



AGENDA | 2022

Notice is hereby given that an Ordinary Meeting of the 9th triennium (2019-2022) Chatham Islands Council will be held on:

Date: 23 June 2022
Time: 1.30pm
Location: Council Chambers
Tuku Road
Waitangi
Chatham Islands

MEMBERSHIP

CHAIRPERSON

Mayor, Monique Croon

DEPUTY MAYOR

Greg Horler

MEMBERS

Steve Joyce

Keri Lea Day

Jason Seymour

Graeme Hoare

Amanda Seymour

Celine Gregory-Hunt

Nigel Ryan

Owen Pickles
Chief Executive



Karakia

Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tātou I te rangi nei
Aroha atu, aroha mai
Tātou I a tātou katoa
Hui e! Tāiki e!

*May peace be widespread
May the sea be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!*

AGENDA
Meeting Held 23 June 2022

- | | | | |
|------------|---|------------|-----------|
| 2. | Democracy | | |
| 2.1 | Minutes from Ordinary Meeting 5 May 2022 | (D 2.1d) | P 1-8 |
| 2.2 | PARC Minutes from 30 May 2022 Meeting | (D 2.1d) | P 9-12 |
| 2.4 | CEO Report | (D 2.1d) | P 13-17 |
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 | | | |
| 3. | Finance | | |
| 3.1 | Financial Report for April & May 2022
<i>(Not available at time of agenda preparation)</i> | (F 3.5a) | P 18 |
| 3.2 | CIC Annual Plan Adoption & Rates Strike | (F 3.5a) | P 19-46 |
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| 4. | Works & Services | | |
| 4.1 | Stantec Report May 2022 | (WS 4.1b1) | P 47-72 |
| 4.2 | Fulton Hogan Road Maintenance Contract
Monthly Report May 2022 | (WS 4.1b1) | P 73-88 |
| 4.3 | Fulton Hogan Water & Wastewater Contract
Monthly Report May 2022 | (WS 4.1b1) | P 89-96 |
| 4.4 | Fulton Hogan Waste Management Contract
Monthly Report May 2022 | (WS 4.1b1) | P 97-102 |
| 4.5 | 3 Waters Better-off Fund | (WS 4.) | P 103-106 |
|
 | | | |
| 6. | Regulatory | | |
| 6.1 | Environment Canterbury Activity Report | (R 6.11a) | P 107-174 |
| 6.2 | Essential Freshwater Package | (R 6.) | P 175-177 |
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| 10. | Policies & Bylaws | | |
| 10.1 | Review of the Dog Control Bylaw 2017 & Dog Control
Policy 2017 | (P 10.) | P 178-206 |
| 10.2 | Scoping Paper – Solid Waste Bylaw | (P 10.) | P 207-217 |

Public Excluded Agenda

P 218

2. Democracy

2.1 Minutes of an Ordinary Meeting 5 May 2022

Date of meeting	23 June 2022
Agenda item number	2.1
Author/s	Jo Guise – Executive Assistant

Purpose

For the Council to receive and confirm the minutes of the Ordinary Meeting of Council held on 5 May 2022.

Recommendations

1. **THAT the minutes from the Ordinary meeting of the Chatham Islands Council held on 5 May 2022 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, 5 May 2022, commencing at 1.30pm

- Present:** Mayor, M Croon
Deputy Mayor, G Horler
Councillors' RS Joyce, J Seymour, KL Day (via zoom),
A Seymour, C Gregory-Hunt, G Hoare and N Ryan
- Management & Officers:** Chief Executive, Owen Pickles
Operations Manager, Colette Peni
Executive Assistant, Jo Guise
- In Attendance:** Mr Phil Holt (Fulton Hogan, Contracts Manager)
Kirsten Norquay (Stantec) via zoom at 2pm
Nigel Lister (Stantec) via zoom at 2pm
Rebecca Tinga (Stantec) via Zoom at 2.08pm
- Apologies:** KL Day (lateness 1.45pm)

Mayor Croon opened the meeting acknowledging the passing of Edna Hough and offered condolences to the whanau.

2. DEMOCRACY

2.1 Minutes from Ordinary Meeting 7 April 2022

RESOLVED:

THAT the Minutes of the Ordinary meeting of the Chatham Islands Council, held on Thursday 7 April 2022 be adopted as a true and accurate record.

C GREGORY-HUNT / A SEYMOUR / CARRIED

2.2 PARC Minutes

RESOLVED:

THAT the Chatham Islands Council receives the PARC meeting minutes for 23 March 2022 be received.

RS JOYCE / J SEYMOUR / CARRIED

2.4 CEO Report

RESOLVED:

THAT the Chatham Islands Council receives the report.

A SEYMOUR / C GREGORY-HUNT / CARRIED

3. FINANCE

3.1 Financial Report to 31 March 2022

The CEO clarified there was still a concern over outstanding rates. There was \$70k owing shared between four ratepayers, some of them historical.

RESOLVED:

**THAT the Financial Report to 31 March 2022 be received.
RS JOYCE / C GREGORY-HUNT / CARRIED**

4. WORKS & SERVICES

4.1 Stantec Monthly Report March 2022 (deferred until 2pm)

Ms Kirsten Norquay and Mr Nigel Lister joined the meeting via Zoom and left the meeting at 2.14pm. Ms Rebecca Tinga joined at 2.06pm.

Ms Norquay reported they were proceeding with completing the Ministry of Health funded work and the 3 Waters Stimulus funded works. The cut-off date for spending the funding was 30 June 2022, and would lose funding for uncompleted works.

It was unlikely the installation of the new intake at Kaingaroa would be completed before 30 June, so Stantec were in discussion with Ministry of Health to move funding over from 3 Waters Stimulus funding.

Mr Nigel Lister had been on the island the week previous and had general catch-ups on certain projects.

RESOLVED:

**That the report be received.
J SEYMOUR / RS JOYCE / CARRIED**

4.2 Fulton Hogan Road Contract Monthly Report March 2022

Mr Phil Holt (Fulton Hogan) gave a verbal report on the Road Contract activities for March 2022.

Mr Holt advised he had met with Andrew Bosch (Downer) with regards to the road between the Airport project and the quarry. He discussed planning for the road when the project was completed and were working through a programme.

RESOLVED:

**THAT the reports be received.
G HOARE / J SEYMOUR / CARRIED**

4.3 Fulton Hogan Water & Wastewater Monthly Report March 2022

Mr Phil Holt (Fulton Hogan) gave a verbal report on the Water & Wastewater Contract activities for March 2022. Key notes –

- Chlorine probe in new monitoring system at Kaingaroa not working properly
- Lake level at Kaingaroa dropping so can get to the new inlet soon

Mr Holt clarified the average household usage of water was 200 litres per day.

**RESOLVED:
THAT the report be received.
G HOARE / A SEYMOUR / CARRIED**

4.4 Fulton Hogan Waste Management Monthly Report March 2022

Mr Phil Holt (Fulton Hogan) gave a verbal report on the Waste Management contract activities for March 2022.

**RESOLVED:
THAT the report be received.
RS JOYCE / C GREGORY-HUNT / CARRIED**

An Infrastructure, Operations & Regulatory portfolio update was tabled and Ms Colette Peni gave a verbal update.

Ms Peni gave an update on the tender for the Isuzu truck which had been advertised. She advised the Infrastructure, Operations & Regulatory committee recommended the Council accept the highest tender of \$13,500.

The committee had also met with Gareth Mentzer (General Manager, Chatham Islands Shipping Ltd) who was willing to collaborate with removing waste off the island.

She also reported the Mayor would contact the Mayor of Norfolk Island to discuss their car crusher and whether they would be willing to 'loan' it to the Chathams.

**RESOLVED:
THAT the I,O & R Portfolio verbal update be received.
C GREGORY-HUNT / A SEYMOUR / CARRIED**

5. **COMMUNITY SERVICES**

5.1 Chairmen and Mayors

Council staff would investigate different styles and prices for an honours board displaying the names and years each previous Chairmen and Mayors had been in the role. Photographs would also try to be sourced.

Council also noted the centennial of the first Council meeting would be in July 2025.

**RESOLVED:
THAT the Council:**

- 1. Receives the information**
- 2. THAT Council provide direction on how to honour these people; and**
- 3. THAT Council notes the pending centennial.**

J SEYMOUR C GREGORY-HUNT / CARRIED

5.2 Late item – Radio & Television Society Building Tender

RESOLVED:

THAT the report ‘Radio & Television Society Building Tender’ be considered as a late item.

G HOARE / RS JOYCE / CARRIED

The removal of the Radio Shed on Tiki Tiki hill had been advertised for tender and closed on 28 April 2022. One tender had been received.

RESOLVED:

THAT the tender for the removal of the Radio & Television Society Building for \$2,500.00 be accepted.

J SEYMOUR / N RYAN / CARRIED

6. REGULATORY

6.1 ECan Activity Report

It was noted the helicopter had broken down so an engineer was due.

RESOLVED:

THAT Chatham Islands Council:

1. Receives the report.

A SEYMOUR / J SEYMOUR / CARRIED

6.2 Subdivision Consent CIC/2022/003

Councillor Gregory-Hunt noted a conflict with this item.

RESOLVED:

Subdivision Consent (CIC/2022/003)

- (i) **That pursuant to Section 95A-G of the RMA the application does not require public notification or limited notification.**
- (ii) **That pursuant to sections 104,104B and108 of the RMA Council grants consent:**

To subdivide Lot 2 DP 526245 and Lot 10-11 DP 417050 (Record of Title 871329) into proposed Lot 1 (1.22 hectares) and proposed Lot 2 (112.52 ha). A proposed Lot 3 (4.51ha) will become part of the Common Marine and Coastal Area. The following conditions shall apply:

- 1. That Lot 2 hereon and Lot 2 DP 526245 and Lot 10 DP 417050 (residue RT 871329) be held in the same record of title (CSN Request 1779403).**
- 2. All easements shown shall be duly granted and reserved.**
- 3. An unsealed pavement basecourse shall be installed over the extent of the existing accessway onto Waitangi West Road (first access east of Washout Creek) between the formed road and fence line. This basecourse**

shall be 100mm – 150mm of compacted AP40 to reinforce the berm/shoulder and is subject to the approval of Council's Engineer.

Advice Note: Proposed Lot 3 shall be part of the Common Marine and Coastal Area
J SEYMOUR / A SEYMOUR / CARRIED

8. GOVERNMENT

8.1 Report to the DIA to 31 March 2022

Cr Day gave a verbal update on the Chatham Islands Housing Partnership Trust houses. The houses had arrived in the country on 12 April and had been due on the Chathams in mid-May, but had been delayed due to some damage to containers during a cyclone. The damage was currently being assessed.

RESOLVED:

THAT Council receives the Report to the Department of Internal Affairs to 31 March 2022.

C GREGORY-HUNT / G HOARE / CARRIED

8.2 Mori Mori Claims Settlement Act 2021 – Statutory Acknowledgements

Relevant excerpts from the Mori Mori Claims Settlement Act 2021 were attached to the Council report for Council's information.

RESOLVED:

- 1. THAT the information be received; and**
- 2. THAT Council noted RMA support staff were amending the CIRMD to be compliant.**

RS JOYCE / C GREGORY-HUNT / CARRIED

8.3 Late Item – Ministry for the Environment Consultation on their Draft Adaptation Plan

RESOLVED:

THAT the report 'Ministry for the Environment Consultation on their Draft Adaptation Plan' be considered as a late item.

RS JOYCE / N RYAN / CARRIED

The CEO advised the Ministry for the Environment had developed their first Draft National Adaptation Plan. The Plan set out proposals to address the risks New Zealand faced from climate change. Consultation on the Plan was open until 3 June 2022. Council had noted changes to the coastline.

RESOLVED:

THAT the CEO be authorised to make a submission on behalf of the Council.

RS JOYCE / N RYAN / CARRIED

10. POLICIES & BYLAWS

10.1 Draft Vehicles on Beaches Bylaw

The Vehicles on Beaches Bylaw had been through public consultation having received one submission. Council's Regulatory portfolio committee met on 8 April 2022 and received the submission from Chatham Islands Conservation Board. The committee

recommended that there be no changes to the proposed bylaw and that the Chatham Islands Council Vehicles on Beaches Bylaw be adopted.

RESOLVED:

THAT the Chatham Islands Council adopts the Chatham Islands Council Vehicles on Beaches Bylaw 2022.

J SEYMOUR / A SEYMOUR / CARRIED

The Meeting moved in to Public Excluded at 3.26pm and out at 3.38pm.

MEETING CLOSURE

After consideration of the Public Excluded Agenda, and there being no further business, the meeting was declared closed at 2.51pm.

CONFIRMED THIS 23rd DAY OF JUNE 2022

MAYOR

Meeting Date	Meeting Item #	Task	Owner	Status	Date Updated	Comments
13 May 2021	6.1	Invite SBS Biosecurity to come to discuss biosecurity issues with Council	CE	Active	31 May 2021	Will visit early in next financial year
24 June 2021	4.1	Shaun Boshier to investigate different lighting for the Te One Transfer station	OM	Active	17 Aug 2021	Deferred till new WM building
21 October 2021	2.1a	Rateable value Maori Land – Clarify updated figure	OM	Active		Available after 1 July 2022
21 October 2021	PE 2	Rate Arrears - follow due process through the court	CE	Active		In process
16 December 2021	PE 4	Stantec report in next agenda for alternative projects	CE	Active		In process
27 January 2022	PE 5.	Council explore options for charges and penalties for Waste	CE	Active		In process
24 February 2022	8.2	Respond to Hon Min Woods letter re: Renewable Energy that Council not happy with the response	CE	Active	23 June 2022	Update required
7 April 2022	5.1	Minutes for land swap of Council/Motel property	CE	Active		In process

2. Democracy

2.2 Minutes from Performance, Audit & Risk Committee held on 30 May 2022

Date of meeting	23 June 2022
Agenda item number	2.2
Author/s	Jo Guise, Executive Assistant

Purpose

Information for Council.

Recommendation:

THAT:

1. The draft PARC meeting minutes from the meeting held on 30 May 2022 be received.

Background

Draft minutes from the PARC meeting held on 30 May 2022 are attached to this report.

CHATHAM ISLANDS COUNCIL

**Minutes of the Chatham Islands Council Performance, Audit & Risk Committee,
held via Zoom on Monday 30 May 2022, commencing at 9am**

- Present:** Independent Chair, Mr P Jones
Her Worship the Mayor, M Croon
Deputy Mayor, G Horler
Cr RS Joyce
- Management & Officers:** Chief Executive, Mr Owen Pickles
Operations Manager, Colette Peni
Executive Assistant, Jo Guise
Financial Lead, Jakana Lanauze-Phillips
- Apologies:** Cr Jason Seymour

**RESOLVED:
THAT the apologies be received.
G HORLER / RS JOYCE / CARRIED**

1. Minutes of Meeting 23 March 2022

**RESOLVED:
THAT the Minutes of the Performance, Audit & Risk meeting held on 23 March 2022
be received.
P JONES / M CROON / CARRIED**

2. Financial Report March 2022

Expenditure

Mr Jones asked for clarification of the \$326,470 variance for 'Other items'.

Mr Jones queried the Computer Expenses 'March Actual' as it was \$50k over budget. The Chief Executive advised some of it could have been for the setting up in the new building and also the upgrade to the Civica programme. He confirmed part of it may be able to be capitalised but would depend on the amount. Mr Jones would investigate further when on the island.

Aged Debtors

It was noted there was \$58,549 under 'Recoveries' more than 90+ days. Ms Lanauze-Phillips advised DIA invoices and MoH invoices were responsible, and would clarify.

**RESOLVED:
THAT the Performance, Audit and Risk Committee receives the report;
M CROON / RS JOYCE / CARRIED**

3. Credit Card Summary March 2022

**RESOLVED:
THAT the Performance, Audit and Risk Committee receives the Credit Card Expenditure
Summary for March & April 2022.
P JONES / G HORLER / CARRIED**

4. Credit Card Summary April 2022

The Credit Card Summary reports for March and April 2022 were dealt with together.

5. Status Report on Outstanding Rate Arrears

Ms Lanauze-Phillips reported some of the long term rates debtors had signed up for direct debit payment plans. Mr Jones suggested it would be useful to see the amount outstanding in the previous month.

RESOLVED:

THAT the Performance, Audit and Risk Committee receives the Status Report on Outstanding Rate Arrears.

RS JOYCE / P JONES / CARRIED

6. Briefing Note Council Access to Local Government Funding Agency

When Council joined the LGFA it had been in the belief that it would provide borrowings at a much cheaper rate. There were set-up costs of \$30k for the first year, with on-going costs of \$10k per annum. The amount of borrowings Council was requiring to make, did not justify the cheaper interest rates that were on offer.

It was also noted that the monies Council were wanting to borrow may now not be required, as the 3 Waters Better-off Funding could provide for some of the projects. Council could approach their bank, or 'piggy back' off ECan's membership.

Mr Jones would approach another small Council who had joined and inquire what costs were involved for them.

RESOLVED:

THAT the information be received

P JONES / M CROON / CARRIED

7. Crown Appropriation 2022-23

As the Crown appropriation had not increased, much of the proposed environmental policy work would not be able to be completed. The Chief Executive noted Council would not be compliant by 1 July 2024.

RESOLVED:

THAT the report be received.

M CROON / G HORLER / CARRIED

8. Update on Policy on Remissions of Maori & Moriori Freehold Land

It was agreed the Policy should go to public consultation, then go to Council.

RESOLVED:

THAT the Performance, Audit & Risk Committee receives the updated Policy and recommends to Council to approve the updated Policy.

RS JOYCE / P JONES / CARRIED

At 9.55am the meeting moved in to Public Excluded and out at 10.02am.

Meeting Closure

After consideration of the public excluded agenda, and there being no further business, the meeting was declared closed at 10.02am.

Confirmed this 22nd day of June 2022.

Chair

DRAFT

2. Democracy

2.4 – CEO Report

Date of meeting	23 June 2022
Agenda item number	2.4
Author/s	Owen Pickles, Chief Executive

Purpose

This report is to provide an update on activities the Chief Executive has been involved with since the last Council meeting.

Recommendations

THAT the Chatham Islands Council receives the report.

Attachments

1. Report of the Chief Executive

Chatham Islands Council CEO Report

Compliance

1) Crown Appropriation.

- Richard Hardie from DIA called on 31st January to advise that we are out of time for any budget bid to be made this year and as a consequence and funding increase approved will not take effect until 2023/24 year.
- This contradicts the advice contained in the letter received jointly from Minister of Local Government Hon Nanaia Mahuta and Minister of Internal Affairs Hon Jan Tinetti dated 13 July 2021.
- This issue was raised with Hon Kiri Allan when she met with the Council on 3rd February 2022 and The Mayor has followed up with a letter to Ministers Mahuta and Tinetti.
- The Mayor, Paul Eagle and I met with Minister Mahuta on 18th May where we again emphasized the need to follow the McGredy Winder recommendations and that without the funding increase Council would not be able to achieve compliance across the new RMA standards.
- Minister Mahuta provided assurances that the funding increase would be presented to The Treasury in July 2022 so that it can be locked in for Budget 2023.
- The 2022 allocation is \$4.373M which is up \$23k on last year.

2) Canterbury Regional Council Contract Renewal

Work has commenced on the re-negotiation of the service delivery contract with the Canterbury Regional Council. With the uncertainty of the Crown funding support being increased two draft agreements are being work on.

- One for a continuance of the current levels of service
- The other with the works required to achieve compliance with the various Government introduced National Policy Statements which are a major contributor to the McGredy Winder increased funding recommendations.
- As some of the NPS are to go live in 2024 the result of not being funded will result in the Council being non-compliant.
- The Mayor and CEO have been invited to meet with the full Council on 14th April to cement this relationship this may be virtual as E.Can are not holding face to face as part of its COVID protections.
- Copies of the slides presented to the Canterbury Regional Council are attached.
- A rollover contract has been written. This will be presented to the Regional Council Chair and the Mayor for signature on 14 June.

Projects

1) Connectivity Project

Project went live on 29th November after some technical delays. There have been some further concerns raised being:

- The removal of the Chatham Island internal network which effects some businesses including the Council's ability to have staff work from home.
- The decision by Farmside to stop providing satellite services to customers outside of the connectivity project's coverage.

Both of these matters have been referred to MBIE for attention.

An alternative supplier "Gravity" is offering to replace the Farmside services.

Another exciting alternative has also become available as a consequence of the Tongan Tsunami. Space-ex provided satellite coverage as an alternative to the submarine cable that was damaged during the tsunami. The satellites used to provide Tonga with coverage can also cover the Chathams. Space-ex will soon be offering plans to Chatham Islanders.

2) New Council Building/Museum

Code of compliance has now been achieved resulting in the Council's lease commencing on 10th January 2022. The ship carrying furniture is due to arrive on 16 February with relocation hopefully being achieved soon after. The relocation and set up of the electronics will happen at the same time.

The war memorial plaques have arrived and are being stored at the wharf shed. Peter Somerville the builder is waiting on some materials to enable the plaques to be erected securely. Hopefully this will happen in June 2022. The legal arrangements are being finalized but will not be completed until the new QV valuations are known. As an interim measure NMOW has deposited \$100k into the council's solicitors trust account for the land purchase.

NMOW are still working on the official opening with an invitation having been issued to the Prime Minister. It has been indicated that this may happen in November 2022

Reports have been completed and provide to the Ministry for Arts Culture and Heritage and NZ Lotteries. These have satisfied the Council's accountability requirements.

3) Chatham Islands Airport

Compliance with the resource consent conditions covering this project are being achieved by photos, written reports and Zoom meetings. The contractors have been very cooperative with good working relationships now established. The E.Can report covers this in more detail

4) Aoteoroa Peoples Network Kaharoa (apnk)

- This is a partnership project between the Council, National Library of New Zealand and 2 Degrees. It will provide a funded internet connection in the library along with computer, scanner and printer. There is also the possibility of a public free to use wifi facility with discussions still on going on this point.
- Hardware has arrived.
- This will be set up following the relocation to the new building.

5) 3 Waters

- Chatham Islands have been included within entity C which includes the Wellington, Manawatu, Hawkes Bay, Tasman, Nelson and Marlborough Regions. Government has announced that it will legislate these reforms
- Attending zoom meetings with Entity C councils as required
- Completing information requests about professional services and service delivery people resources.
- The first tranche of better off funding has been made available for application. Meetings with Council and meetings with Council and Imi/Iwi will be required to determine priorities.

6) Public Toilets

- The Tourism Investment Fund has allocated \$225k for the establishment of a new toilet block in Waitangi. This should be on Island during April. Weights of the old and new are providing challenges for the contractors.
- Wellington City Building compliance has delayed the progress of this project due to the proposed site being untitled. We have provided documents to show that the land is road reserve administered by the Council.
- Toilets at the 8 rural sites are now being installed. The one for Waitangi West is providing a challenge with permission to site on private land being withdrawn. An alternative within the road reserve is being considered. This has been finalised.

7) Predator Free 2050

Agreement with DOC and Predator Free 2050 Ltd has been reached for the extension of this programme for another year. This has resulted in a similar extension of the coordinator's contract.

8) IT Services Contract

The Canterbury Regional Council procurement team is working on a specification for the provision of IT services for the Council with the intention of having a contract in place by July 2022. This will provide opportunities to align some services further with E.Can programs. It may also be an opportunity to provide service to others with the CDHB being interested. Council's current provider Tas Carrier is cooperating with the process.

9) Tri-annual Rating Valuations.

QV are currently working on the new valuations with valuer David Patterson spending a week on the Island during late January. The process had been delayed by COVID 19 restrictions. New values when confirmed will be back dated to September 2021 and will form the basis for Council's rate strike for 2022/23 and beyond.

10) Kaingaroa and Owenga Wharf

- Contracts with Hunter and Baker are being finalised which should result in work commencing over the next month.
- Steve Baker visited to view the projects late May.
- Recent storm events have caused further damage at Kaingaroa.

Meetings

Paul Eagle	Usually weekly
Chatham Islands Regional Leadership Group	Usually weekly
Karen Cross MFE re-funding agreements	4 th May
Dylan Fraser Fulton Hogan	6 th May
Andrew Wong and Kirsten Norquay	6 th May
LGNZ Zone 5 and 6 meeting (zoom)	9 th May
Tony Anderson	9 th May
Neville Reilly CDEM Review	9 th May
Andy Boakes BECA and Farrukh Gondal Downer re Airport project update	10 th May
Pita Thomas re aquaculture developments	10 th May
Building Inspectors catch up	10 th May
Chatham Islands Governance Groups	12 May

Phil Landmark Stantec and others to progress waste management projects x 4	12 th May
Philip Jones	16 May
Charles Jarvie MBIE	16 th May
Richard Hardie and Roanna Grover DIA	17 th May
Hon Michael Wood Minister of Transport	17 th May
Hon Stuart Nash Minister of Tourism	17 th May
Hon Poto Williams Minister of Police	17 th May
Hon Nanaia Mahuta Minister of Local Government	18 th May
Interview police candidates for Chatham Islands Position	19 th May
Michael Fulton Dylan Fraser Fulton Hogan	23 rd May
Alistair Harbrow Waka Kotahi Shaun Boshier re renewal of procurement strategy	24 th May
Brent Swanson and Tiriana Smith DOC	24 th May
Matthew Meacham re Insurance renewals	24 th May
MFE presenting RMA submission (zoom)	25 th May
Tony Blackett	26 th May
Paul Utting DIA 3 Waters	26 th May
Dylan Fraser & Chris Burr Fulton Hogan re Waste management systems	26 th May
Sheree Harris re NKMR Garden	30 th May
Nick Daniels E.Can contract and projects	2 nd June
E.Can Steering Group meeting	7 th June
3 Waters Entity "C" CEO forum (zoom)	8 th June
Eamon Coulter proposed warm homes project/housing improvements	9 th June
E.Can Chair and CEO Contract signing	14 th June
Stantec team get together	14 th June
CEO Forum	15 th June
LGNZ Rural and Provincial meetings	16 th 17 th June

3. Finance

3.1 Financial Report to 31 April & May 2022

Date of meeting	23 June 2022
Agenda item number	3.1
Author/s	Jaden Wallace, Corporate Reporting Accountant, Environment Canterbury

Purpose

To present to Council the financial report for April & May 2022.

Recommendations

THAT the Financial Report for April & May 2022 be received.

Background

The financial report will be tabled at the meeting as it was not available at the time of agenda preparation.

3. Finance

3.2 CIC Annual Plan Adoption & Rates Strike

Date of meeting	23 June 2022
Agenda item number	3.2
Author/s	Jaden Wallace, ECan Finance

Purpose

This report seeks the Council's adoption of the 2022/23 Annual Plan.

Recommendations

- 1) **Receives and approves the 2022/23 Annual Plan *and***
- 2) **the Council's delegates authority to the Chief Executive to approve and action minor editorial corrections to the approved 2022/23 Annual Plan**

Background

Council initially received and reviewed the draft budget for the 2022/23 Annual Plan in the special Annual Plan meeting in May 2022, however there was not enough for a quorum to approve the budget. The Council considered the draft budget was largely unchanged from year 3 of the Long-Term Plan and elected to not engage in a public consultation process.

Our funding assistance package requires Council to secure separate one-off grants prior to committing to major asset maintenance, renewal or replacement projects. We have been working with our funding agencies and the Crown contribution is up marginally from the 2021/22 allocation. We expect an increased Crown contribution for the 2023/24 financial year and onwards. Grants we receive as part of the Crown appropriation, cover our day-to-day operating requirements. However, it does not allow for an infrastructural investment programme.

Through Three Waters, Council has been allocated \$8.7m as part of the "better off" fund. \$2.2m will become available by September 2022 with the balance due in July 2024. The Council will be prioritising the use of these funds in consultation with Imi and Iwi. An increased contribution will allow Council to enter into borrowing arrangements to fund our priority infrastructure projects; including our water schemes and Emergency Management Operations Centre, with the island experiencing an increased level of service once constructed. If Council is unsuccessful in obtaining additional funding; the status quo position will remain, the level of service will not increase, and Council will not borrow.

The Local Government Act 2002, Local Government (Rating) Act 2002 and financial reporting standards have been reviewed to confirm the 2022/23 Annual Plan complies with these requirements.

2. Setting of the 2022/23 Rates

Purpose

To enable Chatham Islands Council to set the rates for the 2022/23 financial year, following the adoption of the 2022/23 Annual Plan. The Council now needs to formally adopt the rates resolution setting the rates for the period 1 July 2022 to 30 June 2023.

Recommendations

- 1) Delegates authority pursuant to the Local Government (Rating) Act 2002 to the Chief Executive to:
 - i. apply penalties (stated under resolution d) on unpaid rates in accordance with Sections 57 and 58, and
 - ii. approve applications for rates postponement and rates remissions in accordance with Council's policy, and
 - iii. carry out all other functions permissible under the Act that are not required to be a Council responsibility.

- 2) Resolves the setting of the rates for the 2022/23 financial year and sets the following rates (including GST), pursuant to the Local Government (Rating) Act 2002 and
 - i. states due dates for payment in accordance with Section 24, and
 - ii. applies penalties on unpaid rates in accordance with Sections 57 and 58, on rating units for the financial year commencing on 1 July 2022 and ending on 30 June 2023.

These rates are set in accordance with Chatham Islands Council's 2022/23 Annual Plan and the Funding Impact Statement which forms part of the 2022/23 Annual Plan as follows:

a. General rates

Council will set a general rate based on the capital value of each rating unit in the territory. The general rate will be set on a differential basis based on land use. The categories and apportionment are included in the table below.

This will result in the following rates based on the assessed per \$1 capital value of each rating unit:

Land Use	Differential	Rate (GST Inclusive)	Total collected
Infrastructure	4.7% of the General Rate	0.003287557	\$18,631
Industrial	13.5% of the General Rate	0.006593879	\$54,030
Commercial	11.8% of the General Rate	0.004240432	\$47,018
Rural & Residential	70.0% of the General Rate	0.001969555	\$279,626
Total general rates collected			\$399,305

b. Targeted rates

Targeted rates are applied to the properties which benefit from the service provided. Targeted rates cannot be applied to purposes other than for which they were raised.

Council uses the number of connections for funding the water supply activities, a per pan rate for funding sewerage activities, and a rating unit basis for funding waste management activities and the roading activities.

Council will set targeted rates based on a variety of rating bases as follows:

Activity for setting a targeted rate	Category for setting targeted rate	Calculation factor	Factor used		Revenue sought \$ 2020/21 (including GST)
Water supply	The provision or availability of a public water supply service.	The number of connections for water supply activities – for both Kaingaroa and Waitangi connections.	\$841.97	Fixed amount per connection	\$87,564
Sewage disposal	The provision or availability of a sewage disposal service.	A per pan rate for sewage disposal activities.	\$875.19	Fixed amount per pan	\$81,393
Solid waste	The provision or availability of a waste management service.	A per rating unit charge for waste management activities.	\$271.01	Fixed amount per rural or residential unit	\$86,181
			\$341.19	Fixed amount per Infrastructure, Industrial or Commercial unit	\$18,083
Roading	The provision or availability of a roading service.	A per rating unit charge for roading activities.	\$210.58	Fixed amount per unit	\$97,287
Total targeted rates collected					\$370,508

The rating basis for each rate type has been defined and approved through the Revenue and Financing Policy adopted as part of Chatham Islands Council's Long-Term Plan 2021-31.

c. Rates by instalments

Council proposes to collect the rates in four instalments, issued on: 1 August 2022, 1 October 2022, 1 January 2023 and 1 April 2023.

d. Penalties

A penalty of 10% is added to each instalment or part thereof that is unpaid after the last date for payment. The penalty dates are 15 September 2022, 15 November 2022, 15 February 2023 and 15 May 2023. Previous year's rates that remain unpaid will have a further 10% penalty added on 6 July 2023.

These rates and penalties to be set on rating units in the region for the financial year which commences on 1 July 2022 and ends on the 30th day of June 2023.

This information is extracted from the Chatham Islands Council's Annual Plan 2022/23 and complies with their revenue and financing policy.

Chatham Islands Council

Annual Plan 2022/23

Our people, our Islands, our future



chatham islands council

Profile of 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.

The Islands were formed by a volcanic up-thrust and the land surface is predominantly flat with a number of peaks, the largest peak rising to 188 metres. A significant landmark of Chatham Island is 'Te Whanga' which is a large lagoon that covers approximately 20,000 hectares or about one-fifth of the Island. There are five settlement areas on the main Island – Waitangi, Te One, Owenga, Port Hutt and Kaingaroa.

The 'livelihood' for the majority of Islanders is dependent on fishing and farming. Their continued welfare and the Islands' viability are linked with the sustainable management of the natural and physical resource base.

Chatham Islands Council is the smallest local authority in New Zealand. It has both district and regional council responsibilities.



The Islands at a glance

Usually 660 people live in the Chatham Islands.

Its population is the smallest in size out of the 78 Councils in New Zealand.

In total, 65% of households have access to the Internet, compared with 86% of households throughout New Zealand.

In the Chatham Islands, 6% of households have access to a cellphone, compared with 92% for New Zealand, however 94% have access to a landline. Over recent years, significant investment has been made in increasing the Island's digital connectivity. From November 2021 this included a new 4G network which significantly improved mobile phone coverage.

There are 576 rateable properties and 105 non-rateable properties.

Among households in private occupied dwellings, 56% own the dwelling, with or without a mortgage; the equivalent figure is 64% for New Zealand as a whole.

The unemployment rate in Chatham Islands territory is 1.6% for people aged 15 years and over, compared with 4.0% for all of New Zealand.

Source: McCready Winder report 2021 and Statistics New Zealand 2018 Census Data

Contents

Profile of the Chatham Islands	2
Welcome from the Mayor and Chief Executive	4
Highlighting our key projects	5
Financial information	6
Significant forecasting assumptions	6
Accounting policies	8
Reserve fund disclosure	9
Financial statements	10
Statement of Comprehensive Revenue and Expense	10
Statement of Changes in Equity	10
Statement of Financial Position	11
Statement of Cash Flows	12
Council funding impact statement	13
Rating information	14
Annual Plan disclosure statement	17
Fees and charges	18
Council dues	21
Glossary	22
The organisation	23

Welcome from the Mayor and Chief Executive

Kioranga, kia ora, hello,

It is our pleasure to present our Annual Plan for the 2022/23 year. This document provides our plan and budget for the upcoming financial year including key projects, finance, and rating information.

The Council relies heavily on receiving an annual Crown appropriation which currently sits just over \$4M which allows the Council to continue with business as usual.

In November 2021, McGredy Winder was engaged to review the Council's ability to meet its statutory obligations. It was pleasing to see that an increase to near \$8M/year was recommended. Regretfully, this didn't make this year's Government budget cut off which will result in some environmental standards compliance work being deferred to future years.

Waste Management will continue to be a focus in the coming year. We are pleased that the Council will receive some project funding from the Ministry for the Environment. This will allow further storage to be provided and will see the establishment of a weigh bridge to facilitate better reporting.

Council is also working with waste receivers in both Timaru and Napier with the view to exporting recyclable waste off the Island. We are also working with Chatham Islands Shipping to find an affordable means of making this happen.

The Three Waters reforms continue to demand a lot of staff resource. It has also enabled significant upgrades to occur to our water and wastewater facilities through the stimulus funding that has been provided.

A further near \$9M has also been awarded to the Council over the next two years which is to be spent on projects in consultation with imi and iwi.

Another busy year is ahead of us.

We finally want to acknowledge the many hard-working people who support the Council's efforts. Their work is greatly appreciated.

Me rongo, ngā mihi, warm regards,



Monique Croon,
Mayor



Owen Pickles,
Chief Executive

Highlighting our key projects

The Council aspires to deliver the following projects to the Community:

Roading infrastructure

Roading infrastructure works are undertaken regularly to enhance the efficiency, reliability, and safety of the Chatham Islands road network. The cost of maintaining the roading networks and establishing capital projects is high in proportion to the population and the NZTA commits an 88% subsidy rate to the funding of the Islands' roading network.

The key projects for 2022/23 include:

- Replace the Whangamoe Bridge with a large culvert
- Rehabilitate areas of sealed pavement in Kaingaroa and Waitangi
- Design works for a barge loading facility at Owenga, and predesign works for the Maipito Bridge replacement
- Key structural repairs and safety improvements to the existing Kaingaroa Wharf

Water and wastewater schemes

Safe, reliable and sustainable water and wastewater services for Chatham Island remain at the forefront of our key projects. Council is driven to ensure we meet drinking water standards and address issues that have a direct impact on the health, safety and well-being of our community. However, a prolonged lack

of funding has seen ongoing deferral of capital and maintenance programmes, with a significant portion of our three waters assets now approaching the later years of their life and identified as having a high risk of failure.

One-off Central Government funding obtained last year was used to address the most critical water and wastewater issues, including improving the reliability and safety of the water supplies and urgent maintenance required for ongoing operation of the wastewater system. However, further Three Waters investment is required to meet Council's objectives and maintain the current level of service. Only limited day-to-day maintenance and repairs can be undertaken using the annual Central Government appropriation.

Critical investments identified in the Long-Term Plan but not currently funded are the Waitangi water supply upgrade with extension to Te One (\$4M), Waitangi wastewater upgrade (\$4M), Kaingaroa reticulation renewal (\$0.6M), and the water tank loan scheme (\$0.5M). The high-level costs were estimated in early 2021; costs will have escalated considerably since then for various reasons, including impacts of the global COVID-19 pandemic on supply costs, availability and logistics.

Council continues to monitor the Governments proposed Three Waters reforms which could result in these activities being transferred to a new water entity in 2024.

Key changes from our 2021-31 Long-Term Plan

There have not been any significant changes made between year two of the Long-Term Plan 2021-31 and the 2022/23 budget.

The Crown appropriation for the 2022/23 year will be \$4.37M, which should enable the Council to continue business as usual. A review was undertaken in November 2021, but its recommendations arrived too late to be included in this budget. This will result in programmed compliance work around National Environmental Policy Statements being deferred for a year.

The Government's Three Waters proposals have seen the Chatham Islands being included in 'Entity C' (lower North Island). The Council during the past year received just over \$1M through the Three Waters stimulus fund and a Ministry of Health grant.

This enabled upgrades to the Kaingaroa water supply, Waitangi water supply and wastewater systems to be carried out, addressing many of the community's concerns.

Also, through Three Waters, Council has been allocated \$8.7M as part of the 'better off' fund. \$2.2M will become available by September 2022 with the balance due in July 2024. The Council will be prioritising the use of these funds in consultation with imi and iwi.

Financial information

The financial information presented here is an overview. For more detailed information, please refer to the financial statements section.

The Financial Strategy for the 2021-2031 Long Term Plan (LTP) limits rate increases to the expected level of inflation for the period and limits total rate income to being below 7% of total revenue. Furthermore, debt levels are limited to twice the level of operating revenue for the period. All estimates within the 2022/23 Annual Plan comply with these financial limits.

Balanced budget

The Local Government Act 2002 requires us to manage our finances prudently and in a manner that promotes the current and future interests of the community. Our budget expects to recognise an accounting surplus and we anticipate making positive cash contributions to our reserves. This was possible due to the additional Central Government appropriation to ensure Council's ongoing financial viability and funds allocated from tranche one of the "Better off Support Package" as part of the Three Waters reforms. Therefore, Council considers the balanced budget requirement has been met.

Significant forecasting assumptions

The prospective financial information contained in this document are estimates. Actual results are likely to vary from the information presented and these variations may be material. In creating our budget, the following significant assumptions have been made:

Ongoing Crown support

Central Government has agreed to provide us with Crown funding to meet the costs of fulfilling our statutory responsibilities, although the funding mechanism and amount may be subject to change.

Our strategic financial documents have been developed assuming funding will be made available from external sources to ensure minimum legislated levels of service are met and funding of network asset construction is supported on an ongoing basis.

NZ Transport Agency subsidy rates

Achieving the roading network budgets outlined is heavily reliant on continued funding assistance from the NZ Transport Agency (NZTA), who have set the Funding Assistance Rate at 88% of total roading expenditure. The difference is not covered by roading rates and assumes the shortfall will be covered from an increased Central Government appropriation.

Population changes and cost of living

It has been assumed the population base will remain stable for the foreseeable future and the cost of living relative to household income will not influence families to migrate elsewhere. Although growth remains static, it is noted the population of the Chatham Islands is ageing. Better township environments for pedestrians that cater for those with mobility impairments will be important to ensure accessibility for an ageing population. Council is committed to ensuring there are appropriate facilities and services to meet the needs of the community, while also ensuring rates remain reasonable for our community. Council assumes any financial hardships will be managed through the rates remission and postponement policy. Tourism numbers may put further pressure and demand on the Island's fragile resources such as water and sewerage infrastructure.



Opportunities for shared services

We assume we will continue to build effective relationships with our regional partners including the Chatham Islands Enterprise Trust, Ngati Mutunga o Wharekauri Iwi Trust, Hokotehi Moriori Trust and other on-Island Central Government agencies. Council needs to ensure that there is capability and capacity available to meet the current and future level of works. This may include working with other on-Island agencies to develop efficiencies. An example of such a shared service is the construction of the administration and community complex. Council is working with an on-Island company to build a purpose-built facility, with Council leasing the facility.

Accounting policies

Reporting entity

Chatham Islands Council is a local authority under the Chatham Islands Council Act 1995 and the Local Government Act 2002.

The primary objective of Chatham Islands Council is to provide goods or services for the community for social benefit rather than to make a financial return. Accordingly, for the purposes of financial reporting, Chatham Islands Council is a public benefit entity.

The prospective financial statements of Chatham Islands Council are for the period 1 July 2022 to 30 June 2023. They were authorised for issue by Chatham Islands Council on 22 June 2022, the proposed financial information is not subject to amendment. The accounting policies have been applied consistently to all periods presented in these prospective financial statements.

Chatham Islands Council is responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

Basis of preparation

The prospective financial statements are prepared in accordance with the Local Government Act 2002, which requires information to be prepared in accordance with New Zealand Generally Accepted Accounting Practice (NZ GAAP). They comply with Public Benefit Entity International Public

Sector Accounting Standards (PBE IPSAS) and other applicable financial reporting standards, as appropriate for public benefit entities. The financial statements have been prepared in accordance with Tier 2 PBE accounting standards.

Council has adopted the going concern assumption on the basis that it will continue to receive operational funding from Central Government in order to fulfil its required regional and territorial local government responsibilities.

Measurement base

The prospective financial statements have been prepared on an historical cost basis, modified by the revaluation of certain infrastructural assets.

The prospective financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand (\$000). The functional currency of Chatham Islands Council is New Zealand Dollars.

Financial assumptions, judgements and estimations

These prospective financial statements have been prepared in compliance with PBE IPSAS, specifically PBE FRS 42 Prospective Financial Statements. The purpose of these prospective financial statements is to: contain the proposed annual budget and funding impact statement for the year to which the Annual Plan relates; identify any variation from the financial statements and funding impact statement included

in the local authority's Long-Term Plan in respect of the year; provide integrated decision-making and coordination of the resources of the local authority; and contribute to the accountability of the local authority to the community. The information in these statements may not be appropriate for purposes other than those described. The financial statements have been prepared using judgements, estimates and assumptions from management. These estimates and the associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances.

Actual results are likely to differ from those estimates and the variations may be material. The estimates and underlying assumptions are reviewed on an ongoing basis. Details on significant assumptions are disclosed as part of the assumptions disclosure in this document.

Significant risks considered when preparing the budget

A number of risks have been considered in the preparation of the budget information.

The prospective financial statements have been prepared in accordance with Council's accounting policies. Details on Council's specific accounting policies can be found in the Long-Term Plan or the Annual Report. Please note that as a result of COVID-19 border restrictions, a nation-wide auditor shortage means that our Annual Report 2020/21 is as yet unaudited.

In reading the financial information, revenue from “Grants and subsidies” includes grants received for capital projects, such as roading works. Capital expenditure relating to these projects creates additional assets, rather than an immediate expense in the financial statements. The value of the addition is apportioned over the expected life of the asset in the form of depreciation expense. The delay in operating expenditure associated with these assets results in a net surplus in 2022/23.

Capital management

The Local Government Act 2002 requires the Council to manage its finances prudently and in a manner that promotes the current and future interests of the community. Our general funds are largely managed as a derivative of managing revenues, expenses, assets, liabilities, investments, and general financial dealings.

The objective of managing these items is to achieve intergenerational equity, which is a principle promoted in the Local Government Act 2002 and applied by the Council. Intergenerational equity requires today’s ratepayers to meet the costs of utilising the Council’s assets but does not expect them to meet the full cost of long-term assets that will benefit ratepayers in future generations. Additionally, the Council has asset management plans in place for major classes of assets, detailing renewal and programmed maintenance. These plans ensure ratepayers in future generations are not required to meet the costs of deferred renewals and maintenance.

The Local Government Act 2002 requires the Council to make adequate and effective provision in its Long-Term Plan to meet the expenditure needs identified in those plans. The Local Government Act 2002 sets out the factors that the Council is required to consider when determining the most appropriate sources of funding for each of its activities. The sources and levels of funding are set out in the funding and financial policies in the Council’s Long-Term Plan.



Reserve fund disclosure

Reserves	Opening balance 1 July 2022 (\$000)	Increases (\$000)	Decreases (\$000)	Closing balance 30 June 2023 (\$000)
General funds Income appropriation account to fund future development	41,143	3,692	-	44,835
Emergency services reserve Funds set aside for emergency events such as natural disasters	250	-	-	250
Mayoral relief reserve Funds set aside for emergency relief	25	-	-	25
Asset revaluation reserve Reserves generated by revaluations in property, plant and equipment and other assets	42,333	10,262	-	52,595
Total equity	83,751	13,954	-	97,705

Financial statements

Statement of Comprehensive Revenue and Expense

	Unaudited Annual Report 2020/21 (\$000)	LTP 2021/22 (\$000)	LTP 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
Revenue				
Rates	625	631	646	687
Grants & subsidies	10,524	9,421	8,563	13,869
Council dues	307	265	265	336
User pays, fees & charges and other income	545	465	325	585
Interest	28	56	57	31
Share of surplus of associate	118	133	150	129
Total revenue	12,147	10,971	10,006	15,637
Expenditure				
Depreciation and amortisation	2,587	2,857	3,081	2,707
Employment benefits	1,037	1,036	1,067	1,188
Financial costs	11	6	4	12
Other expenditure	7,296	5,187	5,478	8,038
Total expenditure	10,931	9,086	9,630	11,945
Total surplus/deficit	1,216	1,885	376	3,692
Comprehensive revenue and expense				
Increase/(decrease) in revaluation reserve	-	-	10,262	10,262
Total other comprehensive revenue and expense			10,262	10,262
Total comprehensive revenue and expense	1,216	1,885	10,638	13,954

Statement of Changes in Equity

	Unaudited Annual Report 2020/21 (\$000)	LTP 2021/22 (\$000)	LTP 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
Equity at the start of the year	82,398	83,682	85,567	83,751
Total comprehensive revenue and expense	1,216	1,885	10,638	13,954
Equity at the end of the year	83,614	85,567	96,205	97,705

Statement of Financial Position

	Unaudited Annual Report 2020/21 (\$000)	LTP 2021/22 (\$000)	LTP 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
Current assets				
Cash & cash equivalents	27	512	933	3,211
Cash funds held in trust	4	-	-	33
Cash investments	178	-	-	178
Current trade and other receivables	1,563	1,272	1,160	1,417
Total current assets	1,772	1,784	2,093	4,839
Non-current assets				
Non-current trade and other receivables	-	477	432	-
Investment in associate	184	200	350	184
Property, plant & equipment	84,482	85,548	95,810	95,242
Total non-current assets	84,666	86,225	96,592	95,426
Total assets	86,438	88,009	98,684	100,265
Current liabilities				
Bank overdraft	292	-	-	-
Trade & other payables	2,211	1,694	1,796	2,092
Employee entitlements	112	88	91	112
Current portion of provisions	25	25	25	25
Current portion of term liabilities	28	67	66	36
Total current liabilities	2,668	1,875	1,978	2,265
Non-current liabilities				
Term liabilities	156	567	501	295
Total non-current liabilities	156	567	501	295
Total liabilities	2,824	2,442	2,479	2,560
Net assets	83,614	85,567	96,205	97,705
Public equity				
Accumulated funds & reserves	83,614	85,567	96,205	97,705
Total public equity	83,614	85,567	96,205	97,705

Statement of Cash Flows

	Unaudited Annual Report 2020/21 (\$000)	LTP 2021/22 (\$000)	LTP 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
Cash flow from operating activities				
Receipts from rates revenue	585	587	655	699
Receipts from grants and subsidies	10,628	9,038	8,644	13,869
Receipts from Council dues	292	248	269	341
Interest received	28	56	57	31
Receipts from other revenue	(100)	381	343	516
Payments made to employees	(1,035)	(1,036)	(1,064)	(1,199)
Interest paid	(11)	(6)	(4)	(12)
Other payments to suppliers	(8,231)	(5,038)	(5,372)	(8,038)
Net cash flow from operating activities	2,156	4,231	3,528	6,207
Cash flow from investing activities				
Purchase of fixed assets	(3,283)	(3,895)	(3,081)	(3,077)
Sale/(purchase) of other assets	1,294	119	-	-
Net cash flow from investing activities	(1,989)	(3,776)	(3,081)	(3,077)
Cash flow from financial activities				
Loans raised	-			200
Repayment of loans	(37)	(34)	(26)	(25)
Net cash flow from financial activities	(37)	(34)	(26)	175
Increase/(decrease) in cash held	130	421	421	3,305
Opening cash balance	(391)	91	512	117
Closing cash balance	(261)	512	933	3,422

Council funding impact statement

The Local Government Act 2002 and the Local Government Regulations require the Council to adopt a funding impact statement for the Council. The funding impact statement must identify: the sources of funding to be used; the amount of funds expected to be produced from each source; and how the funds are to be applied.

The timing of the recognition of income and expenditure in the funding impact statements is consistent with the forecast financial statements. However, transactions with no funding impact, such as depreciation, have been removed.

Details on how activities are funded and the rationale for each funding source selected are given in the revenue and financing policy in our 2021-31 Long-Term Plan.

Examples of the impact of the rating proposals are detailed from page 15, including the rates assessed on different categories of rateable land.

	LTP 2021/22 (\$000)	LTP 2022/23 (\$000)	Annual Plan 2022/23 (\$000)
Source of operating funding			
General rates, uniform annual charge, rates penalties	318	326	347
Targeted rates	313	320	340
Subsidies and grants for operating purposes	5,993	6,084	11,161
Fees and charges	102	104	76
Interest and dividends from investments	56	57	31
Local authorities fuel tax, fines, infringement fees, and other receipts	628	486	974
Total operating funding	7,410	7,377	12,929
Applications of operating funding			
Payments to staff and suppliers	6,223	6,545	9,226
Financial costs	6	4	12
Internal charges and overheads applied	-	-	-
Total application of operating funding	6,229	6,549	9,238
Surplus (deficit) of operating funding	1,181	828	3,691
Source of capital funding			
Subsidies and grants for capital expenditure	3,428	2,479	2,708
Increase (decrease) in debt	(67)	(21)	161
Gross proceeds from sale of assets	119	-	-
Total source of capital funding	3,480	2,458	2,869
Application of capital funding			
Capital expenditure			
-- to improve the level of service	1,634	492	-
-- to replace existing assets	2,261	2,445	3,077
Increase (decrease) in reserves	766	349	3,483
Total applications of capital funding	4,661	3,286	6,560
surplus (deficit) of capital funding	(1,181)	(828)	(3,691)
Funding balance	-	-	-

Rating information

Funding mechanisms

Council's funding mechanisms have not changed from that outlined in the 2021-31 Long-Term Plan.

Rating table for 2022/23

The table below provides examples of the financial impact of rates on ratepayers in 2022/23 compared with 2021/22.

		2021/22 General rate (\$000)	2021/22 Targeted rate (\$000)	2021/22 Total rate (\$000)	
Infrastructure	1,270,000	3,991.58	501.32	4,492.90	
Industrial	200,000	1,260.78	2,142.96	3,403.74	
Commercial	129,000	522.96	501.32	1,024.28	
Rural Residential	310,000	583.71	2,082.96	2,666.67	
Sample property	District Capital Value of Property (\$000)	2022/23 General rate (\$000)	2022/23 Targeted rate (\$000)	2022/23 Total rate (\$000)	Movement in total rates from 2022/23 compared with 2021/22 (\$000)
Infrastructure	1,270,000	4,175.20	551.77	4,726.96	234.06
Industrial	200,000	1,318.78	2,268.93	3,587.70	183.96
Commercial	129,000	547.02	551.77	1,098.78	74.50
Rural Residential	310,000	610.56	2,198.75	2,809.31	142.64

Rates by instalments

Council proposes to collect the rates in four instalments, issued on: 1 August 2022, 1 October 2022, 1 January 2023 and 1 April 2023.

Penalties

A penalty of 10% is added to each instalment or part thereof that is unpaid after the last date for payment: 15 September 2022, 15 November 2022, 15 February 2023 and 15 May 2023. Previous year's rates that remain unpaid will have a further 10% penalty added on 6 July 2023.

Penalties shall be added to the balance of the rates instalments levied in the current financial year that remain unpaid after each collection date and at year end.



General rates

For the 2022/23 financial year, it is projected Council will have 639 rating units within the region, with a capital value of \$150,917,750 and a land value of \$98,009,250.

Council uses Capital Value, being the market value of land, plus the improvements as per the valuation roll to levy rates. General rates are appropriate for funding activities where it is not practicable or cost-effective to identify the individual or group of

beneficiaries of the service and charge them for the benefits received or costs imposed.

The rationale being that those with more capital are better able to bear the costs. It is also argued that those with more capital tend to consume more resources and have a greater interest vested in the management of those resources. Relief from rates is available through our rates rebate schemes targeted at community groups or those of low fixed incomes. Refer to our rates remission and postponement

policies within our 2021-31 Long-Term Plan for further details.

The differentials used depend on land use and are set to achieve the following appropriate allocations representing benefits from the activities being funded. Council will set a general rate based on the capital value of each rating unit in the territory. The general rate will be set on a differential basis based on land use.

The categories and apportionment are:

Land Use	Rate based on capital value (GST inclusive) (\$)	Total Collected (\$)
Infrastructure	0.003287557	\$18,630.59
Industrial	0.006593879	\$54,030.25
Commercial	0.004240432	\$47,017.91
Rural Residential	0.001969555	\$279,626.32
Total		\$399,305.07

In our financial strategy, rate increases have been limited to the rate of inflation. Council does not propose to set a uniform annual general charge.

Targeted rates

Targeted rates are appropriate for funding specific operating or capital projects where the activity mainly benefits a specific group of ratepayers or where the action or inaction of that group contributes to the need for the activity.

Targeted rates are applied to the properties which benefit from the service provided. Targeted rates cannot be applied to purposes other than for which they were raised. Council uses the number of connections for funding the water supply activities, a per pan rate for funding sewerage activities, and a rating unit basis for funding waste management activities and the roading activities. Lump sum contributions will not be invited in respect of targeted rates.

Activity for setting a targeted rate	Category for setting targeted rate	Calculation factor	Factor used	Revenue sought (including GST) 2022/23
Water supply	The provision or availability of a public water supply service.	The number of connections for water supply activities – for both Kaingaroa and Waitangi connections.	\$841.97 Fixed amount per connection	\$87,564.58
Sewage disposal	The provision or availability of a sewage disposal service.	A per pan rate for sewage disposal activities.	\$875.19 Fixed amount per pan	\$81,392.84
Solid waste	The provision or availability of a waste management service.	A per rating unit charge for waste management activities	\$271.01 Fixed amount per rural or residential unit	\$86,181.18
			\$341.19 Fixed amount per Infrastructure, Industrial or Commercial unit	\$18,083.07
Roading	The provision or availability of a roading service.	A per rating unit charge for roading activities.	\$210.58 Fixed amount per unit	\$97,286.55



Annual Plan disclosure statement

Annual Plan disclosure statement for the year ending 30 June 2023

What is the purpose of this statement?

The purpose of this statement is to disclose the Council's planned financial performance in relation to various benchmarks to enable the assessment of whether the Council is prudently managing its revenues, expenses, assets, liabilities and general financial dealings.

The Council is required to include this statement in its Annual Plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

Benchmark		Planned	Met
Rates affordability benchmark			
- Income	7.0%	4.4%	Yes
- Increase	4.6%	4.6%	Yes
Debt affordability benchmark	31,274	331	Yes
Balanced budget benchmark	100%	130.9%	Yes
Essential services benchmark	100%	113.7%	Yes
Debt servicing benchmark	20%	0.1%	Yes

Rates affordability benchmark

The Council meets the rates affordability benchmark if:

- Its planned rates income equals or is less than each quantified limit on rates and
- Its planned rates increases equal or are less than each quantified limit on rates increases.

Rates (income) affordability

It compares the Council's planned rates income with a quantified limit on rates contained in the financial strategy included in this Annual Plan. The quantified limit is 7% of total revenue.

Rates (increases) affordability

It compares the Council's planned rates increases with a quantified limit on rates increases contained in the financial strategy included in this Annual Plan. The quantified limit on rates increases is the level of the consumer price index (CPI).

Debt affordability benchmark

The Council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

It compares the Council's planned debt with a quantified limit on borrowing contained in the financial strategy included in this Annual Plan. The quantified limit is 200% of total revenue.

Balanced budget benchmark

It displays the Council's planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments and revaluations of property, plant or equipment) as a proportion of operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant and equipment). The Council meets this benchmark if its planned revenue equals or is greater than its planned operating expenses.

Essential services benchmark

It displays the Council's planned capital expenditure on network services as a proportion of depreciation on network services. The Council meets this benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network services.

Debt servicing benchmark

It displays the Council's planned borrowing costs as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments and revaluations of property, plant or equipment).

The Council meets the debt servicing benchmark if its borrowing costs equal or are less than 20% of its revenue.

Statement of fees and charges 2022/23

Fees and charges will increase in line with inflation except where they are determined by Government or bylaw.

Activity	Fee type	Description	2021/22 fee (GST inclusive)	2022/23 fee (GST inclusive)
Building Consents	Building Consents fees		External service provider, a deposit is required based on the estimated Building Consent application charges, further fees may be required based on actual inspection costs incurred. Costs outlined on www.wellington.govt.nz/property-rates-and-building/building-and-resource-consents	
Resource Consents*	Land Information Memorandums (LIMs)		\$244	\$255
	Urgent LIMs		\$350	\$366
	Project Information Memorandum (PIMs)	Single residential	\$418	\$437
		All other buildings	\$502	\$525
Land Use Consents*	Notified consent		\$2,000 deposit	
	Charge out rates	Recovery of actual planner costs charged to Council	An administration charged at cost	
	Non Notified Consents		\$500	\$523
	Controlled Activity Consents		\$750	\$785
Subdivision Consents*	Non Notified – Boundary Adjustments		\$639	\$669
	Non Notified – 2 lots or less		\$723	\$757
	Non Notified – 3 to 5 lots		\$1,668	\$1,745
	S 223 Certificate		\$334	\$349
	S 224 Certificate		\$334	\$349
	S 226 Certificate		\$445	\$465
	S 139 Certificate of Compliance		\$528	\$552

* Further costs may be charged in recovery of actual consultancy costs incurred.

Activity	Fee type	Description	2021/22 fee (GST inclusive)	2022/23 fee (GST inclusive)
Liquor Licensing	Club License	To comply with the Sale and Supply of Alcohol Act 2012	www.justice.govt.nz/justice-sector-policy/key-initiatives/sale-and-supply-of-alcohol/licensing/	
	On Licence			
	Off Licence			
	Managers Certificate			
	Annual Fees			
	Special Licence			
Food licencing fees	New registration	www.wellington.govt.nz/services/consents-and-licences/selling-food/food-safety-fees	\$159	\$166
	Inspection fee		\$290	\$303
Animal Control	Dog registration	Dangerous dogs will incur a registration fee that is 50% higher than a standard dog registration fee	\$66	\$69
	Dog registration – early		\$42	\$44
	Fines under Dog Control Act 1996	Vary per offence, (Per Sch.1 of the Dog Control Act)	From \$100 up to \$750	
	Impounding fees		\$112	\$117
Cemetery	Sexton fees		At cost plus 10%	
	Sale of plots		\$634	\$663
Community housing	Rentals – three bedroom	Per week (effective from 1 January)	\$137	\$144
	Rentals – two bedroom	Per week (effective from 1 January)	\$110	\$115
Staff housing	Rental – three bedrooms	Per week (effective from 1 January)	\$173	\$181
Coasts, Harbours & Navigation	Swing Mooring Fees – registration and transfer	Per year	\$82	\$86
	Waitangi	Per year	\$3,336	\$3,489
	Owenga	Per year	\$2,779	\$2,907
	Kaingaroa	Per year	\$2,222	\$2,324

Activity	Fee type	Description	2021/22 fee (GST inclusive)	2022/23 fee (GST inclusive)	
Coasts, Harbours & Navigation	Port Hutt	Per year	\$2,222	\$2,324	
	Flower Pot	Per year	\$557	\$583	
	Permission of Harbourmaster – Oil Tanker		\$112	\$117	
	Application for Exemption		\$67	\$70	
	Application for Suspension		\$278	\$291	
	Application for Reservation		\$278	\$291	
	Cruise ship fee	Per visit	\$41 per passenger	\$42 per passenger	
Administration requests	Information Requests	Staff time	\$41 per half hour or part thereof	\$42 per half hour or part thereof	
	Printed Council agenda			\$5 per copy	
	Printing - Plain Paper	Single-Sided Black & White			20 cents per sheet
		Double-Sided Black & White			30 cents per sheet
		Single-Sided Colour Ink			\$2.50 per sheet
		Double-Sided Colour Ink			\$3.50 per sheet
	Printing - Coloured Paper or Card	Single-Sided Black & White			50 cents per sheet
		Double-Sided Black & White			\$1.00 per sheet
		Single-Sided Colour Ink			\$3.00 per sheet
		Double-Sided Colour Ink			\$4.00 per sheet
	Laminating	A4 Size			\$3.00 per sheet
		A5 Size			\$2.00 per sheet
	Stationery	General Stationery Items			At cost plus freight
Library	Book rentals	Per book		Free	

Council dues

No change to Council dues. The current Special Order for the adoption of rates for Council dues was ratified by the Council to take effect from 25 November 1991.

Carriage by sea	Quantity	2022/23 fee (GST exclusive)
Rock lobster, paua, scallops and oysters	Tonne	\$200
Other fish meat and fish bait	Tonne	\$18
Cooler goods (fruit, vege, etc.)	m3	\$5
General cargo	m3/Tonne*	\$18
Diesel, oil in bulk	1,000 litres	\$24
Petrol/Avgas in bulk tanks	1,000 litres	\$25
Petrol/Avgas in 200 litre drums	Drum	\$5
Hazardous goods	m3/Tonne*	\$18
Vehicles (including boats, trailers, motorbikes, etc.)	m3	\$5
Timber	m3	\$12
Dry bulk (cement, fertiliser, coal, animal feed)	m3/Tonne*	\$12
Wool and moss	Bale	\$12
Animals, large (cattle/horses)	Each	\$5
Animals, small (sheep, pigs, dogs, fowls, goats)	Each	\$1

*m3/Tonne - whichever is the greatest

Carriage by air	Quantity	2022/23 fee (GST exclusive)
Rock lobster, paua, scallops and oysters	Tonne	\$200
Other fish meat and fish bait	Tonne	\$18
General cargo	6% of freight charged	
Minimum freight	0.1	



Glossary

These definitions are intended to define terms in this Annual Plan in plain English. For legal definitions, refer to the Local Government Act 2002.

Activity

Groups of related services, projects or goods provided by or on behalf of the Council are combined into an activity. These activities are then put into groups of activities.

Annual Plan

The Annual Plan is produced in the intervening years between the Long-Term Plan. It includes an updated budget and explains variations to the Long-Term Plan. It also confirms arrangements for raising revenue for the next financial year. The community must be consulted on the Annual Plan.

Annual Report

The Annual Report reports on the performance of the Council against the objectives, policies, activities, performance measures, indicative costs, and sources of funds outlined in the Annual Plan and the Long-Term Plan.

Asset management plan

A long-term plan for managing an asset to ensure that its capacity to provide a service is maintained and costs over the life of the asset are kept to a minimum.

Capital value

Value of a property including land and improvements.

Community outcomes

A set of statements that describe the vision the Chatham Islands has for its future. The Council seeks to contribute to these outcomes through its various activities.

Current assets or liabilities

Assets or liabilities that are expected to be used up during the year.

Depreciation

Depreciation is an accounting concept to recognise the use of an asset.

Imi/Iwi

People or tribe.

Infrastructure assets

Infrastructure assets are utility service networks i.e. water, sewage, storm water and roading. They also include associated assets such as water pump outlets, sewerage treatment plant, street lighting, and bridges.

Land value

Value of land excluding improvements.

Local Government Act 2002

The Local Government Act 2002 is the primary legislation that governs the Council's operations and actions.

Long-Term Plan (LTP)

A 10-year plan that sets out the Council's response to community outcomes and how the Council will manage its finances and the community's resources.

Operating expenditure

Expenditure through the Council's activities on such items as salaries, materials and electricity. All these inputs are consumed within the financial year.

Operating revenue

Money earned through the activities in return for a service provided, or by way of a grant or subsidy to ensure particular goods or services are provided. Examples include subsidies, rental revenue, permits, fees and council dues.

Operating surplus / (deficit)

Operating surplus and operating deficit are accounting terms meaning the excess of revenue over expenditure or excess expenditure over revenue respectively. Revenue and expenditure in this context exclude capital items such as the cost of infrastructural works. An operating surplus/(deficit) is inclusive of non-cash items such as depreciation and revenue and expenditure owing but not paid (debtors and creditors) and depreciation.

Performance measures

These have two parts: first, a simple explanation of the measure by which performance will be assessed; and second, performance targets. The Council uses these measures when reporting on how it has performed in its various activities.

Property, plant and equipment and intangible assets

These consist of software, hardware, land and buildings and infrastructure assets including sewerage and water systems, and roading. They are sometimes referred to as fixed assets and or capital assets.

Public equity

Public equity represents the net worth of Chatham Islands Council if all the assets were sold for the values recorded and the liabilities were extinguished.

Regulatory role

The Council has a regulatory role as it operates under and enforces a range of legislation.

Significance

Significance means the degree of importance of the issue, proposal or decision of matter before the Council in terms of its likely impact on or consequences for the current and future social, economic, environmental and cultural wellbeing.

Statement of cash flows

This describes the cash effect of transactions and is broken down into three components: operating, investing and financing activities.

Statement of comprehensive revenue and expense

This can also be referred to as the profit and loss statement. It shows the financial results of the various Chatham Islands Council activities at the end of each period as either a surplus or a deficit. It does not include asset purchases or disposals.

Statement of financial position

This shows the financial state of affairs at a particular point in time. It can also be referred to as the Balance Sheet.

Sustainable development

Sustainable development is generally defined as development that meets the needs of the present without compromising the capacity of future generations to meet their own needs.

Wellbeing

In this document, wellbeing includes the social, economic, cultural and environmental aspects of a community. The community outcomes are factors of wellbeing.

The organisation

Council

Mayor

Monique Croon

Deputy Mayor

Greg Horler

Councillors

Keri Lea Day

Celine Gregory-Hunt

Graeme Hoare

Amanda Horler

Steve Joyce

Oscar Nilsson

Jason Seymour

Council Staff

Chief Executive

Owen Pickles

owen@cic.govt.nz

Operations Manager

Colette Peni

operations@cic.govt.nz

Emergency Manager/Controller

Rana Solomon

rana@cic.govt.nz

Engineers

Stantec Ltd (Christchurch)

Nigel Lister, Shaun Boshier, Ali Siddiqui

Bryan Peters – Roads and bridges

Richard Bennett, Kristen Norquay –

Water and wastewater

Phil Landmark –

Waste management and minimisation

Contractors

Environment Canterbury

Fulton Hogan Ltd

Resource management

Beca Ltd

Solicitors

Wynn Williams

Bankers

ANZ (Waitangi – Chatham Islands)

Auditors

Audit New Zealand

(on behalf of the Auditor-General)





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R22/2



chatham islands council

E22/8971

4. Works & Services

4.1 Stantec Engineering Report – April & May 2022

Date of meeting	23 June 2022
Agenda item number	4.1
Author/s	Shaun Boshier - Stantec New Zealand

Purpose

To update and inform Council about its Engineering Services contract.

Recommendations

THAT the report be received.

Background

Shaun Boshier and / or Kirsten Norquay will teleconference in to the meeting to give a verbal report on monthly activities.

CIC Engineering Services Contract: Monthly Report

Financial update – April 2022

Financial Position: Roothing

The roading budget allocated for the 2021/22 financial year was approved by Waka Kotahi at \$4.79M. The approved Maintenance, Operations and Renewals (MOR) budget is \$3.65M, and Low Cost, Low Risk (LCLR) funding of \$1.256M.

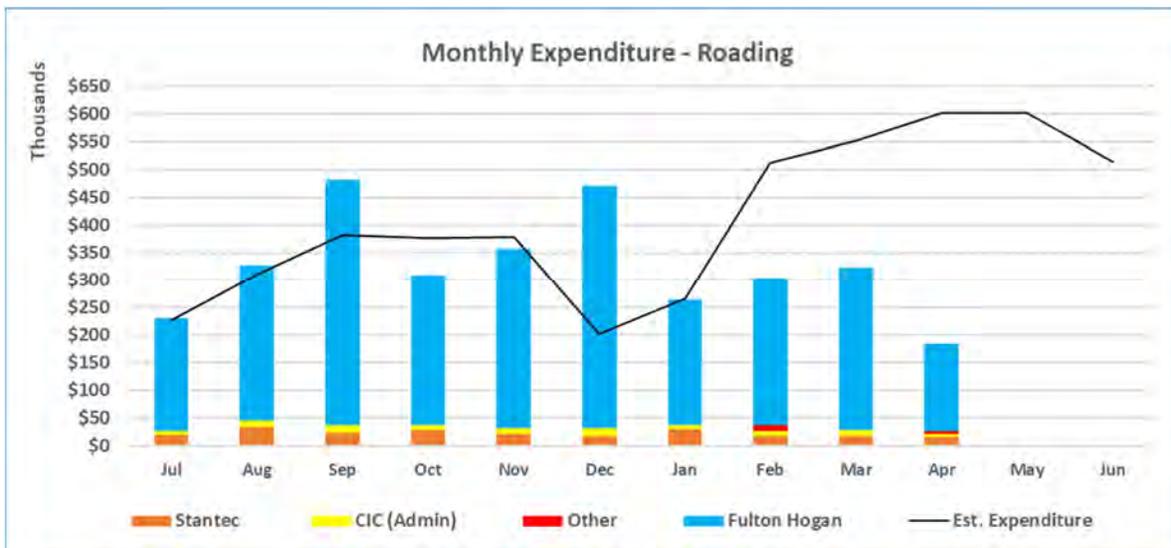
The April claim totalled \$184k, meaning we have now spent approximately 65% of the annual budget vs. 83% of year complete.

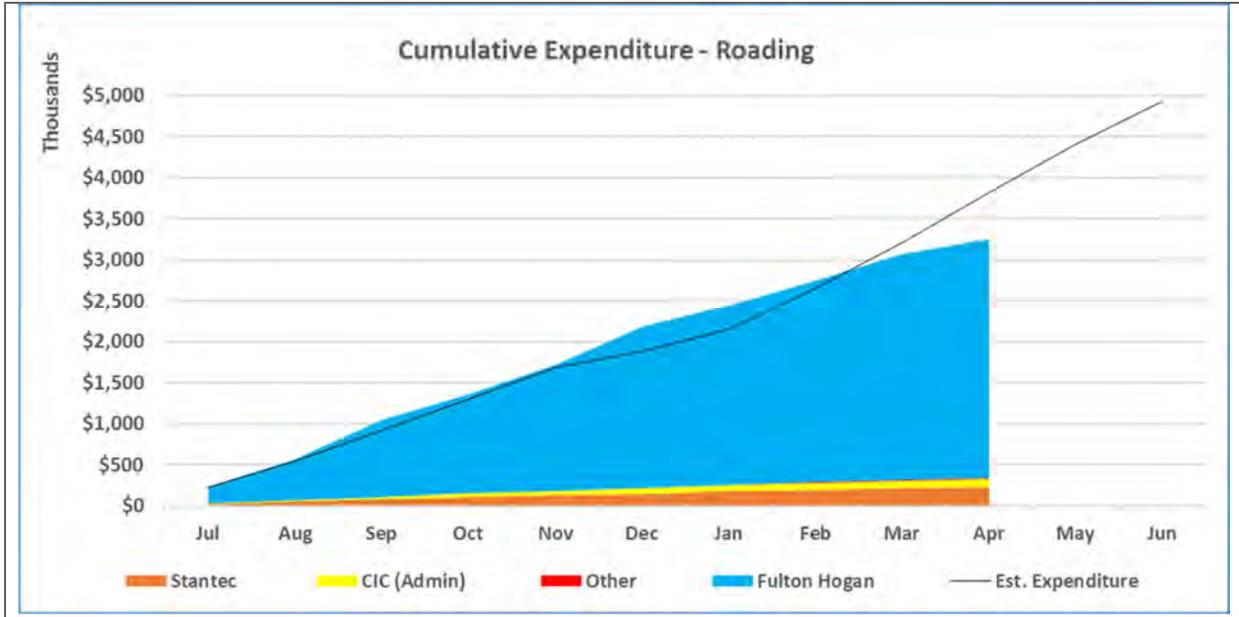
Expenditure of the core MOR work had 87% of the budget spent and the LCLR projects had only 4%, due to ongoing hold-ups of the Whangamoe Bridge replacement.

The largest construction cost was from finishing up the 2 large culvert replacements on Waitangi Wharf – Owenga Road, and the largest engineering cost was associated with processing the roughness surveys and condition ratings.

Expenditure Tracking of Waka Kotahi Funding

Tracking graphs for roading expenditure are presented below. With the Whangamoe Bridge replacement being further delayed, the forecast expenditure needs to be revised when the new construction programme is confirmed.





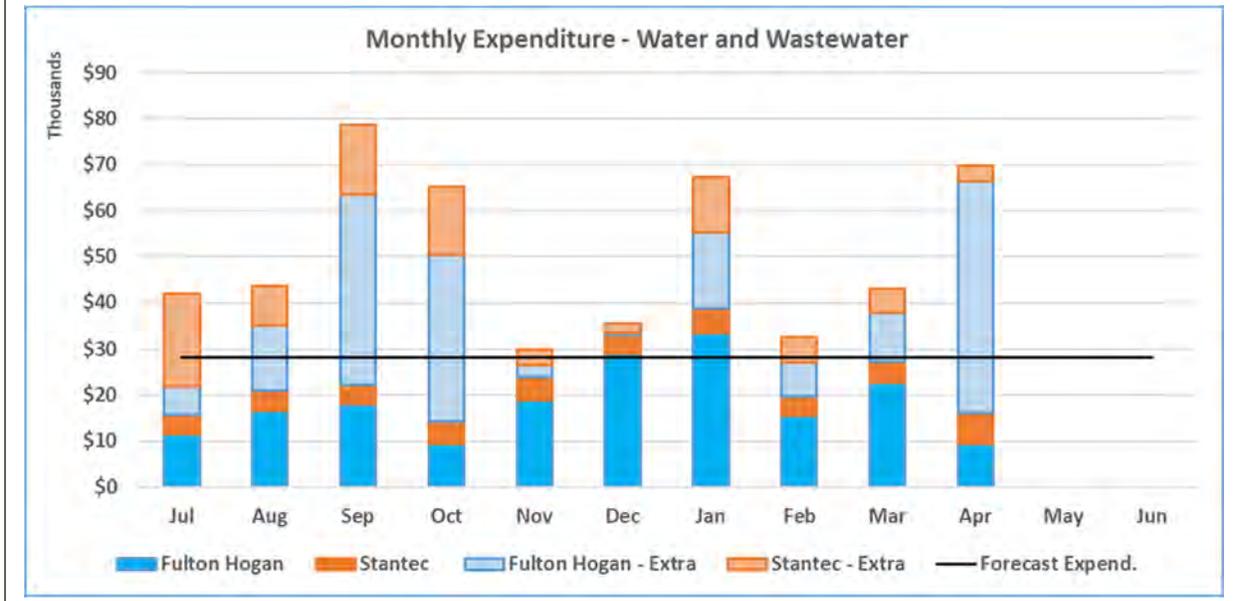
Financial Position: Water and Wastewater

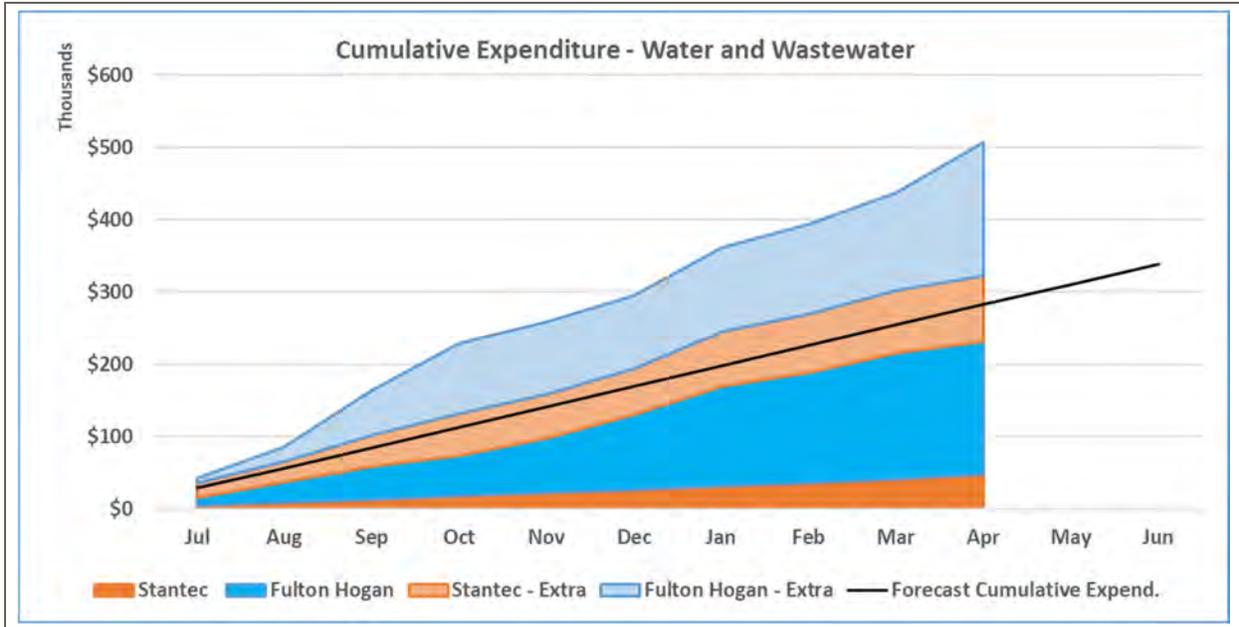
The operational expenditure for W+WW allocated in the 2021-31 LTP for 2021/22 was \$339,000, which has an evenly distributed expenditure in the graphs below. Also we continue to show the additional funding being spent by both Stantec and Fulton Hogan under the Ministry of Health and Three Water Stimulus funding.

The February claim totalled \$60k. The main construction costs were the installation of the telemetry instrumentation for live water plant monitoring, and the main engineering costs were the CIC Taumata Arowai submission.

Expenditure Tracking of Water & Wastewater Funding

Tracking graphs for the W+WW projects are presented below. The cumulative spend on O&M still sits below the average expenditure line, once the additional (or extra) expenditure is removed from the equation.





Roading Update – April 2022

Stantec Site Visits	
<p>Previous Status:</p> <ul style="list-style-type: none"> • Shaun and Rebecca visited on the 20-23 July 2021. • Bryan Peters visited in July and met with the Kaingaroa Wharf community reps and to take another look at the wharf. This will start the process on the future structure at Kaingaroa. • Nigel and Rebecca visited 5th – 8th October. Met with Hone Tibble from Ngāti Mutunga o Wharekauri Iwi Trust to discuss culvert replacements on WW-O Road, and with Downer & Beca to discuss impacts of hauling for the Longer & Stronger airport project. • Bryan Peters visited in early October as well for the biennial bridge inspections. • Nigel and Rebecca visited again 14th – 17th December, and 2nd – 4th February. 	<p>Updates:</p> <ul style="list-style-type: none"> • Nigel and Rebecca visited 26th – 29th April. • The next roading visit is likely to be in July / August
CIC catch-ups in Christchurch	
<p>Previous Status:</p> <ul style="list-style-type: none"> • Nigel and Shaun met with Owen and Monique on 8 June 2021, ahead of a meeting at Waka Kotahi offices. 	<p>Updates:</p> <ul style="list-style-type: none"> • None
Waka Kotahi (NZTA) Correspondence	
<p>Previous Status:</p> <ul style="list-style-type: none"> • Owen, Monique, Shaun and Nigel met with Afi Tusa, Peter Connors and Phil Walker (all Waka Kotahi) on June 8th to discuss a few matters and have a general catch-up, as it had been a while since a Council member had met with Waka Kotahi. • Shaun and Rebecca joined Colleen Clearwater (July 2021) to visit David Scarlett about the Road Safety Programme for the next three years. • There was some great ideas put forward by Colleen that were supported by David. Stantec will assist Colleen as required to make these happen. • Nigel has been doing work on the new National Speed Limit database that Waka Kotahi is creating. This has identified some minor errors in the speed limits on the Island, most of which are in relation to the precise location of the speed limit sign and what is mentioned in the legal speed limit by-law. This has mostly been created by a change in how we measured the position down each road since 2015. Previously distance was measured by a tripmeter in vehicles, now it is more accurate as it was captured by GPS in either 2017 or 2018. • Shaun and Rebecca had also been reviewing the new road classification system for the Aug 31 deadline. • Rebecca has requested to change the timing of the low cost low risk funding in light of the design changes to the Whangamoe project and Waka Kotahi have agreed to allow Whangamoe to push into 22/23 and to allow us to bring forward some Owenga Wharf design funding into 21/22 • Waka Kotahi expressed a preference to hold off submitting updates until we have them as accurate as possible 	<p>Updates:</p> <ul style="list-style-type: none"> • NZTA have confirmed that claims for CIC staff time working towards road safety promotion outcomes can be claimed under WC 432 • The National Speed Limit Register will go live on the 19th May 2022 when the new Land Transport Rule: Setting of Speed Limits 2022 is published

Bridge Work	
<p>Previous Status:</p> <ul style="list-style-type: none"> Bryan's 5th – 12th October visit was successful and he was able to undertake the Kaingaroa Wharf and bridge inspections that were missed on the last visit. Bryan issued the 2021 bridge inspection report in January 2022 	<p>Updates:</p> <ul style="list-style-type: none"> Stantec compiled a list of bridge maintenance and minor repair items for FH to work through Repairs are needed on some bridge deck clamps under the Te Awainanga bridge requiring rope or scaffold access. FH are working to establish the additional requirements and costs to narrow down how many other bridge repairs can be achieved with the remaining budget
Whangamoe Bridge Replacement	
<p>Previous Status:</p> <ul style="list-style-type: none"> Nigel finalised tender drawings for Fulton Hogan to price for the project and sent copies to Council. Fulton Hogan have submitted their price for the original project physical works. Initial submission being for a value of \$1.4M. A response back to FH querying a number of individual schedule items by Nigel resulted in a reduction of \$200k being achieved bringing the submitted price down to \$1.19M. Further queries over whether we can move some of the risk and reduce this cost further are ongoing. Resource Consent was issued with draft conditions confirmed as suitable. The approved Archaeological Authority has been received. This is subject to gaining Landowner sign off of the Arch Authority. Ongoing communications with the Land Agents over the project. Currently focussed on the provision of a Cultural Monitor and having the Landowner sign-off of the Archaeological Authority application. These communications have devolved with difficulties being faced due to concerns over Heritage NZ involvement, this has resulted in a re-design being likely. Stantec have worked through a re-design, to effectively remove the realignment portion of the works, and change the project to be an in-situ bridge replacement. Updated drawings for pricing, land acquisition, and schedule of quantities have been issued, to landowners, CIC, and Fulton Hogan as appropriate The revised cost for the reduced scope replacement works is now under the direct appointment threshold, a report has been issued to CIC to gain a decision on whether a Direct Appoint engagement of Fulton Hogan is acceptable 	<p>Updates:</p> <ul style="list-style-type: none"> A meeting with landowners was held on site during Stantec's last visit, with Phil Holt also present. The landowners have returned a signed landowner agreement but have modified some terms and we are unsure if it will be useable. The Resource consent conditions restrict in-stream works between 1 June and 1 August, Stantec and Fulton Hogan are working to establish a programme of works around these restrictions
Kaingaroa Wharf	
<p>Previous Status:</p> <ul style="list-style-type: none"> On-going makesafe works. 	<p>Updates:</p> <ul style="list-style-type: none"> Bryan Peters met with Hunter Civil to begin to establish to a programme of works to progress the repair works to the wharf structure

Other Minor Jobs	
<p>Previous Status:</p> <ul style="list-style-type: none"> • 18 new streetlight locations have been agreed with Ian Sanson. These utilise the best locations to improve coverage where low voltage supply is easily accessed. • The main improvements occur in Te One, with additional lights opposite: Te Kohanga Reo, DoC, Ngati Mutunga offices, Air Chathams, Peni Lane intersection and the 60 km/h threshold sign at northern entrance to town. • In Waitangi the main lighting improvements are at Pages Corner, the garage, Maipito intersection, the morgue and a couple other gaps in main town centre. • Stantec to presented plans for improvements to the Te Matarae intersection to the Roding portfolio team in early September. • Roding portfolio team agreed to progress Te Matarae Intersection improvement works – will coordinate with Fulton Hogan on early works (low cost) in preparation of full improvement at a yet to be confirmed date. • FH have had an excavator, loader, truck, and grader on Pitt to complete much needed pavement and culvert works. • CIET (via Ian Sanson) had been prepaid the streetlight installation. Covid lockdown caused delays to this work. A follow-up during the December verified the installations were complete. • If budgets allow, we will work with CIET to establish three additional street lights at key intersections on Waitangi Wharf – Owenga Road • Cost fluctuations, the extra scope for Pitt Island works completed, and the two large culvert replacement on WW-O Rd are placing more pressure on existing budgets than usual. • Stantec is working to confirm the timing of the Te Matarae intersection minor works, which may be deferred until 2023/24 due to budgetary constraints. Majority of spending for 2022/23 allocated to sealed rehabs in Kaingaroa and elsewhere on the sealed network. 	<p>Updates:</p> <ul style="list-style-type: none"> • Stantec presented options for a no-parking plan for the Boat Ramp on Fish Factory Road and a preferred option has been selected • Stantec and Fulton Hogan will work through the particulars of the layout • A plan is required to remove the boats from the slipway to allow access to hatch the entire concrete pad. • Te Matarae RAPID numbers have been reviewed and found to be inconsistent. A plan is being formulated to reverse Te Matarae Road into a more logical direction, which would result in all of the RAPID numbers being revised.
Network Drainage Improvements	
<p>Previous Status:</p> <ul style="list-style-type: none"> • We are still pursuing the Global consent and need to re-engage with our stakeholders on this project. This is likely to start again after October as Kelly is committed on other projects in September and October. • Nigel and Rebecca met on site with Fulton Hogan and some stakeholders around the two culverts proposed for WW-O Rd near Owenga. • Phil is creating a construction methodology for Stantec to review, which will then help determine whether we need to be asking for separate consents for these culverts. • Information used to create the Global Consent can readily be applied to these sites, meaning the work involved to draft the consent application is not as onerous. • The Global Consent that would have covered the WW-O Road culvert work is not in place yet, with stakeholders still yet to fully agree to it in principle. Kelly has resumed work on the global consent and is working through aspects of it with stakeholders. 	<p>Updates:</p> <ul style="list-style-type: none"> • The road has been rebuilt and fences re-established on Waitangi Wharf-Owenga Road to complete the large culvert replacement works. • Some minor damage has occurred during the heavy rains of 24-25 April, which require some additional rock protection works to be established.

- | | |
|---|--|
| <ul style="list-style-type: none"> The WW-O Road culvert replacement works were confirmed as being a permitted activity and as such were able to proceed under existing consents. Both of these replacements are now complete. | |
|---|--|

Stantec Roothing Forward Work Programme – May	
Network & Asset Management	<ul style="list-style-type: none"> No further outcomes from the One Network Framework moderation by Waka Kotahi.
Renewals	<ul style="list-style-type: none"> Continue with unsealed pavement renewal support for Fulton Hogan. Sealed pavement rehabilitations have been designed, with the list of sites sent to Fulton Hogan for review. Priority being placed on improvements in Kaingaroa
Whangamoe Bridge Project (LCLR)	<ul style="list-style-type: none"> Whangamoe bridge replacement re-scheduling
Bridge inspection	<ul style="list-style-type: none"> N/A
Mid-Term Roothing Forward Work Programme (approx. 2-6 months)	
Whangamoe Bridge Design (LCLR)	<ul style="list-style-type: none"> Build the replacement structure and conduct construction monitoring visits during key construction milestones. Bryan Peters down as Structural Engineer who will visit during construction. Construction to start later in 2022 outside of fish spawn periods.
Renewals	<ul style="list-style-type: none"> Continue to consult on the 'global consent' application for larger maintenance culvert replacements.
Road Safety Inspection	<ul style="list-style-type: none"> Road Safety inspection is likely to be pushed into Winter 2022 when greater hours of darkness are present. Means the night time survey does not have to wait as long to set out on their journey.
Long Term Roothing Forward Work Programme	
Whangamoe Bridge Construction	<ul style="list-style-type: none"> Fence off roading corridor. Finalise legal boundaries with Māori Land Court and lodge new titles for adjacent parcels and road. Will require a cadastral survey of the road alignment. Progress prelim design works on Maipito Bridge replacement
Roothing Work Under Action	
	<ul style="list-style-type: none"> Monitoring some isolated failures in the sealed rehabs constructed in previous campaign. One of them is getting worse according to Phil Holt. Target Hill is starting to show signs of stress and failure. Needs to be monitored, as the next sealing season is during 2022/23, however insufficient funding may be available for this area.

Water and Wastewater Update – April 2022

Contract Documentation	
<i>Project:</i>	<i>Current Status:</i>
Water Compliance	<ul style="list-style-type: none"> • Drinking-water Standards for New Zealand 2005 (revised 2018), DWSNZ, came into force on 1 March 2019. Both water supplies are currently non-complying with DWSNZ primarily due to inadequate treatment barriers being in place. Exposure drafts of the new DWSNZ have been released, with public consultation expected later this year. • CIC also needs to carry out a catchment log credit assessment for both supplies and radiological testing for Tikitiki bore water. Depending on actual costs for existing projects, this work may be able to be completed within current 3 Waters Reform funds. <ul style="list-style-type: none"> ◦ Tikitiki bore radiological testing was completed and results were all below detection limits for Radon, alpha activity, and beta activity. • Revised Water Safety Plan (WSP) framework was released in December 2018. The current WSPs, which require reviewing by June 2021, need substantial revision to comply with the new framework. However, new requirements for WSPs as well as for source water management are expected in 2021, along with revised timeframes for implementation. Currently, WSPs are not mandatory as each supply serves less than 500 people (unless CIC elects to comply with DWSNZ via section 10), and so CIC has elected to not review its WSPs at this stage.
Water Supply	
<i>Project:</i>	<i>Current Status:</i>
All Supplies – Funding and Site Visit	<ul style="list-style-type: none"> • Urgent priority works are progressing, funded via MoH (\$339,900.01). MoH confirmed detailed evidence needed to support milestone payment claims (i.e., invoices from subcontractors, FH and Stantec), funds can be paid on partial completion of milestones (e.g., completion of design). CIC received approval for the Contract Variation; an extension of time (30 June 2022) and varied milestone amounts to account for incurred surplus and deficits. A second Contract Variation request was submitted to vary the milestone amounts in light of the wet weather preventing the completion of the Kaingaroa intake extension. Project spend of completed projects under the 3Ws grant is to be allocated to the MoH grant. Pending approval from the MoH we are on track to spend the entire MoH grant before 30 June. • 3Waters stimulus works outlined in the approved Delivery Plan are progressing, funded via DIA (\$640k). Council received its first payment (\$320k) in late 2020. Stantec submitted quarterly progress reports in February 2021, April 2021, July 2021, September 2021, January 2022, and April 2022. The balance of funds will be paid in quarterly payments over 2021 calendar year, based on percent complete of work packages; depending on reported progress and cash flow, payments may not be processed every quarter. Scope change approved to recoup costs of RFI. • Site visit required to build relationship with FH's new O&M contract manager to ensure successful delivery of MoH and 3Waters stimulus funding package. <ul style="list-style-type: none"> ◦ Stantec's site visit is tentatively scheduled for the week of 27 June 2022. • Request for Information (RFI) for the 3 waters reform (DIA & Canterbury Mayoral Forum) submitted in Jan, subsequent revisions/comments in Feb and Mar. Periodic correspondence since. A second round RFI is anticipated at the end of 2021/early 2022 as per March 2021 DIA webinar. However, this has not eventuated. Unspent funds have been reallocated for capital works.
Kaingaroa – Lake Rangitai	<ul style="list-style-type: none"> • A boil water notice is to be put in place prior to intake trench reinstatement work being undertaken as previous reinstatement saw elevated E.coli in the treated water. Trench reinstatement is ongoing as part of regular maintenance. • Materials for the intake extension are on the island and awaiting installation by FH. Wet weather in April 2022 has prevented the completion of this work, and is unlikely to be completed before 30 June 2022.

	<ul style="list-style-type: none"> • Stantec have completed design and scope of works for the WTP upgrade (reduce dissolved organic carbon and chlorinate) & confirmed procurement route (MoH & 3Ws funds). Design by Filtec has been reviewed and contract between Filtec and FH is in place. Waitangi and Kaingaroa WTP upgrades 95% complete. Some final commissioning and document deficiencies are outstanding. • Shaft on WTP raw water pump failed in May 2021. FH was able to locate a pump to maintain supply to Kaingaroa as an interim solution. A replacement pump has been installed and the issue is resolved. A plan is in place to issue a BWN if the interim solution fails and bypassing the WTP is required to maintain supply. BWN was not required.
<p>Waitangi water supply upgrade</p>	<ul style="list-style-type: none"> • See Jan 2021 monthly report for discussion on MPA bore yield. Stantec has reviewed options and determined best approach for MPA bore investigation (MoH funds). Engagement between FH and Webster in place. MPA bore redevelopment works completed 26 July, but issue with the pump and pumping tests could not be completed. Webster returned to Waitangi in October and completed all outstanding work. • Stantec completed the design and scope of works for the WTP upgrade (new UV) & confirmed procurement route (MoH funds). Design by Filtec has been reviewed and contract between Filtec and FH is in place. Upgrade works 95% complete. Some final commissioning and document deficiencies are outstanding. • The cellular network was fully commissioned November 2021. • The new cloud based telemetry system was installed and commissioned at both WTPs in April 2022. • Discussed replacement of the WTP building and possible budget available under the 3Ws Stimulus budget for Water Safety. Reallocation of budget approved by CIC, and construction are confirmed. Replacement of siding, roof, and door completed March 2022. • CIC to consider introducing rules for enforcing private 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 (i.e. locked at other times). Ongoing. • CIC to consider procurement options as detailed in the Waitangi water supply upgrade preliminary design report – ON HOLD pending resolution of the above.
<p>Water Schemes</p>	<ul style="list-style-type: none"> • On-line water monitoring concept discussed with relevant NZ suppliers, options considered and design complete (3Waters funds). ConnectM2M has completed this work in April 2022.
<p>Reporting/ Monitoring/ Sampling April 2022</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 treated or network sample). ◦ Complying with DWSNZ for protozoa with new UV disinfection system installed. Upgrade works 95% complete with some deficiencies. ◦ Total coliforms not detected in treated or network sample for April 2022. ◦ Treated water turbidity was below the operational target of 0.3 NTU. • Kaingaroa Water Supply <ul style="list-style-type: none"> ◦ Did comply with WSP for bacteria (no E.coli detected in treated and network sample). ◦ Compliance with DWSNZ for protozoa because of UVT monitoring, however consistent with approved WSP. (Compliance is pending results of the performance of the UV reactor). ◦ No E.coli and total coliforms detected in the treated or network samples. ◦ Boil Water Notice was put in place on 18 February was lifted on 25 March. ◦ Elevated E.coli and total coliforms detected in the raw sample. Higher than normal levels of total coliforms observed in the raw sample has been attributed to cattle activity. ◦ CIC has contacted HMT to help resolve. ◦ Issues have been encountered with the chlorine dosing pump, and FH are manually adding chlorine to the treated water tanks.

	<ul style="list-style-type: none"> o Historical total coliforms and E.coli detected in raw water as expected with lake water source. NB: Intake will be extended into deeper part of lake using MoH funding in the summer of 2021/2022 (pending lake levels). • MPA Batching Bore (Potential Future Water Supply) <ul style="list-style-type: none"> o MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions. o Investigations work complete. o Level and barometric pressure loggers to be purchased and installed.
Wastewater Treatment	
<i>Project:</i>	<i>Current Status:</i>
WWTP maintenance	<ul style="list-style-type: none"> • Duty WWTP feed pump and check valves at the septic tank site replaced and gearbox leaks addressed late 2020 (MoH funds). • Wastewater improvement projects explored during 2020 site visit (3Waters funds). As-built for existing land application complete. WWTP and land application design nearing completion. Construction of extended land application system planned for 2022. Some funds available for urgent WWTP maintenance/repairs (e.g., corroded balance tanks) - scope to be confirmed once WWTP design complete. • Discharge consent review on going (3Waters funding). • Interim planting plan issued and completed by KMP Nurseries June 2021. • Land application extension design ongoing and planting plan design completed with correspondence with KMP Nurseries.
Reporting/ Monitoring/ Sampling April 2022	<ul style="list-style-type: none"> • Waitangi Treated Wastewater Discharge <ul style="list-style-type: none"> o The treated wastewater complied in March with all parameters. Stantec and FH will continue to monitor treated wastewater quality, particularly with additional tourist numbers and urgent need for WWTP maintenance (to be addressed in part by works planned in 2022). It is noted that the land application system will further reduce TSS, COD, ammonia and E.coli prior to reaching groundwater, particularly now that the sprinklers have been maintained and have been moved further from the property boundary. o A new sampling point has been installed immediately downstream of the UV reactor. No improvements have been observed in E.coli / TC results with this change. o Stantec to review algae treatment options and sludge accumulation issue.
General	
	<ul style="list-style-type: none"> • N/A
Funding packages summary	
<i>Package:</i>	<i>Task / Objective</i>
Ministry of Health	<p>Waitangi WTP Upgrade</p> <ul style="list-style-type: none"> • UV reactor • Instrumentation • Filter backwash upgrade • Plant improvements <p>MPA Bore Investigations</p> <ul style="list-style-type: none"> • Confirm MPA bore feasibility and aquifer sustainable yield <p>Kaingarua raw water intake extension at Lake Rangitai</p> <p>Kaingarua WTP Upgrade – organics and chlorate removal</p> <ul style="list-style-type: none"> • GAC filters • Instrumentation • Chlorination • Plant improvements <p>Waitangi WWTP</p> <ul style="list-style-type: none"> • RBC repairs • Inlet feed pump and valve replacement

3Waters Stimulus Funding	<p>Milestone 1 – Wastewater Improvements</p> <ul style="list-style-type: none"> • CCTV Inspection • WWTP Upgrade (including balance tanks) • Land Application System Upgrade • Discharge consent update <p>Milestone 2 – Water Safety Improvements</p> <ul style="list-style-type: none"> • Online monitoring <p>Milestone 3 – Water Resilience</p> <ul style="list-style-type: none"> • Toby boxes (flow meters and valves) • Kaingaroa rainwater collection tanks • Owenga rainwater collection tanks
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Solid Waste Update – April 2022

Landfill Operation	
<p>Current Status</p> <ul style="list-style-type: none"> • ECan has requested that the environmental monitoring trigger values be reviewed, given that background monitoring has occurred for five years. • Stantec is waiting for ECan to confirm the locations of the monitoring points against the monitoring plan given in the Landfill Development and Management Plan. • Fulton Hogan has revised the landfill opening to April 2022. • Fulton Hogan is busy addressing several matters at the landfill to properly commission it, as outlined in the Solid Waste Audit Report of October 2019. 	<p>Actions – Stantec</p> <ul style="list-style-type: none"> • Review the background trigger values for environmental monitoring parameters. • Provide operational advice as requested from time to time by CIC staff. <p>Actions - Council</p> <ul style="list-style-type: none"> • Council and FH to implement the waste and recyclables tracking spreadsheet and/or do assessments by volume. • Placement of waste in the landfill to be undertaken as advised by Stantec.
Waste Minimisation Project (MfE Waste Minimisation Fund)	
<p>Current Status:</p> <ul style="list-style-type: none"> • Deeds of Funding for projects administered by the MfE (Weighbridge and Upgrade of Waste Minimisation Facilities) have been signed by Council staff. • Stantec has received updated quotes from Turtons, Scaletec and Fulton Hogan. • The Weighbridge Project budget has increased by \$10,920 and the Waste Minimisation Facilities Improvements project budget has increased by \$50,071. • As it stands, if no further funding is available, Council's contribution to each project will be approximately \$33,300 and \$89,000, respectively. 	<p>Actions - Stantec</p> <ul style="list-style-type: none"> • The MfE-administered projects are to kick off imminently. Stantec to determine actions for progressing each project. <p>Actions - Council</p> <ul style="list-style-type: none"> • Council to provide input on each project, as needed.
Sludge Lagoon Project	
<p>Current Status – no further progress.</p> <ul style="list-style-type: none"> • Stantec has provided a short report on the requirements for installing an overflow to the leachate pond. 	<p>Actions - Stantec</p> <ul style="list-style-type: none"> • No outstanding actions. <p>Actions - Council</p> <ul style="list-style-type: none"> • CIC staff to install the overflow at the leachate pond. • Council to work with Stantec to secure funding for the Sludge Facility Project.
Other Waste Management Matters	
<p>Current Status:</p> <ul style="list-style-type: none"> • Stantec has completed the Final Draft Waste Assessment and sent copies to CIC and Canterbury Medical Officer of Health. The MOH committed to respond by the end of April, but Stantec has not been contacted. • Stantec has prepared a Review report on the existing WMMP and has also drafted a new version of the WMMP. Both documents have been sent to CIC. • Stantec has prepared budgets for the following works, which have been approved: <ul style="list-style-type: none"> ○ Establishing a Solid Waste Bylaw ○ Exploring options for implementing charges for waste 	<p>Actions - Stantec</p> <ul style="list-style-type: none"> • Stantec to follow up with the MOH on progress with reviewing the draft WA. • Stantec to finalise the WA once comments have been received from the MOH and CIC. • Stantec to finalise the draft WMMP and issue to CIC. • Stantec to commence work with four new projects. <p>Actions - Council</p> <ul style="list-style-type: none"> • CIC staff to provide feedback on the draft Waste Assessment and draft WMMP.

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| <ul style="list-style-type: none">o Seeking SMF funding for a one-off removal of bulk scrap metal from the Chathamso Seeking funding for ongoing costs of transporting and processing recyclables. | <ul style="list-style-type: none">• CIC staff to be involved in the four new projects and provide information, as needed. |
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CIC Engineering Services Contract: Monthly Report

Financial update – May 2022

Financial Position: Roothing

The roading budget allocated for the 2021/22 financial year was approved by Waka Kotahi at \$4.79M. The approved Maintenance, Operations and Renewals (MOR) budget is \$3.65M, and Low Cost, Low Risk (LCLR) funding of \$1.256M.

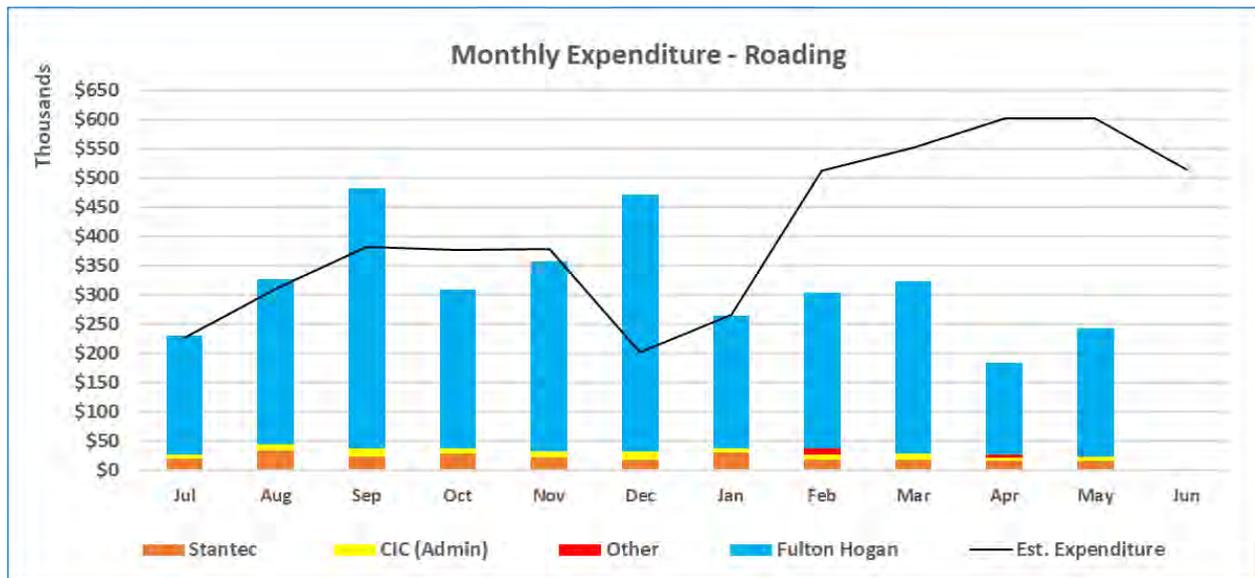
The April claim totalled \$243k, meaning we have now spent approximately 70% of the annual budget vs. 92% of year complete.

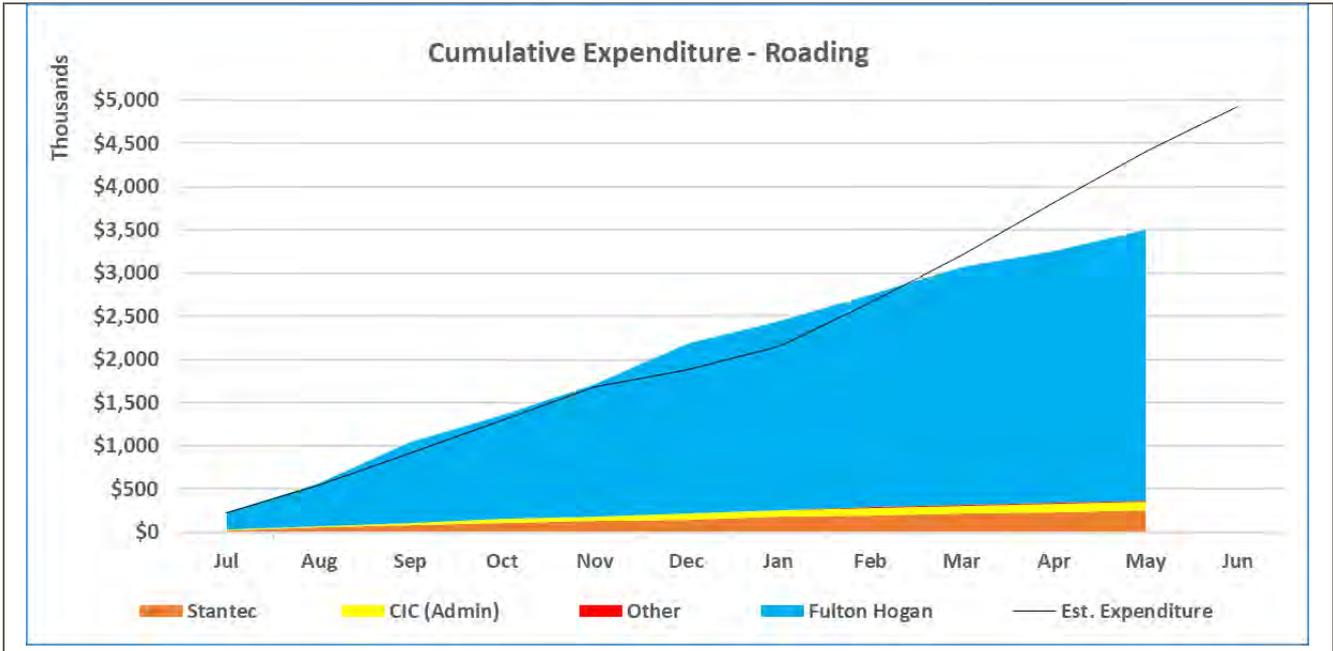
Expenditure of the core MOR work had 94% of the budget spent and the LCLR projects had only 4%, due to ongoing hold-ups of the Whangamoe Bridge replacement.

The largest construction cost was retrieving FH's equipment from Pitt Island, and the largest engineering cost was associated with the no-parking requirements for the Fish Factory Road boat ramp.

Expenditure Tracking of Waka Kotahi Funding

Tracking graphs for roading expenditure are presented below. The forecast expenditure is still subject to revision due to the ongoing delay to the Whangamoe bridge replacement.





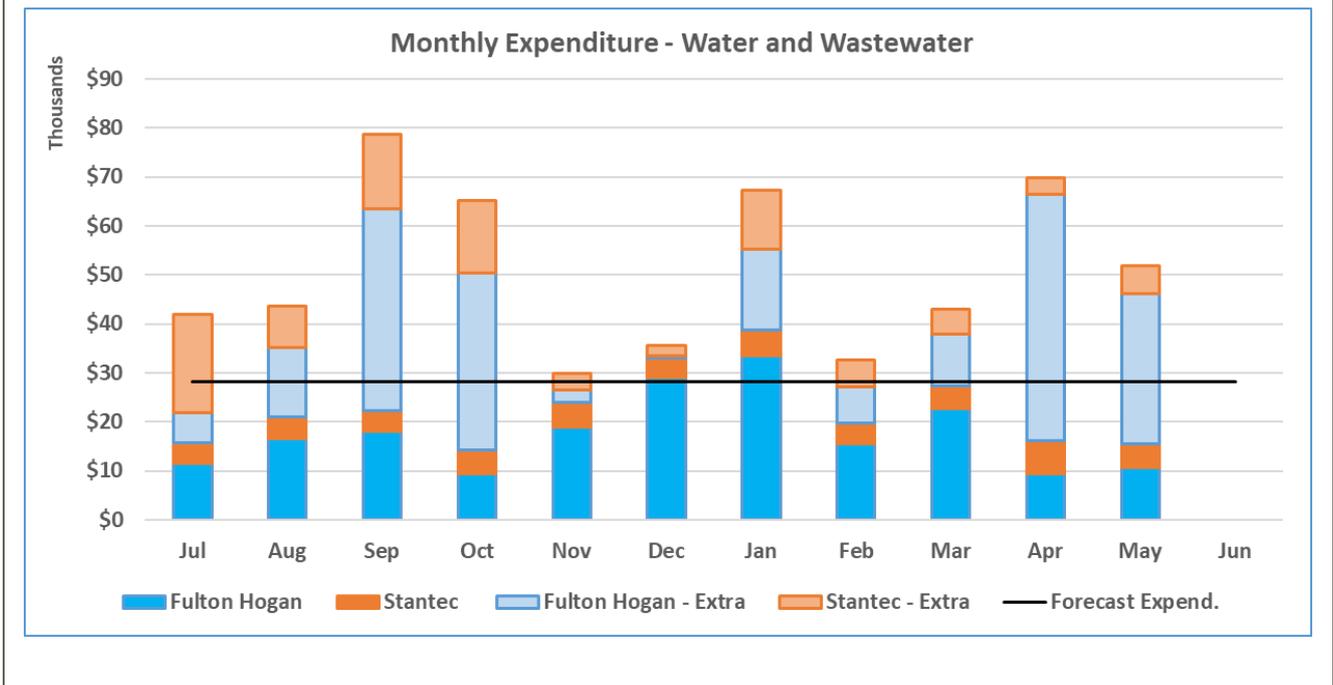
Financial Position: Water and Wastewater

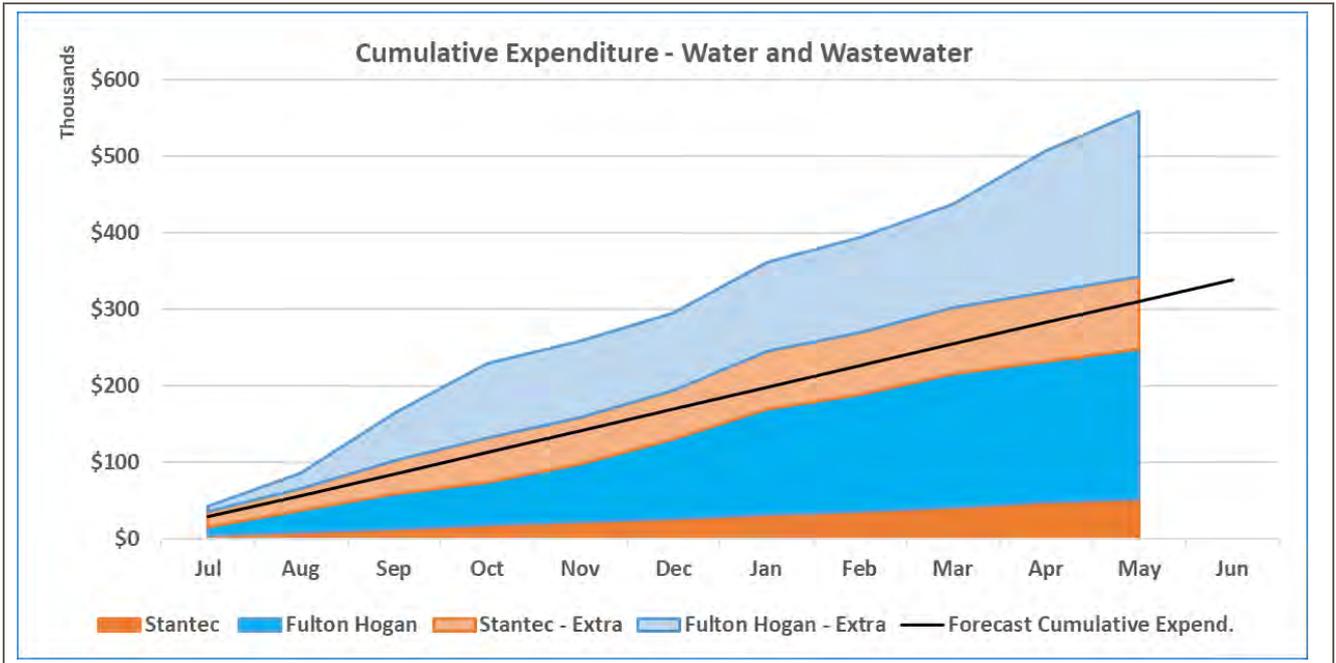
The operational expenditure for W+WW allocated in the 2021-31 LTP for 2021/22 was \$339,000, which has an evenly distributed expenditure in the graphs below. Also we continue to show the additional funding being spent by both Stantec and Fulton Hogan under the Ministry of Health and Three Water Stimulus funding.

The February claim totalled \$52k. The main construction costs were the enabling works for the new wastewater balance tank, and the main engineering costs were associated with the balance tank replacement and consent applications and variations.

Expenditure Tracking of Water & Wastewater Funding

Tracking graphs for the W+WW projects are presented below. The cumulative spend on O&M still sits below the average expenditure line, once the additional (or extra) expenditure is removed from the equation.





Roading Update – May 2022

Stantec Site Visits	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Shaun and Rebecca visited on the 20-23 July 2021. • Bryan Peters visited in July and met with the Kaingaroa Wharf community reps and to take another look at the wharf. This will start the process on the future structure at Kaingaroa. • Nigel and Rebecca visited 5th – 8th October. Met with Hone Tibble from Ngāti Mutunga o Wharekauri Iwi Trust to discuss culvert replacements on WW-O Road, and with Downer & Beca to discuss impacts of hauling for the Longer & Stronger airport project. • Bryan Peters visited in early October as well for the biennial bridge inspections. • Nigel and Rebecca visited again in December, February and April. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • The next roading visit is likely to be in July or August
CIC catch-ups in Christchurch	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Nigel and Shaun met with Owen and Monique on 8 June 2021, ahead of a meeting at Waka Kotahi offices. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • Owen, Monique, and Bubbles will be in Christchurch in June, The Christchurch and Dunedin based teams will join them for a meal on the 14th
Waka Kotahi (NZTA) Correspondence	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Owen, Monique, Shaun and Nigel met with Afi Tusa, Peter Connors and Phil Walker (all Waka Kotahi) on June 8th to discuss a few matters and have a general catch-up, as it had been a while since a Council member had met with Waka Kotahi. • Shaun and Rebecca joined Colleen Clearwater (July 2021) to visit David Scarlett about the Road Safety Programme for the next three years. • There was some great ideas put forward by Colleen that were supported by David. Stantec will assist Colleen as required to make these happen. • Nigel has been doing work on the new National Speed Limit database that Waka Kotahi is creating. This has identified some minor errors in the speed limits on the Island, most of which are in relation to the precise location of the speed limit sign and what is mentioned in the legal speed limit by-law. This has mostly been created by a change in how we measured the position down each road since 2015. Previously distance was measured by a tripmeter in vehicles, now it is more accurate as it was captured by GPS in either 2017 or 2018. • Shaun and Rebecca had also been reviewing the new road classification system for the Aug 31 deadline. • NZTA confirmed that claims for CIC staff time working towards road safety promotion outcomes can be claimed under WC 432 • The National Speed Limit Register went live on the 19th of May 2022 when the new Land Transport Rule: Setting of Speed Limits 2022 was published 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • Rebecca has formally submitted the timing changes for the Low Cost Low Risk projects to Waka Kotahi, and these have approved • Some funding for early works for the Owenga Wharf Loading Ramp have been brought into this financial year, and the bulk of the funding for the Whangamoe replacement has been moved into the 22/23 financial year

Bridge Work	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Bryan's 5th – 12th October visit was successful and he was able to undertake the Kaingaroa Wharf and bridge inspections that were missed on the last visit. • Bryan issued the 2021 bridge inspection report in January 2022 • Stantec compiled a list of bridge maintenance and minor repair items for FH to work through • Repairs are needed on some bridge deck clamps under the Te Awainanga bridge requiring rope or scaffold access. FH are working to establish the additional requirements and costs to narrow down how many other bridge repairs can be achieved with the remaining budget 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • None
Whangamoe Bridge Replacement	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Nigel finalised tender drawings for Fulton Hogan to price for the project and sent copies to Council. • Fulton Hogan have submitted their price for the original project physical works. Initial submission being for a value of \$1.4M. A response back to FH querying a number of individual schedule items by Nigel resulted in a reduction of \$200k being achieved bringing the submitted price down to \$1.19M. • Further queries over whether we can move some of the risk and reduce this cost further are ongoing. • Resource Consent was issued with draft conditions confirmed as suitable. • The approved Archaeological Authority has been received. This is subject to gaining Landowner sign off of the Arch Authority. • Ongoing communications with the Land Agents over the project. Currently focussed on the provision of a Cultural Monitor and having the Landowner sign-off of the Archaeological Authority application. These communications have devolved with difficulties being faced due to concerns over Heritage NZ involvement, this has resulted in a re-design being likely. • Stantec have worked through a re-design, to effectively remove the realignment portion of the works, and change the project to be an in-situ bridge replacement. • Updated drawings for pricing, land acquisition, and schedule of quantities have been issued, to landowners, CIC, and Fulton Hogan as appropriate • The revised cost for the reduced scope replacement works is now under the direct appointment threshold, a report has been issued to CIC to gain a decision on whether a Direct Appoint engagement of Fulton Hogan is acceptable • A meeting with landowners was held on site during Stantec's April visit, with Phil Holt also present. A tentative agreement was given at the time. • The Resource consent conditions restrict in-stream works between 1 June and 1 August, Stantec and Fulton Hogan will work to establish a programme of works around these restrictions 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • The landowners had returned a signed landowner agreement but had modified some terms. Unfortunately, it was not the correct form – when the correct form was sent to them they withdrew their agreement, based on disagreement with Heritage New Zealand's process and the involvement of Imi/Iwi in the archaeological artefact discovery protocols.

Kaingaroa Wharf	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> On-going makesafe works are continuing ahead of repair works beginning. Bryan Peters met with Hunter Civil to begin to establish to a programme of works to progress the repair works to the wharf structure 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> None
Other Minor Jobs	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> 18 new streetlight locations have been agreed with Ian Sanson. These utilise the best locations to improve coverage where low voltage supply is easily accessed. The main improvements occur in Te One, with additional lights opposite: Te Kohanga Reo, DoC, Ngati Mutunga offices, Air Chathams, Peni Lane intersection and the 60 km/h threshold sign at northern entrance to town. In Waitangi the main lighting improvements are at Pages Corner, the garage, Maipito intersection, the morgue and a couple other gaps in main town centre. Stantec to presented plans for improvements to the Te Matarae intersection to the Roding portfolio team in early September. Roding portfolio team agreed to progress Te Matarae Intersection improvement works – will coordinate with Fulton Hogan on early works (low cost) in preparation of full improvement at a yet to be confirmed date. FH have had an excavator, loader, truck, and grader on Pitt to complete much needed pavement and culvert works. CIET (via Ian Sanson) had been prepaid the streetlight installation. Covid lockdown caused delays to this work. A follow-up during the December verified the installations were complete. If budgets allow, we will work with CIET to establish three additional street lights at key intersections on Waitangi Wharf – Owenga Road Cost fluctuations, the extra scope for Pitt Island works completed, and the two large culvert replacement on WW-O Rd are placing more pressure on existing budgets than usual. Stantec is working to confirm the timing of the Te Matarae intersection minor works, which may be deferred until 2023/24 due to budgetary constraints. Majority of spending for 2022/23 allocated to sealed rehabs in Kaingaroa and elsewhere on the sealed network. Stantec presented options for a no-parking plan for the Boat Ramp on Fish Factory Road and a preferred option has been selected A plan is required to remove the boats from the slipway to allow access to hatch the entire concrete pad. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> FH are waiting on the boat trailers to be moved off the boat ramp to paint the cross-hatching Te Matarae RAPID numbers have been reviewed and found to be inconsistent. A plan is being formulated to reverse Te Matarae Road into a more logical direction, which would result in all of the RAPID numbers being revised.
Network Drainage Improvements	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> We are still pursuing the Global consent and need to re-engage with our stakeholders on this project. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> Some minor damage has occurred during the heavy rains of 24-25 April. The additional rock protection works have been completed.

<ul style="list-style-type: none"> Nigel and Rebecca met on site with Fulton Hogan and some stakeholders around the two culverts proposed for WW-O Rd near Owenga. The WW-O Road culvert replacement works were confirmed as being a permitted activity and as such were able to proceed under existing consents. Both of these replacements are now complete. 	
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Stantec Roothing Forward Work Programme – May	
Network & Asset Management	<ul style="list-style-type: none"> Rebecca and Shaun will approach Waka Kotahi regarding expectations around budgets while inflation is as it is
Renewals	<ul style="list-style-type: none"> Sealed pavement rehabilitations have been designed, with the list of sites sent to Fulton Hogan for review. Priority being placed on improvements in Kaingaroa
Whangamoe Bridge Project (LCLR)	<ul style="list-style-type: none"> On hold
Bridge inspection	<ul style="list-style-type: none"> N/A
Mid-Term Roothing Forward Work Programme (approx. 2-6 months)	
Whangamoe Bridge Design (LCLR)	<ul style="list-style-type: none"> Build the replacement structure and conduct construction monitoring visits during key construction milestones. Bryan Peters down as Structural Engineer who will visit during construction. Construction to start later in 2022 outside of fish spawn periods.
Renewals	<ul style="list-style-type: none"> Continue to consult on the 'global consent' application for larger maintenance culvert replacements.
Road Safety Inspection	<ul style="list-style-type: none"> Road Safety inspection is likely to be pushed into Winter 2022 when greater hours of darkness are present. Means the night time survey does not have to wait as long to set out on their journey.
Long Term Roothing Forward Work Programme	
Whangamoe Bridge Construction	<ul style="list-style-type: none"> Fence off roading corridor. Finalise legal boundaries with Māori Land Court and lodge new titles for adjacent parcels and road. Will require a cadastral survey of the road alignment. Progress prelim design works on Maipito Bridge replacement
Roothing Work Under Action	
	<ul style="list-style-type: none"> Monitoring some isolated failures in the sealed rehabs constructed in previous campaign. One of them is getting worse according to Phil Holt. Target Hill is starting to show signs of stress and failure. Needs to be monitored, as the next sealing season is during 2022/23, however insufficient funding may be available for this area.

Water and Wastewater Update – May 2022

Contract Documentation	
Project:	Current Status:
Water Compliance	<ul style="list-style-type: none"> • Drinking-water Standards for New Zealand 2005 (revised 2018), DWSNZ, came into force on 1 March 2019. Both water supplies are currently non-complying with DWSNZ primarily due to inadequate treatment barriers being in place. Exposure drafts of the new DWSNZ have been released, with public consultation expected later this year. • CIC also needs to carry out a catchment log credit assessment for both supplies and radiological testing for Tikitiki bore water. Depending on actual costs for existing projects, this work may be able to be completed within current 3 Waters Reform funds. <ul style="list-style-type: none"> ◦ Tikitiki bore radiological testing was completed and results were all below detection limits for Radon, alpha activity, and beta activity. • Revised Water Safety Plan (WSP) framework was released in December 2018. The current WSPs, which require reviewing by June 2021, need substantial revision to comply with the new framework. However, new requirements for WSPs as well as for source water management are expected in 2021, along with revised timeframes for implementation. Currently, WSPs are not mandatory as each supply serves less than 500 people (unless CIC elects to comply with DWSNZ via section 10), and so CIC has elected to not review its WSPs at this stage.
Water Supply	
Project:	Current Status:
All Supplies – Funding and Site Visit	<ul style="list-style-type: none"> • Urgent priority works are progressing, funded via MoH (\$339,900.01). MoH confirmed detailed evidence needed to support milestone payment claims (i.e., invoices from subcontractors, FH and Stantec), funds can be paid on partial completion of milestones (e.g., completion of design). CIC received approval for the Contract Variation; an extension of time (30 June 2022) and varied milestone amounts to account for incurred surplus and deficits. A second Contract Variation request was submitted to vary the milestone amounts in light of the wet weather preventing the completion of the Kaingaroa intake extension. Project spend of completed projects under the 3Ws grant is to be allocated to the MoH grant. Pending approval from the MoH we are on track to spend the entire MoH grant before 30 June. • 3Waters stimulus works outlined in the approved Delivery Plan are progressing, funded via DIA (\$640k). Council received its first payment (\$320k) in late 2020. Stantec submitted quarterly progress reports in February 2021, April 2021, July 2021, September 2021, January 2022, and April 2022. The balance of funds will be paid in quarterly payments over 2021 calendar year, based on percent complete of work packages; depending on reported progress and cash flow, payments may not be processed every quarter. Scope change approved to recoup costs of RFI. • Site visit required to build relationship with FH's new O&M contract manager to ensure successful delivery of MoH and 3Waters stimulus funding package. <ul style="list-style-type: none"> ◦ Stantec's site visit is tentatively scheduled for October/November 2022. • Request for Information (Rfi) for the 3 waters reform (DIA & Canterbury Mayoral Forum) submitted in Jan, subsequent revisions/comments in Feb and Mar. Periodic correspondence since. A second round RFI is anticipated at the end of 2021/early 2022 as per March 2021 DIA webinar. However, this has not eventuated. Unspent funds have been reallocated for capital works.
Kaingaroa – Lake Rangitai	<ul style="list-style-type: none"> • A boil water notice is to be put in place prior to intake trench reinstatement work being undertaken as previous reinstatement saw elevated E.coli in the treated water. Trench reinstatement is ongoing as part of regular maintenance. • Materials for the intake extension are on the island and awaiting installation by FH. Wet weather in April/May 2022 has prevented the completion of this work, and is unlikely to be completed before 30 June 2022.

	<ul style="list-style-type: none"> • Stantec have completed design and scope of works for the WTP upgrade (reduce dissolved organic carbon and chlorinate) & confirmed procurement route (MoH & 3Ws funds). Design by Filtec has been reviewed and contract between Filtec and FH is in place. Waitangi and Kaingaroa WTP upgrades 95% complete. Some final commissioning and document deficiencies are outstanding. • Shaft on WTP raw water pump failed in May 2021. FH was able to locate a pump to maintain supply to Kaingaroa as an interim solution. A replacement pump has been installed and the issue is resolved. A plan is in place to issue a BWN if the interim solution fails and bypassing the WTP is required to maintain supply. BWN was not required.
Waitangi water supply upgrade	<ul style="list-style-type: none"> • See Jan 2021 monthly report for discussion on MPA bore yield. Stantec has reviewed options and determined best approach for MPA bore investigation (MoH funds). Engagement between FH and Webster in place. MPA bore redevelopment works completed 26 July, but issue with the pump and pumping tests could not be completed. Webster returned to Waitangi in October and completed all outstanding work. • Stantec completed the design and scope of works for the WTP upgrade (new UV) & confirmed procurement route (MoH funds). Design by Filtec has been reviewed and contract between Filtec and FH is in place. Upgrade works 95% complete. Some final commissioning and document deficiencies are outstanding. • The cellular network was fully commissioned November 2021. • The new cloud-based telemetry system was installed and commissioned at both WTPs in April 2022. • Discussed replacement of the WTP building and possible budget available under the 3Ws Stimulus budget for Water Safety. Reallocation of budget approved by CIC, and construction are confirmed. Replacement of siding, roof, and door completed March 2022. • CIC to consider introducing rules for enforcing private 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 (i.e. locked at other times). Ongoing. • CIC to consider procurement options as detailed in the Waitangi water supply upgrade preliminary design report – ON HOLD pending resolution of the above.
Water Schemes	<ul style="list-style-type: none"> • On-line water monitoring concept discussed with relevant NZ suppliers, options considered and design complete (3Waters funds). ConnectM2M has completed this work in April 2022.
Reporting/ Monitoring/ Sampling May 2022	<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 treated or network sample). ○ Complying with DWSNZ for protozoa with new UV disinfection system installed. Upgrade works 95% complete with some deficiencies. ○ Total coliforms not detected in treated or network sample for May 2022. ○ Treated water turbidity was below the operational target of 0.3 NTU. • Kaingaroa Water Supply <ul style="list-style-type: none"> ○ Did comply with WSP for bacteria (no E.coli detected in treated and network sample). ○ Compliance with DWSNZ for protozoa because of UVT monitoring, however consistent with approved WSP. (Compliance is pending results of the performance of the UV reactor). ○ No E.coli and total coliforms detected in the treated or network samples. ○ E.coli and total coliforms detected in the raw sample, but still in compliance. ○ Higher than normal levels of total coliforms observed in the raw sample has been attributed to cattle activity. CIC have been in contact with HMT to help resolve. ○ Troubleshooting of the chlorine dosing system is ongoing. Monitoring using handheld instrument.

	<ul style="list-style-type: none"> ○ Historical total coliforms and E.coli detected in raw water as expected with lake water source. NB: Intake will be extended into deeper part of lake using MoH funding in the summer of 2021/2022 (pending lake levels). ● 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. ○ Investigations work complete. ○ Level and barometric pressure loggers to be purchased and installed.
Wastewater Treatment	
<i>Project:</i>	<i>Current Status:</i>
WWTP maintenance	<ul style="list-style-type: none"> ● Duty WWTP feed pump and check valves at the septic tank site replaced and gearbox leaks addressed late 2020 (MoH funds). ● Wastewater improvement projects explored during 2020 site visit (3Waters funds). As-built for existing land application complete. ● Discharge consent review on-going (3Waters funding). ● Interim planting plan issued and completed by KMP Nurseries June 2021. ● Land application extension design ongoing and planting plan design completed with correspondence with KMP Nurseries.
Reporting/ Monitoring/ Sampling May 2022	<ul style="list-style-type: none"> ● Waitangi Treated Wastewater Discharge <ul style="list-style-type: none"> ○ The treated wastewater complied in May with all parameters. Stantec and FH will continue to monitor treated wastewater quality, particularly with additional tourist numbers and urgent need for WWTP. It is noted that the land application system will further reduce TSS, COD, ammonia and E.coli prior to reaching groundwater, particularly now that the sprinklers have been maintained and have been moved further from the property boundary. ○ A new sampling point has been installed immediately downstream of the UV reactor. No improvements have been observed in E.coli / TC results with this change. ○ Stantec to review algae treatment options and sludge accumulation issue.
General	
	<ul style="list-style-type: none"> ● N/A
Funding packages summary	
<i>Package:</i>	<i>Task / Objective</i>
Ministry of Health	<p>Waitangi WTP Upgrade</p> <ul style="list-style-type: none"> ● UV reactor ● Instrumentation ● Filter backwash upgrade ● Plant improvements <p>MPA Bore Investigations</p> <ul style="list-style-type: none"> ● Confirm MPA bore feasibility and aquifer sustainable yield <p>Kaingaroa raw water intake extension at Lake Rangitai</p> <p>Kaingaroa WTP Upgrade – organics and chlorate removal</p> <ul style="list-style-type: none"> ● GAC filters ● Instrumentation ● Chlorination ● Plant improvements <p>Waitangi WWTP</p> <ul style="list-style-type: none"> ● RBC repairs ● Inlet feed pump and valve replacement
3Waters Stimulus Funding	<p>Milestone 1 – Wastewater Improvements</p> <ul style="list-style-type: none"> ● CCTV Inspection ● WWTP Upgrade (including balance tanks) ● Land Application System Upgrade ● Discharge consent update <p>Milestone 2 – Water Safety Improvements</p> <ul style="list-style-type: none"> ● Online monitoring <p>Milestone 3 – Water Resilience</p> <ul style="list-style-type: none"> ● Toby boxes (flow meters and valves) ● Kaingaroa rainwater collection tanks ● Owenga rainwater collection tanks

Solid Waste Update – May 2022

Landfill Operation	
<p><i>Current Status</i></p> <ul style="list-style-type: none"> • ECan has requested that the environmental monitoring trigger values be reviewed, given that background monitoring has occurred for five years. • Stantec is waiting for ECan to confirm the locations of the monitoring points against the monitoring plan given in the Landfill Development and Management Plan. • Fulton Hogan has revised the landfill opening to April 2022. • Fulton Hogan is busy addressing several matters at the landfill to properly commission it, as outlined in the Solid Waste Audit Report of October 2019. 	<p><i>Actions – Stantec</i></p> <ul style="list-style-type: none"> • Review the background trigger values for environmental monitoring parameters. • Provide operational advice as requested from time to time by CIC staff. <p><i>Actions - Council</i></p> <ul style="list-style-type: none"> • Council and FH to implement the waste and recyclables tracking spreadsheet and/or do assessments by volume. • Placement of waste in the landfill to be undertaken as advised by Stantec.
Waste Minimisation Project (MfE Waste Minimisation Fund)	
<p><i>Current Status:</i></p> <ul style="list-style-type: none"> • Deeds of Funding for projects administered by the MfE (Weighbridge and Upgrade of Waste Minimisation Facilities) have been signed by Council staff. • Stantec has commenced with project activities for the two MfE-administered projects. • Stantec has received updated quotes from Turtons, Scaletec and Fulton Hogan. • The Weighbridge Project budget has increased by \$10,920 and the Waste Minimisation Facilities Improvements project budget has increased by \$50,071. • As it stands, if no further funding is available, Council's contribution to each project will be approximately \$33,300 and \$89,000, respectively. 	<p><i>Actions - Stantec</i></p> <ul style="list-style-type: none"> • The MfE-administered projects have kicked off. Stantec to progress actions for each project. • Stantec to review the formal documentation received for the weighbridge from Scaletec. <p><i>Actions - Council</i></p> <ul style="list-style-type: none"> • Council to provide input on each project, as needed. • Scaletec has provided formal documentation for the weighbridge. Council to sign this.
Sludge Lagoon Project	
<p><i>Current Status – no further progress.</i></p> <ul style="list-style-type: none"> • Stantec has provided a short report on the requirements for installing an overflow to the leachate pond. 	<p><i>Actions - Stantec</i></p> <ul style="list-style-type: none"> • No outstanding actions. <p><i>Actions - Council</i></p> <ul style="list-style-type: none"> • CIC staff to install the overflow at the leachate pond. • Council to work with Stantec to secure funding for the Sludge Facility Project.
Other Waste Management Matters	
<p><i>Current Status:</i></p> <ul style="list-style-type: none"> • Stantec has completed the Final Draft Waste Assessment and sent copies to CIC and Canterbury Medical Officer of Health. The MOH committed to respond by the end of April, but Stantec has not been contacted. • Stantec has prepared a Review report on the existing WMMP and has also drafted a new version of the WMMP. Both documents have been sent to CIC. • Stantec has prepared budgets for the following works, which have been approved: <ul style="list-style-type: none"> ◦ Establishing a Solid Waste Bylaw 	<p><i>Actions - Stantec</i></p> <ul style="list-style-type: none"> • Stantec to follow up with the MOH on progress with reviewing the draft WA. • Stantec to finalise the WA once comments have been received from the MOH and CIC. • Stantec to finalise the draft WMMP and issue to CIC. • Stantec to progress work with four new projects. <p><i>Actions - Council</i></p>

- | | |
|--|---|
| <ul style="list-style-type: none">○ Exploring options for implementing charges for waste○ Seeking SMF funding for a one-off removal of bulk scrap metal from the Chathams○ Seeking funding for ongoing costs of transporting and processing recyclables. | <ul style="list-style-type: none">● CIC staff to provide feedback on the draft Waste Assessment and draft WMMP.● CIC staff to be involved in the four new projects and provide information, as needed. |
|--|---|

4. Works & Services

4.2 Fulton Hogan Road Maintenance Report May 2022

Date of meeting	23 June 2022
Agenda item number	4.2
Author/s	Phil Holt – Fulton Hogan Contract Manager

Purpose

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

Attached is the May 2022 monthly reports from Fulton Hogan that will be presented by Mr Phil Holt (Fulton Hogan Contract Manager).

Recommendation

THAT the report be received.



chatham islands council



Maintenance Grading North Road

CHATHAM ISLANDS ROAD
MAINTENANCE CONTRACT
MONTHLY REPORT
MAY 2022

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

Schedule of Work by Road Name

1. Maintenance Grading
2. Unsealed Maintenance Metaling

Next Month's Target

Crash Damage Report Summary

Monthly Safety Report and Statistics

1. Safety Engagements

Metal Stockpiles

CIC Owned Materials

Signs

Culvert Pipes

Environmental Compliance & Feedback

Environmental Compliance

Stakeholder Complaints Register

Public Relations & Community Involvement

Innovation

When conditions allow we will continue with the blended maintenance material and continue to monitor areas already done to gauge how they perform in the wet/dry conditions.

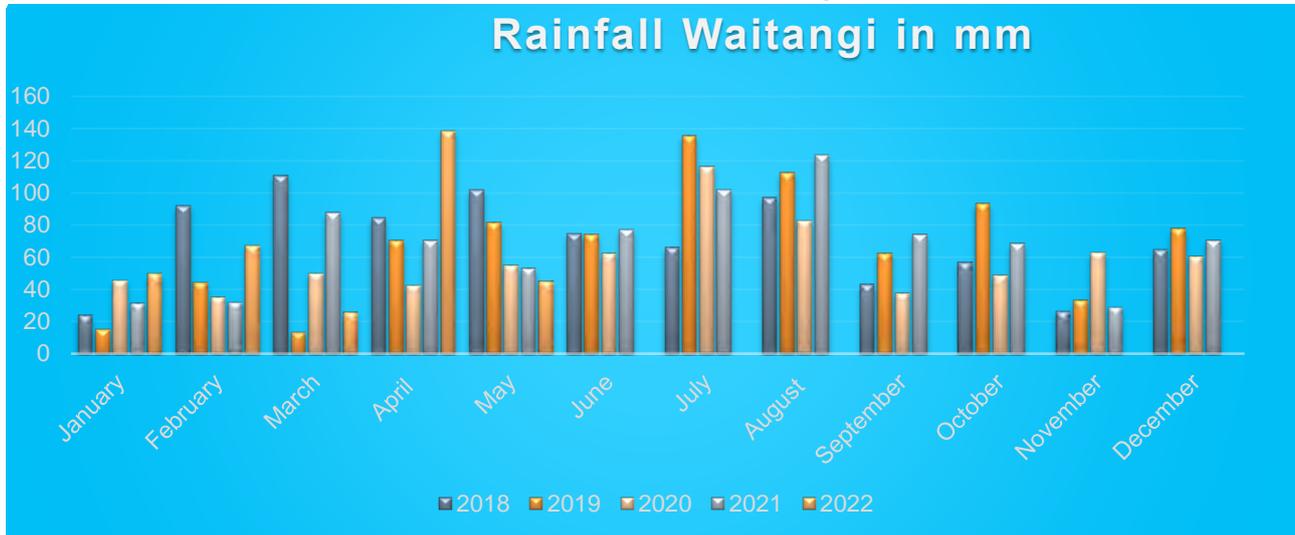
Summary of Monthly Progress Claim by Work Category

1. Miscellaneous
2. Traffic Counting
3. Pitt Island
4. Wind Damage

Photos

Work Summary

Outline of work carried out during month



45mm rainfall recorded for May in the Waitangi yard.

Routine Maintenance and Operations

Routine works this month consisted of maintenance metaling & grading where required after a couple of rain events and to maintain a decent ride. Quite a bit of metal used this month to get roads prepared for the wetter season. Had a couple of good blows associated with rain events but overall roading network came through ok.

Pavement Renewals

Will be doing this next month now as we ran out of time this month and had a bit of cleanup work to do after storm events.

Sealed Road Resurfacing

Drainage Renewals

Bridge and Structure Renewals

Traffic Services

Signs and EMP's took a bit of a hammering with the very strong winds encountered in the latter part of the month with a number being blown over or broken.

Minor Improvements

Vegetation Control

Mowing is ongoing as and when required but starting to slow down now with the grass not growing as much.

2. Unsealed Maintenance Metaling

Road ID	Disp	Road ID	Start RP	End RP	Quantity	
PORT HUTT ROAD	4637	51	6300	16615	72	
NORTH ROAD	4651	21	4589	48508	376	
WW-O ROAD	4654	11	4440	7500	144	
KAINGAROA ROAD	4662	126	0	5994	80	
		Totals		This Month	672	m3
				Revised Target	39500	m3
				Contract TD	39058	m3

Next Month's Target

Currently 442m3 behind schedule. Will catch up now the wet weather has arrived and we will be able to see where it will be more beneficial. Only metal that is absolutely needed has been used up to now to allow us this leeway.

Crash Damage Report Summary

Crash Damage Report

Date	Event	Action	Repaired Y/N
22/05/21	Vehicle ran off the side of Washout Bridge Waitangi West Road	Cones and signs installed	Y. New rails and stays made and installed. All repairs painted
4/08/21	No official report but we did hear of a Vehicle verse cow incident on North Rd In the Waimahana area.	Had to go and remove beast from the edge of road	N.
Dec 21	No official notification of any crashes but we did hear of 1 on WWO Rd and 1 on North Rd both of which resulted in serious harm to a person in both cases.	No damage to the network in either instance.	N
12/3/22	A caravan became disconnected from towing vehicle on Nairn Bridge = ended up over the edge onto the beach.	Used hiab to right and lift back onto the road.	Y. Only damage was a broken sign and post.
9/05/22	Police asked us about a vehicle rollover on North Rd = we did hear about it but all cleaned up by the time we got there.	No damage to the road.	N

Network Inspections

Month	Inspection Type	Faults Identified	Inspected By
October 2021	Day	Network survey of Pitt Island roads to determine extent of works required.	Phil
November 2021	Day	6 monthly road survey and report done.	Phil
December 2021	Day	General drive over to inspect network before the holiday period.	Phil
January 2022	Night	Drove WW-O, North and Port Hutt roads to access night visibility of signs, intersections etc	Phil
February 2022	Day	Roadroid inspection done, only a few minor issues found.	Phil
March 2022	Night	Drove the road from Waitangi to Kaingaroa = no faults except the rough road that Downers are looking after and the large number of wandering stock on the road.	Phil
April 26/04/22	Day	Drove the roading network to ascertain damage after heavy rains.	All Crews
May 23/05/22	Day	Drove the roading network to check after the weekend storm.	All crews

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
13/8/21	N	N	N	N	Site visit at Waitaha with crew to work out methodology for replacing culvert.
23/9/21	N	N	N	N	Monthly H&S meeting = making sure all were up to date with the current Covid requirements.
27/10/21	N	N	N	N	Crew meeting to run over risks and methodology to get gear over to Pitt on the barged.
24/11/21	N	N	N	N	Inspection of Tiki Tiki water plant upgrades.
24/01/22	N	N	N	N	Meeting with crew to run through the Covid-19 requirements now we are in the Red.
14/03/22	N	N	N	N	Site visit to WW-O Rd culvert installation.
6/04/22	N	N	N	N	Culvert replacement site visit on WW-O road = all ok
26/05/22	N	N	N	N	Stoney Crossing quarry inspection = all good.

Metal Stockpiles

31/05/2022							
Site	AP40 Schist	AP65	AP32 Basalt	AP100 Schist	AP20	G3 Chip	G5 Chip
Waitaha Schist	1,838	0	0	3,933	0		
Waitaha Basalt	0	1,373	683	0	651		
Paritu	3,478	0	0	2,489	0		
Stoney Crossing	0	0	0	0	2,974	423	489
Yard	0	0	0	0	0		
Ohinemama	0	0	0	0	0		
Muirsons Schist	0	0	0	1038	0		
	5,316	1,373	683	7,460	3,625	423	489

CIC Owned Materials

Signs

Item Description	Unit	Purchased	Used May 2022	End Measure	Comments
Signs					
CS85 North Rd	ea.			1	
CS85 Port Hutt Rd	ea.			1	
RG1	ea.			1	
RG2	ea.			1	
RM6 White	ea.			8	
RM6 Yellow	ea.			7	
RM7	ea.			16	
P66X242	ea.			7	
PW11	ea.			1	
PW11.1L	ea.			1	
PW11.1R	ea.			1	
PW12L	ea.			1	900
PW12R	ea.			1	
PW24	ea.			2	
PW25 65KM	ea.			1	
PW28	ea.			1	
PW34.1	ea.			1	900 Y
PW34.2	ea.			2	

Item Description	Unit	Purchased	Used May 2022	End Measure	Comments
PW37	ea.			1	900
PW49 FIRE ENGINE	ea.			2	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	
Marker pegs					
EMP	ea.		4	786	
CULVERT MARKERS	ea.			13	
WHITE RAPID MARKERS	ea.		2	11	
Misc. Items					
ACROW PROPS	ea.			6	
ROAD COUNTER	ea.			1	
ROUGHOMETER	ea.			1	

Culvert Pipes

ALUFLOW

Item Description	Unit	Used	Purchased	End Measure
375mm	m			5
450mm	m			6
600mm	m			0
750mm	m			6

Civilboss

225mm	m			54
300mm	m			48
375mm	m			18
450mm	m			50
525mm	m			30
600mm	m			30
700mm	m			30
800mm	m			30
1000mm	m			12

Builders Mix

CEMENT	T			0
GEOGRID Tensar Triax 160	Rolls	3.8m x 75m		22
BIDIM CLOTH 4m x 100m	Rolls			14
BIDIM CLOTH 4m x 50m	Rolls			13

Environmental Compliance & Feedback

Environmental Compliance

Date	Site Inspected	Compliant Y/N	Abatement Order Issued	Corrective Action Required	Completed By
21/04/21	Chemical store inspection	Y	N	N	Phil
13/05/21	Te One Footpath Extension	Y	N	N	Phil
9/08/21	Target Hill Dumpsite	Y	N	N	Phil
18/11/21	Waitaha Quarry	Y	N	N	Phil
24/12/21	Verge mowing Air Base Road	Y	N	N	Tomby
20/01/22	Stoney Crossing Quarry	Y	N	N	Phil
14/03/22	WW-O Rd Culvert Installation	Y	N	N	Phil

Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
13 th & 14 th Dec	Public	Corrugations and potholes on strengthening site North Road	Given a grade.	2 Days
16/12/21	Public	Dump staff coughing near public member and they feel unwell now	Spoke to dump staff and advised them to be vigilant around the public.	Same Day
24/01/22	Public	Complaint about weeds in footpath cracks outside café.	Sprayed when weather allowed.	1 Week
15/02/22	Public	Muddy sections on WW-O Road after all the recent rain.	Metal put on worst areas.	Same Day
20/05/22	Public	Cattle stop on Kaingaroa road had large potholes at each end.	Grader was actually on the road at the time.	Same Day
26/05/22	Public	North Road dusty.	Not a lot can be done for this – it happens in dry weather.	
26/05/22	Public	Rubbish from the Te One transfer site was blowing into neighbouring properties.	Staff picked up what they could considering the very strong winds at the time.	Next Day

Public Relations & Community Involvement

Innovation

Summary of Monthly Progress Claim by Work Category

	May 22	Separable Portion One - Roading			
<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>
1	P&G Other	\$94,418.74	\$1,139,735.85	\$805,782.09	141.44%
2	Routine Maintenance and Ops	\$57,235.22	\$622,966.81	\$1,273,716.65	48.9%
3	Pavement Renewals	0	\$608,472.00	\$389,340.50	156.28%
4	Sealed Road Resurfacing	0	\$0.00	\$108,129.00	0%
5	Drainage Renewals	0	\$274,736.26	\$119,480.00	229.94%
6	Bridge Renewals	0	\$27,072.74	\$60,000.00	45.12%
7	Traffic Services	\$882.96	\$17,133.00	\$13,485.75	127%
8	Minor Improvements	0	\$10,928.71	\$130,000.00	8.4%
9	Vegetation Control	\$5,408.41	\$59,492.51	\$19,968.75	297.93%
11	Dayworks	\$18,323.74	\$255,030.36	\$242,871.00	105%
	Total	\$176,269.07	\$3,015,568.60	\$3,162,773.74	95.35%

1. Miscellaneous

2. Traffic Counting

Waiting for the counters etc to arrive.

3. Pitt Island

Have finally got all our plant back from Pitt. Crew that went over to load it onto the barge have said that the roads are still in good condition and metal that was placed has settled down. Locals also still happy at the moment.

4. Wind Damage

Some days with very strong winds resulting in a few signs blown over or broken.

Photos





Maintenance Grading North Road





North Road after Maintenance Grade With Sappa-pakka Roller





Stoney Crossing Quarry After Blast Ready For Crushing

4. Works & Services

4.3 Fulton Hogan Water and Wastewater Operation Contract Report May 2022

Date of meeting	23 June 2022
Agenda item number	4.3
Author/s	Phil Holt – Fulton Hogan Contracts Manager

Purpose

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

Recommendations

THAT the report be received.

Background

Attached is the May 2022 report from Fulton Hogan that will be presented by Phil Holt (Fulton Hogan Contract Manager).

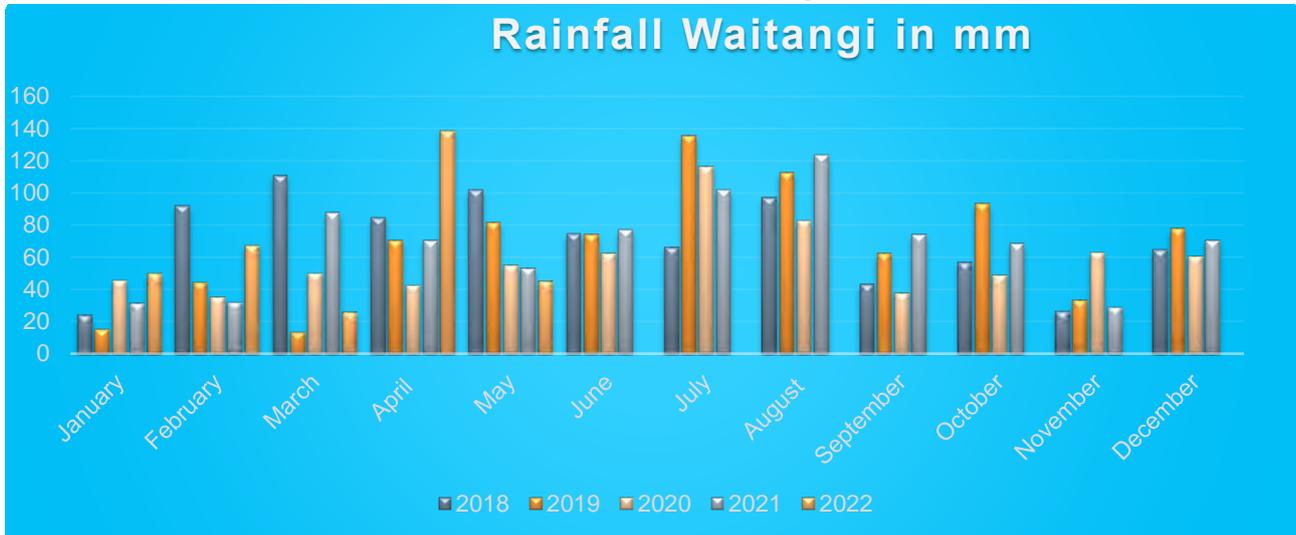


Kaingaroa Water Supply Lake

CHATHAM ISLANDS
WATER AND WASTEWATER
OPERATION CONTRACT
MONTHLY REPORT May 2022

Work Summary

Outline of work carried out during month



45mm rainfall recorded for May in the Waitangi yard.

Water Supply Operation & Maintenance

Waitangi water supply system operating pretty smoothly at the moment with all tanks full. Have only had a small issue with a couple of the meters not reading the same as the manual recordings. Meters calibrated to match. Raw water turbidity was playing up with air getting into the system. Found it is getting in through the booster pump that we have not been running since the new pump and pipeline has been installed. Will look at plumbing this out of the system to see if this helps solve the air ingress problem.

Kaingaroa Lake level has risen considerably since the rains in the latter part of last month and middle part of this month. This has meant we still have not been able to run the new intake pipe out to deeper water.

Water Treatment

Tiki Tiki plant keeping up with demand and everything going ok. Kaingaroa plant working well but still a problem with the chlorine dosing as we cannot seem to get a residual FAC reading after water has been in tanks for a period of time. Level probes need adjusting as pump cutting on/off repeatedly.

Wastewater Treatment Plant at Waitangi

Down to one balance tank now as other one has been demolished so prep work can be started for the new one. This should be on the island towards the end of June for installation. Plant appears to

be operating ok on one tank at this stage. We did lose a section of the lamellar roof in the high winds we had and this resulted in some broken pipework. These however were overflow pipes and no discharge was evident. These have been temporarily repaired till the new balance tank has been installed and new pipework is done.

Dayworks - Water

A bit of electrical work at plants and investigation work to solve minor system faults.

Dayworks - Wastewater

Enabling works have started for the new balance tank.

Water and Wastewater Reticulation Network

No problems with either network this past month.

Water and Wastewater Treatment Plant: Monitoring

Monitoring all going well with no issues this month.

Kaingaroa Lake Monitoring Post = lake level right up to the edge of the dunes.

Summary of Monthly Progress Claim by Work Category

	May 22	Separable Portion Two - Water and Wastewater			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
13	Preliminary and General	\$5,643.47	\$68,342.88	\$49,614.04	137.75%
14	Water Supply Ops and Maint	\$922.32	\$10,145.52	\$20,067.84	50.56%
15	Water Treatment	\$2,947.89	\$35,931.64	\$39,801.86	90.28%
16	WWTP Waitangi	\$922.32	\$14,109.18	\$35,580.63	39.65%
17	Dayworks - Water	\$14,641.26	\$223,452.15	\$9,519.14	
18	Dayworks - Wastewater	\$12,135.53	\$40,738.95	\$7,090.55	
19	Water and Wastewater Reticulation	0	\$461.16	\$461.16	100%
20	Treatment Plant Monitoring	\$1,188.52	\$13,073.72	\$14,262.24	91.66%
	Total	\$38,401.31	\$406,255.20	\$176,397.46	

Programmed Work for Following Month

Finish the enabling works for the new balance tank at the WWWT plant and assist installers when they arrive.

Hook up pipework from Danny's shed into the tanks, have been waiting for Builder to finish shed works.

Water Meter Report

Next reading in June.

Irrigation Dosing

Fields have been a bit drier this month with the lower volume of tourists around.

Quality Assurance

No issues

Site Safety Report

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
29/12/21	N	N	N	N	Checked WWWT & Tiki Tiki plants to make sure everything ok.
27/01/22	N	N	N	N	General inspection around Met lane water storage tanks = all ok.
29/03/22	N	N	N	N	Inspect new Tikitiki shed and water treatment system.
26/04/22	N	N	N	N	WWWT plant inspection after heavy rain event = system ok.
13/05/22	N	N	N	N	Kaingaroa water plant check to make sure it was ok.

Environmental Non Compliance

No non-compliances this month

Monthly Stocktake of Supplies

General Supplies Stockpile - Month Ending May 2022

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt		248 Bags	15	233 bags
Chlorine		140lts	40lts	100lts

PHOTOS





Kaingaroa Water Treatment Site





Balance Tank Removed And Enabling Works Started

4. Works & Services

4.4 Fulton Hogan Waste Management Operation Contract Report May 2022

Date of meeting	23 June 2022
Agenda item number	4.4
Author/s	Phil Holt – Fulton Hogan Contracts Manager

Purpose

To inform and update the Council on the Chatham Islands Waste Management Operation programme.

Attached is the May 2022 report from Fulton Hogan that will be presented by Phil Holt (Fulton Hogan Contract Manager).

Recommendations

THAT the report be received.



chatham islands council



Fulton Hogan



CHATHAM ISLANDS WASTE
MANAGEMENT CONTRACT
MONTHLY REPORT
MAY 2022



Introduction
Te One Transfer Station
Owenga Landfill
Appendix 1

Introduction

This report provides a summary of waste management activities through the month of May 2022.

Staff

Currently Arlette is acting as the Waste Minimisation Manger. The current plan is to make this change permanent, she will take over this role.

Arlette has contacted a few people regarding backfilling the vacant roles. Further updates to come in this space.

During May we have had John Press, James Blair and Chris Buss on this island to assist Arlette. Bob Howat arrived on island on the 30th of May and will be there for 3 weeks. This has worked well as all involved have significant experience in waste management operations. We will be making use of their expertise in the future.

Te One Transfer Station

It is estimated that there is approximately 2,000m³ of compacted black bag waste at the Te One Transfer Station. This is now down to half the size that was originally on site when FH took over management of the transfer station. Approximately 500m³ of waste was burnt off over the month. Burning was only carried out when conditions allowed.

The volume of waste passing through the Te One transfer station is being now recorded as required by MfE regulations. Volume measurements for conversion have been updated to increase accuracy of measurement.

The waste records are included as Appendix 1 of this report.

The new loader replacing the existing is now fully operational.

Owenga Landfill

Work is underway to prepare the Owenga Landfill to accept waste. Opening the landfill will reduce the pressure for space at the Te One Transfer Station. FH has set a deadline that the landfill be operational but the end of June. This will mean waste management operation will be fully functional for the new financial year.

An operation preparation document will be sent out shortly. This will detail all steps to be completed before landfill is operational. Dylan has a meeting with MfE coming up to detail all required recording for the landfill.

An excavator has been organised as an initial piece of plant for the landfill operation. This will be in place shortly and will be kept in the shed on site.

4. Works & Services

4.5 Three Waters Better-off Fund

Date of meeting	23 June 2022
Agenda item number	4.5
Author/s	Owen Pickles, Chief Executive

Purpose

For Council to provide direction on the Septic Waste project and to consider the use of surplus funds.

Recommendations

THAT:

- 1. The Council receives the information;**
- 2. The direction be provided on the Septic Waste project; and**
- 3. Further consideration be given to the use of surplus funds.**

Background

Attached to this report is a tentative allocation of the Three Waters Better-off fund.

At present there is still unallocated funds –

Tranche 1 \$337,807

Tranche 2 \$662.000

Included is the Septic Waste Disposal Pond System which could be argued is a Three Waters activity (see email attached).

3 WATERS BETTER OFF FUND.

PROJECT	DETAILS	TRANCHE #1	TRANCHE#2
		Sep-22	Jul-24
		\$ 2,210,000.00	\$ 6,662,000.00
Waste Management			
	Mitre 12 building	-\$ 88,871.00	
	Weighbridge	-\$ 33,320.00	
	Septic Waste Disposal Pond		-\$ 1,000,000.00
	Emergency Services Depot		-\$ 1,000,000.00
Housing			
	CEO House Upgrade	-\$ 200,000.00	
	Community Houses Upgrades	-\$ 250,000.00	
	New House	-\$ 800,000.00	
	Visitor Accommodation	-\$ 200,000.00	
	New Kaingaroa Wharf		-\$ 4,000,000.00
	Kaingaroa Whar Make Safe	-\$ 200,000.00	
	Owenga Wharf upgrade	-\$ 100,000.00	
		\$ 337,809.00	\$ 662,000.00

Owen Pickles

From: Paul Utting <paul.utting@crowinfrastructure.govt.nz>
Sent: Thursday, 9 June 2022 4:53 pm
To: Owen Pickles
Cc: Anthony Wilson (Crown Infrastructure)
Subject: Re: Better Off Funding--Septic Waste Pond

Hi Owen

In some mainland communities this would be managed entirely by the private sector using a collection service and an appropriately consented disposal pond. The operator would charge the property owner for the disposal.

In others the collection is undertaken by private contractors with disposal to a council facility (for a fee) and the land owner would pay the private contractor for both services.

Some councils take a more active involvement usually triggered by wide spread failure to properly maintain tanks. The council charges each property with a septic tank an annual charge which covers removal every 3 years or so. The collection is usually by a private contractor who has a contract with the council.

Modern septic tank systems with aeration generally provide much better digestion of solids and better effluent discharges.

So - on average you could say that if a council is involved in collection and/or disposal it would fall under the 3W banner.

This does not preclude it from funding under the Better Off Programme. You might need to describe it in relation to creating capacity for new development or more generally under Well-being with a health and environmental focus.

The general thinking is that if a council wishes to urgently progress more 3W expenditure you would do this with debt and pass both the new asset and the debt to the new entity.

Your situation in relation to the funding of the CAPEX programme and ability to take on debt is quite different. If your perception is that the new entity might take a long time to respond to your need, and the Govt is no longer interested, then perhaps it is a priority at this time. If the Govt can avoid having to fund it in the future this might be attractive to them.

It certainly would not be regarded as frivolous, would align with a real community need and I would assume be supported by tangata whenua.

If CIC can convince themselves that this is the best bang for buck then it would seem likely that Govt would also support it.

I am not expert in such treatment but would sound unusual to bury the waste as it is generally in quite a liquid state.

Regards
Paul Utting
Mob 027 700 8304

From: Owen Pickles <cic.imap01@gmail.com>
Sent: Thursday, 9 June 2022 3:40 pm
To: Paul Utting <paul.utting@crowinfrastucture.govt.nz>
Subject: Better Off Funding--Septic Waste Pond

Hi Paul

One of the Islands deferred projects is a ponding system for the disposal of septic tank waste.

Council was awarded some Ministry Of Health funding to undertake this project however when tendered the price was twice the funds on offer. The MOH funds have since been diverted to other water and waste water projects. The waste is currently being buried.

My Question is.

Is this a 3 waters project or is it a project better covered by the better off fund? The cost when tendered about 5 years ago was about \$800k so will probably be near \$1m today.

Kind regards
Owen

Owen Pickles
Chief Executive Officer
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chatham islands council

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6. Regulatory

6.1 Activity Report from Environment Canterbury

Date of meeting	23 June 2022
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 Chatham Islands Council

1. **Receives the report.**

Background

The following reports are for your information only. All resolutions included in these reports were considered at the Steering Group meeting on 7 June 2022.

6. Report Items

6.1. Quarterly Report Part B: The Services

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Endorsed by	Nick Daniels – General Manager, Field Operations

Purpose

1. For the Chatham Islands Council Steering Group to have visibility of the Quarterly Report Part B: The Services.

Recommendations

That the Chatham Islands Council Steering Group:

1. **Suggests that the Quarterly Report Part B: The Services is put forward to the Chatham Islands Council to receive.**

Attachments

1. Quarterly Report Part B The Services [6.1.1 - 9 pages]

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

Quarterly Report Part B: THE SERVICES

Activities	Desired Outcomes	KPI	Targets	Service Provided	Status
Resource Management	The high air, water, and land qualities of the Chatham Islands are maintained to protect human health and ecological systems.	Resource management document is current and administered.	Review of CIRMD is completed. All consent applications are processed within RMA timelines. Progress is made on implementing the NPS on freshwater management.	The CIRMD is updated with relevant changes to give effect to National Direction. The coastal provisions of the Plan are made operative. The consent application process is administered.	The Chatham Islands Resource Management Document was made fully operative on 22 December 2020. Further changes will be required to give effect to National Policy Statements, National Environment Standards, and National Planning Standards.
				An implementation Programme for the NPS is implemented.	Information about the requirements of the Government's Essential Freshwater Package is being prepared for landowners on the Islands. A survey is being developed to allow the Chatham Islands Council to put together a long term vision for freshwater as a first step in implementing the NPS-FM.
	The use of natural and physical resources contributes to the Chatham Islands economy in a sustainable manner.	Resource consents and permitted activities are exercised in accordance with their conditions.	100% compliance	Compliance monitoring is carried out as required.	Monitoring undertaken in early 2021.
Resource Management Investigations and Monitoring	The high intrinsic values of the biodiversity and natural ecosystems of the Chatham Islands are recognised and protected. People may carry out a wide range of activities taking into account natural hazards.	State of the Environment monitoring is carried out in accordance with CIRMD requirements. Information on natural hazards is available.	<ul style="list-style-type: none"> • Effects of sea level rise on coastal development are assessed • Other services completed as requested 	Report on mapping of sea level rise	Preliminary investigation commenced.
Investigations & Monitoring	Any changes in the biodiversity and natural ecosystems of the Chatham Islands are recognised and causal mechanisms understood.	Statutory monitoring requirements are met.	SOE long term water quality monitoring programme completed, and reports are published.	<ul style="list-style-type: none"> • Long term water quality monitoring programme of lakes, rivers and Te Whanga lagoon • Trends reported annually • Information available on web site 	One field sampling run completed to date for this financial year, and data compiled in database. Next run postponed briefly due to shipping delays. Review of state and trend

					report for 2020/21 year has been completed.
	People of the Chatham Islands have access to a wide range of cultural, commercial and recreational activities.	Microbiological and chlorophyll information is collected for resource management purposes.	Microbiological monitoring and assessments of algal bloom activity at sites in Te Whanga lagoon.	<ul style="list-style-type: none"> Microbiology & Chlorophyll-a monitoring quarterly at 3 lagoon sites. 	Monitoring work completed as required.
	Flow regimes in Chatham Island rivers and streams and water levels in lakes are understood for water allocation purposes and flood warning	Hydrological information is available to all community	River flows and water levels in key lakes are monitored.	<ul style="list-style-type: none"> Monitoring at 4 river flow recorder sites, 2 rainfall sites, 2 water level recorders in Te Whanga, and 2 water level recorders at key lakes (Marakapia and Rangitai). Near real-time water level and flow data for 4 river sites (within 1-2 hours) are available on website. 	Sites all working well and data available on CIC website.
	Water quality and/or quantity investigations carried out to understand water resource issues raised by community	Investigations carried out within proposed timeframes and costs		<ul style="list-style-type: none"> Water quality of possible areas for future potable supply (eg: Owenga) is investigated. Water levels of Lakes Marakapia and Rangitai are monitored to understand these clear water resource limitations. 	Potable water supply investigations are on-going.
Contaminated Sites / Hazardous Substances and Waste	Exposure to contaminated land and the environmental effects of hazardous substance releases are minimised.	<p>HAIL sites are identified.</p> <p>NES for contaminants in soil to protect human health is implemented.</p> <p>An agrichemical collection is undertaken.</p> <p>Hazardous waste is managed according to national protocols.</p>	Advice is provided on contaminated sites, hazardous substances and waste management.	<ul style="list-style-type: none"> HAIL identification methodology is provided to enable CIC to identify potentially contaminated sites. Assistance in establishing protocols for NES implementation is provided. Provide advice on how to set up an Agrichemical Collection. Advice on establishment of waste management protocols is provided. 	Advice on waste management expected to increase as the landfill project progresses. Support provided on an as required basis.
Emergency Management	CIC is prepared for an emergency and complies with CDEM Act requirements.	Requests for assistance with CDEM planning and preparedness are met.	Provide policy and planning support as required.	Provide advice on National and Regional CDEM Policies.	No activity this period
			Provide advice on Resilience initiatives.	Support CIC Resilience initiatives as appropriate.	No activity this period

			CDEM group plan continues in operation and is up to date.	<ul style="list-style-type: none"> • CDEM second generation plans due 2010/11. Risk based foundation to be established for review of 4 R's within the CDEM Group Plan. • Public Information Manager training session provided, and one workshop exercise is provided. 	No activity this period
			Provide training support	<ul style="list-style-type: none"> • Provide advice on professional development for CIC CDEM staff, including a development needs analysis (DNA) of key staff. • Support CDEM exercises and courses. Focus to be on training for Response Team and EOC staff. Two activities supported on island each year • Support implementation of national emergency management information system (EMIS) 	No activity this period.
Navigation Safety	Navigation safety is enhanced.	Requests are met and proactive assistance is provided.	Advice and support is provided re navigation safety.	<ul style="list-style-type: none"> • Support is provided to the CIC Harbourmaster • Navigation safety risk assessment is carried out, documented and maintained. • The Navigation Safety Bylaws are reviewed 	<p>1. 90m vessel request. We have made it clear that a vessel bigger than the current Operating Requirements (70m) will potentially need, amongst other things, substantial infrastructure upgrades to the wharf and also potential improvements to the berthing pocket, channel, Navigation Aids and berthing procedures for it to be deemed safe to Navigate into Waitangi harbour. We have not heard anything recently from Chatham Island Shipping.</p> <p>2. Next month we (CIC and the Port with support from the ECan HMO) will begin the Port and Harbour Safety code Joint Assessment.</p> <p>3. Navigation Safety Management System and the Risk Assessment are all up to date.</p>

Corporate Services	Services to the community are improved through the provision of timely and accurate information.	Requests are met or referred to appropriate providers.	Annual report is produced and audited with no qualification.	Annual report is produced and audited with no qualification.	The audit of the 2020/21 Annual Report was scheduled for December 2021, however due to significant staff shortages at Audit NZ, this has been delayed to late 2022 to coincide with the 2021/22 audit. This may impact on Council's ability to meet statutory reporting deadlines. With this exception, there are no issues of concern.
			Long Term Plan/Annual Plan is produced and audited with no qualification.	Long Term Plan/Annual Plan is produced and audited with no qualification.	The 2021-31 Long-Term Plan has been produced, audited and adopted. All deadlines and legislative requirements (including rate setting) were met. The 2022/23 Annual Plan is currently being completed.
			Financial reports to Councillors and Department of Internal Affairs completed at least quarterly.	Financial reports for internal reporting purposes or reporting to external stakeholders is completed periodically.	Reports to Council and the Department on Internal Affairs have been provided at least quarterly.
			Assistance is provided with rates, invoicing, and other technical issues.	Requests are met promptly. Training and support is provided for democracy services.	All requests for assistance have been met. No issues arose during the quarter.
	Council complies with legislative requirements.	No breaches of legislation.	Advice is provided as required for: HR; Council; Democracy; Legal; Finance; and IT.	Requests are met within 5 working days. Training support and information is provided re democracy services.	Legal advice provided as requested. No breaches of legislation noted.
Communications	Communication services support the dissemination and exchange of information to Council and the community. Council's information is protected, developed and maintained effectively and efficiently.	Community and Iwi are well informed about Council activities and performance.	Communications services are provided.	The Chatham Islands Council e-newsletter is sent out each month containing relevant Council information and updates.	All activities completed as required.
			Advice is provided concerning effective communication and feedback from the community.	Web site is kept up to date. Other communications projects (e.g. leaflets, brochures, signs) discussed and undertaken as required.	All activities completed as required.
Surveillance – Chatham Islands	There is no introduction, sale, propagation and distribution of the 140 pests listed as Surveillance – Chatham Islands pests.	Incidence of these 140 pests on the Chatham Islands.	Report on the presence of Surveillance – Chatham Islands annually or as required for specific incidences	Undertake enforcement action to ensure that landowners and occupiers do not introduce, sell, propagate or distribute pests listed as Surveillance – Chatham Islands pests.	No enforcement actions undertaken. All known sites of surveillance pests are inspected at least once annually. Routine surveillance of other high risk sites is on-going.
Surveillance –	Maintaining an internal border between Chatham Island, Pitt Island and New	Number of breaches of the internal border.	Year 1	Years 2-4	We have trained 5 staff to meet WorkSafe NZ diving requirements

Chatham Islands	Zealand.		Publish and distribute a scoping report addressing marine biosecurity as part of establishing an internal border.	In partnership with Biosecurity New Zealand implement a marine biosecurity plan as part of establishing an internal border.	with a view to carrying out twice annual underwater surveys of the 4 ports on Chatham Island. The intent of each survey is to determine the presence or absence of the 10 “most likely” to arrive marine pests. To date, survey dives have been carried out at Owenga, Kaiangaroa Waitangi and Port Hutt. No marine pests were found at Owenga or Kaiangaroa but the previous distribution of Undaria at Port Hutt seems to have decreased within the harbour. Five of the invasive marine species identified by MPI are crab species. To date, crab potting surveys have been carried out twice annually at Waitangi, Port Hutt, Kaiangaroa and Owenga ports. No invasive species detected. The last round of dive surveys and crab potting was completed in January 2022
Surveillance – Chatham Islands	Preventing the arrival and establishment on the Chatham Islands of the 140 listed Surveillance – Chatham Islands pests.	Incidence of these 140 pests on the Chatham Islands.	Identify, map and maintain a database of high-risk sites for surveillance – Chatham Islands pests. Continue a surveillance programme sampling sites (ha) at high risk from Surveillance – Chatham Islands pests.	Inspect at risk sites for pests listed as Surveillance – Chatham Islands pests	At risk sites inspected at least twice annually by SPS Bio-security staff and resident Biosecurity Officers. Active control on several “low incidence” plant pests has taken place ie: Veldt Grass, Glyseria maxima, Argentinean Ice Plant, Wilding Conifers and Sycamore has been on-going. We have also increased control on Crack and Grey willow New sites of Old Man’s Beard and Banana Passionfruit have been found and total control is on-going, although both new sites have found to be more extensive than originally thought. A German Wasp Nest found and destroyed above Waitangi Port last year appears to have been successful. Trap surveillance was carried out in

					February 2021. No wasps caught in traps to date. The area will be monitored again in late summer 2022
Surveillance – Chatham Islands pests	Subject to availability of resources, undertake Biosecurity Act 1993 Section 100 control of Chatham Islands Surveillance pests.	There are no successful incursions.	Report on the number of potential and actual incursion responses of Chatham Islands surveillance pests per annum.	Undertake incursion responses for pests listed as Surveillance – Chatham Islands pests as required.	Black Ants and German Wasps are recent incursions but hopefully the immediate control response has eliminated their establishment. Monitoring of sites is on-going
Surveillance – Pitt Island	Five pests listed as Surveillance – Pitt Island pests are not introduced to Pitt Island	Incidence of these five pests on Pitt Island.	Identify, map and maintain a database of high-risk sites for pests listed as Surveillance – Pitt Island pests. Continue a surveillance programme sampling at risk sites for pests listed as Surveillance – Pitt Island pests.	Inspect at-risk properties for Surveillance – Pitt Island pests. Undertake enforcement action where necessary to ensure that landowners and occupiers carry out control for Surveillance – Pitt Island pests. Search 100% of high-risk sites for pests listed as Surveillance – Pitt Island pests annually	We have increased the number of Rodent Bait stations at possible departure points to Pitt Island. Sheds used by fishermen storing goods bound for Pitt. Rodent activity tends to peak in February/March/ April and then stabilizes. We have a trained “Rat dog” that is resident on the Chatham Islands being “handled” by our resident Biosecurity Officer Kerri Moir. The last survey was completed in September 2021. No rats detected. This has dramatically improved our detection capability. Kerri and Moki (the dog) have assisted the Department of Conservation with a response to an unauthorised boat landing on an outer Island. No rat presence was detected.
Total Pest Control	The Chatham Islands Pest Management Strategy is reviewed with specific reference to the Total Control suite of pests	The remaining 5 years of the Pest Management Strategy more accurately reflects community expectation and professional opinion	Chathams wide customer survey carried out with specific emphasis on Total Control pests. Survey results matched with expert opinion.	Formal review of current Pest Management Strategy	A Pest Management Strategy survey was sent out in early 2013. 51 responses were received. A formal review of the current Pest Management Strategy is currently underway. A further survey should be undertaken in late 2022 with particular emphasis on Gorse bio-control agents
Total Pest Control	One total control pest animal – feral goats is controlled.	Progress made in eliminating feral goats.	Undertake structured aerial cull of feral goats on properties adjoining the source infestation.	Work alongside landowners to voluntarily eradicate feral goats Undertake enforcement action to ensure that landowners and	By late 2014 Environment Canterbury staff had culled 977 goats from the Airport Road area. With the approval of the Landowner, our resident staff member culled 46 in late 2014 which

				occupiers carry out control of feral goats.	appears to be the last of them. Two fly-overs by helicopter seemed to confirm this. An additional 192 goats were shot from a geographically separate area in 2017. Throughout 2018/19 a further 56 goats have been culled as a result of helicopter and ground shooting. Land based shooting of the remaining known mobs has been on-going through 2020/21. 5 more feral goats were shot via helicopter in May 2021. Helicopter survey and additional shooting (if necessary) is planned for March/April 2022
Total Pest Control	Control of all total control plant pests.	The incidence of all total control plant pests.	<p>A report on the effectiveness of pest control operations is prepared.</p> <p>The incidence of Total Control pest plants is consistent with estimates of target densities.</p>	<p>All known Total Control plant pest sites, both historical and active, are inspected and / or controlled annually.</p> <p>Summarise and interpret data collated from pest control operations.</p>	<p>Following the completion of the “Total Pest Control” plant database, all 3 species of Broom are deemed to be controlled as is, Gunnera. Although there is a difficult. remote location on the South Coast</p> <p>Wild Ginger (2 species) is down to one site. Sycamore control has increased recently.</p> <p>The only known site of a water weed (Glyseria maxima) was controlled in 2012 and any re-growth sprayed 2013, 2014, 2015, 2016 and again in late 2019. Surveillance planned for 2022</p> <p>The only known site of “Veldt Grass” was sprayed in late 2012 and resprayed in October 2014.</p> <p>Staff have recently addressed several stands of “Grey / crack willow</p> <p>Canada geese are now on this list and have been controlled over the past 4 years. A very successful helicopter shoot in May 2021 culled a further 38</p>

					birds with an optimistic view that only 3 may be left The control of these low incidence plants was also strongly supported in the responses to the PMS Survey.
Total Pest Control	Control of all pests listed as total control pest plants.	The incidence of all pest plants on Chatham Island or Pitt Island.	Identify, map and maintain a database of the incidence (e.g. of the density and distribution) of total control pests plants on Chatham Island and Pitt Island. Estimate (e.g. identify, map and maintain a database of) the control area over which total control pest plants on Chatham Island and Pitt Island occurs.	Progress towards eradicating total control pest plants is made to reduce their impact on the economy, particularly on land production, and on biodiversity. Inspect at risk properties for total control pests and issuing inspection notices.	A database of all known historical and active "Total Pest Control" plant sites has now been completed. Other low-incidence plant pests are also being recorded
Containment control	Control of pests listed as containment control pest plants.	Incidence of pests listed as containment control.	Undertake enforcement action where necessary on properties identified as non-compliant with Strategy rules.	Work alongside landowners to voluntarily carry out control of Containment pest plants Undertake enforcement action to ensure that landowners and occupiers carry out control of Containment Control pest plants.	No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased, and this was enhanced with a helicopter on the Island in February 2013, February 2014, November 2014, October 2015, November 2016, December 2017, December 2018 and in February 2020. An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map, this has been updated after each years programme is completed. The Helicopter completed the 2021 project in late May with an additional 182 hectares boom sprayed. The Helicopter service has been re-engaged for the March/April period of 2022
Containment Control	Control of pests listed as containment control.	Incidence of pests listed as containment control.	All at risk sites are inspected every 2 years.	Inspect and search at risk sites for Containment Control pests and issuing inspection notices.	No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased, and this was enhanced with a helicopter on the

			<p>All gorse is eradicated annually from Gorse Management Area 1.</p> <p>The area of gorse (ha) in Gorse Management Area 2 does not increase as from a baseline date of 2001 (this target is subject to the availability of aerial maps of the Chatham Islands).</p> <p>Report that identifies and maps distribution and density of Californian Thistle.</p>		<p>Island in 2013, 2014, 2015, 2016 and 2017, 2018 ,2020. And 2021</p> <p>An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map and this is updated after each helicopter visit to the Islands.</p> <p>We reviewed our Gorse control options to include a Mulcher. But after an Island visit by the operator and extensive publicity it was determined that Islanders still preferred the Helicopter option.</p>
Public awareness	Public become vigilant for new pests and do not introduce, sell or propagate pests.	Public awareness.	<p>Articles on pest and biosecurity in the Chatham Islander and Uniquely Chathams news publications.</p> <p>Pamphlets on pests and biosecurity issues are readily available at the airport and other tourist venues</p> <p>90% of landowners understand their obligations under the Strategy.</p>	<p>Regular media coverage of pest and biosecurity issues.</p> <p>Conduct a customer survey to gauge the understanding of landowner Strategy obligations.</p>	<p>Regular articles relating to Chatham Islands Pests are placed in the Chatham Islands Community Focus email newspaper.</p>
Investigations / Research	All pest control activities and advice is current and based on Best Practise	<p>Surveillance – Chatham Islands pests</p> <p>Surveillance – Pitt Island pests.</p> <p>Total Control pests</p> <p>Containment Control pests</p> <p>Undertaking pests and biosecurity investigations and survey programmes.</p>	Number of assessments undertaken.	<p>Assess any research or investigation proposals concerning Surveillance – Chatham Islands pests, total control pests, containment control pest plants such as the introduction of biological control agents where support is sought from the Council on a case-by-case basis.</p>	<p>One of the questions in the PMS survey specifically asked about the possible introduction of Gorse biological agent(s). Several late responses were received which lowered the support of the introduction of bio control agents. A further survey is planned for 2022 but it is unlikely opinion will have changed much</p>

6.2. Chatham Islands Services Overview

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Nick Daniels, General Manager – Field Operations

Purpose

1. To update the Chatham Islands Council on matters relating to the contract for services between the Chatham Islands Council (CIC) and Environment Canterbury.

Recommendations

That the Chatham Islands Council Steering Group:

1. **Suggests that this report, which provides an update on the operation of the services agreement between the Chatham Islands Council and Environment Canterbury, is put forward to the Chatham Islands Council to receive.**

Overview and updates regarding the provision of services to Chatham Islands Council from Environment Canterbury

2. This paper provides an update on matters relating to the provision of services to CIC by Environment Canterbury.

Provision of services

3. A senior staff member who contributed to the delivery of science services to CIC is currently on extended sick leave. Their duties are being covered by other members of the science group. Environment Canterbury is working with these staff to ensure continuity of service delivery during this period.
4. To date, Covid-19 has not directly impacted on the provision of services to CIC. However, staff continue to monitor the situation closely. Environment Canterbury had confirmed a policy requiring all staff to be vaccinated. However recent changes to Government guidance regarding vaccination mandates have changed. The policy has been modified and vaccination is no longer required for Environment Canterbury staff.

Renewal of services contract

5. Environment Canterbury staff are working on the updated services agreement for CIC consideration. Key features of the new agreement include:
 - a. Updated Terms and Conditions for the provision of services. These are based on the previous Terms & Conditions and include minor updates to reflect best practice.

- b. A schedule of services for the 2022-23 year. Only a single year of services is proposed, as it is hoped that a significant increase in funding will be made available from DIA from July 2023 to support compliance with new Government regulations, such as essential freshwater.
- 6. There are some significant 'one-off' pieces of work that Environment Canterbury staff are assisting CIC with under the existing service agreement. These comprise:
 - a. Providing Procurement assistance to procure a new IT provider for CIC (replacing services currently delivered by Tastronics).
 - b. Providing Procurement assistance for building renovation work for CIC.
 - c. Assisting CIC with enquires relating to accessing funding via the Local Government Funding Agency to assist with building renovations.
- 7. DIA has notified Environment Canterbury that it will be working with CIC on a Governance Review for public agencies working on the Chathams. Environment Canterbury has provided feedback on the draft Terms of Reference and will provide input into the review as requested by DIA and/or CIC.

Next steps

- 8. Meetings of the CIC services Steering Group will occur approximately 6 weekly as per the agreed schedule – which enables services reports to be considered at scheduled meetings of the CIC.
- 9. Conclusion of the new services agreement prior to 30 June 2022.

Attachments

Nil

6.3. Action list

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Juliet Bruce, Committee Advisor
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To update the Chatham Islands Council Steering Group with the actions carried forward from the previous meeting on 19 April 2022.

Recommendations

That the Chatham Islands Council Steering Group:

1. suggests that the Action List is put forward to the Chatham Islands Council to receive.

Attachments

1. Action list [6.3.1 - 2 pages]

Task number	Status	Person responsible	Action
02-11-2021-B	Carry forward	Adrian Meredith	The water quality report is due to be uploaded to the Chatham Islands Council website and sent to McGredy Winder after final editing.
02-11-2021-D	Carry forward	Adrian Meredith	Cameron Ormsby may contact Adrian regarding water quality issues due to discharges near sanitation and fishing infrastructure.
02-11-2021-E	Carry forward	James Thompson	Confirm with Rana what she requires regarding IT technical help.
08-02-2022-A	Carry forward	Nick Daniels, Kerryn Tangney	Renegotiation of Chatham Islands contract
08-02-2022-B	Carry forward	Terri Huxtable	Compliance strategy is a large project. Could be via consultation process on Chatham Islands.
08-02-2022-F	Carry forward	James Thompson	EOC training booked in for May.
-08-02-2022-G	Carry forward	James Thompson	Function specific training for Rana. James to give dates to Rana.
08-02-2022-J	Carry forward	Graeme Clarke	Dion looking into GIRS technology for hydro sites. Could replace satellites (funding required).
08-02-2022-M	Carry forward	Jaden Wallace	Annual plan and the budget work ongoing.
-22-03-2022-C	Carry forward	Nick Daniels	With Owen, review the contract schedules with the Science and BIS teams separately.
22-03-2022-E	Carry forward	Nick Daniels	Follow up with Owen regarding health and safety schedule.
22-03-2022-F	Carry forward	Nick Daniels, James Thompson, Alistair Hill	BIS engaged to support use of MS Teams for meetings where all callers are based on the island.
22-03-2022-G	Carry forward	Nick Daniels, James Thompson, Alistair Hill	Remote meeting functionality
22-03-2022-H	Carry forward	Jo Simkiss	Branding for local elections
22-03-2022-I	Carry forward	Jo Simkiss, Jaden Wallace, Mark Smith	Branding for statutory financial requirements before local elections

22-03-2022-J	Carry forward	Terri Huxtable	Fulton Hogan is monitoring leachate to ensure is not affecting groundwater.
22-03-2022-K	Carry forward	James Thompson	Connect with Graeme Nelson (Human Resources) and Finance to review funding for civil defence support.
19-04-2022-A	Carry forward	Giles Southwell	Follow up change of auditor.
19-04-2022	Carry forward	Giles Southwell	Confirm where extra revenue came from.

6.4. Resource Management Planning

Chatham Islands Council Steering Group report

Date of meeting	7 June 2022
Author	Rachel Tutty, Planner
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To update the Chatham Islands Council on progress since the last steering group meeting on the development of information on the essential Freshwater Package for distribution on the Islands.
2. To advise the Chatham Islands Council that information on the Statutory Acknowledgement Areas identified in the Moriori Treaty Settlement legislation has been prepared and will be attached to the Chatham Islands Resource Management Document.
3. To record that a submission has been made in response to the Government's consultation on the climate change Draft Adaptation Plan and options for managed retreat.

Recommendations

That the Chatham Islands Council Steering Group:

- 1. Suggests the Resource Management report is put forward to the Chatham Islands Council to receive.**

Key points

4. Advice for the local community on the requirements of the Essential Freshwater Package has been prepared and uploaded onto the CIC website. This will become live once the Council has had a chance to view and approve it. Brochures for distribution on the Islands outlining the main points are being prepared and will be distributed once approved by Council. An online forum to answer any questions will be held by the end of July 2022.
5. CIC received direction from Central Government that provisions relating to the statutory acknowledgement areas identified in the Moriori treaty settlement legislation need to be incorporated into the CIRMD. The information has been prepared and is attached to this report. It has been approved by Hokotehi Moriori Trust and the Council CEO. It will now be attached to the CIRMD. The team processing resource consents have been advised that any applications that may affect these areas are to be discussed with Maui Solomon who is the chairman of the trust.

6. A submission was prepared in response to the Government's consultation document on the Draft Adaption Plan and options for managed retreat. The main points raised were:
 - that the Chatham Islands Council is not in a financial position to fund either increased resilience measures or managed retreat so more central government funding will be required than in other parts of New Zealand,
 - that the Islands are likely to be relatively severely impacted by climate change because of their geography, isolation, limited drinking water supply, vulnerable communities, and reliance on agriculture and fisheries that have an uncertain future in the face of climate change, and
 - that there is a need for much more information on the likely impacts of climate change for the Islands as they have been largely left out of studies undertaken to date on seal level rise and other impacts.

Cost, compliance and communication

7. This work is being carried out under the current contract between the Chatham Islands Council and Environment Canterbury.

Risk assessment and legal compliance

8. Compliance with the Essential Freshwater Package is a legal requirement for landowners on the Islands. They need information to help with understanding what those requirements are.
9. The Council has a legal obligation to ensure that provision is made in the CIRMD to protect statutory acknowledgement areas identified in treaty settlement legislation.
10. The Islands are at risk from the effects of climate change and this needs to be brought to the attention of the New Zealand Government.

Engagement, Significance and Māori Participation

11. The provision of information on the Essential Freshwater requirements and engagement by way of a forum is the first step in engaging with the community on the Islands in the implementation of the requirements. The next step will be to further engage with the community, iwi and imi on the development of a long-term vision for freshwater as required under the NPS-FM.
12. Provisions for the protection of statutory acknowledgement areas have been developed in conjunction with the Hokotehi Moriori Trust, while ensuring that they adhere to legislative requirements. Once the Ngāti Mutunga o Wharekauri settlement has been finalised, the same process will occur to protect areas identified in that legislation.
13. The Council, in their newsletter, have advised the community that a submission has been prepared on the Government's consultation document for the climate change

Draft Adaptation Plan and options for managed retreat. The Council have offered to help community members in making their own submissions.

Communication

14. Information relating to the requirements of the Essential Freshwater Package has been uploaded to the Council website and will go live once it has been approved by the Council.
15. Brochures are being prepared for distribution to landowners, imi and iwi, and will be distributed by the end of June 2022.
16. An online forum to discuss the requirements will be held by the end of July 2022.

Next steps

17. Information relating to the Essential Freshwater Package on the Council website will be made live once it has been approved by the Council.
18. Brochures will be prepared for distribution on the islands by the end of June 2022.
19. An online forum to discuss the requirements will be held by the end of July 2022.
20. The information regarding the Statutory Acknowledgement Areas identified in the Moriori treaty settlement legislation will be attached to the Chatham Islands Resource Management Document.

Mori Mori Claims Settlement Act 2021

Statutory Acknowledgement Areas

29 Statutory acknowledgement by the Crown

The Crown acknowledges the statements of association for the statutory areas.

30 Purposes of statutory acknowledgement

The only purposes of the statutory acknowledgement are—

- (a) to require relevant consent authorities, the Environment Court, and Heritage New Zealand Pouhere Taonga to have regard to the statutory acknowledgement, in accordance with [sections 31 to 33](#); and
- (b) to require relevant consent authorities to record the statutory acknowledgement on statutory plans that relate to the statutory areas and to provide summaries of resource consent applications or copies of notices of applications to the trustees, in accordance with [sections 34 and 35](#); and
- (c) to enable the trustees and any member of Mori Mori to cite the statutory acknowledgement as evidence of the association of Mori Mori with a statutory area, in accordance with [section 36](#).

31 Relevant consent authorities to have regard to statutory acknowledgement

- (1) This section applies in relation to an application for a resource consent for an activity within, adjacent to, or directly affecting a statutory area.
- (2) On and from the effective date, a relevant consent authority must have regard to the statutory acknowledgement relating to the statutory area in deciding, under [section 95E](#) of the Resource Management Act 1991, whether the trustees are affected persons in relation to the activity.
- (3) Subsection (2) does not limit the obligations of a relevant consent authority under the [Resource Management Act 1991](#).

32 Environment Court to have regard to statutory acknowledgement

- (1) This section applies to proceedings in the Environment Court in relation to an application for a resource consent for an activity within, adjacent to, or directly affecting a statutory area.
- (2) On and from the effective date, the Environment Court must have regard to the statutory acknowledgement relating to the statutory area in deciding, under [section 274](#) of the Resource Management Act 1991, whether the trustees are persons with an interest in the proceedings greater than that of the general public.
- (3) Subsection (2) does not limit the obligations of the Environment Court under the [Resource Management Act 1991](#).

33 Heritage New Zealand Pouhere Taonga and Environment Court to have regard to statutory acknowledgement

- (1) This section applies to an application made under [section 44](#), [56](#), or [61](#) of the Heritage New Zealand Pouhere Taonga Act 2014 for an authority to undertake an activity that will or may modify or destroy an archaeological site within a statutory area.

- (2) On and from the effective date, Heritage New Zealand Pouhere Taonga must have regard to the statutory acknowledgement relating to the statutory area in exercising its powers under [section 48](#), [56](#), or [62](#) of the Heritage New Zealand Pouhere Taonga Act 2014 in relation to the application.
- (3) On and from the effective date, the Environment Court must have regard to the statutory acknowledgement relating to the statutory area—
 - (a) in determining whether the trustees are persons directly affected by the decision; and
 - (b) in determining, under [section 59\(1\)](#) or [64\(1\)](#) of the Heritage New Zealand Pouhere Taonga Act 2014, an appeal against a decision of Heritage New Zealand Pouhere Taonga in relation to the application.
- (4) In this section, **archaeological site** has the meaning given in [section 6](#) of the Heritage New Zealand Pouhere Taonga Act 2014.

35 Provision of summary or notice to trustees

- (1) Each relevant consent authority must, for a period of 20 years on and from the effective date, provide the following to the trustees for each resource consent application for an activity within, adjacent to, or directly affecting a statutory area:
 - (a) if the application is received by the consent authority, a summary of the application; or
 - (b) if notice of the application is served on the consent authority under [section 145\(10\)](#) of the Resource Management Act 1991, a copy of the notice.
- (2) A summary provided under subsection (1)(a) must be the same as would be given to an affected person by limited notification under [section 95B\(4\)](#) of the Resource Management Act 1991 or as may be agreed between the trustees and the relevant consent authority.
- (3) The summary must be provided—
 - (a) as soon as is reasonably practicable after the relevant consent authority receives the application; but
 - (b) before the relevant consent authority decides under [section 95](#) of the Resource Management Act 1991 whether to notify the application.
- (4) A copy of a notice must be provided under subsection (1)(b) not later than 10 working days after the day on which the consent authority receives the notice.
- (5) The trustees may, by written notice to a relevant consent authority,—
 - (a) waive the right to be provided with a summary or copy of a notice under this section; and
 - (b) state the scope of that waiver and the period it applies for.
- (6) This section does not affect the obligation of a relevant consent authority to decide,—
 - (a) under [section 95](#) of the Resource Management Act 1991, whether to notify an application;
 - (b) under [section 95E](#) of that Act, whether the trustees are affected persons in relation to an activity.

36 Use of statutory acknowledgement

- (1) The trustees and any member of Moriori may, as evidence of the association of Moriori with a statutory area, cite the statutory acknowledgement that relates to that area in submissions concerning activities within, adjacent to, or directly affecting the statutory area that are made to or before—

- (a) the relevant consent authorities; or
 - (b) the Environment Court; or
 - (c) Heritage New Zealand Pouhere Taonga; or
 - (d) the Environmental Protection Authority or a board of inquiry under [Part 6AA](#) of the Resource Management Act 1991.
- (2) The content of a statement of association is not, because of the statutory acknowledgement, binding as fact on—
- (a) the bodies referred to in subsection (1); or
 - (b) parties to proceedings before those bodies; or
 - (c) any other person who is entitled to participate in those proceedings.
- (3) However, the bodies and persons specified in subsection (2) may take the statutory acknowledgement into account.
- (4) To avoid doubt,—
- (a) the trustees and the members of Moriori are not precluded from stating that Moriori has an association with a statutory area that is not described in the statutory acknowledgement; and
 - (b) the content and existence of the statutory acknowledgement do not limit any statement made.

STATEMENTS OF ASSOCIATION KA TEPUAE KARĀPUNA MORIORI

The statements of association of Moriori are set out below. These are statements of their particular cultural, spiritual, historical and traditional association with identified areas.

Part Awatea (as shown on Deed Plan OMCR-064-07)

This reserve is located on the southern shore of Lake Huro on Rēkohu.

This landscape adjacent to Lake Huro has long held spiritual importance for Moriori because of its proximity to the lake - a place known for etchu (atua/gods) associated with tuna and other freshwater fish:

This site is close to two massive eel ponds at Lake Huro and the southern half of Te Whanga lagoon, known as Te Kara-a-taku-Moana and Tai Hawea. Because of this Awatea is also known as an old kāinga and the presence of middens and other archaeological evidence affirms this. Moriori associations with this landscape go back to our earliest occupation and settlement of Rēkohu.



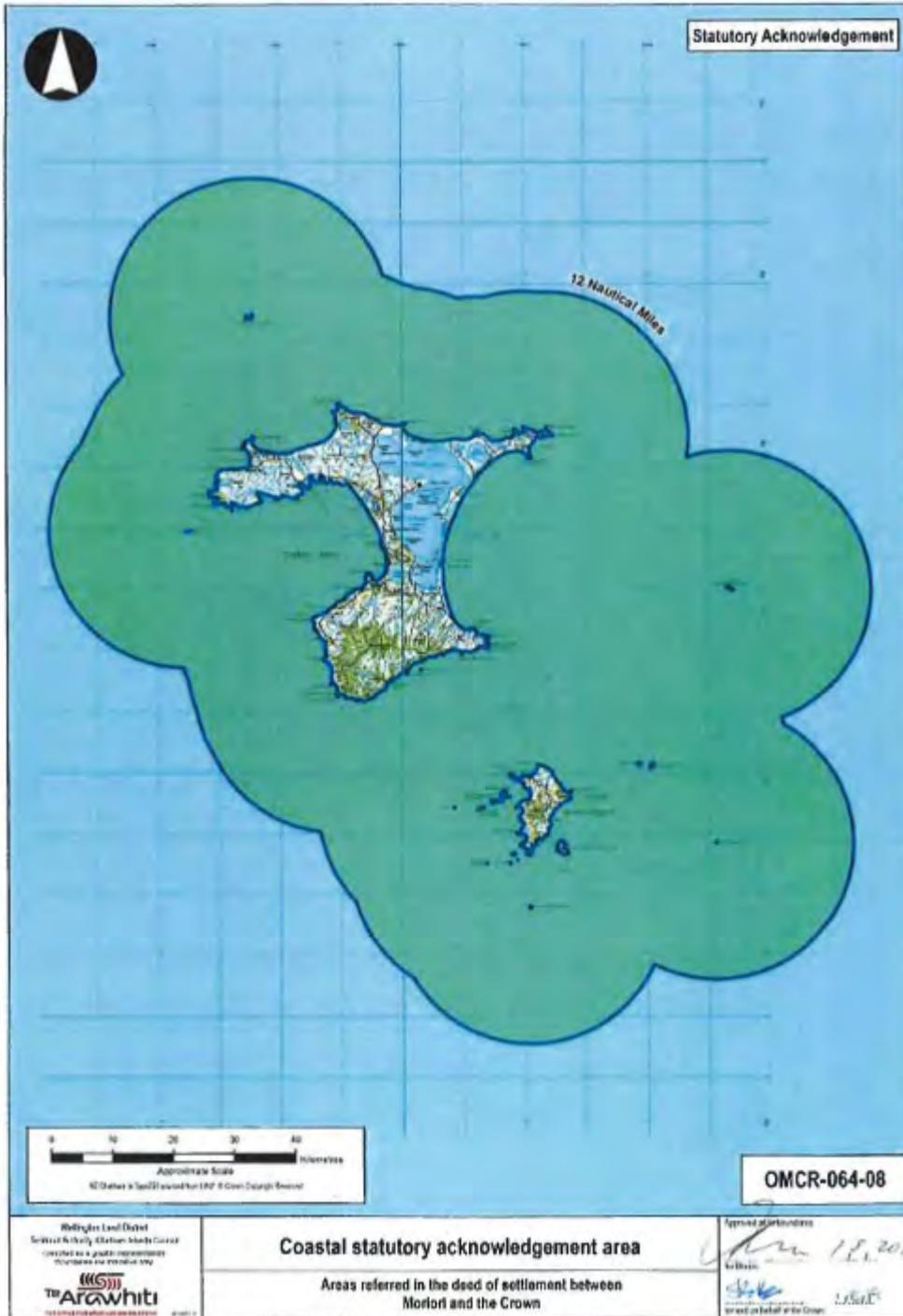
Coastal Statutory Acknowledgement Area (as shown on Deed Plan OMCR-064-08)

This area covers the entire coastline in the Moriori Area of Interest out to the 12 nautical mile limit.

Moriori have a strong relationship with Tangaroa. Knowledge of sea currents, winds and relationships with sea creatures and birds enabled impressive feats of Polynesian voyaging over thousands of years, including the settlement of Rēkohu by the ancestors of the Moriori peoples who according to tradition travelled here from Eastern/Central Polynesia between 800 and 1,000 years ago. These intricate relationships developed further as a result of our settlement of these remote islands. The sea-scapes around the 2 larger islands and the routes to offshore rocks such as Hokoreoro, Tcharok', Motuhope and Motuhara were navigated and mapped by our founding ancestors who relied on their knowledge of the sea and its resources to survive and thrive. For Moriori the sea is probably more significant than our land resource - we are certainly dependent upon it for our well-being and livelihood both historically and in the present day.

The habitation of Rēkohu has been influenced by fisheries and the development of a fishing tradition since the arrival of Moriori ancestors 1,000 years ago. The islands were first settled by the early Polynesian ancestors Rongomaiwhenua and Rongomaitere, who are the founding ancestors of the people known today as 'Moriori' and from whom all present day Moriori are descended. Moriori co-exist with the sea, land and sky. Our ancestors were the first human settlers to erect altars to their etchu (ātua/gods) and tchieki (guardians) which continue to sustain the spiritual ethos of the lands and seas around Rēkohu. Our life on Rēkohu was established as a direct result of this delicate and sustainable relationship. Having arrived from the central Pacific we evolved a strong maritime culture based on a complex system of tchap' and ritual. The relationship of Moriori to the sea was (and is) at the very heart of our existence. It is not surprising therefore that the most important tchieki for Moriori were those of the sea. The most important in the pantheon of tchieki-etchu for Moriori are the shark gods. The connection between the living and the spirit is not an abstract concept. For example, on the death of a leader the spirit of the departed would enter a Rongomoana (Blackfish), residing in its eye, and guide a pod of whales to shore to feed the people.

The entire coastal-marine zone around our islands is of special importance to Moriori due to the large numbers of Moriori coastal settlements and our dependence on the inshore fishery and coastal resources.



Hanson Bay Marginal Strip (as shown on Deed Plan OMCR-064-09)

This marginal strip runs from Te Awapātiki in the north down the eastern coast of Rēkohu to Ōwenga township.

Te Awa-Pātiki - often referred to as the alpha and omega of Rēkohu - is the starting place for describing landscapes and was also the place where the first Pākehā surveyors planting the first datum point. It is a sacred, "much revered" place where Moriori held gatherings for debating major decisions. It was the place of debate in 1835 and again in 1862 when the remaining leaders gathered to write their petition to Governor Grey.

"All their social meetings were held in the open air severely away from sleeping and cooking localities which were liable to be secretly bewitched".

Moriori oral traditions say that after the Rongomaiwhenua people settled the land two later waka arrived together - Rangihoua and Rangimata. The Rangihoua arrived at Okahu in the north and was blown onto the rocks, killing some of her crew. Before arriving at Te Awa-Pātiki the crew of Rangimata around other parts of the island and plated a kōpi berry at Kāingaroa. Eventually the crew landed at Te Awa-Pātiki which was closed at the time but ready to burst out to the sea.' Having landed the crew dragged Rangimata ashore to get her into Te Whanga. Her weight made a furrow and thus created a channel for the lake which then burst through and wrecked Rangimata. Rangimata is now visible in the lagoon as an island next to Motuhinahina, the jagged points of which represent her crew. It is said that the crew went to set up a post claiming the land at the lagoon opening but were moved away by those already living on the land (Marupuku and his people). Instead, they camped at Poretu, just north of the mouth, and from there settled peacefully on Rangihaute (Pitt Island).

Te Awa-Patiki and the entire coast to Ōwenga (also known as Ouenga and Kowewenga) is important for Moriori as a significant settlement place, as evidenced by the extensive areas of recorded archaeological sites all along the coast.



Henga Scenic Reserve (as shown on Deed Plan OMCR-064-10)

Henga Scenic Reserve is located on the west coast of Rēkohu. It is a roughly rectangular reserve with its western edge running along Long Beach, Petre Bay and its NE point at Lake Marakāpia.

Henga is a place of great significance to Moriori and has areas of rock art nearby on the western shore of Te Whanga lagoon and coastal occupation places, including burials in the foredunes of Petre Bay.



Lake Huro Marginal Strip (as shown on Deed Plan OMCR-064-11)

The reserves at Awatea and the lake Huro Marginal Strip are all part of the same cultural landscape. The Lake Huro small marginal strip is located on the northern part of the lake. Lake Huro has long held spiritual importance for Moriori as a place known for etchu associated with tuna and other freshwater fish.

The etchu, Kohamatunga, resides in Lake Huro and Waitangi; when he grunts then is a good time to catch eels. On the west shore of Lake Huro, was Rangiwe, a specialised tūāhu used for tohinga (baptism) with carved figures of Rongo-mai-tuatanga

From Waiteki, close by were the two massive eel ponds at Lake Huro and the southern half of Te Whanga lagoon, known as Te Kara-a-taku-Moana and Tai Hawea. Awatea is also known as an old kāinga and the presence of middens and other archaeological evidence affirms this.

Moriore associations with this landscape go back to our earliest occupation and settlement of Rēkohu.



Ōwenga Marginal Strip (as shown on Deed Plan OMCR-064-12)

This marginal strip runs from Ōwenga township south to the small stream at the place known historically as Ōpuhi. Ōwenga (also called Ōuenga and Kowewenga) was one of the earliest occupation places for Moriori on Rēkohu and contains many areas of archaeological evidence including coastal dune burials. Ōwenga is well known as an important early Moriori occupation site on the main Chatham Island (Rēkohu) and is thought to be chronologically comparable with significant sites such as Waipāua and Tupurangi on Rangihau. These places share the same attributes in terms of being sheltered from oceanic swell and high SW winds.

Ōuwenga and Manukau were two areas occupied continuously by Moriori. Ōuwenga is known as being a place where many miheke (taonga) were known to exist including the tūāhu figures:

“it is said there are many more besides these.... Certain of these Gods were represented at various places by carved images. There were five or six of them at Ouwenga, amongst them Maru and Rongomai. They are said to be hidden in an inaccessible cliff at Tupouranga. These representations of divinities were usually kept in caves, or on the burial places, but were generally concealed, for fear of their being stolen.... Incantations were offered to these images, but how far they proceeded in their invocations appears uncertain. Although possessed of much sanctity, and much dreaded, they were evidently only emblematic of the Gods after whom they were named, and were not idols in the true sense of the word.”

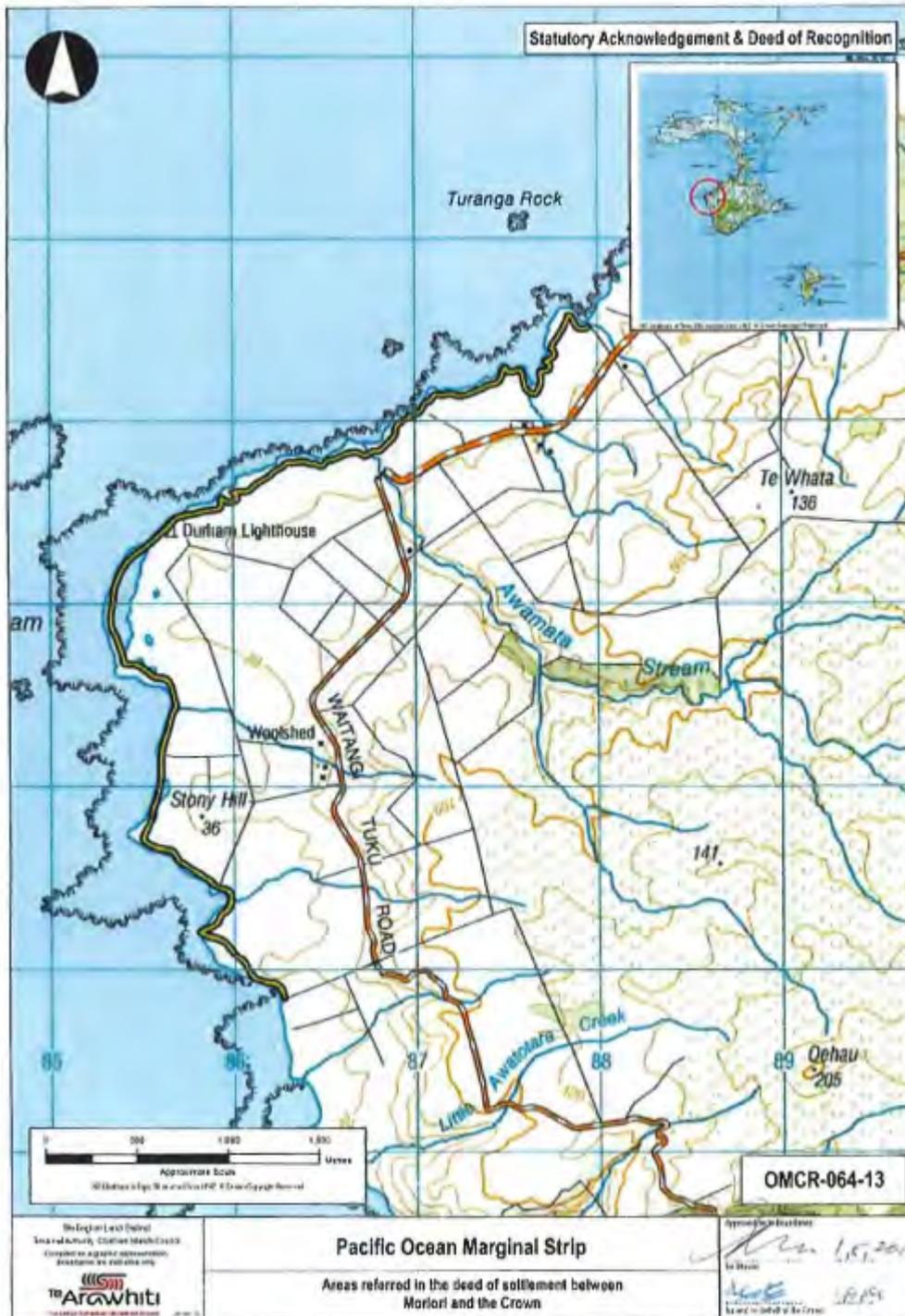
Moriori associations with this coastal landscape go back to our earliest occupation and settlement of Rēkohu.



Pacific Ocean Marginal Strip (as shown on Deed Plan OMCR-064-13)

This marginal strip is located on the SW part of Rēkohu at a place known to Moriori as Paroa (Point Durham). The strip runs from the coast adjacent to Tūranga Rock in the north to Takaripa at the mouth of the Awatotara River in the south.

This coast was continuously occupied by Moriori as evidenced by significant archaeological evidence of villages and resource use.



Petre Bay Marginal Strip (as shown on Deed Plan OMCR-064-14)

This marginal strip is located on the western shore of Rēkohu in the vicinity of Te One township.

The coast along this shore was occupied by Moriori as evidenced by recorded archaeological sites and dune burials.



Pitt Island Marginal Strip (as shown on Deed Plan OMCR-064-15)

This marginal strip is located on the south coast of Rēkohu (not Rangihau/Pitt Island) and runs from Ka Hokototara in the west to Boundary Rock in the east. This coastline is characterised by high steep cliffs, once home to tītī and other Chatham Island seabirds, making this southern coastline important for food gathering.



Te Awatea Scenic Reserve (as shown on Deed Plan OMCR-064-16)

This reserve is located on the southern shore of Lake Huro on Rēkohu and adjoins Pt Awatea (Deed Plan OMCR-064-07). It is part of the same cultural landscape as the Lake Huro Marginal Strip.

This landscape adjacent to Lake Huro has long held spiritual importance for Moriori because of its proximity to the lake - a place known for etchu associated with tuna and other freshwater fish:

There were once the two massive eel ponds at Lake Huro, and the southern half of Te Whanga lagoon known as Te Kara-a-taku-Moana and Tai Hawea. Awatea is also known as an old kāinga and the presence of middens and other archaeological evidence affirms this.

Moriori associations with this landscape go back to our earliest occupation and settlement of Rēkohu.



Tikitiki Hill Conservation Area (as shown on Deed Plan OMCR-064-17)

Waiteki (Waitangi), the general area of Waitangi Bay, and the sweeping coastline north was extensively occupied by Moriori. Red Bluffs/Hawaruwaru to the north is a settlement area and wāhi tchap', known for being a kāinga and for burial grounds. The density of names for parts of the comparatively sheltered Waiteki Bay and surrounding area can be seen in the 1868/1883 map of the island (Robertson and Smith, 1868 and 1883). Note that whilst Tikitiki is a name for the hill in general the main headland overlooking what is now the wharf is one of the central pou for ancient Moriori landscapes - Ko Ro Pou a Tūmatauenga.

Archaeological occupation sites (middens, pits, ovens C240/264 and 265) are recorded on the hill top and burials have been recorded on the southern side of Tikitiki from Kahumene Point (where the radio/TV station is) southwards along the Waitangi/Tuku Road.

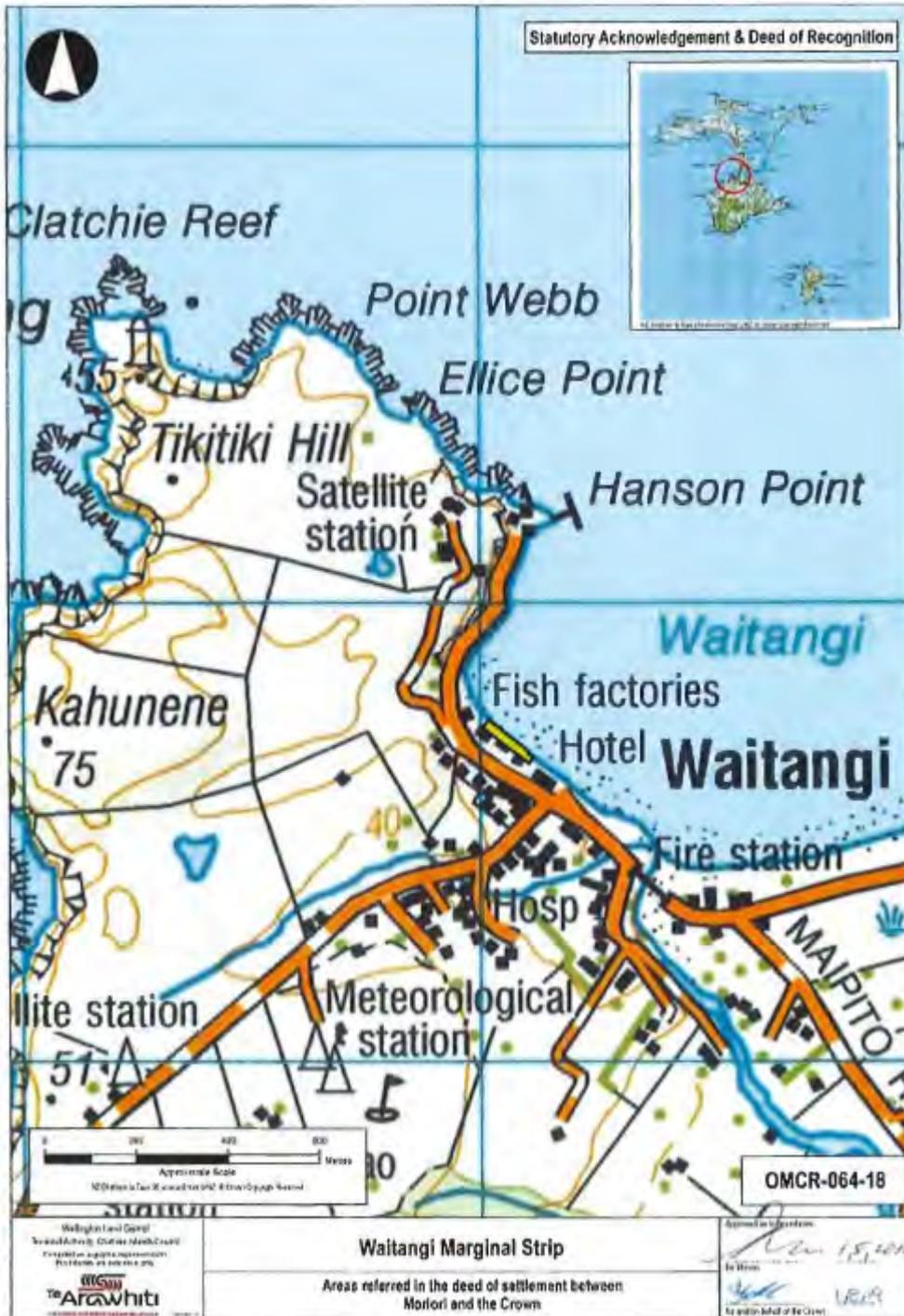
Tikitiki Hill is a sacred place for Moriori.



Waitangi Marginal Strip (as shown on Deed Plan OMCR-064-18)

This small strip is located in Waitangi Bay adjacent to the fish factory and hotel.

Waiteki (Waitangi), the general area of Waitangi Bay, and the sweeping coastline north was extensively occupied by Moriori. Red Bluffs/Hawaruwaru to the north is a settlement area and wāhi tchap', known for being a kāinga and for burial grounds. The density of names for parts of the comparatively sheltered Waiteki Bay and surrounding area can be seen in the 1868/1883 map of the island (Robertson and Smith, 1868 and 1883). Note that whilst Tikitiki is a name for the hill in general the main headland overlooking what is now the wharf is one of the central pou for ancient Moriori landscapes - Ko Ro Pou a Tumatauenga.



Wharekauri Station Reserve 101 (as shown on Deed Plan OMCR-064-19)

This reserve is adjacent to Lake Rotokawau and is managed as part of the DOC 'Green Swamp Conservation Area'.

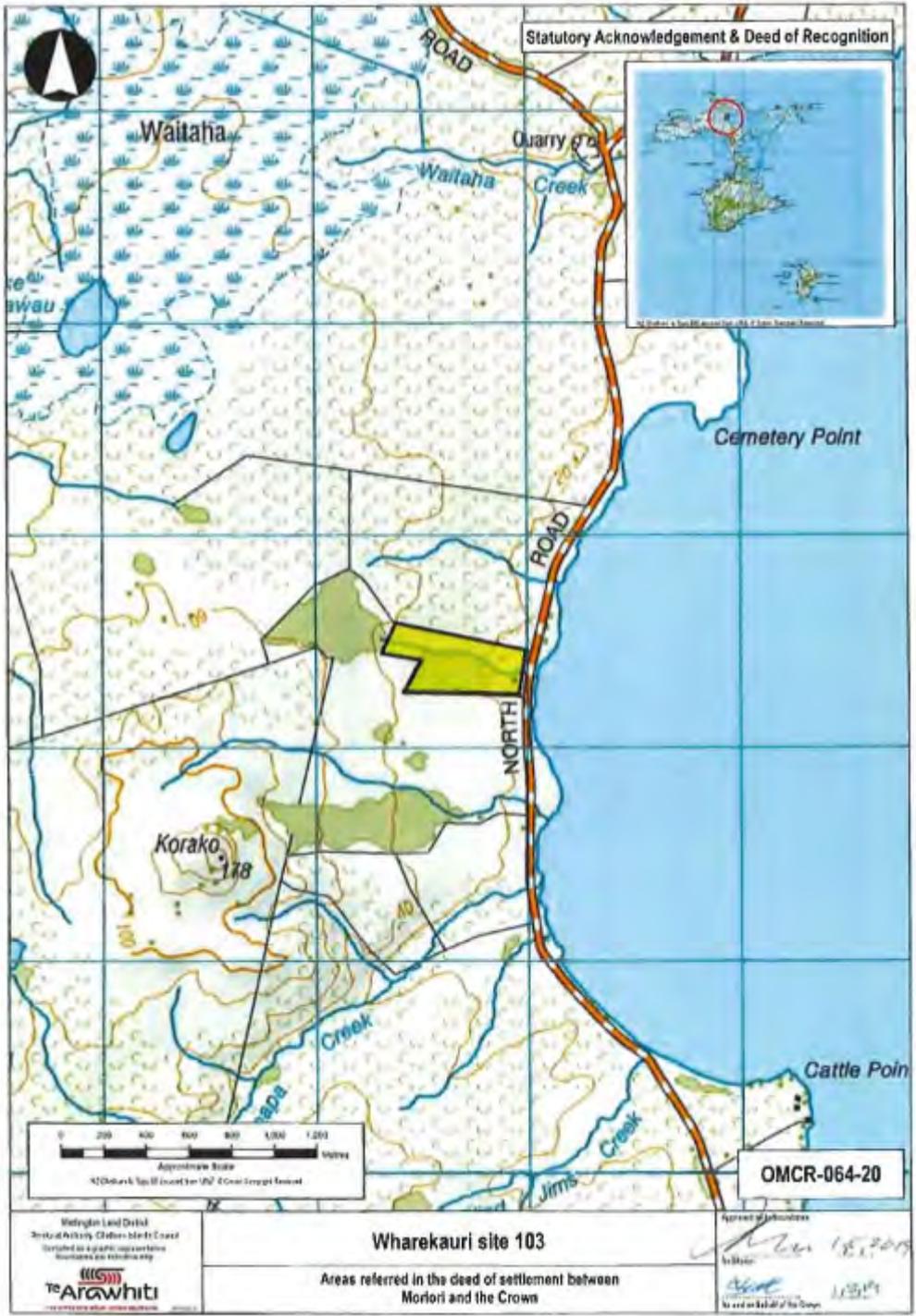
This area is important for Moriiori as a place for catching tuna.



Wharekauri Station Reserve 103 (as shown on Deed Plan OMCR-064-20)

This reserve borders the western shore of Te Whanga and is known as Nikau Reserve.

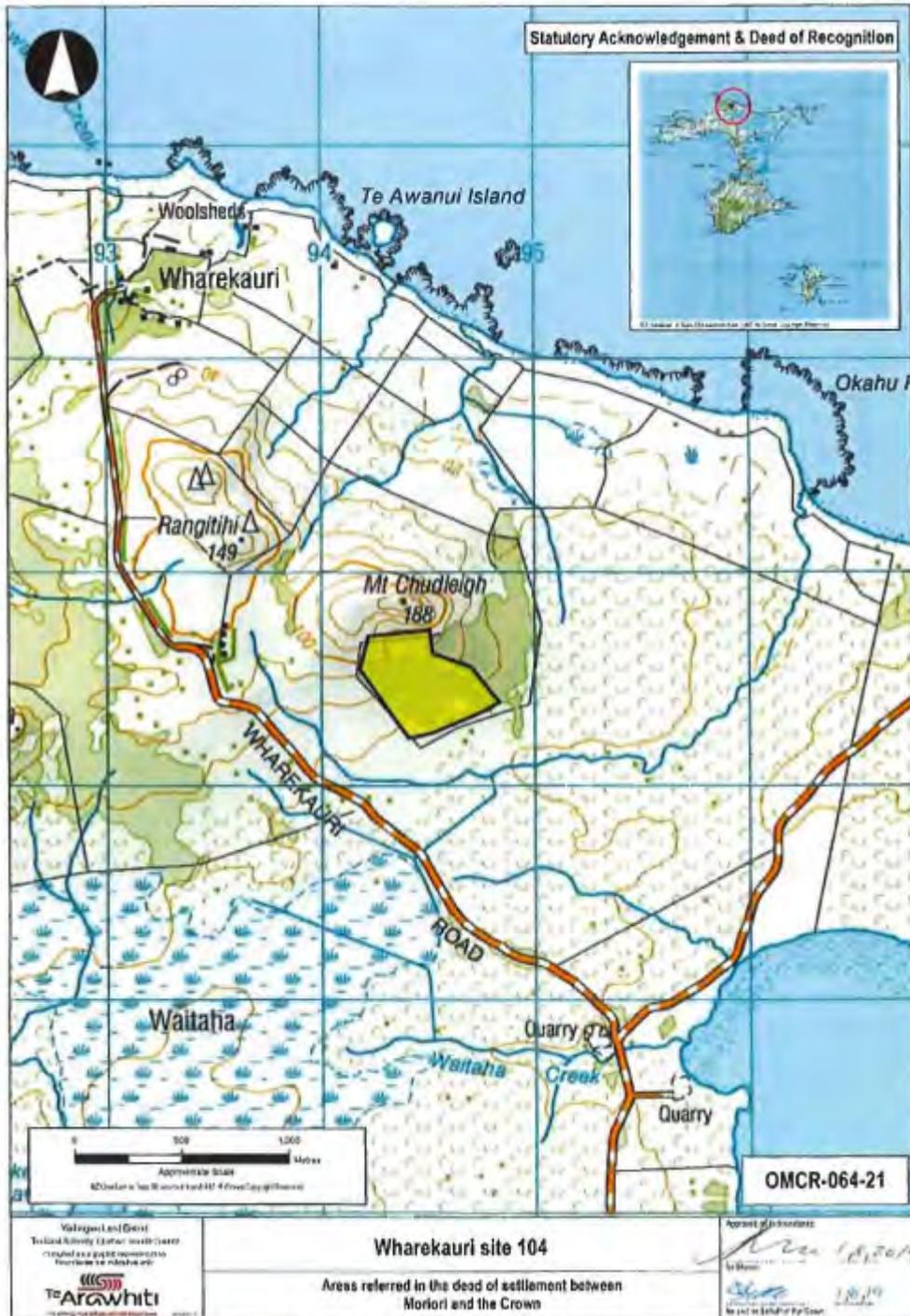
This area was settled by Moriori as evidenced through oral traditions, archaeological landscapes and rock art sites.



Wharekauri Station Reserve 104 (as shown in Deed Plan OMCR-064-21)

This reserve is in Wharekauri Station and is known locally as Chudleigh but is known to Moriori as Wikura.

Wikura is one of the sacred maung' of Moriori where important rituals were carried out, most notably prayers were recited to the sun god, Tamanui Ta Rā.



Wharekauri Station Reserve 105 (as shown in Deed Plan OMCR-064-22)

This reserve is the main 'Green Swamp Conservation Area' in the centre of Wharekauri Station..

This area is important for Moriori as a place for catching tuna.



6.5. Compliance

Chatham Islands Council Steering Group

Date of meeting	Tuesday, 7 June 2022
Author	Terri Huxtable, Resource Management Technical Lead
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To brief the Chatham Islands Council Steering Group on compliance monitoring and enforcement activities undertaken during this reporting period.

Recommendations

That the Chatham Islands Council Steering Group:

1. **Suggests that the Compliance report is put forward to the Chatham Islands Council to receive.**

Key points

2. The Chatham Islands Airport 'Longer and Stronger' project – Meetings with the project team to discuss progress and identify any issues of compliance have been reduced to monthly. Key points over the reporting period include:
 - a. Earthworks: Earthworks have been completed across the majority of site. The only outstanding section is the southern strip of the runway. Heavy machinery has been returned to NZ leaving only one digger and dump truck to complete works. Asphaltting is due the first week of June.
 - b. Erosion and Sediment Control: Controls have been removed from the stabilised areas. One silt fence has been left in place south of borrow area 2 and will remain until grass strike has been achieved.
 - c. Borrow sites: Borrow site 2 has been stabilised with compacted shell grit. Borrow site 3 has been topsoiled and grass seeded.
 - d. Dust: There have been no dust complaints during this reporting period.
 - e. Contaminated soils: Soils have been disposed of at Owenga landfill.
 - f. Water intake: This has now been decommissioned with associated infrastructure returned to NZ.
 - g. Ecological restoration: Spear grass is regenerating well.
3. The Owenga Landfill is not yet operational.

- a. Fulton Hogan is waiting for a delivery of plant machinery that is required to operate the landfill.
 - b. Fulton Hogan has advised that they will do a full assessment of the plant before operating and undertake any maintenance that is required.
 - c. The sampling locations for the site management plan have been identified and matched to the groundwater and surface water records held by ECan. This will enable a baseline of water quality conditions to be established for future monitoring.
4. Moriori Statutory Acknowledgement Areas
- a. The Statutory Acknowledgement Areas have been noted and will be considered when assessing compliance of activities with rules under the CIRMD and RMA.
5. The CIC is looking to move the location of fish carcass disposal as the current site is at capacity. An alternative site has been proposed and the landowner has asked Compliance to advise on the appropriateness of the location. This is under assessment.
6. Given that there is no additional funding available for the 2022/23 FY, discussions need to be held with CIC to identify the priority consents for monitoring over this period.

6.6. Environmental monitoring

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Graeme Clarke, Principal Science Advisor
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To let the Chatham Islands Council (CIC) know what environmental monitoring work has been carried out by Environment Canterbury recently.
2. So the CIC is aware we are meeting our environmental monitoring obligations.

Recommendations

That the Chatham Islands Council Steering group:

1. **Suggests that the Environmental Monitoring report is put forward to the Chatham Islands Council to receive.**

Key points

3. March sampling was slightly delayed due to freight issues, but it still went ahead in a reasonable timeframe.
4. Next water sampling run is the second week of June.
5. Water levels in the lakes has recovered in line with rainfall.
6. Our consultant's contract has been updated to include the download of groundwater data from the MPA bore.

6.7. Biosecurity

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Steve Palmer, Biosecurity Advisor
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To give the Chatham islands Council Steering Group an update on biosecurity on the island.

Recommendations

That the Chatham Islands Council Steering Group:

1. **Suggests that the biosecurity report is put forward to the Chatham Islands Council to receive.**

Border control

2. A shipment of 4 bags of multi-feed nuts destined for Pitt Island had Kerri's Rat dog very interested and upon opening was found to contain weevils along with rodent droppings. No Rodents were found but the bags were not sent.
3. The sender has been very proactive and has ceased getting the feed from that supplier and credited the Pitt Island recipient.
4. This is a timely reminder that rodents move under cover with the onset of winter and any freight could be suspect and warrants vigilance.

Pest Management Plan

5. The Helicopter has just completed this year's Programme and to all accounts it went very well.
6. For the first time, Landowner contributions matched the available Council funding "dollar for dollar" with the Gorse spraying Project. Final invoices are yet to be received.
7. Robin and Precision Helicopters culled another 30 Canada Geese and estimates 3 are left. This is the same figure I quoted last year but given the expanse of area these birds can be resident in, it is not that surprising the tally is more than anticipated. I do believe we are much closer to eradication, however.
8. The Team also culled 14 wild bulls from the Airport area and the meat was distributed to locals for dog tucker free of charge. Robin has commented that this was VERY well received by the community. See attachment

9. Aerial “wandering” of Gunnera on some steep faces on the South Coast also took place. See attachment
10. Kerri returned a weak COVID positive test and self-isolated for the latter part of April.

Travel

11. After some COVID delays, we propose to have Steve Palmer, Carl Diamond and Lance Smith visit the Island sometime before June 30th.

Chatham Islands Helicopter Programme April/May 2022

Picture 1. Wild bulls culled. Given away as dog food and collected by locals. Very well received.



Picture 2. Gunnera on steep faces on the South Coast



Picture 3. Pre Gunnera spraying. Note “wand” that operator uses to spray individual plants



Picture 4. "Wand" operation. Gunnera on South Coast



6.8. Navigation Safety

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Guy Harris, Deputy Harbourmaster
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To give the Chatham Islands Council Steering Group a navigation safety update.

Recommendations

That the Chatham Islands Council Steering Group:

- 1. Suggests that the navigation safety report is put forward to the Chatham Islands Council to receive.**

May Update

2. New vessel to replace Southern Tiare: The current vessel Southern Tiare has had a special survey to keep in service for longer than originally expected, suggesting a long timeframe on this project is expected. However funds has been allocated for a new vessel in the recent budget. Owen is going to call and update me.
3. Had a catch up with Josh and Craig, as is well. The pile stumps at Waitangi have been removed.
4. Craig, Josh, Nigel and I will be meeting online on Thursday the 26th May to complete the Port and Harbour Safety code Joint Assessment.
5. Navigation Safety Management System and the Risk Assessment are all up to date.
6. Hoping to catch up in person with Craig, Jos and Nigel at the Harbourmaster Special Interest Group meeting and the MNZ yearly meeting in Wellington - date not confirmed.

6.9. Communications report

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Jo Simkiss, Senior Communications and Engagement Advisor
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To give the Chatham Islands Council Steering Group an update on communications.

Recommendations

That the Chatham Islands Council Steering Group:

1. Suggests that the Communications report for April/May is put forward to the Chatham Islands Council to receive.

Communications report for April/May 2022

1. Website updates

- a. News stories:
 - i. Myrtle rust (150 views)
 - ii. COVID update (31 views)
- b. Vehicles on beaches By-law uploaded to website and news story updated (51 views)
- c. Added home page alert banner regarding COVID-19 update
- d. May agenda uploaded to website.

2. Facebook posts done by Environment Canterbury staff

- a. Myrtle rust post: 2,127 reach, 144 engagements (incl. 60 link clicks).

3. Council e-newsletter

- a. Due to staff shortages because of COVID-19, no newsletter went out in April.

4. Other tasks – in progress

Task	Due date	Status
Developing communications and engagement for the Essential Freshwater Package	Flexible – Ideally before end of July	Web pages drafted, awaiting final checks before go-live. Brochure content drafted, design in progress, initial talks regarding an online

		information evening for landowners happening.
Supporting on Annual Plan development	June	Draft Annual Plan nearly complete.
Developing comms for myrtle rust outbreak	None	Digital comms live. Printed comms drafted, awaiting approval.
Developing election branding	October	Branding drafted and ready for when we begin further comms regarding elections.
Recreating an A0 poster on Chatham Islands Lakes	None	Draft waiting on further edits/approval from Keri
Potential development of a Chatham Islands CDEM webpage	?	Haven't heard anything from Rana on this since 2021
Waste management comms	On-going	In development.

5. [Website report](#): 5 April – 20 May 2022

What has been viewed on the website?

	Page Title	Page Views	
1.	Home » Chatham Islands Council	827	-218 ↓
2.	Visit the Chatham Islands » Chatham Islands Council	623	-140 ↓
3.	Meet the Team » Chatham Islands Council	297	-6 ↓
4.	News and Events » Chatham Islands Council	246	-44 ↓
5.	Search all Documents » Chatham Islands Council	205	-38 ↓
6.	Myrtle rust on the Chatham Islands » Chatham Islands Co...	150	
7.	Contact » Chatham Islands Council	141	5 ↑
8.	Your Council » Chatham Islands Council	94	-15 ↓
9.	Emergency Management » Chatham Islands Council	75	-40 ↑
10.	Your Rates » Chatham Islands Council	74	-22 ↓
	Grand total	4,430	-413 ↓

1 - 10 / 217 <>

When was the website visited?



How have visitors used the website?

How many times was the website visited?	Sessions 2,139 ↓ -287
How many users visited the website?	Users 1,753 ↓ -228
How many pages were viewed on the website per visit?	Pages/Session 2.07 ↑ 0.27



6.10. Civil Defence Emergency Management

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	James Thompson, Team Leader Regional Emergency Management
Endorsed by	Nick Daniels – General Manager, Field Operations

Purpose

1. To provide the Chatham Islands Council Steering Group an update on CDEM support to the Island.

Recommendations

That the Chatham Islands Council Steering Group:

1. **Suggests that the civil defence emergency management report is put forward to the Chatham Islands Council to receive.**

Background

2. Two Canterbury Emergency Managers, Phill McKay and Jason Flewellen, flew to the Island on 23 May 2022 to help set up and deliver training on D4H. D4H is the cloud based software used to manage information in the Emergency Operations Centre (EOC) during an emergency. They managed to get a days work on setting up D4H, as well as helping to set up the EOC and the Emergency Management office in the new Council Building. Unfortunately on Tuesday evening both tested positive for COVID and had to isolate. They managed to get one more days work on D4H before returning home.
3. Rana now has access to the Canterbury Emergency Managers MS Team site where she can see all the EOC training we are delivering with the intention of getting some key staff to the Mainland for EOC function specific training.

Attachments

Nil

Legal review	
Peer reviewers	[Names of two peer reviewers who have reviewed this paper]

6.11. Corporate Reporting Update

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 July 2022
Author	Jaden Wallace, Corporate Reporting Accountant
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

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

Recommendations

That the Chatham Islands Council Steering Group:

1. **Suggests that the Corporate Services update is put forward to the Chatham Islands Council to receive.**

Key points

2. *2020/21 Annual Report:* The Annual Report is a reflective accountability exercise, comparing what was achieved with the objectives set in the 2018-28 Long-Term Plan. Our auditors, Audit NZ are experiencing resource shortages, and as a result the audit of the 2020/21 annual report did not occur as anticipated prior to the revised statutory deadline of 31 December 2021. The current plan is for the audit to occur concurrently with the audit of the 2021/22 annual report, in October 2022. CIC adopted the unaudited 2020/21 annual report on 16 December 2021.
3. *Reporting to Council and Department of Internal Affairs:* Key reports have been provided to the Chatham Islands Council, the Chatham Islands Performance, Audit & Risk Committee (PARC) and the Department of Internal Affairs based on agreed presentation and timelines. We continue to look for improvements in our reporting packages and will gladly hear feedback on recommended alterations to increase reader understanding.
4. *Payroll:* CIC payroll is processed fortnightly by Environment Canterbury staff. There are no new issues of note to highlight for the steering group attention.
5. *Additional management support:* Financial information is reviewed as part of the preparation process for Council reporting. We continue to work with Council on an ad hoc basis to improve and strengthen their management control environment and improve financial and system reporting.

6. *ECan CIC Accountant:* Tanya Clifford commenced her parental leave on 23 December 2021, with an expected leave period of 12 months. ECan Finance team is providing resources to cover the period of Tanya’s absence. Mark Wright took over responsibility for this on an interim basis until his resignation effective 18 February 2022. Jaden Wallace has now taken over the reporting responsibility.

7. *System upgrade:* The Chatham Islands Council are upgrading the Authority financial reporting system to an updated version. Additional support from the Environment Canterbury Systems Accountant is available, if required.

8. *Three waters reform:* Significant financial information has been provided as part of the DIA Request for Information and Canterbury Mayoral Forum packages. Additional information is being provided on an ‘as requested’ basis. Chatham Island Council has been allocated \$8.7m as part of the “better off” fund. \$2.2m will become available by September 2022 with the balance due in July 2024. The Council will be prioritising the use of these funds in consultation with Imi and Iwi.

9. *Annual Plan 2022-23:* The draft budget has been submitted to the Chatham Islands Council for a Special Annual Plan meeting on Thursday 26 May.

Peer reviewers	Jamin Thomas
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6.12. Financial Updates

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Mark Smith, Team Leader Finance Business Partnership
Endorsed by	Nick Daniels – General Manager, Field Operations

Purpose

1. Provide a financial update on the service agreement between the Chatham Islands Council and the Canterbury Regional Council for the period ending 30 April 2022.

Recommendations

That the Chatham Islands Council Steering Group:

1. Suggests that the Financial Update is put forward to the Chatham Islands Council to receive.

Background

2. Monthly financial results are reported to the Chatham Islands Council Steering Group as part of our prudent financial management responsibilities. The financial results for the period ended 30 April 2022 have been prepared and are now presented to the Chatham Islands Council Steering Group for review.

Key points

3. The year-to-date results show an operating surplus of \$286K consisting of \$108K additional revenue and \$178K less expenditure.
4. Expenditure by work programme (YTD):

	\$000s	Actual	Budget	Variance
Biosecurity		510	637	(127)
Corporate Services		124	156	(32)
Emergency Management		4	22	(18)
External Communications		15	29	(14)
Investigation & Monitoring		119	121	(2)
Navigation Safety		43	40	3
Project Management		11	13	(2)
Resource Management & Consent		51	37	14
Total		877	1,055	(178)

5. The majority of the year-to-date underspend is within the biosecurity work programme and is a result of Covid-19 disruptions. While timings of when work will take place has been affected, work is still expected to be completed by the end of the financial year.

Attachments

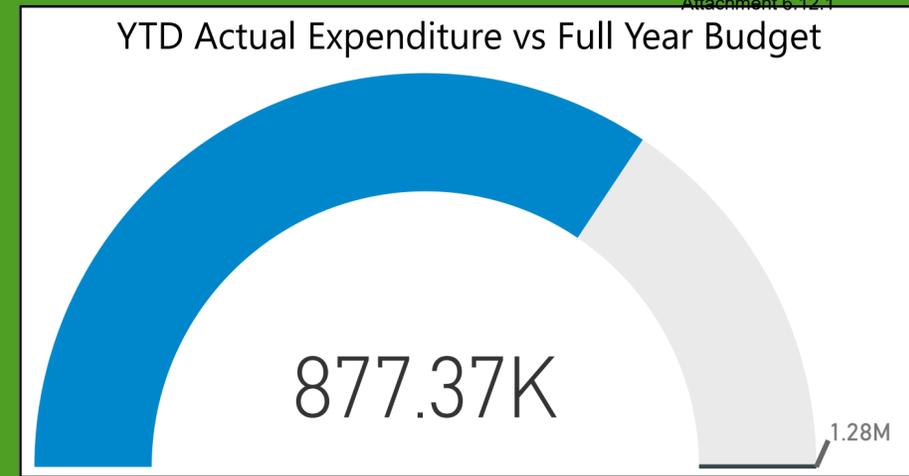
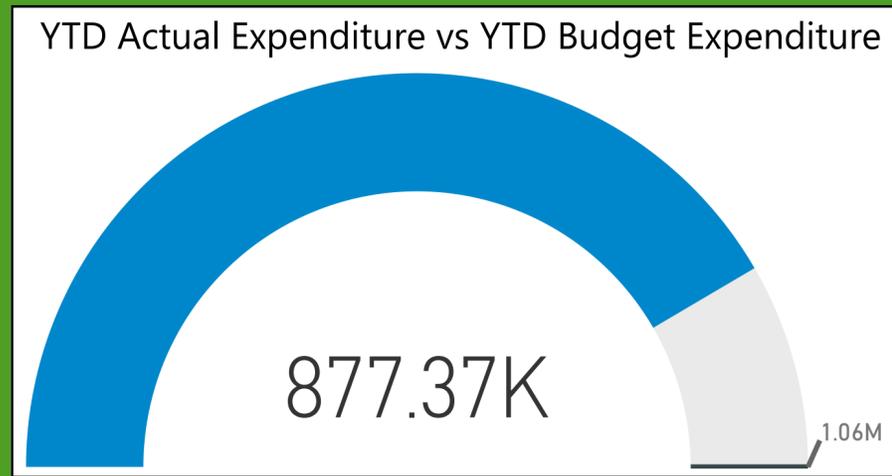
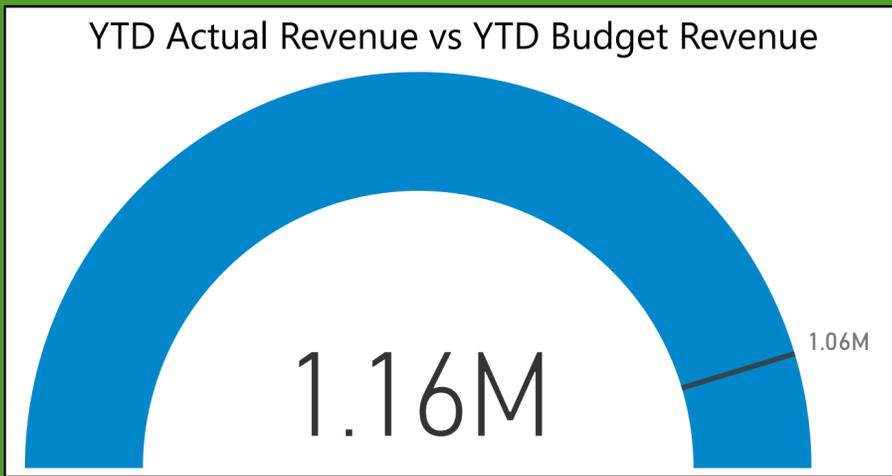
1. CIC Steering Committee financial report - Apr 2022 [6.12.1 - 3 pages]

Peer reviewers	Brian Elliott
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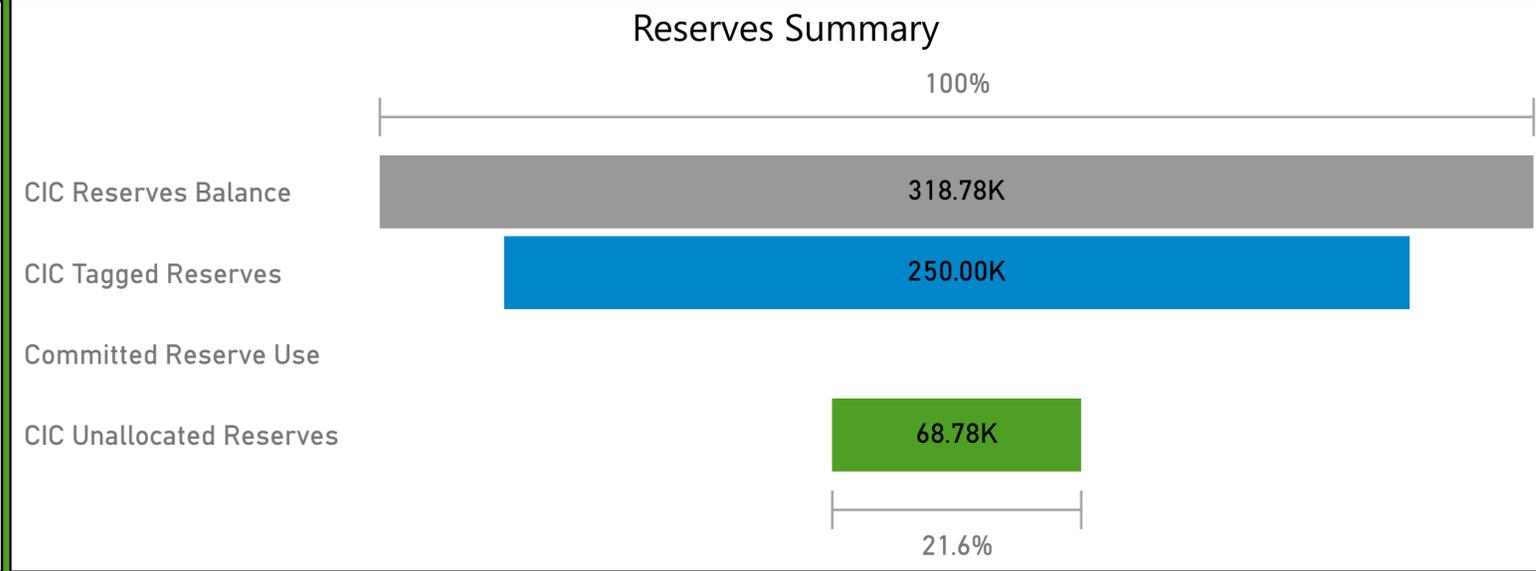


Reporting Period

01/07/2021 30/04/2022

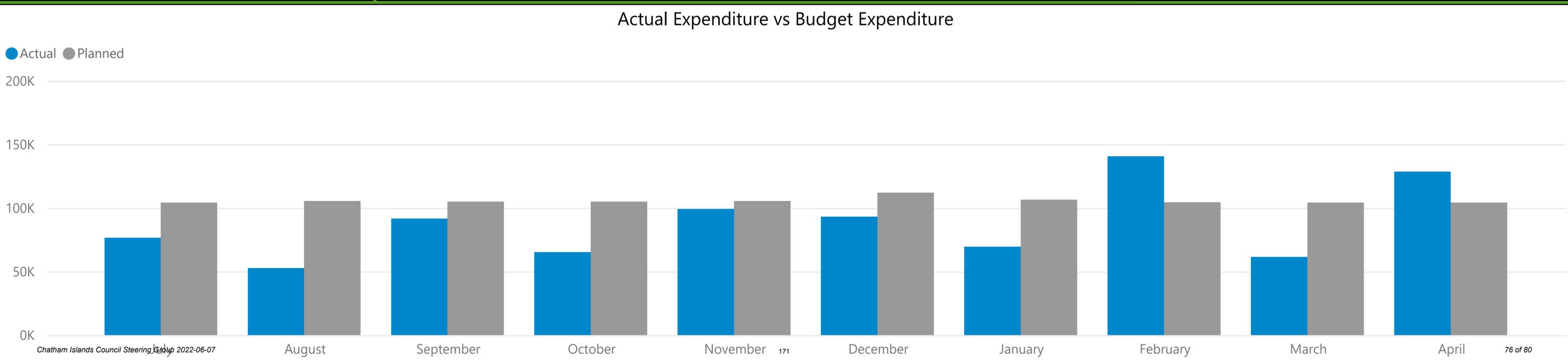


- Select all
- Biosecurity
- Corporate Services
- Emergency Management
- External Communications
- Investigation and Monitoring
- Navigation Safety
- Project Management
- Resource Management and Consents



Committed Reserve Use

Committed Reserve Description	Committed Reserve Amount	Approved Date





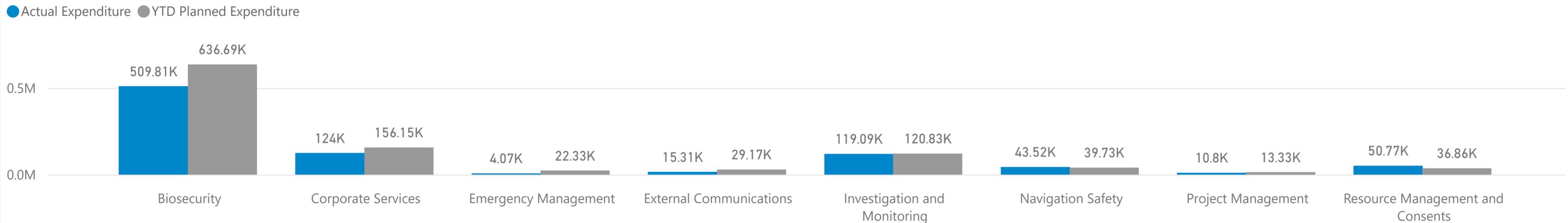
Reporting Period

01/07/2021 30/04/2022

Section Name

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

Year To Date Actual Expenditure vs Year To Date Budget Expenditure



Biosecurity: Covid-19 restrictions caused some changes to the timings within work programme however this will be completed as expected and expenditure will return to budgeted level by year-end.

Corporate Services: A portion of the budget is for demand based work and this has not been required year-to-date. The Annual Plan cycle is currently underway and further costs will be incurred as we work through this process.

Emergency Management: No significant expenditure to date.

Communications: BAU work is being completed as required however expenditure is lower due to no major projects currently being underway.

Environmental Data: No significant variance.

Maritime Safety: Additional work was required on the 90m vessel.

Project Management: No significant variance.

Resource Management & Consents: Additional expenditure in relation to the Chatham Islands Airport Limited resource consent application for the "Longer & Stronger" airport upgrade works.

ECan continues to operate within the overall budgetary constraints of the contract.



Reporting Period

01/07/2021 30/04/2022

Budget

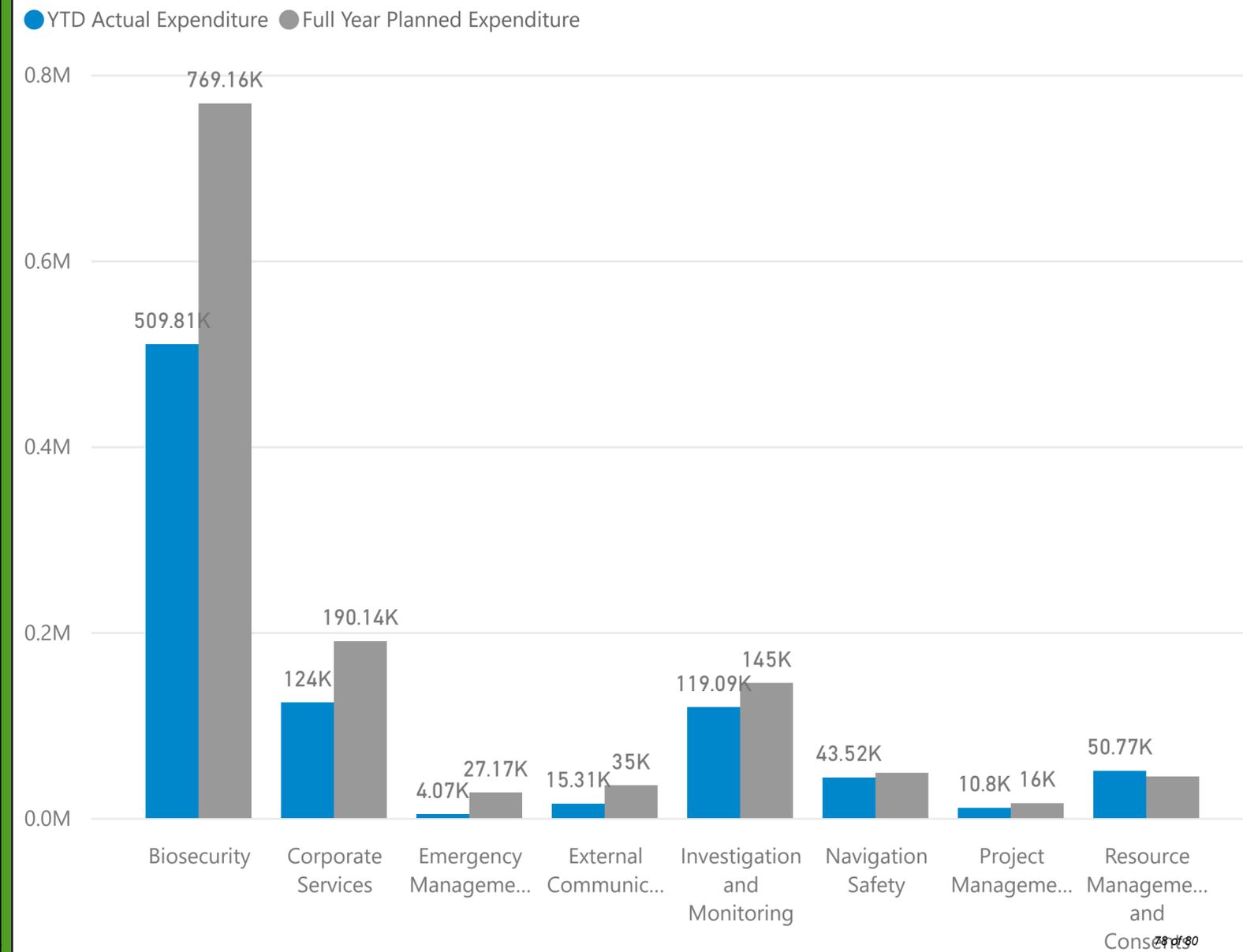
Section Name

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

Expenditure Details By Project Level

Project Name	YTD Actual Expenditure	Full Year Planned Expenditure
CIC Biosecurity, Pest Strategy & Implementation	384,159.06	502,681.34
CIC Biosecurity - Border Control	125,649.08	266,477.88
CIC Water Quality, Ecology & Hydrology	119,090.60	144,999.96
CIC Finance - Services	79,725.44	128,300.17
CIC Corporate Service	44,279.03	61,839.63
CIC Maritime Safety	43,519.48	48,627.84
CIC Resource Management & Consents	23,285.04	44,713.41
CIC Education	15,306.00	35,000.04
CIC Emergency Management	4,071.53	27,167.03
CIC Project Management	10,796.62	15,999.96
CIC Compliance Monitoring	7,428.31	
CIC Consents	20,055.56	
Total	877,365.75	1,275,807.26

Expenditure availability against Budget



6.13. Travel schedule

Chatham Islands Council Steering Group report

Date of meeting	Tuesday, 7 June 2022
Author	Juliet Bruce, Committee Advisor
Endorsed by	Nick Daniels, General Manager – Field Operations

Purpose

1. To update the Chatham Islands Council Steering Group on upcoming travel by Environment Canterbury staff to and from the Chatham Islands.

Recommendations

That the Chatham Islands Council Steering Group:

1. Suggests that the travel schedule is put forward to the Chatham Islands Council to receive.

Name	Departure date	Return date	Notes
Steven Palmer, Lance Smith and Carl Diamond	May/June Dates TBC	May/June Dates TBC	Biosecurity review and overview
Guy Harris	1 November 2022	4 November 2022	Harbourmasters system review

Attachments

Nil

6. Regulatory

6.2 Essential Freshwater Package

Date of meeting	23 June 2022
Agenda item number	6.2
Author/s	Owen Pickles, Chief Executive

Purpose

For Council to approve an Essential Freshwater Package information brochure to be circulated to the community.

Recommendations

THAT the Essential Freshwater Package brochure be approved for circulation to the community.

Background

The Essential Freshwater package is a new set of standards and regulations designed to achieve genuine freshwater improvements for New Zealand's lakes, rivers, wetlands and other freshwater waterways within a generation.

The new rules apply to all farmers, in addition to the existing regional rules in the Chatham Islands Resource Management Document (CIRMD). They are being introduced in phases so farmers will be able to prepare and adapt to them over a period of time.

Chatham Islands Council is producing a brochure to be circulated to inform landowners of the regulations and timelines for implementation. The brochure is attached for your feedback.

Chatham Islands Council will also be including information on the Essential Freshwater Package on their website. Links to the draft pages have been emailed to Councillors prior to the meeting for their feedback.

Council will also be organizing an online discussion for landowners to ask questions about the Essential Freshwater Package.



The Essential Freshwater Package

and how it affects Chatham Islands landowners

What is the Essential Freshwater Package?

The New Zealand Government released its Essential Freshwater Package in 2020. The purpose of this package is to protect our waterways, stop degradation and start improving them.

What do I need to do?

- **Protect wetlands from certain activities** (anything that could damage or drain them) and apply for resource consent for most activities in or near wetlands
- **Exclude cattle from certain types of waterways** (e.g. wetlands, rivers, lakes)
- **Develop and manage a Freshwater Farm Plan** for any agricultural property >20Ha
- **Meet requirements for fish passage** when installing new structures in the beds of rivers or streams
- **Apply for a resource consent to reclaim a riverbed**
- **Meet requirements for feedlots, stockholding areas, agricultural intensification** (including converting plantation forestry to pastoral land use, dairy farming, intensive winter grazing, and fertiliser application)

You can find more information about the details of each of these points on the Chatham Islands Council website: cic.govt.nz

*It will take all of us to
make this happen!*



chatham islands council

When do these things need to happen?



Now

Rules around protecting wetlands, applying for resources consents and meeting requirements are already in place. Please ensure you're doing these from now, (if you haven't been already!)



By 1 July 2025 | **Stock exclusion regulations**

The specific criteria around areas that need to follow the stock exclusion rules are currently under negotiation with the Government. We will inform you once this has been decided. When it is, affected areas will require:

- Farmed cattle to be excluded from wetlands that contain threatened species.
- Farmed cattle on low slope land to be excluded from lakes, rivers (at least 1m wide), and all other wetlands bigger than 500m².



From 2022 - Exact dates to be confirmed | **Freshwater Farm Plans**

- The Government is rolling out these requirements region by region from 2022. The Chatham Islands Council submitted that we would like the Chatham Islands to be one of the last regions to implement them.
- Plans will be required for all farms of at least 20ha.

Plans will need to include:

- A map identifying waterways, discharge sites, etc.
- Risk assessments for stock exclusion, offal pits, rubbish pits, etc.
- Actions to manage waterways and address risks.

Plans will need to be:

- Approved by a qualified person
- Audited by independent auditors
- Enforced by Council.

More detailed information on the requirements can also be found on the Chatham Islands Council website: cic.govt.nz

Online information [evening?]

XXX XX XXX | XX:XXpm

If you'd like to find out more, please join us online for an info evening:
[\[LINK HERE\]](#)

The evening will be hosted by Rachel Tutty, [NAME] and [NAME], who will be able to answer any questions.

10. Bylaws & Policies

10.1 Review of the Chatham Islands Council Dog Control Bylaw & Dog Control Policy

Date of meeting	23 June 2022
Agenda item number	10.1
Author/s	Owen Pickles, Chief Executive

Purpose

To approve the review of the Dog Control Bylaw 2017 and Dog Control Policy 2017 for public consultation.

Recommendations

THAT:

1. **the report be received;**
2. **the review of the CIC Dog Control Bylaw 2017 and Dog Control Policy 2017 be approved for public consultation.**

Background

Bylaws are made under the Local Government Act 2002 which requires that all bylaws must be reviewed five years after the day they were first made and then every ten years after that. If a bylaw is not reviewed within the required timeline, it expires. It is then revoked two years after the review due date.

Bylaws are rules made by Council under the Local Government Act 2002 (the Act).
Bylaws are created for the purpose of:

- protecting the public from nuisance;
- protecting, promoting and maintaining public health and safety; and
- minimising the potential for offensive behaviour in public places.

The Chatham Islands Council Dog Control Bylaw was first made in 2017 and is due for review in the next year. Some minor changes have occurred that required updating.

The Dog Control Bylaw 2022 should be read in conjunction with the Dog Control Policy 2022.

A policy is a statement of the Councils position on a matter or issue which guide the delivery of our services.

Community Engagement

The review process involves public consultation to ensure our policies and bylaws are useful and reflect what the community needs and wants.

The Dog Control Policy 2022 and Dog Control Bylaw 2022, if approved by Council, will be released for community engagement on Monday 27 June. Submissions on the bylaw and policy will be received until 4.30pm, Friday 22 July.

All feedback received will be considered when reviewing the bylaw and policy.



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Dog Control Bylaw 2017

REVIEW DRAFT

Chatham Islands Council Dog Control Bylaw 2017

Pursuant to the Dog Control Act 1996 and the Local Government Act 2002, the Chatham Islands Council makes this bylaw.

Contents

1.	Short Title And Commencement.....	Error! Bookmark not defined.
2.	Purpose.....	3
3.	Objectives.....	3
4.	Interpretation.....	3
5.	Control Of Dogs In All Public Places And At All Times	5
6.	Exceptions To Leashed And Prohibited Dog Control Areas.....	5
7.	Special Dog Control Areas.....	5
8.	Bitch (Female) Dogs In Season	5
9.	Dogs On Vehicles.....	5
10.	Animal Welfare.....	5
11.	Offence And Penalty	6
12.	Revocations.....	6

Review Draft

History of Changes

Date	Version	Council Adoption	Description
1/1/2017	1.0	31/12/2016	Initial Bylaw
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1. Title and Commencement Date

This bylaw is the Chatham Islands Council Dog Control Bylaw 2017. This bylaw comes into force on 1 July 2017.

2. Purpose

The purpose of this bylaw is:

- (1) to balance the recreational needs of dogs and their owners with appropriate controls to minimise the potential for harm, distress or nuisance that may be caused by dogs;
- (2) to regulate dog-related matters to enable the enforcement of the Chatham Islands Council Dog Control Policy 2017.

3. Objectives

The objectives of this bylaw are:

- (1) to promote the responsible management of dogs in public places;
- (2) to provide for the recreational needs of dogs;
- (3) to minimise the potential for dogs to cause harm, distress or nuisance in the community and to other animals and wildlife.

4. Interpretation

- (1) This bylaw should be read in conjunction with the Chatham Islands Council Dog Control Policy 2017.
- (2) Text in this bylaw that is in black italics (***italics***) is not part of the bylaw, but is an explanatory note for clarity.
- (3) In this bylaw, unless the context otherwise requires:

COUNCIL	means the Chatham Islands Council
DISABILITY ASSIST DOG	has the same meaning as section 2 of the Dog Control Act 1996. <i>Explanatory note: It generally means any dog certified to assist someone with a visual, hearing, mobility or other disability.</i>
DOG EXERCISE AREA	means an area that is recommended and known to be a good place to exercise dogs off-leash as specified in the Dog Control Policy 2017.
LEASH	means an adequate restraint, and may include a lead attached to a collar or harness, that allows for the control of a dog.
LEASHED AREA	means any public place specified in clause 6.2 of the Chatham Islands Council Dog Control Policy 2017
NUISANCE	means anything which interferes with or threatens the health or enjoyment of people, and in this context may involve things such as barking, causing distress via intimidating behaviour (such as aggressive barking or rushing), or attacking people, wildlife or other animals
OWNER	has the same meaning as in section 2 of the Dog Control Act 1996 <i>Explanatory note: This generally means the person who owns a dog, the parent or guardian of someone who is under the age of 16 who owns a dog, or a person who is in control of a dog and is responsible for it.</i>

PROHIBITED AREA	means any public place specified in clause 6.1 of the Chatham Islands Council Dog Control Policy 2017
PUBLIC PLACE	has the same meaning as in section 2 of the Dog Control Act 1996 <i>Explanatory note: This generally means a place that is open to the public whether or not it is private property.</i>
ROAD	has the same meaning as in section 315 of the Local Government Act 1974 <i>Explanatory note: This definition excludes:</i> <ul style="list-style-type: none"> • <i>Unformed legal roads;</i> • <i>Beaches;</i> • <i>Any driveway located on private land.</i>
SHORT LEASH	means a leash that is no longer than 1.5 metres, and if extendable, is locked at a length of no longer than 1.5 metres. <i>Explanatory note: This applies in an area that specifies the use of a short leash only.</i>
SUMMER BEACH PROHIBITION AREA	means beaches or sections of coastline specified section 6 of the Chatham Islands Council Dog Control Policy 2017.
UNDER EFFECTIVE CONTROL	means control as specified in clause 3.1 of the Chatham Islands Council Dog Control Policy 2017 <i>Explanatory note: Having your dog under effective control means you can see the dog or are aware of what the dog is doing, and are close enough to prevent issues arising or quickly bring the dog to heel.</i>
WORKING DOG	means dogs defined section 4.1 of the Chatham Islands Council Dog Control Policy 2017 <i>Explanatory note: This generally means any dog carrying out functions and duties:</i> <ul style="list-style-type: none"> • <i>relating to farming, such as the herding of stock;</i> • <i>under the direction of a government department or state employee undertaking responsibilities such as those relating to policing, defence, corrections, customs, security, biosecurity, pest management, emergency management or conservation;</i> • <i>under the direction of a private security guard in the execution of their duties.</i>

5. Control Of Dogs In All Public Places And At All Times

Areas affected are referred to in section 6 of the Chatham Islands Dog Control Policy.

- (1) Every dog owner or person in charge of a dog must keep their dog under effective control in all public places and at all times.
- (2) Every dog owner or person in charge of a dog must carry a container/receptacle or other effective means to remove and dispose of any fouling (dog faeces) when in public places with their dog.
- (3) Every dog owner or person in charge of a dog must remove and appropriately dispose of any fouling (dog faeces) produced by their dog in public places or on land that is not their own land.

Explanatory note: The Dog Control Act 1996 also requires the owner or person in charge of a dog to carry a leash when taking their dog into public places, whether or not it is a Leashed Area. This requirement does not apply to working dogs in public places.

6. Exceptions To Leashed And Prohibited Dog Control Areas

- (1) Nothing in this bylaw restricting access to any public place applies to disability assist dogs, or.
- (2) To a working dog that is under the effective control of its owner or handler while that dog is being worked or while it is being taken to and from its work, or
- (3) Nothing in this bylaw restricting access to any public place applies to any dog that is being worked as a hunting dog by a person undertaking legal hunting activities.

7. Special Dog Control Areas

Dog Exercise Areas are listed in schedule 3 of the Chatham Islands Council Dog Control Policy 2017. Conditions of dog exercise areas:

- (1) No dog owner or person in charge of a dog may leave a dog unattended at a Dog Exercise Area.
- (2) Every dog owner or person in charge of a dog at a Dog Exercise Area must comply with the obligations set out in clause 5 of this bylaw.

8. Bitch (Female) Dogs In Season

Managing dogs in season are referred to in section 7.2 of the Chatham Islands Council Dog Control Policy 2017.

Every dog owner or person in charge of a dog, where that dog is a bitch in season, should keep the dog:

- (1) confined while it is in season; and
- (2) limit the dog's movements; and
- (3) confined in such a way so as to minimise the impact on other dogs; and.
- (4) transport of a bitch in season should be minimised, and any transport should be undertaken securely and in such a way so as to minimise the impact on other dogs.

Explanatory note: The hormones released by a bitch is in season can be detected over long distances. Bitch's in season must be securely confined on private property (ideally away from boundary fences) and cannot be exercised as normal in public places, or transported unnecessarily. Transport should be limited to veterinary or breeding-related travel. This only applies to bitch's that have not been de-sexed.

9. Dogs On Vehicles

- (1) Every dog owner or person in charge of a dog where the dog is on the open tray of a vehicle (such as a utility or truck), in a public place, must ensure the dog is secured by a leash that is sufficiently short in length to prevent any part of the dog from protruding beyond the tray.
- (2) Subclause (1) does not apply to a working dog that is being worked whilst on the open tray of a vehicle.

10. Animal Welfare

- (1) No person shall keep any dog under conditions which are offensive or likely to be injurious to the health of the dog.
- (2) Any owner or person having control or charge of any diseased dog shall confine that dog to that person's property at all times unless the dog is being taken to a place of treatment.
- (3) No person shall tease, provoke or otherwise mistreat any dog in such a way that would cause, or may cause, that dog to become aggressive, unmanageable or a nuisance.

11. Offence and Penalty

- (1) Every person who fails to comply with this bylaw commits an infringement offence under Schedule 1 of the Dog Control Act 1996 and may be served with an infringement notice and be liable to pay an infringement fee.
- (2) Every person who fails to comply with this bylaw commits an offence under section 20(5) of the Dog Control Act 1996 and is liable, on conviction, to the penalty prescribed by section 242(4) of the Local Government Act 2002.

For the purpose of clarity, many matters not covered by this bylaw are already covered by the Dog Control Act 1996, and breaches of those matters can result in the issuing of infringement notices (otherwise known as instant fines). The amounts for these infringements range from \$100 to \$750 and are set out in the Act.

12. Revocations

This bylaw revokes and replaces the Chatham Islands Council Dog Control Bylaw 2002.

Review Draft



chatham islands council

Dog Control Policy 2017

Review Draft

Date	Version No.	Author	Description
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Review Draft

Table of Contents

SECTION 1: INTRODUCTION	5
1.1 - PREAMBLE	5
1.2 - REASON FOR THE POLICY.....	5
1.3 - PURPOSE OF THE POLICY	5
1.4 - COMMENCEMENT AND LIFESPAN OF THE POLICY.....	5
1.5 - THE POLICY.....	5
1.6 - COMMUNITY OUTCOMES RELATED TO THE POLICY.....	6
SECTION 2: DOG CONTROL BYLAW.....	6
2.1 - NATURE AND APPLICATION OF THE BYLAW.....	6
SECTION 3: OBLIGATIONS OF DOG OWNERS	7
OBLIGATIONS OF DOG OWNERS SET OUT IN THE DOG CONTROL BYLAW	7
3.1 - KEEPING YOUR DOG UNDER EFFECTIVE CONTROL	7
3.2 - CARRYING THE MEANS OF REMOVING DOG FAECES IN PUBLIC PLACES	8
3.3 - REMOVING DOG FAECES FROM PUBLIC PLACES	8
SECTION 4: REGISTRATION OF DOGS.....	8
4.1 - DOG REGISTRATION CLASSIFICATIONS	8
STANDARD DOG REGISTRATION.....	8
WORKING DOG REGISTRATION.....	8
DOGS CLASSIFIED AS DANGEROUS.....	9
4.2 - THE SETTING OF DOG REGISTRATION FEES.....	9
4.3 - CHANGE OF DOG OWNERSHIP	9
4.4 - TRANSFER OF DOG REGISTRATION BETWEEN DISTRICTS	9
4.5 - REFUND OF REGISTRATION FEE IN THE EVENT OF THE DEATH OF A DOG	10
SECTION 5: MICRO-CHIPPING OF DOGS.....	10
5.1 - REQUIREMENT TO HAVE YOUR DOG MICRO-CHIPPED	10
5.2 - REQUIREMENT TO SUPPLY MICRO-CHIP INFORMATION	10
SECTION 6: PROHIBITED AND LEASHED AREAS.....	11
6.1: PROHIBITED AREAS	11
CHILDREN’S PLAYGROUNDS.....	11
PARKS	11
DOGS ARE PROHIBITED AT SPECIFIC BEACHES DURING SUMMER	12
EXEMPTION FOR THE PURPOSE OF PASSING THROUGH	12
DOGS ARE PROHIBITED IN OTHER SPECIFIC AREAS.....	12
6.2: LEASHED AREAS	12
ROADS.....	12
CEMETERIES AND MEMORIALS	12
BOAT RAMPS AND SLIPWAYS	13
DOGS MUST BE ON A LEASH IN OTHER SPECIFIC AREAS	13
EXEMPTIONS TO PROHIBITED AND LEASHED DOG AREAS.....	13
SECTION 7: OTHER DOG MATTERS	13
7.1 - BARKING DOGS	13
7.2 - FEMALE DOGS IN SEASON.....	14
7.3 - DOGS IN OUTDOOR DINING ESTABLISHMENTS	14
7.4 - EXERCISING DOGS AT NIGHT	14
7.5 - DOGS LEFT IN VEHICLES	15
7.6 - DOGS AT EVENTS AND FESTIVALS	15

SECTION 8: EDUCATION AND TRAINING	16
8.1 - TEACHING CHILDREN ABOUT DOGS.....	16
8.2 - SITE VISITOR SAFETY.....	16
SECTION 9: MANAGING TROUBLESOME DOG OWNERS AND DOGS	16
9.1 - DOG OWNER CLASSIFICATION	16
9.2 - PROBATIONARY DOG OWNERS	17
9.3 - DOG CLASSIFICATION	17
DANGEROUS DOGS.....	17
MENACING DOGS	17
DE-SEXING OF MENACING DOGS	18
SECTION 10: SEIZING, IMPOUNDING AND ADOPTING DOGS	18
10.1 - RETURNING A SEIZED DOG TO ITS OWNER.....	18
10.2 - FEES AND RELEASING DOGS THAT HAVE BEEN IMPOUNDED.....	19
10.3 - ADOPTION OF UNCLAIMED DOGS.....	19
SECTION 11: THE ISSUING OF INFRINGEMENT NOTICES.....	19
SECTION 12: AREAS UNDER THE CONSERVATION ACT.....	19
SCHEDULES	20
SCHEDULE 1 - LEASHED DOG CONTROL AREAS	20
SCHEDULE 2 - PROHIBITED DOG CONTROL AREAS.....	20
SCHEDULE 3 - DOG EXERCISE AREAS.....	20
SCHEDULE 4 - SUMMER BEACH PROHIBITION AREAS	20
SCHEDULE 5 - PROHIBITED IMPORTATION OF DOGS TYPES.....	20
PART 1 - BREED OF DOG.....	20
PART 2 - TYPE OF DOG.....	20
AMERICAN PIT BULL TERRIER.....	20
SCHEDULE 6 - INFRINGEMENTS, OFFENCES AND FEES.....	21
SCHEDULE 7 - CONSERVATION AREAS.....	21

Section 1: Introduction

1.1 Preamble

Many people consider their dog(s) to be part of the family, and so it is important to have a range of public places that are accessible to dogs and their owners for fun and recreation.

However, we also need to acknowledge the reality that dogs can cause problems (such as barking), can cause injuries (such as bites, which can be particularly harmful and traumatic to children), and can even cause death (such as to protected wildlife or other animals).

Many of these scenarios can be prevented with good dog ownership, but others can happen unprovoked and with little or no warning, so we need to minimise the potential for such incidents and accidents by putting reasonable regulatory controls in place.

This policy seeks to balance the recreational needs of dogs and their owners with the need to minimise the potential for any danger, distress or nuisance that may be caused by dogs.

1.2 Reason for the policy

The Dog Control Act 1996 (the Act) requires every territorial authority to adopt a policy on dog control matters and to develop a bylaw to give effect to its policy. The Chatham Islands Council Dog Control Bylaw 2017 has been developed with this policy.

1.3 Purpose of the policy

The purpose of this policy is to outline how the Chatham Islands Council will address the requirements set out in the Act.

This policy balances regulatory controls to allow for the recreational needs of dogs and their owners with appropriate controls to minimise the danger, distress or nuisance that may be caused by dogs.

This policy is also designed as an educational tool to help encourage and facilitate good dog behaviour and good dog ownership.

This policy should be read in conjunction with the Dog Control Bylaw 2017 and the Act. Some parts of the Act are reiterated in this policy for the purposes of clarity.

1.4 Commencement and lifespan of the policy

This policy comes into force on 1 July 2017. This policy must be reviewed at least every ten years as per Section 159 (10AA) of the Act, together with the Dog Control Bylaw.¹

1.5 The Policy

The Dog Control Policy and Dog Control Bylaw are the responsibility of the Chatham Islands Council.

The primary focus of the policy is to provide a cost effective and professional animal management service through education, monitoring, compliance and enforcement activities.

The Council's principal involvement in dog control is in response to the legislative obligations set out in the Act. The legislation sets out Council's and dog owners' responsibilities.

The Council's approach to dog control is one of assisting owners to understand their responsibilities and taking any necessary action against those who do not meet their responsibilities.

¹ The Local Government Act 2002 requires bylaws to be reviewed at least every ten years (S159). The Dog Control Act 1996 requires a dog control policy to be reviewed when a dog control bylaw is reviewed (S159 10AA). A review may be prompted at any time within this ten-year timeframe due to operational needs, legislative change or for other reasons

1.6 Community outcomes related to the policy

The Chatham Islands Council has a number of Community Outcomes that guide decision-making. The main Community Outcomes related to this policy are:

<p>People participate in a wide range of recreational activities</p>	<p>This policy:</p> <ul style="list-style-type: none"> • provides for the recreational needs of dogs and their owners by allowing reasonable access to a wide range of public places • requires a leash in some public areas to allow dog access, but to protect people, wildlife or the environment • allows children safe areas to play, free of dogs (such as playgrounds)
<p>Communities are safe</p>	<p>This policy:</p> <ul style="list-style-type: none"> • encourages good, responsible dog ownership • encourages responsible dog ownership conduct in public places • reduces the potential for harm by restricting or prohibiting dogs in some recreational areas and settings • places controls on dangerous and menacing dogs
<p>The Chatham Islands' unique landscape and indigenous biodiversity are protected and enhanced</p>	<p>This policy:</p> <ul style="list-style-type: none"> • prohibits dogs from certain places to protect wildlife (particularly endangered birds) • prohibits dogs or requires a leash worn in certain places to protect conservation areas (such as regenerating wetland or bush areas)

Section 2: Dog Control Bylaw

Under the Act councils are required to develop a dog control policy, and must develop a bylaw to enforce the matters covered by the policy.² Section 10(3)(a) of the Act requires a dog control policy to set out the nature and application of its associated bylaw.

2.1 Nature and application of the bylaw

The Council's Dog Control Bylaw:

- promotes the responsible management of dogs in public places;
- provides for the recreational needs of dogs and their owners; and
- minimises the potential for danger, distress or nuisance from dogs in the community and to other animals and wildlife.

The Council's Dog Control Bylaw covers the following matters:

- control of dogs in public places
- prohibiting dogs from specified public places or categories of public places
- requiring dogs to be on a leash in specified public places or categories of public places

² S10 of the Dog Control Act 1996

- exempting specific types of dogs in particular situations
- designating specified areas as dog parks and dog exercise areas
- placing requirements on owners of dogs on vehicle trays
- offences and penalties

Section 3: Obligations of dog owners

The Act sets out the expectations of dog owners that are consistent across New Zealand. The Council's Dog Control Policy and Bylaw set out those matters that are specific to the Chatham Islands district, such as the public places where you can or cannot take your dog, or must have it on a leash.

All dog owners are required to understand the dog owner requirements and obligations set out in the Act, together with the requirements and obligations set out in this policy and in the Council's Dog Control Bylaw.

Dog owners should also be aware that animal welfare matters are covered by the Animal Welfare Act 1999, and in particular, by the Animal Welfare (Dogs) Code of Welfare, which sets out the minimum standards and recommendations relating to all aspects of the care of dogs. Animal welfare matters relating to companion animals are largely enforced by the Society for the Prevention of Cruelty to Animals (SPCA).

Obligations of dog owners set out in the Dog Control Bylaw

The following subsections set out the obligations of dog owners that are defined in the Council's Dog Control Bylaw.

3.1 Keeping your dog under effective control

Dog owners are required to keep their dog(s) 'under effective control' at all times when in public places.

The owner or person in charge of a dog in a public place must:

- be aware of where the dog is and what it is doing; and
- ensure the dog is responsive to commands; and
- ensure it is not creating a nuisance.

Explanation

When a dog is under effective control, it means the dog is not creating any sort of nuisance to people, domestic animals or any other wildlife. Nuisance in this sense means things such as barking, rushing at, intimidating, attacking or otherwise causing injury, damage or harm.

Going for a walk with your dog unrestrained (not on a leash) is acceptable in areas where there are no dog restrictions. However, the dog must still be 'under effective control'. This means you can see the dog and you are aware of what it is doing, and you are close enough to prevent issues arising or quickly bring the dog to heel. Having your dog under effective control is as much about the safety of your dog as it is about the safety of others.

The Act requires all dog owners to carry a leash when taking their dog into a public place, whether or not the public place is a leashed area (section 54A). This is because unexpected situations may arise that require a dog to be leashed to keep the dog under control.

Another requirement that is set out in the Act is that the legal owner of the dog must be over the age of 16 (section 2) The owner or person in charge of a dog in a public place must also be physically capable of controlling the dog.

3.2 Carrying the means of removing dog faeces in public places

The person in charge of a dog must carry the means of picking up and removing any fouling (dog faeces) when in a public place (e.g., disposable receptacle).

Explanation

Disposable bags can be an ideal way of picking up and removing dog faeces and must be carried at all times when in public places with a dog. Dog toileting habits can be unpredictable and this requirement will enable owners to be prepared for such an event. It is no longer an excuse to say you do not have any receptacle with you.

3.3 Removing dog faeces from public places

The person in charge of a dog must remove any fouling (dog faeces) that their dog produces and dispose of it in a hygienic manner. Requirement to remove dog faeces applies not only to public places, but also to land that is not the dog owner's land.

Explanation

Dog faeces can harbour diseases and parasitic infection that can make other dogs or people unwell. It is also generally unpleasant and smelly. It is important that dog owners take responsibility for their own dogs as failure to do so may mean a change of the bylaw such that reduced access to a wide range of public places may be enforced.

Section 4: Registration of dogs

All dogs in New Zealand must be registered in accordance with section 36 of the Act.

This means that all dogs must be registered by 30 June each year for the ensuing year, and must be registered for the first time before they are three months' old.

Dog registration fees increase incrementally if not paid by due date (section 37(2)(f) of the Act). Registered dogs must wear a registration tag at all times.³ The Council will replace a lost registration tag at nominal cost.

It is an offence not to register a dog that is over three months of age.⁴ It is an offence to knowingly provide false information on a dog registration application form.⁵

Explanation

Dogs are required to be registered for three reasons. Firstly, to keep an up-to-date record of all dogs and their owners; secondly, to allow for the return of lost dogs, and thirdly, to generate revenue for providing dog control services across the district. See the section below on the setting of dog registration fees.

4.1 Dog registration classifications

The registration classifications are as follows:

Standard dog registration

This is a non-working dog, i.e., does not fit within the working dog definition below.

Working dog registration

This is defined as a dog:

³ Under S44 of the Dog Control Act 1996

⁴ Under S42(1) of the Dog Control Act 1996

⁵ Under S41 of the Dog Control Act 1996

- relating to farming, such as the herding of stock; under the direction of a government department or state employee undertaking responsibilities such as those relating to policing, defence, corrections, customs, security, biosecurity, pest management, emergency management or conservation; or
- under the direction of a private security guard in the execution of their duties;
- disability assist dogs which are generally dogs that are certified to assist someone with visual, hearing, mobility or other exercise disability.

Dogs classified as dangerous

- This applies to dogs classified as ‘dangerous’ under the Act. The Act allows a higher registration fee may be charged for these dogs (Section 32(1)(e)).

4.2 The setting of dog registration fees

Registration fees are set through the Council’s Annual Plan process and are notified to all registered dog owners at registration time and are listed on the Council’s website.

In considering the dog registration fees, the Council will:

- set a standard dog registration fee
- set a fee for working dogs that is less than the standard dog registration fee⁶
- set a fee for dangerous dogs that is 50% higher than the registration fee the dog would otherwise incur⁷
- remove discounted fee for the late registration of dogs.⁸

Explanation

Registration fees are set by councils to take into account the cost of providing dog control services and aim to strike a balance between dog owners bearing the costs of dog control and the benefits to ratepayers of having safe and well-controlled dogs in their community.

The Act (section 9) requires that all money collected under the Act can only be spent on dog control matters.

4.3 Change of dog ownership

Where the ownership of a dog changes, the registration continues, but both the old owner and the new owner must advise the Council in writing. Updating registration details to the new owner will be performed by council.

4.4 Transfer of dog registration between districts

Where a registered dog is moving to a different council district, the registration goes with it. Owners of dogs transferring between areas must advise both councils of the dog’s move in writing, and within six weeks of the move. The owner should take the dog registration tag to their new local council office and it will be swapped for a registration tag for the new area, at nominal cost. No refund of the registration fee is made as a result of the transfer and a new dog registration fee is not required to be paid until 1st July next.⁹

⁶ In accordance with S37(2)(b) of the Dog Control Act 1996

⁷ For dogs classed as dangerous in accordance with S 31 of the Dog Control Act 1996, in accordance with S 32(1)(e)

⁸ In accordance with S37(2)(f) and S37(3) of the Dog Control Act 1996

⁹ This is set out in S47, 48 and 49 of the Dog Control Act 1996

4.5 Refund of registration fee in the event of the death of a dog

The Council will refund the calculated pro rata remaining full month's portion of a dog registration fee in the event of the death of a dog.¹⁰ The refund must be applied for on the appropriate form, and evidence of the death of the dog must be provided. This must be done within 14 days of the death of the dog.

Section 5: Micro-chipping of dogs

Explanation

Dog registration and micro-chipping are two separate processes. You must register your dog every year, but the dog is microchipped only once.

What is a dog micro-chip and why are they needed?

A micro-chip is about the size of a grain of rice and is implanted on a dogs back, towards the neck, between the shoulder blades, normally by a qualified person such as a veterinarian or Dog Control Officer.

Micro-chipping is a more permanent method of identifying a dog than collars and tags, which can be lost or removed. It enables a dog to be linked to its owner, so if it is stolen or lost, dog and owner can be reunited. Secondly, it can identify a dog which has been aggressive and classified as dangerous or menacing. This is especially important if a dog owner attempts to disguise the dogs' identity.

5.1 Requirement to have your dog micro-chipped

Dogs that need to be microchipped are:

- All dogs first registered from 1 July 2006, (except stock working farm dogs, which are exempt). These dogs will mainly be puppies when they are first registered at three months old.
- All dogs classified as dangerous or menacing, since 1 December 2003 (dogs classified as dangerous before 1 December 2003 will not have to be microchipped).
- Unregistered dogs that are impounded and released.
- Registered dogs that are impounded for a second time and released.

5.2 Requirement to supply micro-chip information

Dog owners are required to supply their dog's micro-chip information to the Council so that it can be recorded in the National Dog Database.¹¹ This can be done by providing the Council with a certificate from a vet (which must include the microchip number), or by taking your dog to the Council's Animal Management Team to have it scanned, so that the Council can verify that the dog has been implanted with a microchip.

Explanation

What is the National Dog Database?

The database is administered by the Department of Internal Affairs and holds details of all dogs in New Zealand, their owners and any infringements that may have been issued against an owner or person in charge of a dog.

¹⁰ Required by S 39 of the Dog Control Act 1996

¹¹ Required by S36A of the Dog Control Act 1996

Section 6: Prohibited and leashed areas

Dogs may be prohibited from public places or required to be on a leash in public places.

If a public place is not listed in this policy, it means that dogs are allowed off-leash, but must be under effective control. 'Under effective control' is defined above.

A public place may be categorised as:

- Public place (e.g., all children's playgrounds), or
- Specific public place (e.g., a named reserve or specified section of coastline).

These controls may be in place at all times, or at specific times of the day or year (e.g., between 9 am and 7 pm during swimming season at beaches).

Where restrictions or prohibitions are in place, they will be listed in Schedules 1 and 2 below, and signs should also indicate any controls where they apply.

6.1 Prohibited areas

There are some categories of public places in the district where dogs are prohibited (not allowed). These areas are:

- all Council children's playgrounds (within one metre of playground surfaces, equipment or fencing)
- all Council skateparks (within one metre of skateparks)
- all beaches with summer restrictions

See the sections below for more detail.

Children's playgrounds

Dogs are prohibited from being:

- within any fenced Council playground area;
- on any surfaced Council playground area;
- within one metre of any fenced or surfaced Council playground area;
- within one metre of any Council playground equipment where there is no fence or surfaced area.

Explanation

Playgrounds are designed for the use and enjoyment of children. Children are disproportionately represented in dog bite and injury statistics. Ensuring dogs are not in playground areas makes the areas safer for children to use.

Dogs should also be on a leash near playgrounds when playgrounds are in use. This is good practice to prevent dogs rushing at children or intimidating them, which could cause an accident.

Parks

Dogs are prohibited on Council recreation areas/parks and from being within one metre of the perimeter of any Council recreation area/park.

Explanation

Parks are designed for the use and enjoyment of children and teenagers. Children and teenagers are disproportionately represented in dog bite and injury statistics. Ensuring dogs are not in parks makes them safer for children and teenagers to use.

Dogs are prohibited at specific beaches during summer

Dogs are prohibited at some beaches used for swimming and recreation activities during summer. The Summer Beach Prohibition Areas apply from 1 November to 31 March, and between 9 am and 7 pm, and are listed in Schedule 4

Explanation

Dogs can cause issues on beaches that are commonly used for swimming and recreation activities, ranging from hygiene (fouling or urinating on sand or belongings) to causing a nuisance to, or endangering, other people at the beach (especially children).

Outside of these dates and times, beaches with Summer Beach Prohibitions in place revert back to 'under effective control' areas.

Other than beaches specified as Summer Beach Prohibition Areas, dogs are generally permitted on many beaches and in coastal areas, unless there are restrictions in place to protect wildlife or for other reasons. Check for signage at each location to be sure.

Exemption for the purpose of passing through

Dogs are allowed to pass through Summer Beach Prohibited Areas during the prohibited times, as long as the person in charge of the dog has it on a short leash and under control

Explanation

If you are walking your dog along a beach and enter a Summer Beach Prohibition Area, you may proceed as long as you have your dog on a short leash and under control, and you are passing directly through the area.

Dogs are prohibited in other specific areas

Dogs are prohibited in a number of other specific public places throughout the district, for a variety of reasons. These prohibited areas are listed in Schedule 2 below.

6.2 Leashed areas

There are some categories of public places in the district where dogs must be on a leash. Dogs must be on a leash in the following public places:

- all roads (including footpaths)
- all cemeteries and memorial areas (including Urupa and Wahi Tapu)
- all boat ramps and slipways
- all those areas prescribed in Schedule 1

Roads

Dogs must be on a leash on all roads. This includes footpaths and the margins alongside roads (such as verges and berms, whether sealed or not), private ways, state highways and car parks, but excludes beaches and driveways on private land.

Explanation

Vehicles could harm a dog that is not under control, and equally, a dog could cause a vehicle to have an accident. Having your dog under control on and near roads is as much about the safety of your dog as it is about the safety of others.

Cemeteries and memorials

Dogs must be on a leash in the grounds of Council-managed cemeteries and memorial areas.

Explanation

Cemeteries and memorial areas are places of contemplation, of serenity and prayer, in respect for our history and for the stories of our people. They are places to come to grieve, to remember

and to give thanks. It is appropriate for dogs to accompany their owners in these spaces, but it is also important that their presence is respectful of the space and of others, so dogs must be leashed.

Boat ramps and slipways

Dogs must be on a leash on and in the vicinity of all Council boat ramps and slipways, including associated car manoeuvring and car parking areas.

Explanation

Dogs are required to be on a leash in boat ramp areas and around slipways in order to prevent dogs from being injured by manoeuvring vehicles and to prevent dogs from causing accidents or injury to boat ramp users.

Dogs must be on a leash in other specific areas

Dogs must be on a leash in a number of other specified public places throughout the district, for a variety of reasons. These leashed areas are listed in the Schedule below.

Exemptions to prohibited and leashed dog areas

Dog controls do not apply to disability assist dogs or to working dogs where the working dog is carrying out its duties and being actively managed by its handler. Dog controls also do not apply to hunting dogs, where a hunter is carrying out a legal hunting activity and the hunting dog is under control and present solely for hunting-related purposes.

As mentioned above, dogs are allowed in Summer Beach Prohibited Areas solely for the purpose of passing through, and must be on a short leash.

Section 7: Other dog matters

7.1 Barking dogs

When the Council receives a complaint about a barking dog, it will investigate, and if found to be a genuine problem, Dog Control Officers will work with the dog owner to understand the extent of the barking, the reasons for the barking and will encourage solutions and behaviour change, so that the dog is no longer causing a nuisance to neighbours or passers-by.¹²

If an owner is uncooperative, or the barking continues to be persistent and loud, a Barking Dog Abatement Notice may be issued under section 55 of the Act. If the abatement is not complied with, an infringement notice (fine) may be issued to the dog owner.

Non-compliance with directions of the Dog Control Officer may lead to the dog being seized and impounded.

Explanation

There are many reasons why a dog may bark. Often it is when their owner is absent, so an owner may not be aware that their dog is causing a nuisance. Four of the most common reasons a dog may bark are:

- **protective aggression, where dogs bark at people or animals they think are invading their territory;**
- **stimulus-oriented barking, where dogs bark at a sound or movement, e.g. a cat running along the fence, a car horn or pedestrians walking past. This can be especially problematic for hunting breeds;**

¹² Under the Act S5(e), dog owners must 'take all reasonable steps to ensure that the dog does not cause a nuisance to any other person, whether by persistent and loud barking or howling or by any other means.

- **separation distress, this barking is different to other types of barking because it is caused by anxiety, rather than aggression or playfulness;**
- **social, where dogs are barking to communicate with each other, and with people.**

The Council's approach is that it is better to work with an owner and their dog to encourage behaviour change and reduce barking, rather than to penalise a dog owner. Dog Control Officers are happy to offer advice and to suggest solutions. In some situations, however, it may be appropriate to look at other options, including penalties, if a barking nuisance is serious and ongoing, or if an owner is uncooperative.

Dog owners should take particular care of their dogs during times when there are likely to be fireworks detonated.

7.2 Female dogs in season

The Council requires owners of female dogs in season to keep their dog confined and to limit its movement while it is in season, in order to minimise the potential impacts on other dogs. This is covered in the Council's Dog Control Bylaw.

Explanation

The hormones released by a female dog in season can be detected by other dogs over long distances. This is why female dogs in season have to be securely confined on private property (ideally away from boundary fences) and the potential impacts on other dogs need to be minimised by limiting the likely hormone trail that would be left if the dog were to be exercised as normal in public places or if it were transported unnecessarily. Transport should be limited to veterinary or breeding-related travel.

This only applies to female dogs that have not been de-sexed. Unless your dog is intended for breeding, it should be de-sexed.

7.3 Dogs in outdoor dining establishments

The Council is supportive of food businesses allowing dogs in their **outdoor** dining areas, provided the business complies with all regulatory requirements.

As with all public places, dogs must be under effective control at all times. It is up to each individual business to decide if they want to permit dogs to outdoor areas, and if so, to manage any issues that may arise, including compliance with the Food Act 2014.

Disability assist dogs are allowed in all customer areas of all food businesses in accordance with section 75(1) of the Act.

Explanation

New Zealand's way of regulating food has changed under the Food Act 2014, which allows food businesses to identify, mitigate and manage the risks that are specific to their business. Through this new regime, food businesses are able to indicate in their Food Control Plans whether they wish to allow dogs in their outdoor dining areas, and if so, how they will manage any food safety risks that this may cause.

This means that each food business can decide whether or not to allow dogs into their outdoor dining areas, and what conditions to impose on dogs and their owners.

7.4 Exercising dogs at night

The Council encourages dog owners to use reflective or other lighting attached to dog collars or harnesses to help track dogs when exercising at dusk (when visibility is low) or in the evening (particularly in the darker winter months).

Explanation

It is safer for everyone if people can see their own and other dogs when out and about, particularly on unlit share pathways. Lighting your dog is a great way to keep track of them at night, especially if they are off-leash exercising at dusk or in the early evening. It also allows other public place users to see your dog, preventing any unwelcome surprises or accidents.

7.5 Dogs left in vehicles

The Council is concerned about the health and welfare of dogs that are left in vehicles, particularly during the summer months.

The Council takes a strong stance on dogs suffering in hot vehicles and will act swiftly to release dogs that are clearly in distress. The Council's Dog Control Officers may work to release a dog that is in distress, either singly or with the assistance of the Police.

Explanation

Vehicles can quickly turn into ovens during summer, and also heat up surprisingly quickly on cloudy days.

Dogs keep cool by panting and by releasing heat through their paws, but without fresh air, the air and upholstery in your vehicle can heat up to high temperatures that make it impossible for dogs to regulate their temperatures and cool themselves.

Dogs (and particularly, small dogs) can suffer heat exhaustion quickly if left in a hot environment. Slightly winding windows down is not adequate on a hot day when a vehicle is in full sun. Your dog will be more comfortable if left at home.

If your dog shows symptoms of heatstroke:

- ***immediately move the dog to a cool, shady place***
- ***allow the dog to drink some cool water***
- ***wet the dog with cool water***
- ***fan it vigorously to promote evaporation to cool the dog's blood, which will reduce its core temperature***
- ***take the dog to a veterinarian as soon as possible for further treatment. Veterinarians may apply supportive measures such as intravenous fluids to rehydrate the animal, and oxygen to prevent brain damage.***

The SPCA has the power to protect all animals from abuse, neglect and abandonment, including prosecuting people under the Animal Welfare Act 1999. Dog owners who leave their dog(s) in a hot vehicle can face a charge of animal cruelty.

7.6 Dogs at events and festivals

Dogs may not be welcome or may need to be on a leash at events and festivals, at the discretion of event organisers and promoters. This is not the same as dogs being prohibited or required to be on a leash through the Council's bylaw, but may be as a condition of entry to an event, or it may be good advice offered by event organisers and promoters.

Events may be held in places where dogs are prohibited or where dogs must be on a leash. Check the requirements before you leave home.

Explanation

It may not be appropriate for dogs to be at an event due to the expected visitor numbers, the nature of the event or for other reasons (such as planned fireworks). Where dogs are welcome at an event or festival, you should consider whether or not it is appropriate to take your dog into a crowded situation, based on your understanding of your dog's temperament and history.

Section 8: Education and training

8.1 Teaching children about dogs

Increased public awareness of safety around dogs, particularly for children, is one of the best ways to reduce dog attacks in the long term.

Toddlers and young children should be supervised around dogs at all times. Most dog attacks happen to children in their own home or the home of a relative or friend.

Explanation

One of the main messages for children is 'if a dog is on its own, leave it alone'. Children should be taught to ask a dog's owner if their dog is friendly or not before approaching it.

8.2 Site Visitor Safety

Some employment roles require people to enter private property and this can be dangerous if the property has an aggressive dog or a dog defending its territory, e.g., common roles may include building inspectors, health inspectors, liquor licencing inspectors, meter readers and census deliverers. It is the responsibility of the employer to ensure employees are trained accordingly.

Section 9: Managing troublesome dog owners and dogs

Under the Act, the Council may classify an owner as 'Probationary' and must classify an owner as 'Disqualified' under certain circumstances. The Council can also classify a dog as dangerous or menacing under certain circumstances.

These provisions are contained in the Act to help councils to manage dangerous or troublesome dog-related situations in order to make our communities safer.

There are a range of other tools that can be used before these measures are undertaken. These may include education or training, or the issuing of infringement notices (instant fines). There are a range of offences under the Act that can result in fines and breaching the Council's Dog Control Bylaw may also result in an instant fine.

The approach of the Council is to focus on safer communities, rather than punishment. The desired outcome is on having a safer community and responsible dog owners, not on penalising people. However, if education, training or other support are not effective, or a severe breach of the Act occurs, the Council will take more punitive steps using the provisions available in the Act and the Council's Dog Control Bylaw.

9.1 Dog owner classification

When a dog owner has committed of dog-related infringement offences (has been ordered to pay a fine) or has been convicted of dog-related offences¹³ (has been convicted through the District Court), the Council may classify that owner as a 'Probationary Owner' and in some cases must classify the owner as a 'Disqualified Owner'.

Explanation

These dog owner classifications restrict a person's right to own dogs, can last for several years, may require fencing and may require the undertaking of education or training that relates to the responsible care and management of dogs before they can own another dog.

¹³ Offences may relate to other acts, including the Animal Welfare Act 1999, the Conservation Act 1987 or the National Parks Act 1980

The dog owner status applies across the whole country (even if the offender moves away from the Chatham Islands Council district, they will not be able to own dogs elsewhere in New Zealand).

For more information, see sections 21-29 of the Act.

9.2 Probationary dog owners

A probationary owner cannot become the owner of any new dogs (but may keep any registered dogs they already have), and must dispose of any unregistered dogs.¹⁴ Probationary owners may be required to undertake dog owner education or a dog obedience course, or both.¹⁵

Probationary dog owner status generally applies for up to two years, but may end sooner.

Sections 21-24 of the Act set out matters relating to dog owners being classified as probationary owners, including the process for objecting to the classification.

9.3 Dog Classification

Dangerous dogs

The Council must classify a dog as dangerous based on the owner being convicted of certain offences, or based on sworn evidence that the dog is aggressive and constitutes a threat to the safety of people, stock, poultry, domestic animals or protected wildlife, as set out in section 31 of the Act. The Act sets out the process for objecting to a dog's classification as a dangerous dog (in sections 31(3) and 31(4)).

Dangerous dogs:

- must be kept within a securely fenced section of the owner's property (and dog-free access to the house must be available at all times)
- must be muzzled and on a leash in all public places and private ways
- must be de-sexed
- will incur a registration fee that is 50% higher than a standard dog registration fee
- must not be sold or given away without the written consent of the Council
- maintain their status as a dangerous dog no matter where they live in New Zealand.¹⁶

Menacing dogs

The Council can classify a dog as menacing if it constitutes a threat to the safety of people, stock, poultry, domestic animals or protected wildlife, based on the dog's behaviour or characteristics typically associated with the dog's breed or type, as set out in section 33A of the Act, i.e., menacing by deed or action.

The Council must classify dogs as menacing if they belong wholly or in part to the breeds of dogs listed in the Act section 33C (these are: Brazilian Fila, Dogo Argentino, Japanese Tosa, Perro de Presa Canario and American Pit Bull Terrier), i.e., menacing by breed.

The Act sets out the process for objecting to a dog's classification as a menacing dog (in sections 33B and 33D).

Menacing dogs must be muzzled and on a leash in all public places and private ways. The Council may require dogs classified as menacing to be de-sexed.

¹⁴ S23 and S24 of the Dog Control Act 1996

¹⁵ S23A of the Dog Control Act 1996

¹⁶ S32 and S32A of the Dog Control Act 1996

De-sexing of menacing dogs

Any dog classified as menacing by the Chatham Islands Council or any other Council in accordance with section 33A or 33C of the Act must be de-sexed¹⁷, unless:

- there is a veterinary reason for not de-sexing it,¹⁸ or
- there would be a demonstrated potential financial loss to the owner from de-sexing (such as a loss related to breeding or showing the dog).

The Council has discretion as to whether or not to waive the requirement to de-sex, on a case-by-case basis, and will also consider the seriousness and type of attack leading up to the classification.

The owner of a dog classified as menacing must, if required by the Council, produce a veterinary certificate showing the dog has been de-sexed or that it is unfit to be de-sexed. Owners must comply within one month of the classification.

Section 10: Seizing, impounding and adopting dogs

The Act gives warranted Dog Control Officers the legal power to seize a dog in certain circumstances.

Dog Control Officers can seize dogs that are found to be in breach of the Act or any bylaw made under the Act. This may include things such as:

- a dog not being supplied with sufficient food, water or shelter (s 15)
- a dog that is unregistered and more than three months old (s 42(1))
- failing to have a dog wear a collar with a registration label or disc attached (s 50) or having a dog wear an incorrect or counterfeit registration label or disc (s 51)
- dogs not securely confined on owner's property (section .52A)
- failing to comply with requirements when a dog is classed as a dangerous dog (section 32)
- failing to comply with requirements when a dog is classed as a menacing dog (section 33EC)
- a dog not being under anyone's control in a public place, i.e., wandering at large
- a barking dog where complaints have been laid and notice has been issued to the owner and the dog continues to bark and cause a nuisance (section 56)
- a dog attacks a person or other wild life (section 57)
- a dog rushes at a person, animal or vehicle in a manner that causes injury, death or endangerment to public, or the damage to property (section 57A)
- a dog not muzzled or on a leash in the vicinity of protected wildlife (section 59)
- a dog not muzzled or on a leash amongst stock or poultry (section 60)

This *is not an exhaustive* list, but gives some examples of situations where dogs may be seized and impounded by Dog Control Officers.

10.1 Returning a seized dog to its owner

The release of a dog back to its owner will depend on the circumstances under which it was seized.

All fines and fees must be paid before a dog is released back to its owner.

A dog will not be released back to its owner unless it is registered and all other Act requirements are met.

Where a dog's owner cannot be established, it will be impounded and made available for adoption or destruction after seven days.¹⁹

¹⁷ This is enabled by S33E and S33EB of the Dog Control Act 1996

¹⁸ The requirement to neuter applies to all dogs classified as menacing, except where, on written veterinary advice, conducting this procedure will present a significant health risk to the dog

¹⁹ This is set out in S69 of the Dog Control Act

10.2 Fees and releasing dogs that have been impounded

Infringement fees (fines) are set in the Act and are consistent across the country. Dog impounding fees are set locally and are included in the Council's Annual Plan processes.

The costs of housing a dog in the pound will be recovered from the dog's owner before the dog is released (some examples of costs may include dog food and veterinary fees). If a dog is adopted, destroyed, or otherwise disposed of, fees will still be recovered from the owner.²⁰

10.3 Adoption of unclaimed dogs

Where a dog is released from the Council's control to a new owner, the new owner is not required to pay impounding fees, but is required to pay the cost of registration if dog is unregistered

No dog will be released from the pound into the ownership of any person or organisation which may use the dog for the purposes of research in which the dog is subjected to physical operations or treatment causing changes, whether temporary or permanent.

Section 11: The issuing of infringement notices

The Council will issue warnings and / or infringement notices (instant fines), for infringement offences as set out in Schedule 1 of the Act, at a Dog Control Officer's discretion.

Explanation

The Council aims to encourage people to comply with regulatory requirements through education and working with people, rather than by taking a hard enforcement approach.

Dog Control Officers will consider each situation on an individual basis and have discretion as to what approach they take. The powers of Dog Control Officers are set out in the Act.

Section 12: Areas under the Conservation Act

The Act requires, under section 10(5), that a dog control policy identifies any areas in the district where there are dog restrictions on Department of Conservation land, including any national parks.

For further information about dog access on land managed by the Department of Conservation, please contact the Department of Conservation directly – refer Schedule 7.

²⁰ In accordance with S 69(6) of the Dog Control Act

SCHEDULES

Schedule 1 - Leashed Dog Control Areas

- Township of Waitangi
- Township of Owenga
- Township of Te One
- Township of Kaingaroa
- Owenga Wharf
- Kaingaroa Wharf

Schedule 2 - Prohibited Dog Control Areas

- Waitangi Playground
- Norman Kirk Memorial Reserve Playground
- Te One Community Swimming Pool
- Kapito Cemetery
- Owenga Cemetery

Schedule 3 - Dog Exercise Areas

- Waitangi Beach
- Beaches that have public access

Schedule 4 - Summer Beach Prohibition Areas

None defined

Schedule 5 - Prohibited Importation of Dogs Types

Breed and type of dog subject to ban on Importation and muzzling –

Part 1 - Breed of dog

- Brazilian Fila
- Dogo Argentino
- Japanese Tosa
- Perro de Presa Canario

Part 2 - Type of dog

- American Pit Bull Terrier

Schedule 6 - Infringements, Offences and Fees

Section	Brief Description of Offence	(\$)
18	Wilful obstruction of dog control officer or ranger	750
19(2)	Failure or refusal to supply information or wilfully providing false particulars	750
19A(2)	Failure to supply information or wilfully providing false particulars about dog	750
20(5)	Failure to comply with any bylaw authorised by the section	300
23A(2)	Failure to undertake dog owner education programme or dog obedience course (or both)	300
24	Failure to comply with obligations of probationary owner	750
28(5)	Failure to comply with effects of disqualification	750
32(2)	Failure to comply with effects of classification of dog as dangerous dog	300
32(4)	Fraudulent sale or transfer of dangerous dog	500
33EC(1)	Failure to comply with effects of classification of dog as menacing dog	300
33F(3)	Failure to advise person of muzzle and leashing requirements	100
36A(6)	Failure to implant microchip transponder in dog	300
41	False statement relating to dog registration	750
41A	Falsely notifying death of dog	750
42	Failure to register dog	300
46(4)	Fraudulent procurement or attempt to procure replacement dog registration label or disc	500
48(3)	Failure to advise change of dog ownership	100
49(4)	Failure to advise change of address	100
51(1)	Removal, swapping, or counterfeiting of registration label or disc	500
52A	Failure to keep dog controlled or confined	200
53(1)	Failure to keep dog under control	200
54(2)	Failure to provide proper care and attention, to supply proper and sufficient food, water, and shelter, and to provide adequate exercise	300
54A	Failure to carry leash in public	100
55(7)	Failure to comply with barking dog abatement notice	200
62(4)	Allowing dog known to be dangerous to be at large unmuzzled or unleashed	300
62(5)	Failure to advise of muzzle and leashing requirements	100
72(2)	Releasing dog from custody	750

Schedule 7 - Conservation Areas

Please contact the Chatham Islands Department of Conservation for 'List of Conservation Areas

- Telephone: 03 305-0098
- email: chathamislands@doc.govt.nz

10. Policies & Bylaws

10.2 Scoping Paper – Solid Waste Bylaw

Date of meeting	23 June 2022
Agenda item number	10.2
Author/s	Kelly Bombay, Stantec

Purpose

To seek guidance from Council on the waste management and minimisation issues that need to be considered for the purposes of informing the preparation of a Solid Waste Bylaw for the Chatham Islands.

Recommendation

THAT the Chatham Islands Council:

- 1. Receives the report**
- 2. Considers the Directions and Decisions sought in the report.**

Background

Attached to this report is a Solid Waste Bylaw Scoping Paper, which is the initial stage of the bylaw process. This document provides an overview of the process to follow towards the investigation and adoption of a Solid Waste Bylaw for the Chatham Islands.

The Scoping Paper seeks to confirm if the key issues have been captured, noting that further detail will come in the following stage.

Throughout the Paper guidance is sought from Council on the matters it wishes to include in the scope of a Solid Waste Bylaw.

Attachments

1. Solid Waste Bylaw Scoping Paper

Solid Waste Bylaw – Scoping Paper

PREPARED FOR CHATHAM ISLANDS COUNCIL | JUNE 2022

Revision schedule

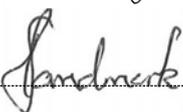
Rev No	Date	Description	Signature of Typed Name (documentation on file)			
			Prepared by	Checked by	Reviewed by	Approved by
1	10.06.2022	Draft for client comment	KB	PL	SS	AM

This document was prepared by Stantec New Zealand (“Stantec”) for the account of Chatham Islands Council (the “Client”). The conclusions in the Report titled “Solid Waste Bylaw – Scoping Paper” are Stantec’s professional opinion, as of the time of the Report, and concerning the scope described in the Report. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. The Report relates solely to the specific project for which Stantec was retained and the stated purpose for which the Report was prepared. The Report is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient’s own risk.

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Quality statement

Project manager	Project technical lead	
Alistair McGaughran	Kelly Bombay	
PREPARED BY Kelly Bombay		10 / 06 / 2022
CHECKED BY Phil Landmark		10 / 06 / 2022
REVIEWED BY Simon Stewart		10 / 06 / 2022
APPROVED FOR ISSUE BY Alistair McGaughran		13 / 06 / 2022

Contents

Revision schedule	i
Quality statement.....	ii
1 Introduction.....	1
2 Background	2
3 Drivers for Change	3
4 Issues to be investigated	4
5 Conclusion.....	5

List of figures

Figure 1: Programme working towards a Solid Waste Bylaw	1
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1 Introduction

Councils have a statutory role in managing waste and are required to promote effective and efficient waste management and minimisation within their jurisdiction¹. A key part of doing this is to adopt a Waste Management and Minimisation Plan (WMMP). The Chatham Islands draft WMMP is in the process of being reviewed and identifies methods for achieving effective and efficient waste management and minimisation across the Chatham Islands. As a result, the Chatham Island Council (Council) is investigating ways in which it can better manage rubbish and recycling on the Chatham Islands.

The WMMP defines Councils vision 'towards zero waste', setting goals and targets, and outlines how the Council intends to work towards these identifying a range of methods for achieving effective and efficient waste management and minimisation. One of these methods being considered is the introduction of a Solid Waste Bylaw.

The purpose of this **Scoping Paper** is:

1. To seek guidance from Council on the waste management and minimisation issues that need to be considered for the purposes of informing the preparation of a Solid Waste Bylaw for the Chatham Islands. This will inform the preparation of an issues and options paper for the draft bylaw, where the identified matters for inclusion will be further developed for Council's consideration.
2. To provide Council with an overview of the proposed review process and seek any views from Council on how it may be modified.

Developing a Solid Waste Bylaw will take about eight (8) months. Key milestones in the programme are indicated in Figure 1 below. Other work is being undertaken in parallel which will feed into the process of developing a draft Solid Waste Bylaw including investigations relating to charges and funding. These parallel investigations will be used to better inform the development of options and provide Council with the information it needs to make informed decisions regarding implementation of the Solid Waste Bylaw.

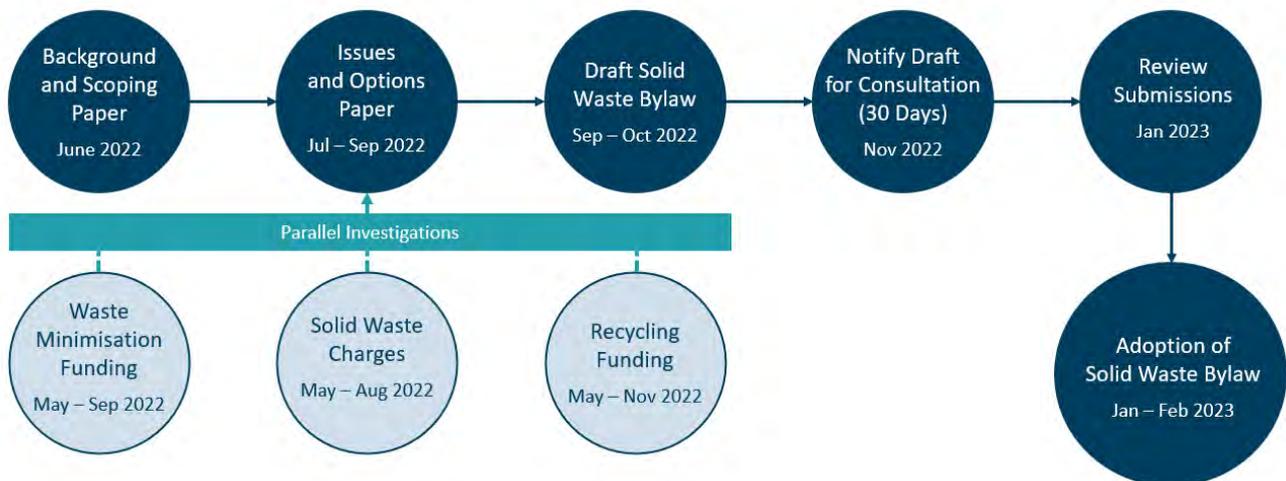


Figure 1: Programme working towards a Solid Waste Bylaw

¹ Section 42, Waste Minimisation Act 2008

2 Background

2.1 Legislative Context

The following statutory documents provide the legislative framework for waste management and minimisation in New Zealand and support the implementation of the New Zealand Waste Strategy 2010:

- Local Government Act 2002 (LGA)
- Waste Minimisation Act 2008 (WMA)
- Litter Act 1979
- Health Act 1956
- Resource Management Act 1991 (RMA)

The LGA enables Territorial Authorities (TAs) to make bylaws for protecting the public from nuisance and protecting, promoting, and maintaining public health and safety², including the regulation of waste management, solid waste, and trade waste³. The WMA goes further by allowing TAs to regulate the deposit of waste, the collection and transportation of waste and prohibiting the removal of waste intended for recycling from receptacles.

Council is obliged to promote *efficient and effective waste management and minimization*⁴, and must adopt a WMMP⁵ as part of this.

A WMMP was prepared by the Council in 2014 for the purpose of fulfilling its obligations under the WMA which provides:

- objectives, policies and methods for achieving effective and efficient waste management and minimisation within the Chatham Islands, including:
 - collection, recovery, recycling, treatment and disposal services to meet current and future waste management and minimisation needs,
 - waste management and minimisation facilities and activities, including educational and public awareness activities,
- information on how the implementation of the WMMP will be funded.

The WMMP 2014 was not formally adopted, however a review of that plan has been undertaken in accordance with section 50 of the WMA. The outcome of the review has been a recommendation to amend the existing WMMP. Any review of a WMMP must be preceded by a Waste Assessment including (but not limited to):

- identifying the existing and forecasted demands for collection, recycling, recovery, treatment, and disposal services within the district.
- a statement of options available to meet the forecast demands of the district with an assessment of the suitability of each option.
- a statement of the TAs role in meeting forecast demands and proposals for new or replacement infrastructure.

A Waste Assessment was undertaken, and it to be finalized once comments have been received from the Canterbury Medical Officer of Health. In the meantime, the existing WMMP has been amended and is currently in draft format.

² LGA s145

³ LGA s146(1)(a)(ii), (iii), (iv)

⁴ WMA s42

⁵ WMA s43

2.2 Bylaw Considerations

As part of the process to make, revoke or amend any bylaw, Council is required by Section 155 of the LGA to be satisfied that the bylaw:

- Is the most appropriate way of addressing the perceived problem;
- Is the most appropriate form of bylaw; and
- Does not give rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA), nor is inconsistent with that Act.

Council will need to determine that the bylaw achieves all three considerations. A formal resolution to this effect will be sought when Council adopts the bylaw for formal consultation.

3 Drivers for Change

Several drivers for change have been identified through internal consultation with Council and through the Waste Assessment in terms of the past, present and future issues associated with waste management and minimisation on the Chatham Islands.

The key drivers for change include the following:

Legislative obligations

1. To meet obligations under the Waste Minimisation Act 2008. The purpose of the Waste Minimisation Act 2008 and the goals in the New Zealand Waste Strategy 2010, being to encourage waste minimisation and a decrease in waste disposal in order to protect the environment from harm; and provide environmental, social, economic, and cultural benefits.

Growth trends and changes to waste composition, waste quantity and levels of service

2. Growth in commercial sectors including rural, fisheries, hospitality and tourism will increase waste generation. The quantity of waste generated is proportional to the population including permanent residents and visitors. As growth in sectors fluctuate, the waste composition may also change. With development in tourism and hospitality sectors, so too may the demand for increasing levels of service (i.e., installation of water filters which have associated increases in waste; higher expectations for collection and disposal facilities).
3. There is increasing demand for disposal of special wastes (any wastes whether from a trade premise or any other source which is hazardous, toxic or by its nature requires special disposal because of environmental considerations or landfill operational requirements). While disposal of special wastes at the landfill may be acceptable under the landfill's waste acceptance criteria, there are not yet sufficient processes in place to manage this effectively.
4. Trade refuse (meaning any scrap or waste material resulting from the carrying on of any business, manufacture, process, trade, market, or other undertaking) is an increasing challenge in terms of quantity and responsibility of waste-stream. This includes construction projects of varying scales, including residential projects.

Ineffective and/or lack of controls, charges, and clear responsibilities

5. Existing facilities and associated infrastructure are in place including Kaingaroa Transfer Station, Te One Materials Recovery Facility and Transfer Station, which includes the Mitre 12 Reuse Facility, and the Owenga Landfill, which is in the process of being commissioned.

However, ineffective communication about controls and responsibilities or lack of controls and clear responsibilities, limited enforcement and/or penalties for non-compliance inhibit those facilities and infrastructure being used to the full intended potential.

As a result, issues include:

- Uncertainty about where and how to properly dispose of waste.
- Disregard for existing controls and lack of penalties or ability to prosecute and consequently fly-tipping and /or waste disposal on properties occurs by burying or burning.
- Baling machine to process household waste is not fully utilised due to incorrect separation of waste.
- Concerns regarding security due to no restrictions on access times and conditions of use of the Kaingaroa Transfer Station and limited controls at Te One facilities during opening hours. Scavenging is also a concern.

Direction Sought:

Does Council wish to modify the above drivers for change?

4 Issues to be investigated

Findings from the waste assessment, and review of the drivers for change above, has led to the identification of four key areas where the Chatham Islands could improve their effectiveness and efficiency in managing and minimising waste. The key issues identified below will inform the preparation of an issues and options paper for the draft bylaw, where the identified matters for inclusion and options to address these will be further developed for Council's consideration.

1. Inappropriate and unsafe management of dangerous, hazardous and/or infectious waste

There is a need to manage and avoid issues with the collection, transportation and disposal of dangerous and/or hazardous waste;

2. Inefficient and ineffective waste management operations

There is a need to ensure existing facilities and infrastructure (i.e., baling) can operate efficiently; controlling access, security and regulating the types of waste received at facilities; addressing littering and inappropriate disposal/separation of waste streams;

3. The lack of construction and demolition waste management and minimisation

Construction and demolition activity generates substantial quantities of waste material, much of which is potentially recoverable, such as concrete, timber, plasterboard and metal.

4. The lack of event waste management and minimisation

Large events, such as weddings, tangi and concerts have the potential to generate a significant amount of waste.

Decision Sought:

Does Council wish to modify the above issues, or include any other issues in the scope of the Solid Waste Bylaw?

5 Next Steps

The matters that Council includes in the scope of the review will be further developed in an Issues and Options paper. Pre-engagement may be undertaken prior to or in parallel with the Issues and Options paper on the scoped matters, in order to inform the development of the draft Solid Waste Bylaw. Engagement in parallel has the advantage of obtaining preliminary feedback on options as they are being investigated and assists with developing and refining those further.

When considering the Issues and Options paper, Council can decide that it no longer wants to proceed with any one of the matters that it included in the scope.

Decision Sought:

Does Council wish to engage with stakeholders and/or the community in parallel with developing the issues and options? If so, which stakeholders should be engaged?

6 Conclusion

Guidance is sought from Council on the matters it wishes to include in the scope of a Solid Waste Bylaw. The matters that Council seeks to include in the scope of the proposed Solid Waste Bylaw do not commit Council to pursuing their inclusion but provide direction as to where to develop issues and options for Council's consideration.

Options for addressing the identified issues will be further developed in the next stage including, and importantly, determining whether a bylaw is the most appropriate way of addressing any particular issue or problem.

Council is also asked for direction as to particular stakeholders who should be engaged with to provide input into the development of options for this important work to promote effective and efficient waste management and minimization on the Chatham Islands.

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Public Excluded Agenda

23 June 2022

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 5 May 2022	Good reason to withhold exists under Section 7	Section 48(1)(a)
2	Chief Executive Officer	Minutes PARC Public Excluded 30 May 2022	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) 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)

and that appropriate officers remain to provide advice to the Committee.