 will be accessed directly via Waitangi Tuku Road;
- Proposed Lot 2 will be accessed via the ROW over Lot 9 DP 74262, off Waitangi Tuku Road;
 - All land parcels that previously used the ROW over Lot 8 DP 72462 will, as a result of the subdivision, utilise the ROW over Lot 9 DP 74262;
- Lot 9 DP 74262 will retain the existing access directly off Waitangi-Tuku Road, or the ROW to access the rear of the site;

- Proposed Lots 3, 4 and 5 will retain the existing accesses to Waitangi-Tuku Road and Waitangi Wharf-Owenga Road, respectively. No changes to the existing accesses are proposed.

3.7 Earthworks

Earthworks will be required to construct the ROW over Lot 9 DP 74262 however, the earthworks can be controlled in a manner that sediment will not runoff into the stream. The finished contours will provide appropriate access to the relevant land parcels.

3.8 Road Boundary Setback

As a result of the subdivision and vesting the existing footpath to Council as road, the existing building (the Waitangi Store) on proposed Lot 5 will be 0.7 m from the road boundary of Waitangi Wharf-Owenga Road. The breach will extend for the length of the veranda of the Waitangi Store, being approximately 14.5 m. The footpath directly adjoins a concrete step on proposed Lot 5, which leads up to the building and under the veranda.

3.9 Other Matters

There are no other matters relating to the proposal which would require resource consent.

4 Planning framework

The Plan contains the relevant planning framework relating to the proposed development on the application site.

4.1 Zoning

The application site is zoned Settlement in the Plan, as shown in Figure 2 below. The site is subject to designation in favour of the Chatham Island Council for administration purposes.

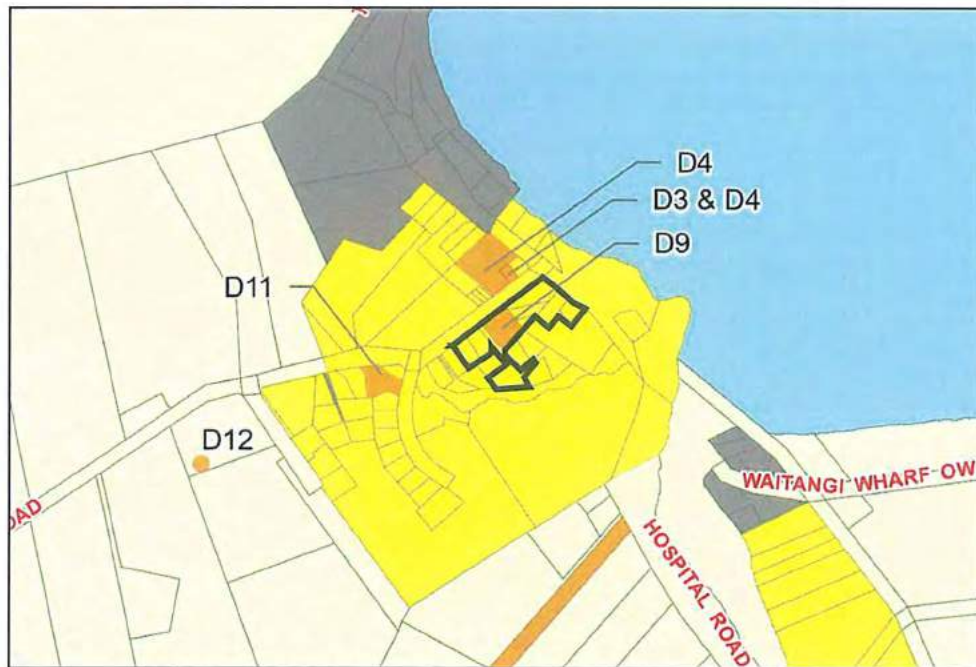


Figure 2: Excerpt from Planning Map 7 with the application site identified

4.2 Subdivision

The CIRMD sets out the requirements and standards for subdivision in the Settlement Zone. Rule 5.4.3.14 (i) states subdivision is controlled if:

- (a) *The proposed allotments contain a suitable complying building site, which includes adequate provision for effluent disposal, unless the allotment is solely for the purpose of access, network utility, conservation covenant or the number of titles remains the same as prior to the subdivision.*

The proposal includes three allotments for the purpose of access (on foot); proposed Lots 6, 7 and 8. These proposed Lots will be created through subdivision and will be vested to Council as road.

The application site is comprised of seven titles. When excluding the allotments created as road, the number of titles as a result of the subdivision will be six (as Lots 6 and 7 DP 74262 will be one allotment). Therefore, the subdivision will result in one less title than prior to the subdivision.

Given the above assessment, the subdivision must be assessed as a **controlled activity** under Rule 5.4.3.14(i) of the CIRMD. Council's control is limited to those matters listed in Rule 5.4.1.12(i) of the CIRMD.

4.3 Building Setback

The CIRMD sets out the requirements for buildings in the Settlement Zone. Rule 5.4.3.4(i) states buildings are permitted if:

- (i) *Buildings shall be set back a minimum of 2 m from boundaries except that accessory buildings may be located within a setback provided they do not exceed 3 m in height.*

As a result of the subdivision and vesting the footpath to Council as road, the existing building and veranda on proposed Lot 5 will be 0.7 m from the proposed road boundary. The breach will extend for the length of the veranda being approximately 14.5 m. The building is shown on the Application Plan and the veranda is shown as a dashed red line.

Given the above assessment, the resultant setback breach must be assessed as a **discretionary activity** under Rule 5.4.3.4(ii). The assessment criteria are:

- (a) *The effect on adjoining properties in terms of sunlight, noise, privacy and appearance.*
- (b) *The effect on road safety.*

4.4 Activity Status

Overall, a combined subdivision and land use consent is required as a **discretionary activity** under Rules 5.4.3.4(ii) and 5.4.3.14(i) of the CIRMD.

5 Assessment of relevant objectives and policies

Under Schedule 4 Clause 2(g) of the Act, the following is an assessment of the activity against the relevant objectives and policies of the CIRMD and the Canterbury Regional Policy Statement ("the CRPS").

5.1 Chatham Islands Resource Management Document

Objective or Policy	Proposal	Assessment
Subdivision and Development		
<i>Objective 4.12.1 – Subsequent Uses</i>	The allotments created as a result of the subdivision will not result in adverse effects that are more than minor. Most of the subdivision will be a boundary adjustment to enable a site to be created for the future civic building. Allotments will be created and be vested to Council as road so the footpath is within Council road rather than private land.	Consistent
<i>Policies 4.12.1.1</i>	The allotments will enable the site to be more effectively utilised by Council, for the future civic building and for the purposes of road. The ROW will provide access to the rear allotments behind the Council building. The site is not identified as being subject to natural hazards and does not contain water bodies, historic heritage, outstanding landscape features or indigenous vegetation.	Consistent
<i>Objective 4.12.2 – Provision of Services and Policies 4.12.2.1</i>	The proposal will not change any existing connections to services and easements will be provided (if required) for services at the time of survey. The ROW will provide access to the rear allotments behind the Council building. The allotments to be vested to Council as road will provide access for public.	Consistent
Settlement Zone		
<i>Objective 5.4.2 – Management of Resources</i>	The proposal will provide a site for the future Council civic building, access and footpaths for the residents of the application site and the wider Waitangi township. The subdivision is a controlled activity and therefore, any actual and potential adverse effects are anticipated for this zone. The minor setback breach is as a result of the subdivision to encompass the existing footpath as road.	Consistent
<i>Policies 5.4.2.1</i>	The proposal will not result in any change to the existing buildings on the site and therefore, it is considered the proposal will not adversely affect the amenity of the Settlement Zone.	Consistent

5.2 Canterbury Regional Policy Statement

Under sections 73(4) and 75(3)(c) of the Act, local authorities must ensure their district plans continue to give effect to the relevant regional policy statement. In this case the relevant regional policy statement is the CRPS. Therefore, it is considered if an activity is consistent with the objectives and policies of the CIRMD, it is also consistent with the objectives and policies of the CRPS.

As determined earlier, the proposed activity is considered to be consistent with the objectives and policies of the CIRMD and therefore, the proposed activity is considered to be consistent with the objectives and policies of the CRPS.

5.3 Summary

Overall, it is considered the proposed activity is consistent with the relevant objectives and policies of the CIRMD and CRPS.

6 Assessment of environmental effects

In accordance with section 88 of the Act and the Fourth Schedule, the following is an assessment of the actual and potential effects on the environment arising from the proposed development. This assessment includes consideration of the relevant matters set out in Clauses 6 and 7 of the Fourth Schedule. The matters of control and assessment criteria are considered relevant when assessing the actual and potential effects on the environment.

6.1 Subdivision effects

The design and layout of the proposal will create land needed for the future Council civic building and will legally make the existing footpath public. The boundary adjustment will enable Lot 1 to be created for the purpose of the future Council building and to ensure the site is large enough to accommodate the Council civic building. As a ROW is proposed for access and the change of boundaries are likely to be unnoticeable, any effects arising from the boundary adjustment are considered to be less than minor. The proposal also results in an existing section of footpath within private land parcels being subdivided and vested to Council as road. There are considered to be no actual or potential adverse effects as a result of this, only positive effects as discussed below.

The site is not identified as being within an area of outstanding landscape or containing indigenous vegetation or historic heritage. The site contains the existing Council building; however, the Council building will not be affected as a result of the subdivision.

A recreation reserve exists already, adjoining Lot 8 DP 74262 and the stream. As the subdivision only changes the access and ROW for Lot 8 DP 74262, no changes to the recreation reserve are required.

All allotments will retain the existing servicing. If required, easements will be provided as the time of survey.

6.2 Temporary Effects

Earthworks will be required to construct of the ROW. The earthworks will involve scraping the area required and metalled. The earthworks will be minor in scale and will be contained wholly within the boundaries of the site. The stream is some 70 m south of the site of earthworks and the earthworks are not anticipated to affect the stream. Overall, any actual and potential adverse effects arising from the construction of the ROW are considered to be less than minor and can be managed by conditions of consent.

6.3 Setback Effects

The Waitangi Store will, as a result of the subdivision, be within the 2 m boundary setback with the road boundary of Waitangi Wharf-Owenga Road. The building and associated veranda will be 0.7 m from the road boundary, extending for approximately 14.5 m along the road boundary. As the breach is due to the footpath being vested to Council as road and no physical changes will result, there are considered to be no actual or potential adverse effects on road safety or privacy.

6.4 Positive effects

Council's footpath is currently located within private property along Waitangi Wharf-Owenga Road. The subdivision will result in the footpath being vested to Council as road and it will be legally be public land.

A site will be created for the future Council building, while retaining legal and physical access to the sites south east of the site. The boundary adjustment will streamline any consent process for the future Council building as no further alterations will be required to the site containing the future Council building.

6.5 Potentially affected parties

Under Schedule 4, clause 6(1)(f) of the Act, an application for resource consent must identify the persons affected by the activity, any consultation undertaken and any response to the views of any person consulted.

In this case, the effects have been assessed as less than minor. Therefore, no persons are considered to be adversely affected and no person has been consulted.

6.6 Effects summary

Overall, any actual or potential adverse effects on the environment are considered to be less than minor. The proposal will reconfigure allotment boundaries in order to create a site for the future Council civic building on proposed Lot 1, as well as provide for allotments around an existing stretch of footpath to vest to Council as road. The proposal will promote the efficient use of land and enable the future use of the site.

7 Statutory framework

7.1 Part 2 of the Act

The Resource Management Act ("the Act") is the principal legislation for the management of the natural and physical resources of New Zealand. All resource consent applications are subject to the provisions of Part 2 of the Act, which sets out the purpose and principles that guide this legislation.

Section 5 of the Act states that the purpose of the Act is "to promote the sustainable management of natural and physical resources".

The term 'sustainable management' is defined in the Act as meaning:

- ...managing the use, development, and protection of natural and physical resources in a way, or at a rate, which enables people and communities to provide for their social, economic, and cultural well-being and for their health and safety while;*
- (a) Sustaining the potential of natural and physical resources (excluding minerals) to meet the reasonably foreseeable needs of future generations; and*
 - (b) Safeguarding the life-supporting capacity of air, water, soil, and ecosystems; and*
 - (c) Avoiding, remedying, or mitigating any adverse effects of activities on the environment.*

The proposed development is able to satisfy the purpose and principles of the Act, by adequately providing for the needs of future generations by establishing a site for the future Council civic building with offices for the Chatham Island Enterprise Trust, Environment Canterbury and a War Memorial Museum.

Section 6 of the Act requires certain matters to be recognised and provided for in relation to managing the use, development and protection of natural and physical resources. None of these matters of national importance are considered to be relevant to this proposal.

Section 7 of the Act lists other matters for which particular regard shall be given to. Subsections (b), (c) and (f) are considered to be relevant to the assessment of the consent application:

- (b) the efficient use and development of natural and physical resources:*
- (c) the maintenance and enhancement of amenity values:*
- (f) maintenance and enhancement of the quality of the environment:*

The proposed activity will enable a site to be created for the future Council building while providing access to properties to the rear of the Council building. As the subdivision is a boundary adjustment, ROW and allotments to vest as road (where the footpath is existing), the proposal will maintain the amenity and the quality of the surrounding area.

Section 8 requires the Council to take into account principles of the Treaty of Waitangi. It states:

In achieving the purpose of this Act, all persons exercising functions and powers under it, in relation to managing the use, development, and protection of natural and physical resources, shall take into account the principles of the Treaty of Waitangi (Te Tiriti o Waitangi).

It is considered that the proposal will not be inconsistent with the principles of the Treaty of Waitangi.

7.2 Other relevant documents

Under Schedule 4, Clause 2(g) of the Act, the following is an assessment of the activity against the relevant provisions of any other relevant statutory documents (other than district plans or proposed district plans).

National Environmental Standards – Soil Contamination

The National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health requires sites subject to a subdivision to be assessed to determine if:

- (a) an activity or industry described in the HAIL is being undertaken on it; and/or
- (b) an activity or industry described in the HAIL has been undertaken on it; and/or
- (c) it is more likely than not that an activity or industry described in the HAIL is being or has been undertaken on it.

The owner of the application site has confirmed that to the best of their knowledge, a HAIL activity has not been undertaken on the site previously or currently.

7.3 Consideration of applications (Section 104–104B)

Section 104 sets out those matters that must be considered when assessing an application for a resource consent. Subject to Part 2 of the Act, Section 104(1) requires a consent authority to have regard to the following matters:

- (a) any actual and potential effects on the environment of allowing the activity; and
- (ab) any measure proposed or agreed to by the applicant for the purpose of ensuring positive effects on the environment to offset or compensate for any adverse effects on the environment that will or may result from allowing the activity; and
- (b) any relevant standards of-
 - (i) a national environment standard;
 - (ii) other regulations;
 - (iii) a national policy statement;
 - (iv) a New Zealand coastal policy statement;
 - (v) regional policy statement or proposed regional policy statement;
 - (iv) a plan or proposed plan; and
- (c) any other matter the consent authority considers relevant and reasonably necessary to determine the application.

Assessment against these matters has been provided within this application above.

Section 104B of the Act states in relation to the determination of applications for discretionary or non-complying activities:

After considering an application for a resource consent for a discretionary activity or non-complying activity, a consent authority–

- (a) may grant or refuse the application; and
- (b) if it grants the application, may impose conditions under Section 108.

As a discretionary activity, the consent may be granted, and may be subject to conditions imposed under section 108.

7.4 Section 106 Assessment

Section 106 of the Act sets out circumstances where a consent authority can refuse a subdivision consent. Section 106 states:

- (1) A consent authority may refuse to grant a subdivision consent, or may grant a subdivision consent subject to conditions, if it considered that –
 - (a) there is a significant risk from natural hazards; or
 - (b) [Repealed]
 - (c) Sufficient provision has not been made for legal and physical access to each allotment to be created by the subdivision.

The application site is not within any natural hazard overlays and therefore, it is considered there is no significant risk from natural hazards. Allotments will have access to and from Waitangi Tuku Road via the proposed ROW. Lots 3, 4 and 5 will retain the existing accesses to and from Waitangi-Tuku Road and Waitangi Wharf-Owenga Road, respectively.

7.5 Notification

Public notification assessment

Public notification is not considered necessary due to the following:

1. None of the criteria listed in section 95A(3) requiring public notification are relevant to this proposal;
2. None of the criteria listed in section 95A(5) precluding public notification are relevant to this proposal.
3. Pursuant to section 95A(8), the proposal is not subject to a rule or national environmental standard that requires public notification and, as assessed in this application, any potential or actual adverse effects are considered to be less than minor; and
4. Pursuant to section 95A(9)(b), there are considered to be no special circumstances relating to the application that warrant public notification.

Limited notification assessment

Limited notification is not considered necessary due to the following:

1. None of the persons listed in section 95B(3) are considered to be affected persons in relation with this application;
2. None of the criteria listed in section 95B(6) precluding limited motivation apply to this proposal;
3. Under section 95B(7), and in accordance with section 95E, no persons are considered to be adversely affected by the proposal and therefore, no persons have been consulted; and
4. Pursuant to section 95B(10)(b), there are considered to be no special circumstances relating to the application that warrant limited notification.



8 Conclusion

This application seeks a combined subdivision and land use consent to undertake a boundary adjustment, construct a ROW, and subdivide the site to create allotments to vest as road. As a result of the subdivision, the existing building (the Waitangi Store) located on Waitangi Wharf-Owenga Road will be within 2 m of the road boundary.

The proposed activity is a **discretionary activity** under Rules 5.4.3.4(ii) and 5.4.3.14(i) of the CIRMD.

It has been demonstrated by the preceding assessment that the effects on the environment as a result of this proposal will be less than minor.

Therefore, subdivision consent may be granted without the need for notification and may be subject to conditions imposed under section 108 of the Act.

Appendix 1: Records of Title



**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R. W. Muir
Registrar-General
of Land

Identifier **WN41B/630**
Land Registration District **Wellington**
Date Issued 18 June 1992

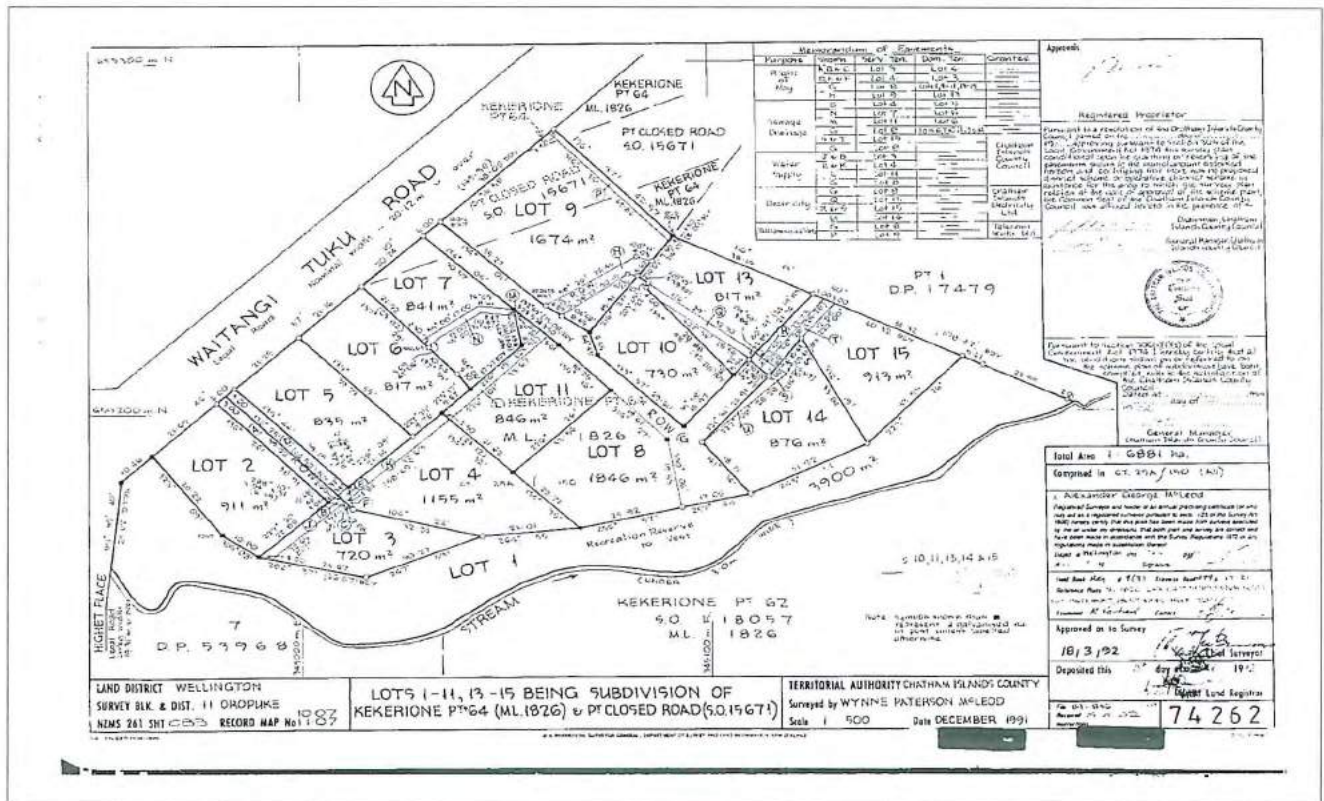
Prior References
WN25A/150

Estate	Fee Simple
Area	817 square metres more or less
Legal Description	Lot 6 Deposited Plan 74262

Registered Owners
The Chatham Islands County Council

Interests

Appurtenant hereto are sewage drainage rights specified in Easement Certificate B239132.5 - 18.6.1992 at 2.50 pm
The easements specified in Easement Certificate B239132.5 are subject to Section 309 (1) (a) Local Government
Act 1974





**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R. W. Muir
Registrar-General
of Land

Identifier **WN41B/631**
Land Registration District **Wellington**
Date Issued 18 June 1992

Prior References

WN25A/150

Estate	Fee Simple
Area	841 square metres more or less
Legal Description	Lot 7 Deposited Plan 74262

Registered Owners

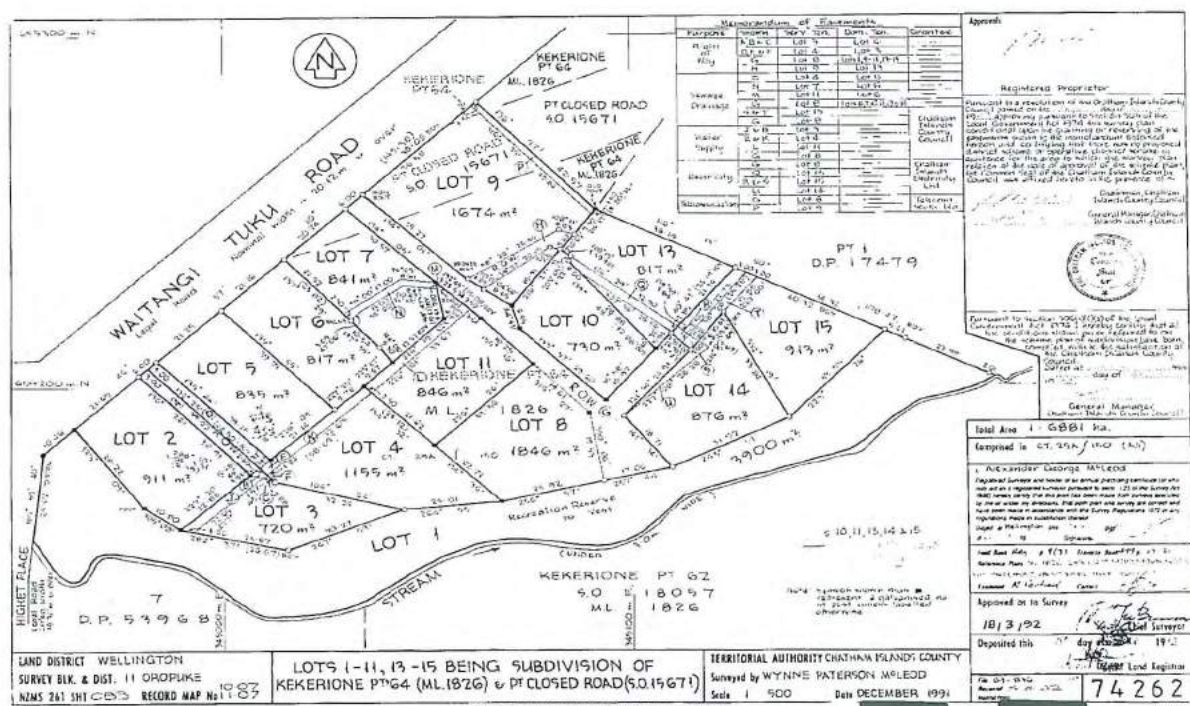
The Chatham Islands County Council

Interests

Subject to a sewage drainage right over part marked N on DP 74262 specified in Easement Certificate B239132.5 - 18.6.1992 at 2.50 pm

Appurtenant hereto is a sewage drainage right specified in Easement Certificate B239132.5 - 18.6.1992 at 2.50 pm

The easements specified in Easement Certificate B239132.5 are subject to Section 309 (1) (a) Local Government Act 1974





**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**



Identifier WN41B/632
Land Registration District Wellington
Date Issued 18 June 1992

Prior References

WN25A/150

Estate	Fee Simple
Area	1846 square metres more or less
Legal Description	Lot 8 Deposited Plan 74262

Registered Owners

Robert James Ward Lanauze and Celine Margaret Gregory-Hunt

Interests

Subject to electricity rights (in gross) over part marked G on DP 74262 in favour of Chatham Islands Electricity Limited created by Transfer B239132.3 - 18.6.1992 at 2.50 pm

The easements created by Transfer B239132.3 are subject to Section 309 (1) (a) Local Government Act 1974

Subject to telecommunication rights (in gross) over part marked G on DP 74262 in favour of (now) Chorus New Zealand Limited created by Transfer B239132.4 - 18.6.1992 at 2.50 pm

The easements created by Transfer B239132.4 are subject to Section 309 (1) (a) Local Government Act 1974

Subject to a right of way and a sewage drainage right over part marked G on DP 74262 specified in Easement Certificate B239132.5 - 18.6.1992 at 2.50 pm

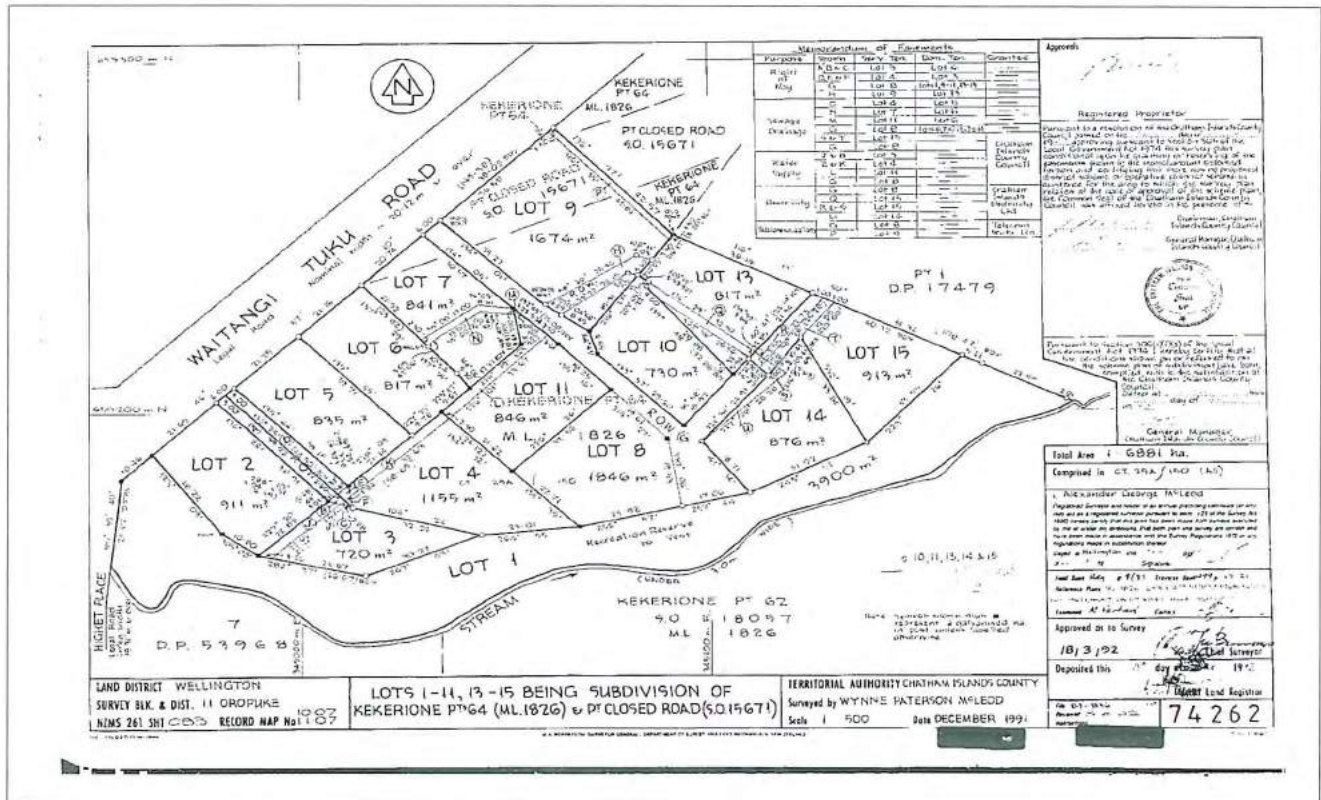
The easements specified in Easement Certificate B239132.5 are subject to Section 309 (1) (a) Local Government Act 1974

Fencing Covenant in Transfer B260656.1 - 23.10.1992 at 2.46 pm

Subject to water supply and sewage drainage rights (in gross) over part marked G on DP 74262 in favour of The Chatham Islands County Council created by Transfer B260656.2 - 23.10.1992 at 2.46 pm

The easements created by Transfer B260656.2 are subject to Section 309 (1) (a) Local Government Act 1974

10347984.3 Mortgage to ANZ Bank New Zealand Limited - 4.3.2016 at 4:07 pm





**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R. W. Muir
Registrar-General
of Land

Identifier **WN41B/633**
Land Registration District **Wellington**
Date Issued 18 June 1992

Prior References

WN25A/150

Estate	Fee Simple
Area	1674 square metres more or less
Legal Description	Lot 9 Deposited Plan 74262

Registered Owners

The Chatham Islands County Council

Interests

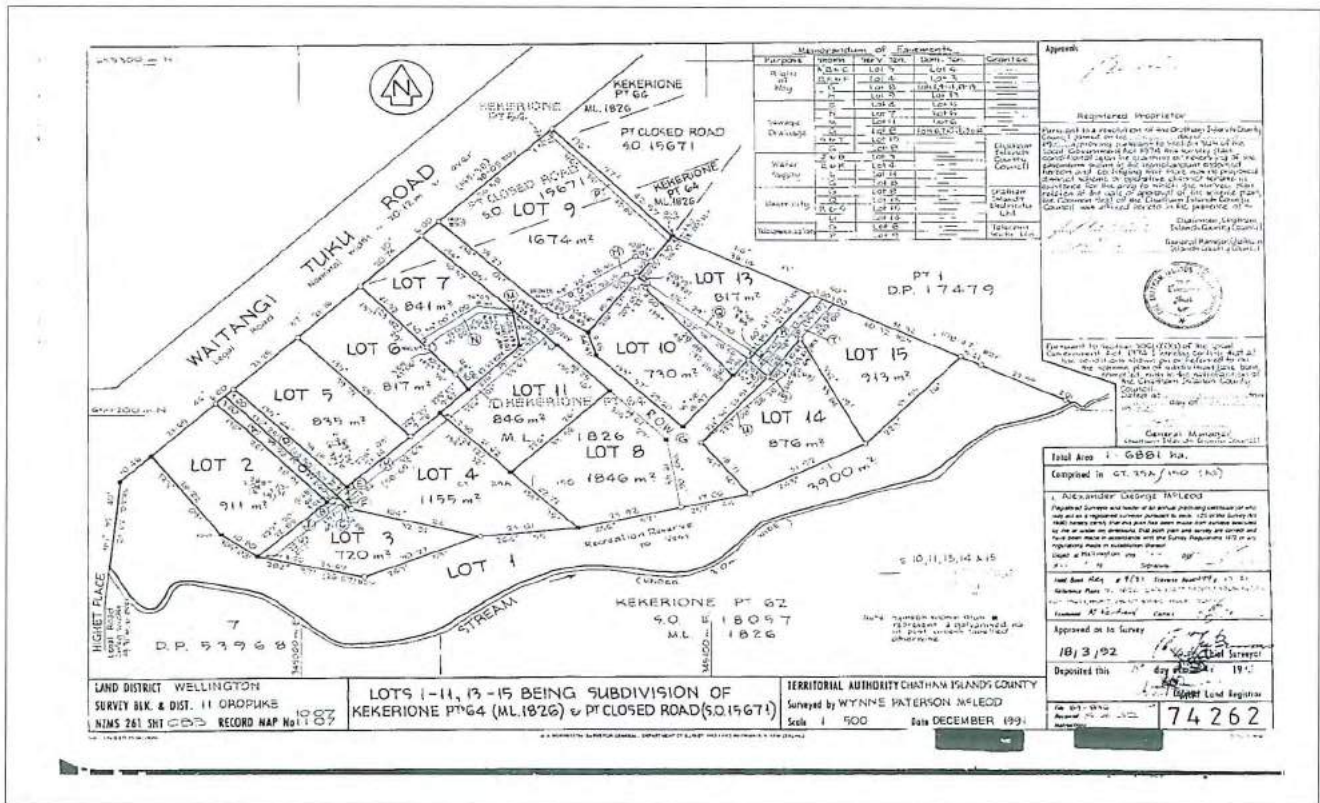
Subject to telecommunication rights (in gross) over part marked P on DP 74262 in favour of (now) Chorus New Zealand Limited created by Transfer B239132.4 - 18.6.1992 at 2.50 pm

The easements created by Transfer B239132.4 are subject to Section 309 (1) (a) Local Government Act 1974

Subject to a right of way over part marked H on DP 74262 specified in Easement Certificate B239132.5 - 18.6.1992 at 2.50 pm

Appurtenant hereto is a right of way specified in Easement Certificate B239132.5 - 18.6.1992 at 2.50 pm

The easements specified in Easement Certificate B239132.5 are subject to Section 309 (1) (a) Local Government Act 1974





**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R.W. Muir
Registrar-General
of Land

Identifier **WNC4/1277**
Land Registration District **Wellington**
Date Issued 04 December 1964

Prior References

WN319/210

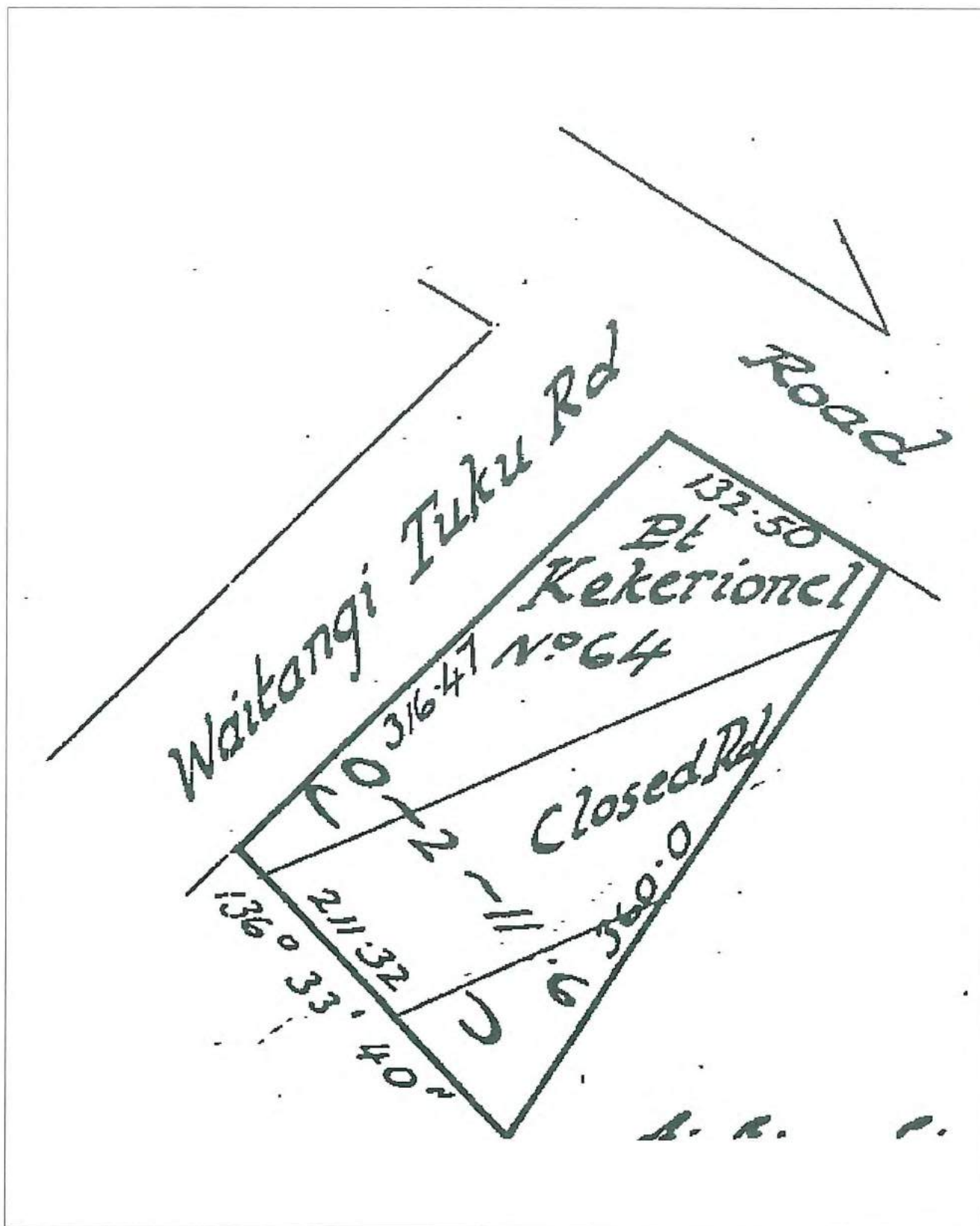
Estate	Fee Simple
Area	2323 square metres more or less
Legal Description	Part Kekerione 1 64 Block and Part Closed Road

Registered Owners

Hotel Chathams Limited

Interests

10355173.2 Mortgage to ANZ Bank New Zealand Limited - 20.4.2016 at 4:20 pm
11302017.1 Variation of Mortgage 10355173.2 - 7.12.2018 at 10:55 am





**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R.W. Muir
Registrar-General
of Land

Identifier 244756
Land Registration District Wellington
Date Issued 11 August 2006

Prior References

303592

Estate Fee Simple
Legal Description Lot 1 Deposited Plan 360197

Registered Owners

Lois Joan Croon, Simone Croon and Valentine Croon

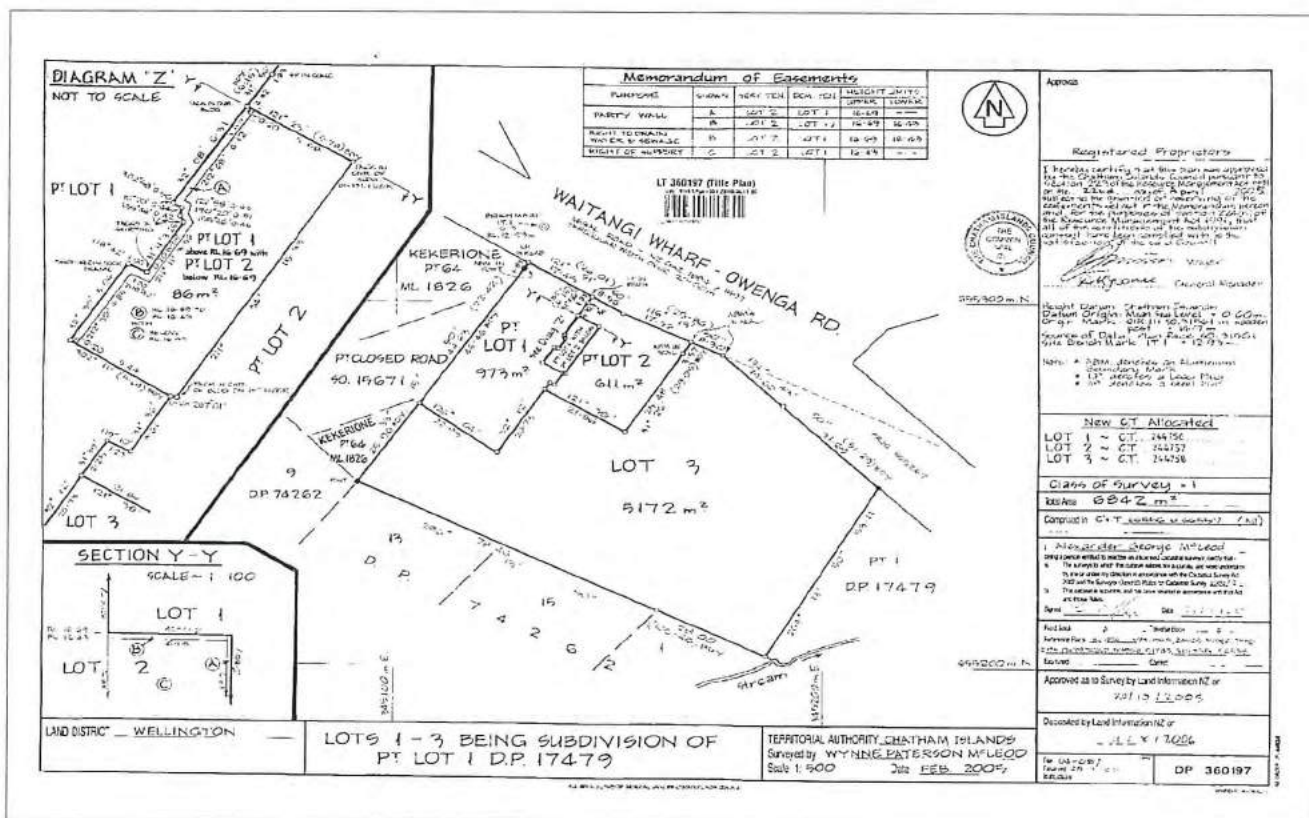
Interests

For Areas see DP 360197. Reduced levels are in terms of mean sea level Chatham Islands 1979

Appurtenant hereto are party wall rights, a right to drain water and sewage and a right of support created by Easement Instrument 6985959.6 - 11.8.2006 at 9:00 am

The easements created by Easement Instrument 6985959.6 are subject to Section 243 (a) Resource Management Act 1991

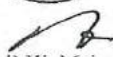
10388286.4 Mortgage to ANZ Bank New Zealand Limited - 15.4.2016 at 4:41 pm





**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R. W. Muir
Registrar-General
of Land

Identifier 244757
Land Registration District Wellington
Date Issued 11 August 2006

Prior References

303592

Estate Fee Simple
Legal Description Lot 2 Deposited Plan 360197

Registered Owners

Lois Joan Croon and Simone Croon

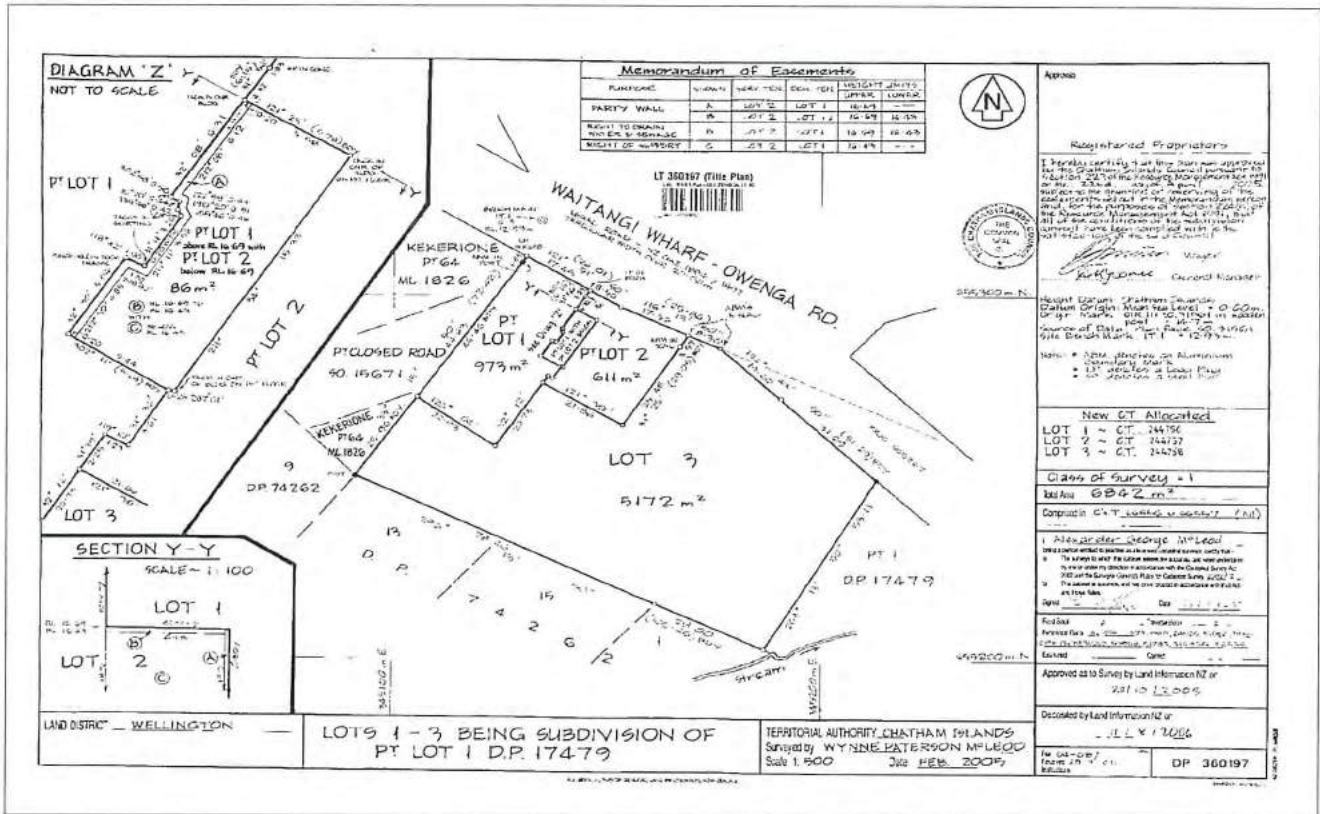
Interests

For Areas see DP 360197. Reduced levels are in terms of mean sea level Chatham Islands 1979

Subject to party wall rights over part marked A & B, a right to drain water and sewage over part marked B and a right of support over part marked C on DP 360197 created by Easement Instrument 6985959.6 - 11.8.2006 at 9:00 am

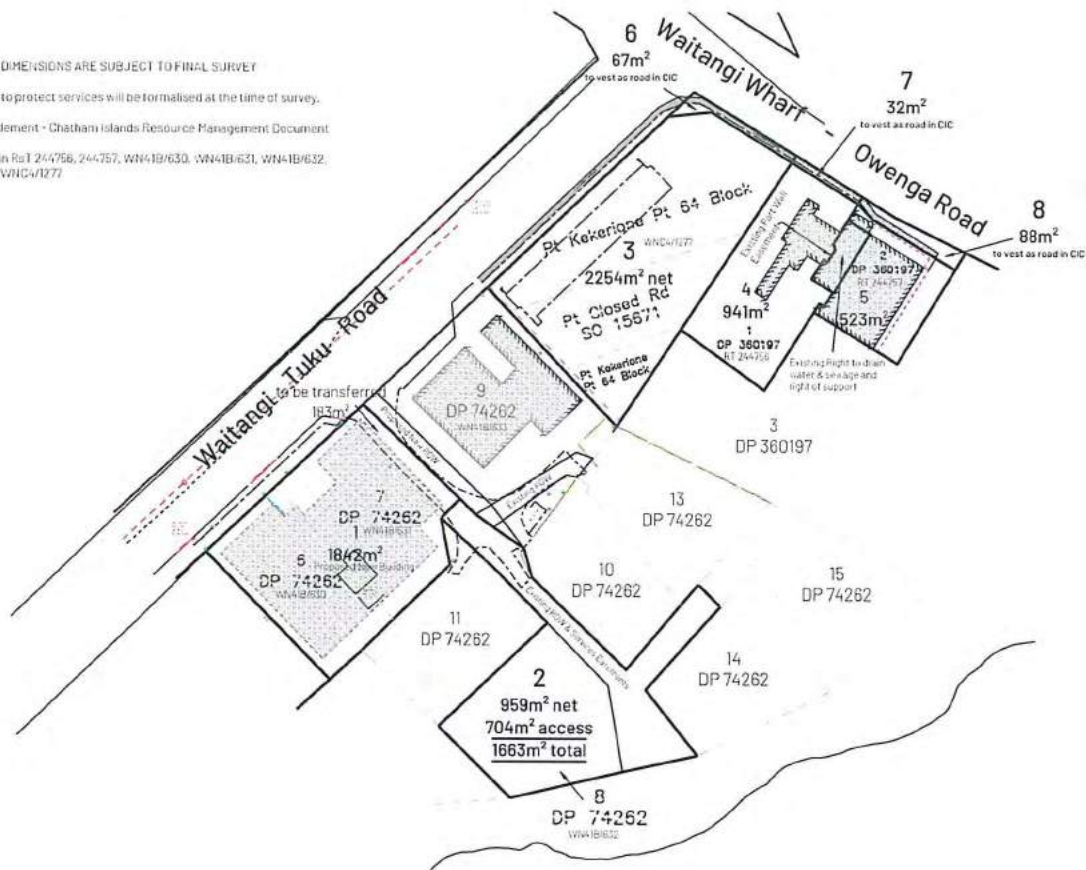
The easements created by Easement Instrument 6985959.6 are subject to Section 243 (a) Resource Management Act 1991

8918027.3 Mortgage to ANZ National Bank Limited - 7.12.2011 at 10:59 am



Appendix 2: Application Plan

- Notes:
- 1) AREAS AND DIMENSIONS ARE SUBJECT TO FINAL SURVEY
 - 2) Easements to protect services will be formalised at the time of survey.
 - 3) Zoned: Settlement - Chatham Islands Resource Management Document
 - 4) Comprised in R/L 244/756, 244/757, WN4/19/630, WN4/19/631, WN4/19/632, WN4/19/633 & WNC4/1277



BASELINE GROUP

Scale: 1:800
Date: 09/08/2019
Design:
Drawn: JFI
Review:

Rev. Date Amendment
Revision: A

Sheet: 6807-SUV-DWG

PLANNING | SURVEYING | ENGINEERING

Proposed Subdivision of Lots 6, 7 & 8 DP 74262, Lots 1 & 2 DP 360197,
Pts Kekerione Pt 64 Block and Pt Closed Rd and
Proposed Right of Way over Lot 9 DP 74262
Chatham Island council

T 03 339 0401 | E info@blg.nz | www.blg.nz

Resource Management Report for Chatham Islands Council (CIC/2019/01)

Applicant:	Chatham Islands Council
Application:	To subdivide Lots 6-8 DP 74262, Part Lot DP 4542 and Parts Kekerione, Part 64 Block and Part Closed Road SO 15671 and Part Lots 1 and 2 DP 360197 and to allow a building to be located .7m from a front boundary. (Application dated 19/08/19).
Site Description:	Waitangi -Tuku Road and Waitangi Wharf -Owenga Road, Chatham Island
Zoning:	Settlement Zone of the Chatham Islands Resource Management Document (CIRMD).
Type of Activity:	Subdivision Consent – Controlled Activity Land Use – Discretionary Activity

1. Introduction

This report is prepared by Paul Whyte, Senior Planner of Beca Ltd for the Chatham Islands Council (the Council). The report reviews the application for resource consent and addresses the relevant information and issues raised. It should be emphasised that any conclusions reached or recommendations made in this report are not binding on the Council.

2. The Application

The following activities are proposed on the site:

- Undertake a boundary adjustment between Lot 7 DP 74262 (proposed Lot 1) and Lot 8 DP 74262 (proposed Lot 2);
- Construct a ROW for access over Lot 9 DP 74262 to provide access from Waitangi-Tuku Road to all users of the existing ROW;
- Subdivide Part Kekerione Part 64 Block into two fee simple allotments and vest proposed Lot 6 to Council as road. Proposed Lot 3 will retain the accommodation units on site;
- Subdivide Lot 1 DP 360197 into two fee simple allotments and vest proposed Lot 7 to Council as road. Proposed Lot 4 will retain the existing building;
- Subdivide Lot 2 DP 360197 into two fee simple allotments and vest proposed Lot 8 to Council as road. Proposed Lot 5 will retain the Waitangi Store; and
- Land use consent for the existing building on proposed Lot 5 being 0.7 m from the proposed new road boundary, as a result of the subdivision.

Essentially it is proposed to undertake a number of subdivisions and a land use consent in order to reflect future development and the location of existing infrastructure on the site.

In particular, the boundary adjustment between Lots 7 and 8 DP 74262 and the proposed ROW over Lot 9 DP 74262 will enable a site (proposed Lot 1) to be created for Council's new building.

The ROW over Lot 9 DP 74262 is as a result of the boundary adjustment and enables access to be retained to the rear allotments.

The remaining subdivisions will enable existing footpaths on Waitangi Wharf -Owenga Road which are currently on private property to be vested as road.

The land use consent will enable an existing building to remain notwithstanding that it encroaches the setback requirements.

3. Resource Consent Required

The site is in the Settlement Zone of the CIRMD. The CIRMD provisions pertaining to the relevant subdivision and land use provisions are operative.

In terms of the subdivision, the number of Certificates of Title will reduce from the existing seven to six, and accordingly the subdivision is a controlled activity in terms of Rule 5.4.3.14 (i).

In respect of the existing building on proposed Lot 5 DP a 2m setback is required under Rule 5.4.3.4 (i) and as the building will be .7m from the boundary resource, consent as a discretionary activity is required.

Adopting a bundling approach as suggested by the applicant results in the application being considered as a discretionary activity under section 104B of the RMA. I concur with this given that the setback infringement arises as a result of the subdivision.

4. Notification/Non-Notification

I have reviewed sections 95 and 95A – 95G of the RMA and am satisfied that the proposal does not require public notification pursuant to these sections. In particular, I note that:

- The Consent Holder has not requested public notification (section 95A(3)(a));
- Public notification is not required under section 95A (section 95A(3)(b));
- Public notification of the application is not required by a rule or national environmental standard (Section 95A(8)(a));
- The application will not have adverse effects that are more than minor (section 95A(8)(b)); and
- There are no special circumstances that would warrant public notification (section 95A(9));

In respect of limited notification, the effects are considered to be less than minor in terms of Section 95E of the Act and as such there are no affected parties.

5. Designation

Lot 9 DP 74262 is designated in the CIRMD for "Administration Purposes" by Council. The only part of the proposal that affects the designated site is the new ROW. Given that Council is the applicant Section 176(1)(b) is not relevant and in any event the proposed ROW does not appear to affect the designation. I concur with the applicant that an Outline Plan under Section 176A is not required because the ROW will be created under the subdivision consent and is of a relatively minor nature.

6. Assessment of Application

Generally, I concur with the applicant that positive effects will arise from the subdivision including a site (Lot 1) that is large enough to accommodate enable Council's new building; the creation of a new Right of Way in order that the rear lots off Waitangi-Tuku Road can still be serviced; and

enable public footpaths currently on private land to be vested in Council. The nature of the boundary adjustments is relatively minor and do not materially affect existing uses.

In terms of the setback infringement no physical changes will occur to an existing situation and I concur with the applicant that no adverse effects will arise in respect of privacy or traffic safety.

I also concur with the applicant that no other adverse effects will arise. As noted, the ROW will require construction, but it is a relatively small area and is located some distance from waterways in terms of earthworks effects.

In terms of the objectives and policies, the subdivision provisions are considered to be met because the proposed lots are appropriate for subsequent uses; adverse effects do not arise in terms of natural features or heritage items: and services are not affected (Refer Chapter 4.12). In terms of the Settlement Zone provisions the proposal will provide for the wellbeing of the community by assisting to facilitate the new Council building and rationalise the footpaths without resulting in adverse effects (Refer Chapter 5.4).

The applicant has referred to the Canterbury Regional Policy Statement, but this document is not relevant as the CIRMD contains regional policy statement provisions.

Overall any effects of the proposal on the environment are less than minor and the proposal is consistent with the objectives and policies of the CIRMD. The application is in accordance with Part 2 of the RMA in that the application will enable social and economic well-being for the community without compromising the environment. Accordingly, the resource consent can be granted.

7. Recommendation

Subdivision Consent (CIC/2019/01)

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

- Undertake a boundary adjustment between Lot 7 DP 74262 (proposed Lot 1) and Lot 8 DP 74262 (proposed Lot 2);
- Construct a ROW for access over Lot 9 DP 74262 to provide access from Waitangi-Tuku Road to all users of the existing ROW;
- 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;
- 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
- 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 ROW shall be duly granted and reserved.
2. The vehicle crossing place for the ROW shall be constructed in accordance with Council standards.
3. Lots 6, 7 and 8 shall vest in Council as Road.

Land Use Consent (CIC/2019/01)

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

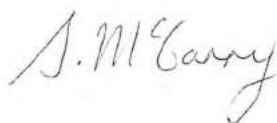
1. Locate the existing building on proposed Lot 5, 0.7 m from the proposed new road boundary on Waitangi Wharf-Owenga Road in accordance with the plan submitted with the application.

Paul Whyte
August 30, 2019

Consultant Planner

Decision

That the above recommendation be adopted.



Sharon McGarry

Independent Commissioner

Date: 3 September 2019

6. Regulatory

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

Date of meeting	19 September 2019
Agenda item number	6.3
Author/s	Colette Peni, Accounts & Regulatory Officer

Purpose

An information paper for Council.

Recommendations

THAT the report be received.

Background

The attached Section 10A Dog Control report will be forwarded to the Department of Internal Affairs and published on Council's website.

Chatham Islands Council

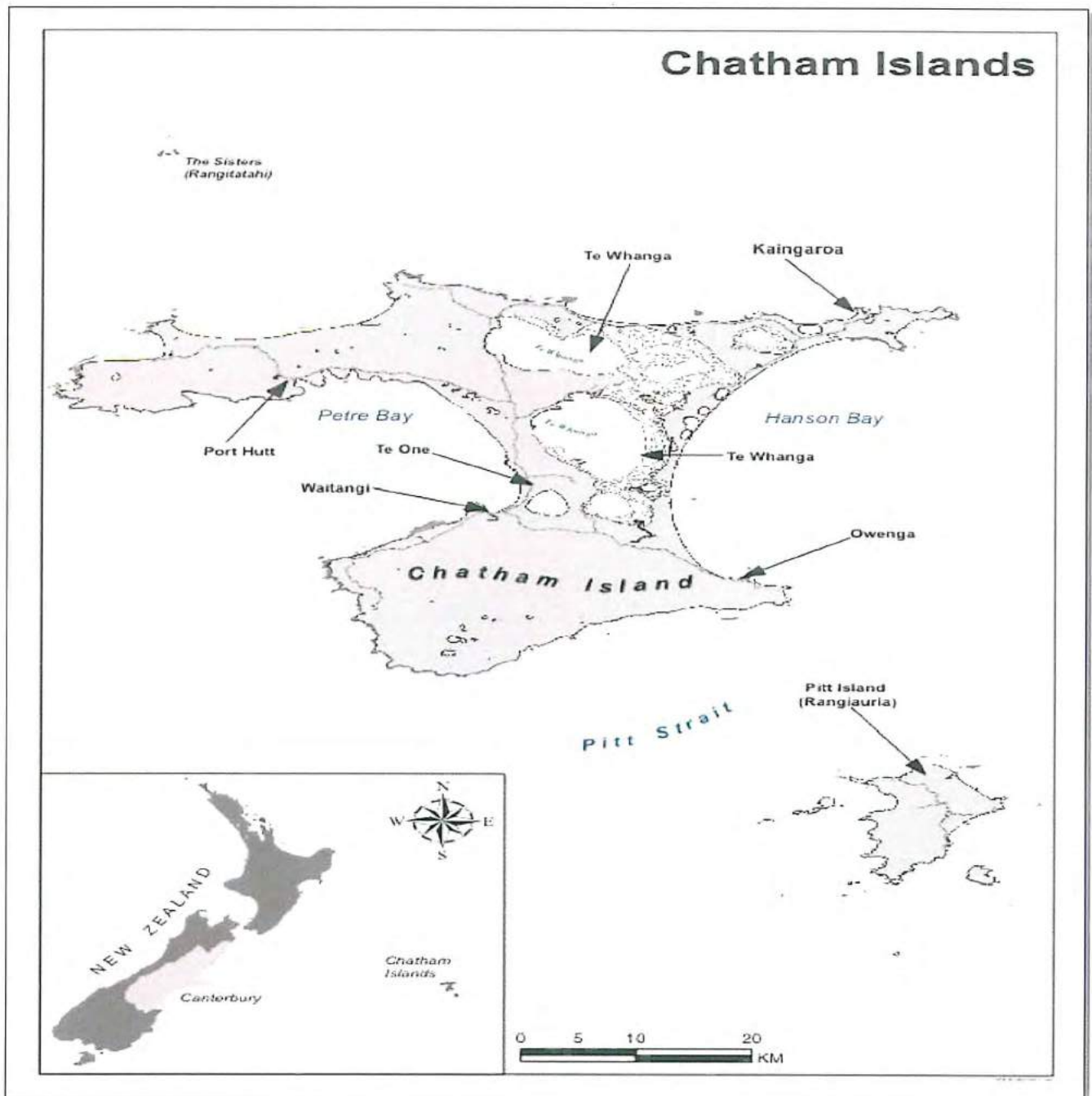
Dog Control Report *for the year ending 30 June 2019*



The Chatham Islands

The Chatham Islands and its people are a unique community, isolated by 800 kilometres of ocean from mainland New Zealand. The Chatham Islands consist of two main inhabited islands, Chatham Island and Pitt Island. Pitt Island lies 23km south east of Chatham Island and both islands are surrounded by a number of smaller islands, all within a radius of approximately 50km. The main island, Chatham, has an area of 90,000 hectares. Pitt Island has an area of 6,300 hectares.

There are five settlement areas on the main island - Waitangi, Te One, Owenga, Port Hutt and Kaingaroa. Pitt Island is a small rural community consisting of a small number of farms. Dog control is administered on both Chatham and Pitt Islands. All dogs within the Chatham Islands territory are classified as 'working dogs'.

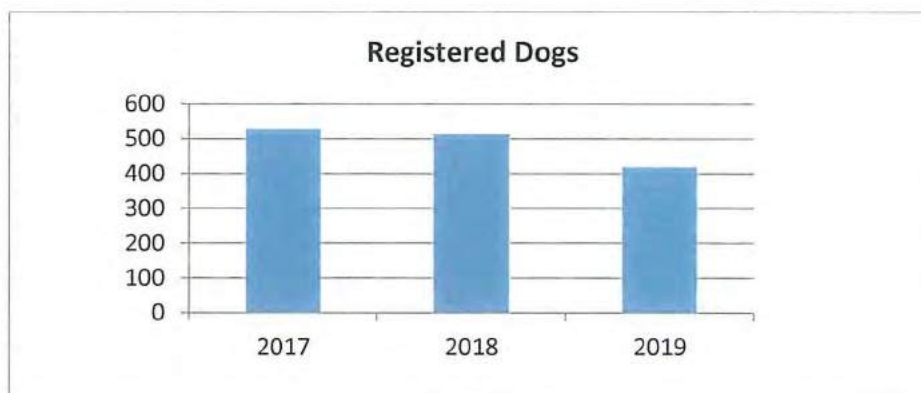


Dog Control Officer

The Chatham Islands Council employed two Dog Control Officers who were warranted under section 13 of the Dog Control Act 1996.

Dogs Registered as at 30 June 2019

There are 419 dogs registered as at 30 June 2019.



A total of 419 dogs were registered as at 30 June 2019, a decrease of 95 dogs since 2018.

Probationary and Disqualified Owners

There were no probationary or disqualified owners during the financial year ending 30 June 2019.

Dangerous Dogs

There were no dangerous dogs reported during the financial year ending 30 June 2019.

Menacing Dogs

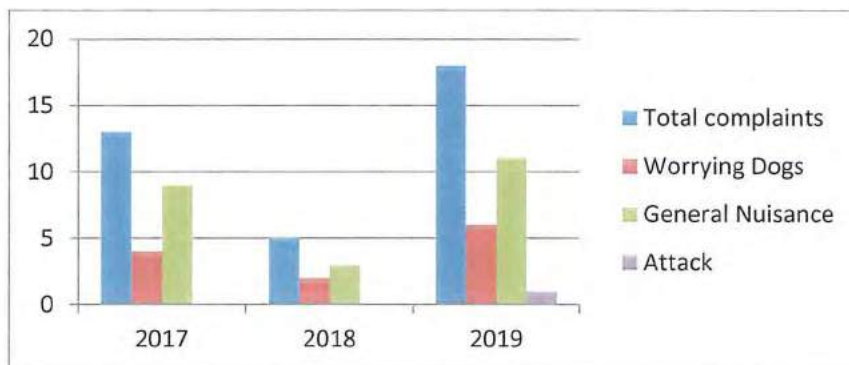
There were four menacing dogs reported during the financial year ending 30 June 2019.

Dog Infringement Notices

There were no dog infringement notices issued during the financial year ending 30 June 2019.

Dog Complaints

There were 18 complaints received during the financial year ending 30 June 2019. Six complaints related to worrying dogs and eleven complaints related to general nuisance dogs, there was also one incident of an attack on a human (resulting in the dogs being destroyed). There has been an increase in total dog complaints by 13 since 2018.



Prosecutions

There were no prosecutions during the financial year ending 30 June 2019.

Public Information

Council's Dog Control Bylaw 2002 is available at the Council office during working hours Monday – Friday 8.30am - 4.30pm. A copy can also be viewed on Council's website www.cic.govt.nz.

The Dog Control activity is reported annually in terms of performance and resident satisfaction through Council's Annual Report. Copies of this report can also be obtained at the Council Office and on Council's website www.cic.govt.nz.

Chatham Islands Dog Control Bylaw 2017 and Chatham Islands Dog Control Policy 2017

Council adopted the Chatham Islands Dog Control Bylaw and the Chatham Islands Dog Control Policy on 13th July 2017.

7. Emergency Management

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

Date of meeting	19 September 2019
Agenda item number	7.1
Author/s	Owen Pickles, Chief Executive Officer

Purpose

For Council's information.

Recommendation:

That the information be received.

Background

Attached is email correspondence received from Fire and Emergency New Zealand with an update on the proposed Local Advisory Committees. Note that the Chatham Islands Committee is on the list to be established before 30 June 2020.

The purpose of the Committee is to provide strong regional influence in the assessment of risks and needs (urban and rural) to provide balance against national directions.

The Committees will:

- Make sure services meet community needs and risks
- Have strong community engagement with local advice to support decision making
- Maintain strong links with the community

Owen Pickles

From: Secretariat <Secretariat@fireandemergency.nz>
Sent: Thursday, 29 August 2019 3:43 PM
To: Secretariat
Subject: Update from Fire and Emergency New Zealand Chair Paul Swain on Local Advisory Committees

Tēnā koe,

I am writing to confirm the approved names of Fire and Emergency New Zealand's Local Advisory Committee areas (LACs) and update you on the locations for the first seven LACs to be established by 30 June 2020.

Local Advisory Committees are part of Fire and Emergency's new mandate and will provide us with a strong local focus on risk and need. LACs will work alongside and receive advice from national and local representatives of emergency services partners (Police, St John and Civil Defence). They will also work with local government, territorial authorities, iwi, business and land management organisations, and other community organisations.

Local Advisory Committees confirmed area names

In July, I confirmed the decision made by the Fire and Emergency New Zealand Board to establish 16 LACs, with boundaries that match the Civil Defence and Emergency Management Group (CDEM) boundaries. This decision was based on submissions to public consultation in 2018.

The names for the Local Advisory Committees have now been approved by the Minister of Internal Affairs. Fire and Emergency recommended names to the Minister that are synonymous with the CDEM area names, as they are well known and recognised by communities, local authorities and organisations.

These have been agreed by the Minister as follows:

- Northland
- Auckland
- Waikato
- Bay of Plenty
- Tairāwhiti
- Hawke's Bay
- Taranaki
- Manawatu/Wanganui (note Fire and Emergency LAC name will be Manawatū/Whanganui)
- Wellington
- Chatham Islands
- Nelson/Tasman
- Marlborough
- West Coast
- Canterbury
- Otago
- Southland

Establishing the first seven LACs before 30 June 2020

The locations for the first seven LACs will be across Fire and Emergency's five regions. They have been chosen based on information gathered through the LAC pilots conducted in 2016/17 and the Hawke's Bay trial undertaken in early 2018. We have also chosen the first seven LACs to include diverse communities, with varying risks and activity.

These seven LAC areas are: Hawke's Bay, Marlborough, Northland, West Coast, Chatham Islands, Tairāwhiti and Otago.

As part of the establishment of LACs, we will be recruiting a National Manager for Local Advisory Committees. This person will help guide the establishment of the first seven LACs and will be a key role in enabling Fire and Emergency to connect with communities, understand their local risks and needs and work with them to develop plans to meet them.

Thank you for your continued support and contribution to the development of LACs.

Ngā mihi

Hon Paul Swain
Chairman
Fire & Emergency New Zealand Board



www.fireandemergency.nz

THINK BEFORE YOU PRINT



Notice: This email and any attachments may contain information that is confidential or the subject of legal privilege.

If you received it in error:

1. Please let us know immediately by return email and then delete the email and your reply.
2. You must not use, copy or disclose any of the information contained in this email.

There is no warranty that this email is error or virus free.

If this is a private communication, it does not represent the views of the organisation.

8. Government

8.1 Moriori Treaty Settlement

Date of meeting	19 September 2019
Agenda item number	8.1
Author/s	Owen Pickles, Chief Executive

Purpose

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

Recommendations

THAT the Chatham Islands Council receives the report.

Background

A letter has 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.

9 August 2019

Alfred Preece
Mayor
Chatham Islands
P.O. Box 24
Waitangi
CHATHAM ISLANDS 8942

By email: awpreece@xtra.co.nz

Dear Mr Preece

Re. Moriori Treaty settlement

I write to advise that Moriori and the Crown will initial a Deed of Settlement to settle the historical Treaty of Waitangi claims of Moriori on 13 August at Parliament. Initialling the Deed of Settlement is an important step in the process to settle Moriori's historical Treaty of Waitangi claims.

The next step in this process is for the Moriori claimant community to ratify the redress package outlined in the Deed of Settlement. Subject to this ratification, Moriori and the Crown will then sign the Deed of Settlement, after which legislation to enact the settlement will be introduced to Parliament.

The redress that is to be shared by Moriori and Ngāti Mutunga o Wharekauri, including the joint vesting of the bed of Te Whanga, the Joint Planning Committee of the Chatham Islands Council, and Te Whanga Management Board will not be delivered through the Moriori Deed of Settlement. Rather, this redress will be effected through a separate shared redress deed, which the Crown intends to continue to progress this year. The Crown will continue to engage with the Chatham Islands Council regarding the Joint Planning Committee and Te Whanga Management Board.

I would like to take this opportunity to thank you and the Chatham Islands Council for your ongoing support for Treaty settlement negotiations on the Chatham Islands.

If you have any questions, please contact Te Arawhiti officials through Sam Ritchie, Negotiations and Settlements Manager (Acting), at samuel.ritchie@tearawhiti.govt.nz.

Yours sincerely,



Ben White

Regional Director (Acting) – Te Rāwhiti

cc. Maui Solomon, Chief Negotiator, Moriori Imi Settlement Trust
Owen Pickles, Chief Executive Officer, Chatham Islands Council

8. Government

8.2 Essential Freshwater Package Draft Submission

Date of meeting	September 2019
Activity	Resource Management
Author	Lisa Jenkins; Allana Hollier (ECan)

Purpose

1. To seek guidance from the Council regarding making a submission to the Ministry for the Environment on the Essential Freshwater package proposed on 5 September.

Recommendations

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.

Background

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)
2. The Ministry for the Environment have published a short summary of the proposal that has been attached to this paper.

3. It is likely that some elements of the proposal will significantly affect the Chatham Islands Council and/or community. Specifically:
- It is proposed that the new 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.
 - 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.
 - The proposed RMA amendments include proposals to centralise decision making on freshwater plans, using government appointed panels.
 - The proposed National Environmental Standards propose to introduce rules that apply across New Zealand to manage:
 1. Activities near or in wetlands
 2. Structures such as culverts, fords and weirs in river beds
 3. Some farming activities including winter grazing
 - 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.
 - Proposed stock exclusion regulations may require additional fencing of wetlands and streams (wider than 1 metre).

Proposal

4. It is proposed that Environment Canterbury prepare a submission on behalf of the Chatham Islands Council that:
- 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
 - 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 no significant water takes, intensive farming systems or industrial discharges currently threatening freshwater quality or quantity on the Chathams
 - 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

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

Next steps

6. The deadline for Submissions is 17 October. If the Council adopts the recommendations, Environment Canterbury will provide a draft submission for approval / feedback by Owen Pickles by 7 October.

In Camera Agenda

19 SEPTEMBER 2019

Mayor to Move

I move that the public be excluded from the following part of the proceedings of the meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Minutes / Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1	Chief Executive Officer	Minutes of In Camera Meeting 8 August 2019	Good reason to withhold exists under Section 7	Section 48(1)(a)
2	Operations Manager	Update on Review of IT Infrastructure and Support	Good reason to withhold exists under Section 7	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by holding the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item Nos	
1	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information. 7(2)(b)(ii) To maintain legal professional privilege. 7(2)(h) To enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities. 7(2)(i)
2	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information. 7(2)(b)(ii)