



# AGENDA | 2019

Waitangi West

*Photo courtesy of Lois Croon*

Mayor and Councillors

Notice is hereby given that an Ordinary Meeting of the Chatham Islands Council will be held in the Council Chambers, Tuku Road, Waitangi, on **THURSDAY, 4 April 2019**, commencing at **1.30pm**.



**Owen Pickles**  
Chief Executive Officer

RECOMMENDATIONS IN REPORTS ARE NOT TO BE TAKEN AS COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL

**AGENDA**  
**Meeting held 4 April 2019**

- |           |   |            |           |
|-----------|---|------------|-----------|
| <b>2.</b> | <b>Democracy</b>  |            |           |
| 2.1       | Minutes from Ordinary Meeting 21 February 2019                                | (D 2.1d)   | P 1-7     |
| <b>3.</b> | <b>Finance</b>  |            |           |
| 3.1       | Council Dues Report as at 2019  | (F 3.5a)   | P 8       |
| 3.2       | Financial Report to 31 February 2019  | (F 3.9b)   | P 9-14    |
| 3.3       | 2019 / 20 Annual Plan   | (F 3.12a)  | P 15-16   |
| <b>4.</b> | <b>Works &amp; Services</b>   |            |           |
| 4.1       | Fulton Hogan Road Maintenance Contract<br>Monthly Report February 2019        | (WS 4.1b1) | P 17-31   |
| 4.2       | Fulton Hogan Water & Wastewater Contract<br>Monthly Report February 2019      | (WS 4.1b1) | P 32-40   |
| 4.3       | Stantec – CIC Engineering Services Contract Monthly<br>Report: February 2019  | (WS 4.1a1) | P 41-51   |
| <b>5.</b> | <b>Community Services</b>   |            |           |
| 5.1       | Proposed Civic Complex & Museum   | (CS 5.4i)  | P 52-54   |
| 5.2       | Sport NZ Travel Fund  | (CS 5.2b)  | P 55-57   |
| <b>6.</b> | <b>Regulatory</b>   |            |           |
| 6.1       | Update from Environment Canterbury  | (R 6.1f1b) | P 58-72   |
| 6.2       | Predator Free 2050  | (R 6.7a)   | P 73-80   |
| <b>7.</b> | <b>Emergency Management</b>   |            |           |
| 7.1       | Civil Defence and Emergency Management Governance<br>Structure                | (EM 7.1a)  | P 81-82   |
| 7.2       | Review of the Civil Defence Emergency Management<br>Act                       | (EM 7.1b1) | P 83      |
| <b>8.</b> | <b>Government</b>   |            |           |
| 8.1       | Gambling Venues Policy  | (G 8.6)    | P 84-86   |
| 8.2       | Elected Member's Remuneration   | (G 8.1f)   | P 87-93   |
| 8.3       | Defence Force Activities on the Chatham Islands                               | (G 8.3i)   | P 94      |
| 8.4       | LGNZ Zone 5 & 6 Meeting Held in Hanmer Springs<br>18-19 March 2019            | (G 8.1c)   | P 95      |
| 8.5       | LGNZ Rural & Provincial Sector Meeting held in<br>Wellington 7 & 8 March 2019 | (G 8.1d)   | P 96      |
| <b>9.</b> | <b>Chatham Islands</b>  |            |           |
| 9.1       | Chatham Islands Investment Strategy   | (CI 9.1a)  | P 97-112  |
| 9.2       | Proposal to Develop an Age-Friendly Strategy                                  | (CI 9.6ki) | P 113-114 |

**In Camera Agenda**

**P 115-121**

## **2. Democracy**

### **2.1 Minutes of the Ordinary Meeting 21 February 2019**

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<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	2.1
<b>Author/s</b>	Jo Clark – Council Secretary

#### **Purpose**

For the Council to receive and confirm the minutes of the Ordinary Meeting of Council held on 21 February 2019.

#### **Recommendations**

**THAT the minutes from the ordinary monthly meeting of the Chatham Islands Council held on 21 February 2019 be a true and accurate record.**

## **CHATHAM ISLANDS COUNCIL**

### **Minutes of the Ordinary Meeting of the Chatham Islands Council, held in the Council Chambers, Tuku Road, Waitangi, on Thursday, 21 February 2019, commencing at 1.30pm**

- Present:** His Worship the Mayor, AWM Preece  
Deputy Mayor, JI Clarke  
Councillors M Croon, RS Joyce, NC Ryan  
and KL Day.  
Councillor EC Tuck joined the meeting via teleconference.
- Management & Officers:** Chief Executive Officer, Owen Pickles  
Operations Manager, Cindy Butt  
Council Secretary, Jo Clark
- In Attendance:** Fulton Hogan Maintenance Manager, Bill Lind  
ECan Biodiversity Officer, Kerri Moir
- Apologies:** Councillors Jason Seymour and Eion Chisholm.

## **2. DEMOCRACY**

### **2.1 Minutes from Ordinary Meeting 13 December 2019**

#### **RESOLVED:**

**THAT the Minutes of the Ordinary meeting of the Chatham Islands Council, held on Thursday 13 December 2018 be adopted as a true and correct record.  
NC Ryan / JI Clarke CARRIED**

#### **Matters Arising**

Cr Day asked if a water tank scheme could be added to an agenda to be discussed with Minister Shane Jones' infrastructure fund.

His Worship advised he was now unavailable to attend the Rural Provincial Sector meeting in Wellington 6-8 March 2019. He was unable to return to the island until 11 March because of unavailable flights. Minister Paul Eagle would also be on the island with two other members of parliament on 9 March and they were scheduled to visit Pitt Island on the Sunday 10 March. His Worship advised there was potential for another member to attend the meeting in his place.

## **3. FINANCE**

### **3.1 Council Dues Report as at 12 February 2019**

A report on the status of Council Dues had been included in the agenda. All Council Dues were currently up to date and the only outstanding manifest was from Chatham Islands Shipping Ltd for January 2019.

#### **RESOLVED:**

**THAT the Chatham Islands Council receives the report.  
JI Clarke / EC Tuck CARRIED**



### 3.2 Financial Report to 31 January 2019

The financial report included in the agenda was in a different format than usual. The formats were a trial for Council for ease of understanding.

**RESOLVED:**

**THAT the financial report as at 31 January 2019 be received.**

**M Croon / NC Ryan CARRIED**

### 3.3 Audit Report to Chatham Islands Council to 30 June 2018

Included in the agenda was a report to Council on the audit of Chatham Islands Council for the year ended 30 June 2018.

**RESOLVED:**

**THAT the report be received.**

**RS Joyce / JI Clarke CARRIED**

### 3.4 Independent Auditor's Report on the summary of the Annual Report

A report to the readers of Chatham Islands Council summary of the Annual Report for the year ended 30 June 2018.

**RESOLVED:**

**THAT the report be received.**

**M Croon / EC Tuck CARRIED**

### 3.5 Procurement Strategy

NZTA require councils to review their Procurement Strategy every three or four years to ensure they were fit for purpose. Shaun Boshier (Stantec) and Chief Executive, Owen Pickles had worked through a revised version for Councillors to review and offer feedback before it was sent to NZTA for review. Thereafter any changes requested by NZTA would be reviewed by Shaun and Owen. Once agreed, the document would be endorsed and it would come back to Council for sign-off.

The document needed Council review and any questions over monetary values/limits or the body text needed to be raised. Of particular interest was agreeing the delegating authority limits in Section 5.5. Shaun Boshier would respond to those comments thereafter.

**RESOLVED:**

**That the Procurement Strategy be received.**

**NC Ryan / JI Clarke CARRIED**

## 4. WORKS & SERVICES

### 4.1 Fulton Hogan Road Maintenance Contract Monthly Report January 2019

Mr Bill Lind advised only one grader had been in operation while the other is being repaired. Grading had been undertaken while there had been dampness.

Waikato Bridge – A temporary diversion had been put in place with one-way traffic. Fulton Hogan had been awaiting materials on the boat, including culverts. They were also waiting on the fish breeding season before undertaking any work on the creek bed, which was a condition of the resource consent.

Fulton Hogan staff had been collecting rubbish from the roadsides. Public were not securing their loads correctly when travelling to the landfill. Staff had also been collecting dead stock from the road.

Mr Lind advised they had extra staff on the island, and were progressing with getting a permanent mechanic on the island. All their machinery was fully compliant.

Mr Lind confirmed gorse had been sprayed up the south coast road. He said spraying needed to be undertaken when there was no wind.

Cr Croon referred to the Owenga Road where Fulton Hogan had been working on long drains and advised it needed more metal before a heavy downpour.

Mr Lind confirmed he would be travelling to Pitt Island in March. This would tie up with work with the quarry. His Worship had been notified the roads on Pitt Island were in a good state.

**RESOLVED:**

**THAT the report be received.**

**RS Joyce / NC Ryan CARRIED**

**4.2 Fulton Hogan Road Water & Wastewater Contract Monthly Report January 2019**

Mr Lind said work had been undertaken at Kaingaroa water supply. There had not been a water leak as first suspected, but a water filter had been clogged. Water meters had now been installed to track any future water leaks.

Waitangi water supply was still low and residents still needed to conserve water. The water tanks were not full, and the bore tank was getting a rest for 2-3 hours per night.

Mr Lind advised the Hotel was using bore water now for its vehicle cleaning and Fulton Hogan had lent them a pump.

With regards to the other bore, Fulton Hogan had been waiting 18 months for Chatham Islands Electricity to do draw down tests. Fulton Hogan were considering bringing in their own electrician to do the draw down test as now was the time to do it while it was dry.

Mr Lind noted they still had issues at the treatment plant; it was still working but needed work which required large capital expenditure. The plant had not received proper maintenance for several years and was showing signs of stress.

**RESOLVED:**

**THAT the report be received.**

**JI Clarke / EC Tuck CARRIED**

**4.3 Stantec Monthly Report November 2018**

**RESOLVED:**

**THAT the report be received.**

**JI Clarke / KL Day CARRIED**

## 5. COMMUNITY SERVICES

### 5.1 Sport NZ Travel Fund

#### ***Cr Day declared an interest.***

An accountability report for Weka Walk Pitt Island School had been included in the agenda, which showed \$11,998.88 had been spent in total, which included the \$8,897.50 received from Sport NZ Travel Fund.

It was again time to advertise \$8,978.75 (excl GST) available funding for 2018/2019. Applications would open on 22 February 2019 and close at 4pm on 22 March 2019.

#### **RECOMMENDATION**

- 1. THAT the information be received;**
- 2. THAT the accountability report for Weka Walk Pitt Island School be accepted;**
- 3. THAT \$8,978.75 be advertised from the 22<sup>nd</sup> of February 2019 closing at 4pm on the 22<sup>nd</sup> March 2019.**

**RS Joyce / EC Tuck CARRIED**

## 6. REGULATORY

### 6.1 Update from Environment Canterbury

An Activity Report from ECan had been included in the agenda to provide an update on the services being performed for the Chatham Islands Council contract.

The Chief Executive updated Council on items from the Steering Group meeting held on 8 March 2019.

- Payroll – ECan were now providing additional assistance with processing payroll for all CIC staff, including PAYE reporting. In addition they had been assisting with updating staff contracts and policies.
- Pest Management Strategy Review – ECAN had put out for tender for a consultancy to undertake the review, but because it would be costly, management thought the review could be completed by in-house staff.
- Harbour equipment – Harbourmaster Josh Thomas had advised the current VHF radios being used had become unreliable due to the batteries coming to the end of their life. New equipment had been signed off.
- Website and Facebook pages – The upgraded website and Facebook pages were working well. The 'pop-up' being used for user location has had a good response. Facebook referral to the website had increased.
- RMA document is progressing.

Biosecurity Officer, Kerri Moir advised Council that no other Plague Skink's had been found and so concluded this was a solitary case.

Mitre 10 had contacted Ms Moir with regard to a bulk order of aggregate to be shipped to the island. The aggregate had been sourced from a clean quarry and they were now trying to get a list of approved sites for clean material.

Ms Moir advised Gisborne cockroaches had arrived on the boat from the North Island. They also had a vehicle arrive with a large ant's nest in it. The vehicle was treated both inside and out.

Grant Crossett had visited the island at the end of last year, and warranted all three biosecurity officers. It was a day with legislation for warrant cards – all three biosecurity officers passed.

Mt Hutt Helicopters had received their final payment. They were trying to get a cheaper rate for them to bring equipment in as it had cost \$40,000 return in freight for the helicopter, utility vehicle and two containers. Ms Moir would get a copy of their freight statement and discuss directly with Chatham Islands Shipping Ltd. Mt Hutt Helicopters had made no profit on the gorse spraying initiative.

Ms Moir clarified the infrared Gun Scope did not go on a drone. It was handheld and it would be the only infrared equipment on the island.

**RESOLVED:**

**THAT the report be received.**

**RS Joyce / NC Ryan CARRIED**

**6.2 Application for Subdivision Consent – J Lanauze**

An application for subdivision consent had been received from Baseline Group on behalf of J Lanauze. The applicants seek subdivision consent to create two fee simple allotments at Flower Pot – Glory Road, Pitt Island, and re-name existing allotments as a restricted discretionary activity under Rule 5.3.4.12(i) of the Plan. The application has been prepared in accordance with Schedule 4 of the Resource Management Act 1991 (the Act).

A report on the application prepared by Paul Whyte (BECA) had been included in the agenda.

**RESOLVED:**

**THAT pursuant to Section 104B of the Act, Council grant consent to:**

**Subdivide Part Lot 3 DP 933 (CT WNA3/1391 into six allotments, being Lot 1 (10.0ha), Lot 2 (56.3ha), Lot 3 (11.7ha), Lot 4 (78.9ha), Lot 5 (.5ha) and Lot 6 (1.3ha) in accordance with the plan submitted with the application subject to the following condition:**

**1. That Lots 2,3,4,5 and 6 be held together in the same record of title (CSN Request 1566393).**

**KL Day / EC Tuck CARRIED**

**8. GOVERNMENT**

**8.1 Election Update**

The report was to update Council on preliminary election matters and outline some pre-election requirements and choices for Council to determine.

Section 12 of the Local Electoral Act 2001 required all local authorities to have an appointed electoral officer in place at all times.

Council had made its preliminary decisions regarding its electoral system, Maori representation and its representation arrangements.

Council needed to appoint an Electoral officer and decide the order of candidate names to appear on the voting documents.

**RESOLVED:**

**That the Council:**

- 1. Receives the report, Election Matters.**
- 2. Appoints Lucinda (Cindy) Butt as its Electoral Officer.**
- 3. Confirms the appointment of Jo Clark as the Deputy Electoral Officer and Colette (Klicky) Peni as an Electoral Official.**
- 4. Adopts alphabetical as its preferred option for the order of candidates' names.**
- 5. Notes the election timetable (attached).**

**JI Clarke / EC Tuck CARRIED**

**8.2 Report to Department of Internal Affairs July 2018 to December 2018**

Included in the agenda was a report to the Department of Internal Affairs in terms of Section 7 of the Deed of Funding, covering the 2018/19 financial year.

**RESOLVED:**

**That the Chatham Islands Council receives the report.**

**JI Clarke / M Croon CARRIED**

**MEETING CLOSURE**

After consideration of the In-camera Agenda, and there being no further business, the meeting was declared closed at 3.26pm.

**CONFIRMED THIS 4<sup>TH</sup> DAY OF APRIL 2019**

**MAYOR**



## 3. Finance

### 3.1 Council Dues Report to 25 March 2019

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	3.1
<b>Author/s</b>	Colette Peni

#### Purpose

Report to Chatham Islands Council on current Council Dues as at 25 March 2019

#### Recommendations

**THAT the Chatham Islands Council receive the report.**

#### Key points

- Chatham Island Shipping – Outstanding Manifest – NIL
- Air Chathams – Outstanding Manifest – NIL
- Air Chathams have paid their Council Dues in full to 31 January 2019
- Chatham Island Shipping have paid their Council Dues in full to 31 December 2018

#### Background

Carrier	Date of last Payment	Amount Paid	Details
Air Chathams	22/2/19	\$12,708.21	January 2019
Chatham Islands Shipping	30/1/19	\$22,432.42	December 2018



### **3. Finance**

#### **3.2 Financial Report to 28 February 2019**

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<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	3.2
<b>Author/s</b>	Tanya Clifford - ECan

#### **Purpose**

Report to Chatham Islands Council on current financial situation as at 28 February 2019.

#### **Recommendations**

**THAT the Financial Report to 28 February 2019 be received.**

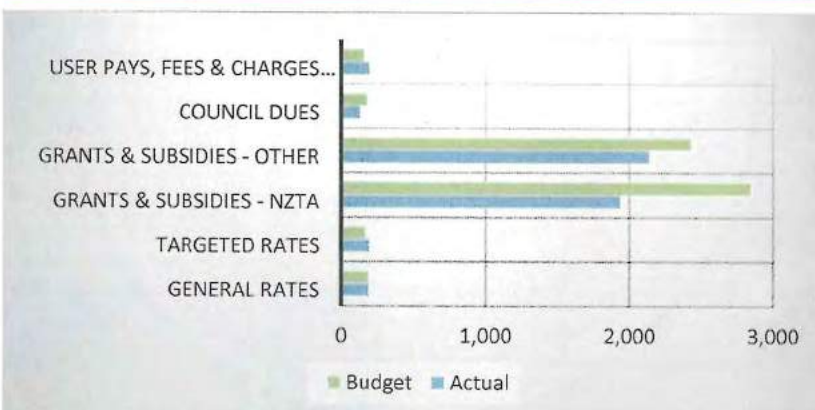
## Graphical Financial Information

as at 28 February 2019



chatham islands council

### Revenue

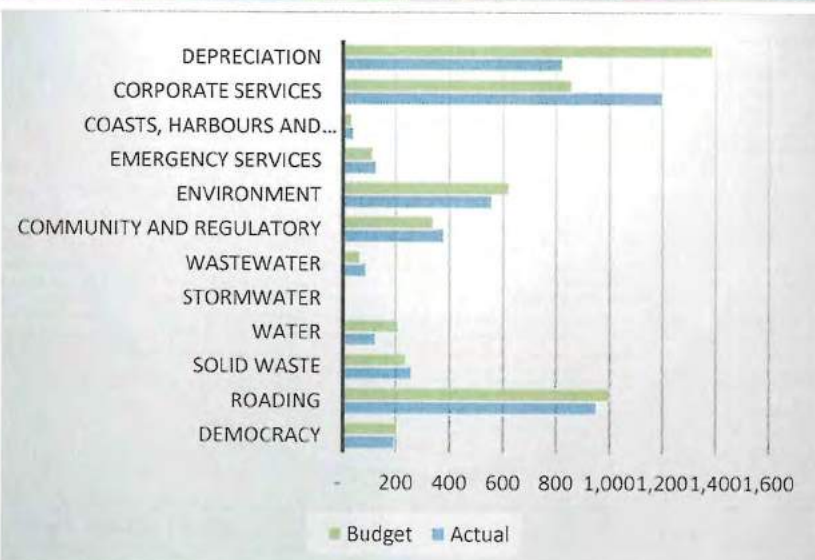


No significant items of concern related to revenue items. However, it is worth noting:

\* NZTA subsidy is driven by actual expenditure, and roading works are behind budgetary levels.

\* the budget recognised a grant for the sludge lagoon project; which hasn't been drawn down pending project scope review.

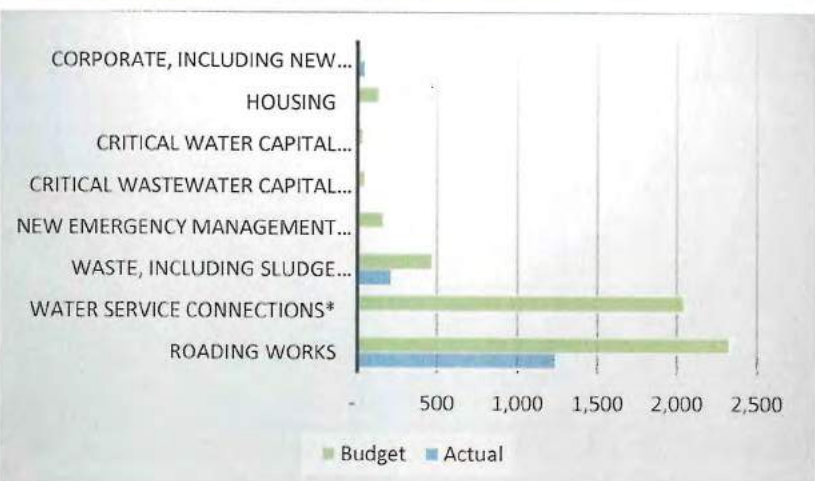
### Expenditure



No significant items of concern related to expenditure.

There are some variances within classifications and minor cut-off adjustments, but this is likely to realign by year-end, refer to the full financial report for further information.

### Capital Expenditure



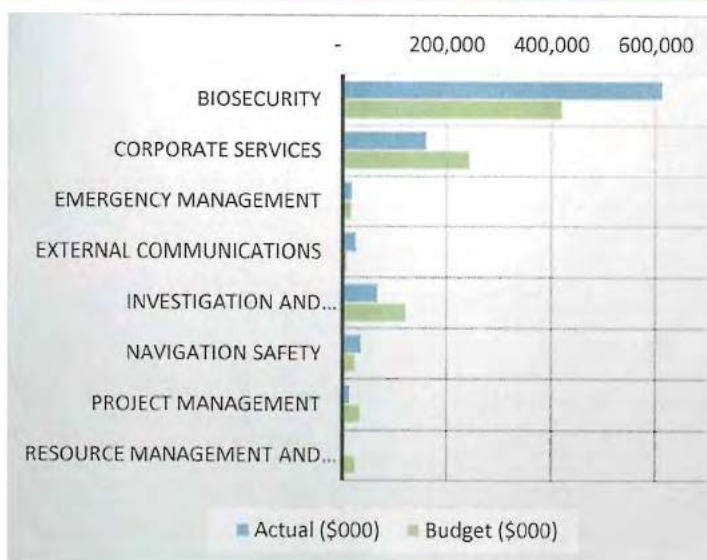
Key capital works have not fully progressed for the year or been delayed. Roading works are behind budget with delays in obtaining project material from overseas, specifically related to the Waikato Bridge project, the sludge lagoon project as been deferred pending rescope and housing works have been delayed.

## Cashflow Forecast



The Council has an overdraft facility with their banking provider of \$700k. At the end of February, the budgeted/expected cash balance was an overdraft of \$112k; actual cash was \$6k. The forecasted cashflow figures have been adjusted to reflect lower roading expenditure and therefore grant income as a result of project delays. That being said, Council will need to manage it's cash carefully with a year end deficit of \$800k expected.

## ECan Operational Expenditure



No significant variances of note, however:

\* Biosecurity work assumes an equal spread over the year. Actual costs are weighted significantly to November when helicopters are transported to the island to implement planned biosecurity eradication initiatives.

\* The corporate services budget is primarily labour based and includes a proviso for additional operational support to the CIC CE, a role was appointed in December.

Services provided are expected to match contracted levels by year-end, with any unutilised project funds are held in reserve at Can, for use in future projects.

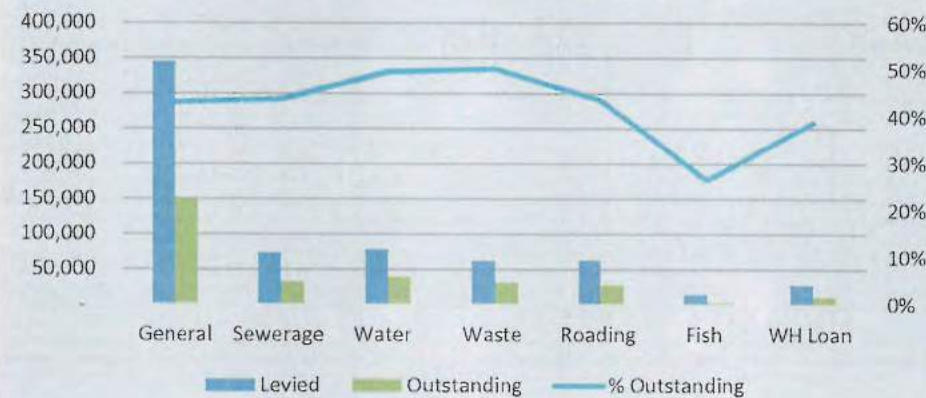


## Other Financial Information

as at 28 February 2019

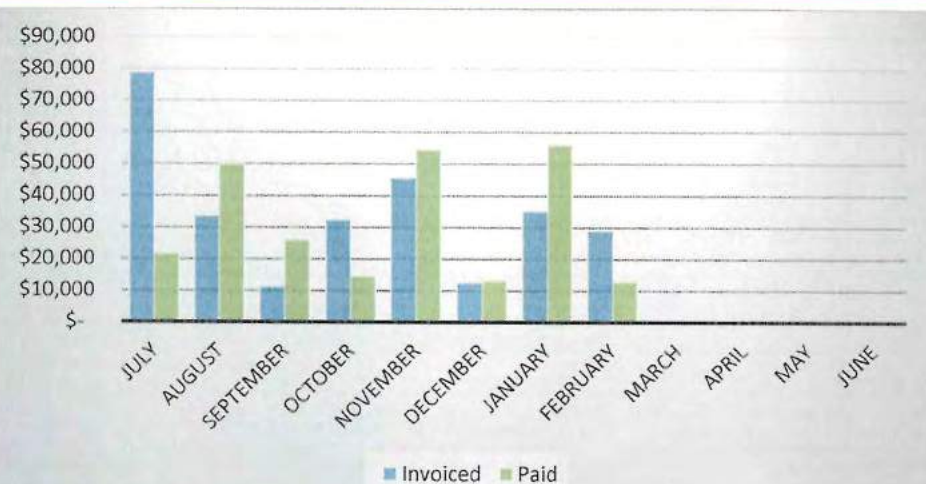


### Revenue rates collectability



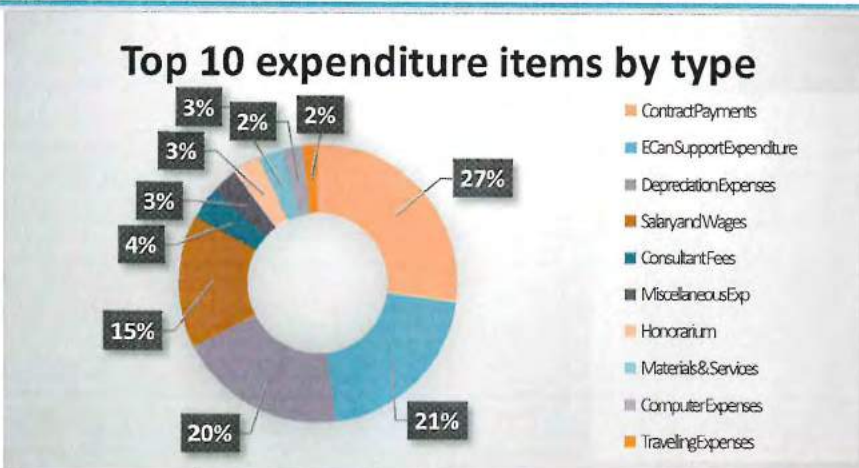
*Note: The first two rating instalment have been levied. On average 52% of rates remain outstanding for the year; with Council awaiting one other instalments later in the year. Penalty payments have been incurred on outstanding second instalment payments, after the 14th February.*

### Revenue Council dues collectability



*Note: The current outstanding Council Dues balance for February is \$29,041. Current trends are reflective of steady repayments being made. However, amounts have historically not always repaid within a month of invoicing. Delays in collecting Council Dues, increases the risk of funds not being collected.*

### Expenditure by type



*This graph summarises the Council's top 10 expenditure items by type. 'Contract payments' amount to approximately \$1,139k and 'travelling expenses' equates to approximately \$77k. Remaining expenditure amounts to approximately \$503k.*

## Statement of Comprehensive Revenue and Expense



chatham islands council

	Actual \$000	Budget \$000	Variance	Note Reference
<b>Revenue</b>				
General rates	195	195	-	1
Targeted rates	199	171	28	1
Grants & subsidies - NZTA	1,940	2,848	(908)	2
Grants & subsidies - other	2,142	2,433	(291)	2
Council Dues	131	183	(53)	3
User pays, fees & charges and other income	197	159	38	
<b>Total revenue</b>	<b>4,804</b>	<b>5,989</b>	<b>(1,185)</b>	
<b>Expenditure</b>				
Democracy	193	207	(14)	
Roading	951	1,003	(51)	4
Solid waste	259	237	22	4
Water	122	210	(88)	4
Stormwater	0	-	0	4
Wastewater	87	64	23	4
Community and regulatory	378	341	37	
Environment	557	624	(67)	
Emergency services	124	112	12	
Coasts, harbours and navigation	39	33	5	
Corporate services	1,198	858	340	5
Depreciation	822	1,387	(565)	6
<b>Total expenditure by activity</b>	<b>4,731</b>	<b>5,076</b>	<b>(345)</b>	
<b>Total surplus/(loss)</b>	<b>73</b>	<b>913</b>	<b>(840)</b>	

### Variance explanations:

- 1 Rates are invoiced based on the Council approved rates strike. Note the budgeted targeted rates amount exclude collection of prior period outstanding balances and penalty payments. Actual figures also recognise repayment of warm home loans, which will be off-set against the loan at year-end.
- 2 NZTA subsidy is based on actual expenditure, which is below budget. DIA grant has been fully received, but apportioned across the year. The budget also recognises a grant for the sludge lagoon project, which has not been drawn down.
- 3 Council dues are a Council tax on island imports/exports. There is a notable relationship between works on-island and the income received from Dues. Transactions with on-island shipping/freight companies are current.
- 4 Infrastructural works, with the expected increase in costs associated with the Waikato Bridge construction; approximately \$350k in other projects have been deferred to support the bridge construction.
- 5 Increase relates to a staff redundancy payment and increased service level from the ECan contract.
- 6 Depreciation has been run till December, minor variances expected related to the timing of roading capital works and other capital projects in year.



Capital expenditure summary	Actual \$000	Budget \$000	Variance	Note Reference
<b>Sources of capital funding</b>				
Subsidies and grants for capital expenditure	1,093	2,277	(1,184)	<b>1</b>
Increase / (decrease) in debt	-	92	(92)	<b>2</b>
<b>Total sources of capital funding</b>	<b>1,093</b>	<b>2,369</b>	<b>(1,276)</b>	
<b>Application of capital funding</b>				
Roading works	1,242	2,331	(1,089)	<b>1</b>
Water service connections*	-	2,047	(2,047)	
Waste, including sludge lagoon project	214	473	(260)	<b>3</b>
New emergency management depo*	7	167	(160)	
Critical wastewater capital replacement*	-	45	(45)	
Critical water capital replacement*	-	32	(32)	
Housing	-	133	(133)	<b>2</b>
Corporate, including new office fit-out*	47	23	24	
<b>Total application of capital funding</b>	<b>1,510</b>	<b>5,251</b>	<b>(77)</b>	
<b>Movement in reserves</b>	<b>(417)</b>	<b>(2,882)</b>	<b>(1,199)</b>	

\* Desired projects in the 2018/19 budget, removed due to lack of funding support

#### Variance explanations:

- 1 The grant figure primarily relates to the NZTA budget, which is reflective of 88% of actual costs incurred.  
Roothing actual expenditure is behind budget mainly related to the bridge replacement project for Waikato Bridge. The aluminium culverts have been coming from overseas and there has been a delay in their arrival to the Islands, now expected in March. This programme of work has been pushed back, which in turn may mean that some of this project will continue into the 2019/20 financial year.
- 2 Housing project expected to be progressed in year, funded by debt.
- 3 Sludge lagoon project delayed, pending scope and cost review.

*Note, budget figures are allocated on an equal monthly apportionment*



## 3. Finance

### 3.3 2019/20 Annual Plan

Date of meeting	4 April 2019
Agenda item number	3.3
Author/s	Colette Peni

#### Purpose

To update Council on the 2019/20 Annual Plan.

#### Recommendations

1. THAT the Annual Plan be based on Year 2 of the Long Term Plan;
2. THAT rates increase by 1.9%;
3. THAT no consultation is required.

#### Background

Last year the Council produced a Long Term Plan. It actually produced two Long Term Plans:

1. In anticipation of receiving a larger Crown appropriation based on recommendations made in the McGredy Winder Report.
2. A revised edition after no funding increase was received.

The revised edition essentially pushed everything out by one year in anticipation of gaining increased funding support from 2019/20 onwards.

The Long Term Plan is produced every 3 years with the Council required to produce an Annual Plan in the two years between.

The 2019/20 Annual Plan is essentially a mirror of Year 2 in the Long Term Plan still based on the assumption of receiving Crown funding support in line with recommendations in the McCredy Winder report.

The following questions –

Is Council happy with this assumption: The difficulty is that we will not know the level of Crown support until the Government releases its budget in May.

The Council's policy for many years has been to increase rates by the same movement as determined by CPI. The proposed rate increase in this Annual Plan will therefore be 1.9%. This will increase Council's rates income by about \$12,000.

The McGredy Winder Report proposed that the Chatham Islands ratepayers should pay more which is something Government Officials are watching. A better mechanism might be to gear the rate increases against any increases in Council expenditure however that is an issue for the next Council.

The Council must determine if the Annual Plan needs to be consulted on with the Community? Given that the Annual Plan is Year 2 of the Long Term Plan and there are uncertainties around the level of Crown support we believe that full consultation at this time will be of no benefit. We therefore don't see the need to further consult.

## **4. Works & Services**

### **4.1 Fulton Hogan Road Maintenance Report February 2019**

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	4.1
<b>Author/s</b>	Bill Lind – Fulton Hogan Contract Manager

#### **Purpose**

A monthly report to Chatham Islands Council for Chatham Islands Road Maintenance contract.

#### **Recommendations**

**THAT the Report be received.**



CHATHAM ISLANDS ROAD  
MAINTENANCE CONTRACT  
MONTHLY REPORT  
February 2019

## Table of Contents

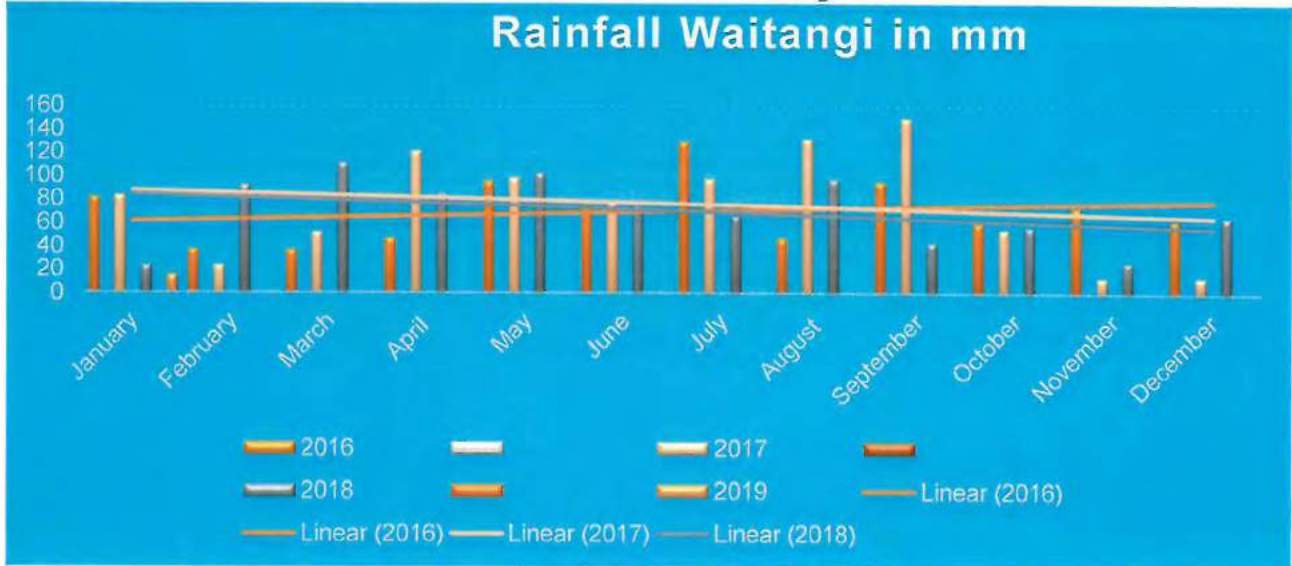
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Table of Contents	
Work Summary	
Outline of work carried out during month	
Routine Maintenance and Operations	
Pavement Renewals	
Sealed Road Resurfacing	
Drainage Renewals	
Bridge and Structure Renewals	
Traffic Services	
Minor Improvements	
Vegetation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



## Work Summary

### Outline of work carried out during month



44.5mm of rain recorded in the Waitangi yard. Still a dry month.

### Routine Maintenance and Operations

Mowing all up to date in urban areas and facilities. Rural mowing completed on Kaingaroa Road and progressing on North road.

Spraying of gorse continues when conditions allow. Metaling well ahead of contract expectations as many roads showing stress from the very dry conditions. Grading has been done with limited effectiveness in the conditions. Overhanging trees trimmed on North Rd and Maipito Rd.

### Pavement Renewals

315m<sup>2</sup> of digouts completed on North Road.

### Sealed Road Resurfacing

None this month.

### Drainage Renewals

Watertabling and high shoulder completed from Te Awainanga to Owenga, 4,666m watertabling and 1,316m High shoulder removed. One new driveway crossing culvert.

### Bridge and Structure Renewals

Work has begun on Waikato Bridge replacement.

### Traffic Services

26 EMP replacements this month. Sign post at bridge on Maipito Road has had to be replaced again this month. A real target for vandals with 3 new posts in the last three months.



## Minor Improvements

None this month.

## Vegetation Control

Slowly progressing with gorse spraying when the wind allows. Verge mowing Completed Kaingaroa Rd and progressing on North Rd.

## Dayworks

Clear sand blow on North Road. Clear debris on Wharf Rd at Waitangi again. Six digouts completed on North Rd between RP 31000 and RP 37000

## Programmed Work for following month

Watertabling Waitangi Wharf Owenga Road, Culvert renewals and repairs as discovered, verge mowing, road strengthening Airbase. Drainage work and metaling far end of Tuku Rd.

## Schedule of Work by Road Name

### 1. Maintenance Grading

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

Road ID	Disp	Road ID	Start RP	End RP	Quantity M
WAITANGI WHARF - OWENGA ROAD	2369	11	4503	13000	8497
NORTH ROAD	2370	21	4589	14670	10081
TUKU ROAD	2371	111	500	2500	2000
NORTH ROAD	2380	21	4589	12506	7917
MAIPITO ROAD	2381	101	202	1672	1672
HOSPITAL ROAD NORTH	2382	90	0	350	350
TUKU ROAD	2383	111	700	2300	1600
KAPITO ROAD	2384	122	0	332	332
AIR BASE ROAD	2389	71	0	5926	5926
KAIWHATA ROAD	2390	31	0	1050	1050
KAINGAROA ROAD	2391	126	0	5994	5994
NORTH ROAD	2392	21	14670	48508	33838
WAITANGI WHARF - OWENGA ROAD	2393	11	4400	11728	7328
WAITANGI WHARF - OWENGA ROAD	2402	11	13000	18800	5800
NORTH ROAD	2403	21	4589	12506	7917
AIR BASE ROAD	2404	71	0	5871	5871
				TOTAL	106km



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

Road ID	Disp	Road ID	Start RP	End RP	Quantity	
NORTH ROAD	2364	21	37000	45000	56	
KAIWHATA ROAD	2365	31	0	700	112	
KAINGAROA ROAD	2366	126	0	4500	336	
NORTH ROAD	2385	21	33400	48000	356	
WAITANGI WHARF - OWENGA ROAD	2394	11	4500	11780	88	
TUKU ROAD	2395	111	4119	11063	152	
AIR BASE ROAD	2405	71	0	350	16	
		<b>Totals</b>		<b>This Month</b>	<b>1116</b>	<b>m3</b>
				<b>Contract Target</b>	<b>19000</b>	<b>m3</b>
				<b>Contract TD</b>	<b>20008</b>	<b>m3</b>

#### Next Month's Target

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

#### Crash Damage Report Summary

##### Crash Damage Report

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

##### Network Inspections



Month	Inspection Type	Faults Identified	Inspected By
February 2018	Daytime Roadroid	Still a lot of watertabling and drainage work required on most roads. Signage generally looking good with some needing cleaning	Bill Lind
March 2018	Night Time	Tuku Rd and North Road. Signage and delineation looking better, still some signs need cleaning. Serious lack of Street lighting in Waitangi	Bill Lind
April 2018	Daytime	WVO Road just graded. North Road needs grading. Water tabling needed on both roads.	Bill Lind
May 2018	Night Time	Watertabling still required on most roads, wet conditions highlight this. Lack of street lighting becoming very serious. Signs & EMP's dirty.	Bill Lind
June 2018	Daytime	North Road and Kaingaroa Road Potholes being repaired/graded. Wet conditions lack of metal in places. Airbase Road digout required.	Bill Lind
July 2018	Night Time	2 new culverts required on Airbase Road. EMP's needed sealed area North Rd (Done) most other signs all good.	Tomby
August 2018	Daytime	Roads in good condition. New watertabling helping a lot. Tuku Rd needs digout (since done)	Tomby
September 2018	Night Time	North Road and Airbase Road. All good but some minor dirty signs. Recent watertabling very effective.	Bill Lind
October 2018	Daytime	Owenga Road a few potholes appearing again. Signs and EMP's have been cleaned. Tuku Road all good, watertabling required in places.	Bill Lind
November 2018	Night Time	Tuku Road looking ok some dirty signs programmed for cleaning. Waitangi Wharf Owenga Road, newly watertabled area all good with new EMP's very effective.	Bill Lind
January 2019	Roadroid	Mowing and spraying needed on most roads. Newly strengthened areas riding very well.	Bill Lind
January 2019	Six Monthly	Some areas noticeably short of maintenance metal. Many signs shot up. Mowing and spraying required in many areas.	Tomby
February 2019	Night Time	Owenga Road all looking good with new EMPs on recently watertabled areas.	Bill Lind

## Monthly Safety Report and Statistics

Nothing to report.

### 1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
14/2/18	N	N	N	N	Te One culvert carriageway lowering. No issues.
18/3/18	Y	Y	N	Y	Grader came off barge and completely submerged during unloading. Investigation underway.
30/4/18	Y	N	N	N	Manhole cover moved when excavating for K&C

22/5/18	N	N	N	N	Audit done at Highet Place Re-Hab site. No issues arising.
15/6/18	N	N	N	N	Fish Factory Road Sealing All safe and job running smoothly.
23/7/18	N	N	N	Y	Landfill site. Delivery of cover material. Front bumper of truck caught on debris and damaged.
9/8/18	N	N	N	N	Audit of guys doing EMP's North Rd. No problems found
20/9/18	N	N	N	N	Audit of culvert installation site on North Road. Good tidy site with good manual traffic control.
26/10/18	N	N	N	N	Watertabling WWO Rd all good no safety issues
27/11/18	N	N	N	N	Road strengthening North Road, good TTM no safety issues.
14/12/18	N	N	N	N	Benkleman Beam testing WWO Rd. No safety issues.
11/1/19	Y	Y	N	N	Airbase Rd grading. Car hit rear of grader, No injuries, no damage to our plant but significant damage to uninsured third party vehicle.
18/2/19	N	N	N	N	Audit of TTM Airbase Road. All compliant



## Metal Stockpiles

Site	AP30 Schist	AP65	AP30 Basalt	AP100 Schist	AP100 Basalt	AP30 Blend	AP20
Waitaha Schist	47	0	0	10446	0	0	0
Waitaha Basalt	0	1914	4280	0	0	0	940
Paritu	3452	0	0	1060	0	0	0
Stoney Crossing	0	860	387	0	0	0	932
Yard	0	0	0	0	0	0	0
Ohinemama	0	0	1888	0	0	0	0
Yard	0	0	0	0	0	0	0
Muirsons Schist	2624	0	0	520	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>6123</b>	<b>2774</b>	<b>6555</b>	<b>12026</b>	<b>0</b>	<b>0</b>	<b>1864</b>

## CIC Owned Materials Signs

Stocktake of Chatham Islands Council Materials					
Item Description	Unit	Purchased	Used February 2019	End Measure	Comments
<b>Signs</b>					
CS85 North Rd	ea.			1	
CS85 Port Hutt Rd	ea.			1	
RG1	ea.			1	
RG2	ea.			1	
RG6	ea.			1	
RM6 White	ea.			5	
RM6 Yellow	ea.			1	
RM7	ea.			5	
P66X242	ea.			7	
PW11	ea.			1	
PW11.1L	ea.			1	
PW11.1R	ea.			1	
PW12L	ea.			1	
PW12R	ea.			1	
PW24	ea.			2	
PW25 65KM	ea.			1	
PW28	ea.			1	

PW34.1	ea.			2	
PW34.2	ea.			2	
PW37	ea.			2	
PW41	ea.			4	
PW44	ea.			1	
PW53	ea.			1	
PW49 FIRE ENGINE	ea.			2	
PW 50	ea.			1	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	

#### **Marker pegs**

EMP	ea.		26	591	
CULVERT MARKERS	ea.			192	
WHITE RAPID MARKERS	ea.			16	

#### **Misc. Items**

ACROW PROPS	ea.			6	
ROAD COUNTER	ea.			2	
ROUGHOMETER	ea.			1	

## Culvert Pipes

#### **ALUFLOW**

Item Description	Unit	Used Jan 19	Purchased	End Measure
375	m			12
300	m			6
450	m	6		0
600	m			18
750	m			30
900	m			23

#### **CivilBOSS**

225	m	6		72
300	m		108	138
450	m		36	78
1000			12	12

#### **PVC**

225	m			0
<b>Builders Mix</b>				
CEMENT	T			0
GEOGRID	rolls			19
BIDIM CLOTH	rolls			2



## Environmental Compliance & Feedback

### Environmental Compliance

Date	Site Inspected	Compliant Y/N	Abatement Order Issued	Corrective Action Required	Completed By
22/2/18	North Road Kerb & Channel	Y	N	N	Tomby
19/3/18	Pitt Island Grader incident	N	N	Y	Bill Lind
6/4/18	Hihet Place K&C	Y	N	N	Bill Lind
18/5/18	Hihet Place Re-Hab	Y	N	N	Bill Lind
21/6/18	Maipito Road OTTA Seal	Y	N	N	Tomby
25/7/18	North Road water tabling	Y	N	N	Tomby
9/8/18	Port Hutt Road Strengthening	Y	N	N	Bill Lind
20/9/18	North Road culvert install	Y	N	N	Pat Tinnelly
21/11/18	WWO Road watertabling	Y	N	N	Bill Lind
14/12/18	Airbase Rd culvert install	Y	N	N	Bill Lind
22/1/19	Grading North Road	Y	N	N	Tomby
18/2/19	Waikato Culvert Airbase road	Y	N	Y	Bill Lind

### Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
19/1/18	Public	Speeding traffic on Maipito Road	Installed new sign	2 hrs
1/2/18	Public	Signage at Port Hutt / North Rd intersection	Passed to Stantec for investigation	1 hr
8/2/18	Public	Poor condition of Pitt Island Roads	Timetable for work on Pitt Island submitted to Council	2 days
12/2/18	Public	Slippery conditions on Te Awainanga Hill	Metal spread	3hrs
29/5/18	Public	WWO Road needs graded	Awaiting favourable conditions	3 days
5/6/18	Public	Owenga Road needs graded and fish dump full	Road had been graded before complaint received	1hr
21/6/18	Public	North Road needs graded	Grader is on North Road now	1 day
25/6/18	Public	Loose chip on road at Cafe	Chip needs to be left on the road as long as possible to protect surface. Footpath swept today.	4 hrs



Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
29/6/18	Public	Port Hutt Road slippery	Basalt spread on the hills	1day
9/7/18	Public	Tuku Road Scour	Metalled and minor water table built	1 day
12/9/18	Public	Potholes North Road	Filled some potholes and dispatched grader same day	4hrs
27/9/18	Public	New watertabling too deep	Passed to Stantec	1hr
10/10/18	Public	Gorse needs sprayed Te Mataarae Rd	Sprayed 25/10/18	10days
2/12/18	Public	Potholes North Road	Potholed	1 day
21/1/19	Public	Potholes/corrugations and dust on North Road	Replied to complaint. Grader already on road by the time complaint received	1 hr
28/2/19	Public	Gates on Te Mataarae Road hard to open	Staff sent to repair gates	1hr

Public Relations & Community Involvement  
Sponsored Festival fundraising.

## Innovation

Water table Material used for land contouring on farmland.

## Summary of Monthly Progress Claim by Work Category

		<u>Separable Portion One - Roading</u>			
<u>Item</u>	<u>Work Category</u>	<u>Value for Month</u>	<u>Value YTD</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
1	P&G Other	\$95,758.98	\$707,265.42	\$805,782.09	87.77%
2	Routine Maintenance and Ops	\$57,015.22	\$469,353.92	\$1,273,716.65	36.85%
3	Pavement Renewals	\$0.00	\$382,123.08	\$389,340.50	98.15%
4	Sealed Road Resurfacing	\$0.00	\$1,175.16	\$108,129.00	1.09%
5	Drainage Renewals	\$37,038.36	\$115,144.45	\$119,480.00	96.37%
6	Bridge Renewals	\$85,584.00	\$85,584.00	\$60,000.00	142.64%
7	Traffic Services	\$904.81	\$15,907.30	\$13,485.75	117.96%
8	Minor Improvements	\$0.00	\$0.00	\$130,000.00	0.00%
9	Vegetation Control	\$5,907.52	\$45,703.31	\$19,968.75	228.87%
11	Dayworks	\$45,222.07	\$202,306.98	\$242,871.00	83.30%
	<b>Total</b>	<b>\$327,430.96</b>	<b>\$2,024,563.62</b>	<b>\$3,162,773.74</b>	<b>64.01%</b>

## 1. Miscellaneous

### 2. Traffic Counting

Begun for 2019.

### 3. Pitt Island

Visit to check Pitt Island in March

### 4. Wind Damage

Nil.

## Photos

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Diversion works at Waikato



Limestone problems at Waikato





Preparing road diversion Waikato

## **4. Works & Services**

### **4.2 Fulton Hogan Water and Wastewater Operation Contract Report February 2019**

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	4.2
<b>Author/s</b>	Bill Lind – Fulton Hogan Contracts Manager

#### **Purpose**

A monthly report to Chatham Islands Council for Chatham Islands Water and Wastewater Operation contract.

#### **Recommendations**

**THAT the Report be received.**





WATER AND  
WASTEWATER  
OPERATION CONTRACT  
MONTHLY REPORT  
February 2019

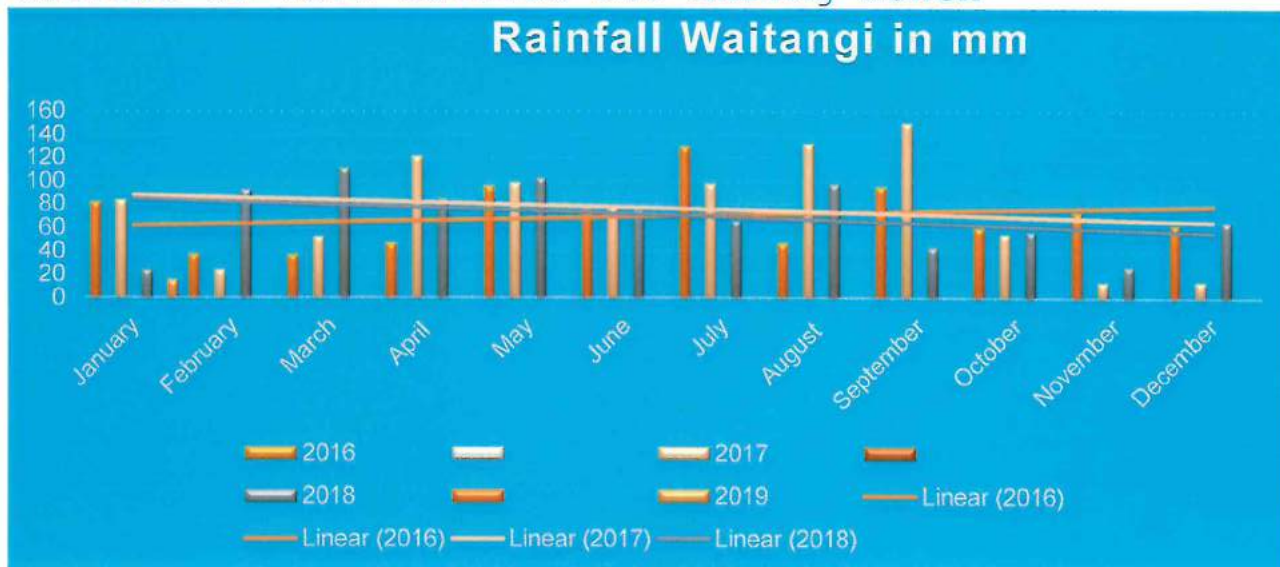
## Table of Contents

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Work Summary .....	2
Outline of work carried out during month .....	2
Water Supply Operation & Maintenance .....	2
Water Treatment .....	2
Wastewater Treatment Plant at Waitangi .....	2
Dayworks - Water Reticulation Network .....	2
Dayworks - Wastewater Reticulation Network .....	2
Water and Wastewater Reticulation Network .....	2
Water and Wastewater Treatment Plant: Monitoring .....	3
Programmed Work for Following Month .....	3
Summary of Monthly Progress Claim by Work Category .....	3
Schedule of Work .....	4
Water Meter Report .....	4
Irrigation Dosing .....	4
Quality Assurance .....	4
Site Safety Report .....	Error! Bookmark not defined.
1. Safety Incidents .....	Error! Bookmark not defined.
Environmental Compliance .....	5
Monthly Stocktake of Supplies .....	5
General Supplies Stockpile - Month Ending Jan 2018 .....	5
Appendix 1: Water Meter Reading Report .....	8

## Work Summary

Outline of work carried out during month



Only 44.5mm rainfall recorded in the Waitangi yard.

### Water Supply Operation & Maintenance

Getting closer to the draw-down testing at the MPA bore site with the approval to get an electrician and generator organized. Reservoir levels have recovered somewhat but with potentially dry weather to come we still need to be conservative with our water use.

### Water Treatment

Both plants working well at present.

### Wastewater Treatment Plant at Waitangi

Plant is still running on one RBC at present. One float switch at the irrigation tank failed resulting in the pump running dry for a period. There is no apparent damage to the pump but it is being monitored. The float switch has been replaced.

### Dayworks – Water

Meters have now been installed in Kaiangaroa reticulation to aid with water leak detection. Intake channel at the lake has been excavated again.

### Dayworks – Wastewater

The main pump station is in need of digging out again.

### Water and Wastewater Reticulation Network

We are continuously monitoring for leaks in the reticulation, with none detected recently. Some modifications are underway at the



wharf to enable the use of roof water in the buildings which will

<u>Item</u>	<u>Work Category</u>	<u>Separable Portion Two - Water and Wastewater</u>			
		<u>Value for Month</u>	<u>Value YTD</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
13	Preliminary and General	\$2,795.95	\$33,063.75	\$49,614.04	66.64%
14	Water Supply Ops and Maint	\$922.32	\$7,936.89	\$20,067.84	39.55%
15	Water Treatment	\$2,947.89	\$35,599.01	\$39,801.86	89.44%
16	WWTP Waitangi	\$4,885.98	\$44,828.52	\$35,580.63	125.99%
17	Dayworks - Water	\$4,134.25	\$6,138.23	\$9,519.14	64.48%

be a saving on the town supply during dry times.

**Water and Wastewater Treatment Plant: Monitoring**  
Plant monitoring all going well.

**Programmed Work for Following Month**

Repairs to RBC # 1

**Summary of Monthly Progress Claim by Work Category**



18	Dayworks - Wastewater	\$288.38	\$5,620.16	\$7,090.55	79.26%
19	Water and Wastewater Reticulation	\$0.00	\$746.09	\$461.16	161.79%
20	Treatment Plant Monitoring	\$1,188.52	\$9,941.29	\$14,262.24	69.70%
	Total	\$17,163.29	\$143,873.94	\$176,397.46	81.56%

## Schedule of Work

### Water Meter Report

See appendix

### Irrigation Dosing

Sprinkler locations all sprayed and identified, most of the field has been mowed.

### Quality Assurance

No issues

## Site Safety Report

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
8/2/18	N	N	N	N	Replaced toby valve and repaired pipe Highet Place. No safety issues.
22/3/18	N	N	N	N	Spraying and mowing @ WWTP no issues or concerns
30/4/18	N	N	N	N	Replace dislodged manhole cover at Highet Pl / Tuku Rd intersection.
24/5/18	N	N	N	N	Clear area, digout drain and metal road WWTP
26/6/18	N	N	N	N	RBC removal and bearing

9/7/18	N	N	N	N	replacement at WWTP no issues
23/8/18	N	Y	N	N	Replace float switch at old septic tank. No safety issues.
20/9/18	N	N	N	N	E.coli detected in Kaingaroa reticulation sample
24/10/18	N	N	N	N	3 consecutive complying results received for Kaingaroa reticulation
20/11/18	N	N	N	N	Water blasting of sewer. No problems.
21/2/19	N	N	N	N	Site tidy up around WWTP All good.
					Replaced float switch on irrigation tank. No safety issues

### Environmental Non Compliance

None this month.

### Monthly Stocktake of Supplies

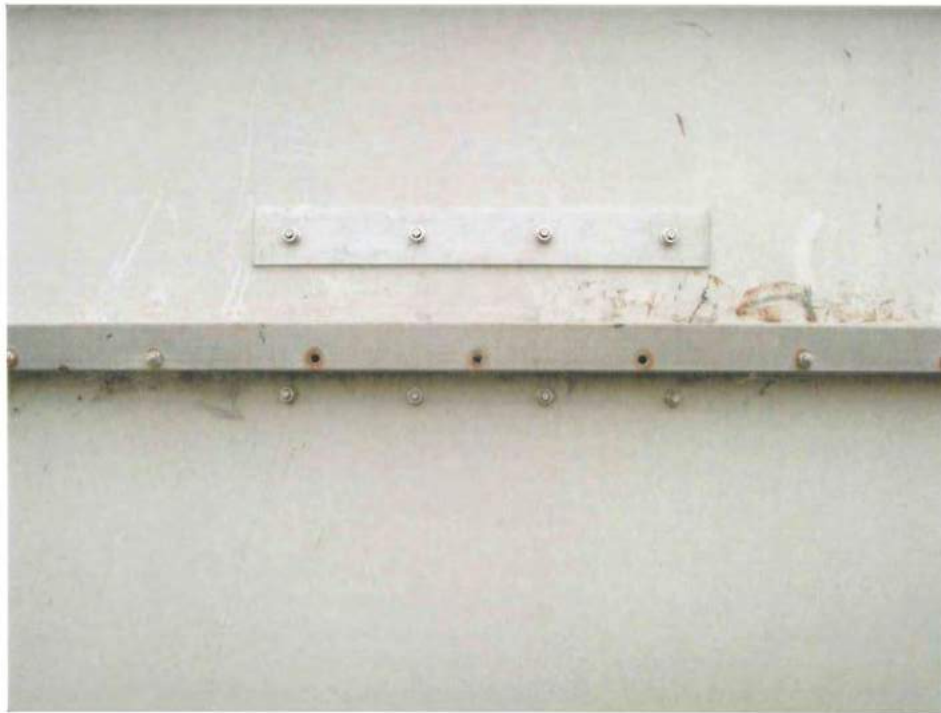
General Supplies Stockpile - Month Ending May 18

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt	60	48 bags	20	88
Chlorine	20	30 L	10	40

## PHOTOS

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External view of bearing mount RBC 1



Internal view of new bearing mount RBC 1

## **4. Works & Services**

### **4.3 Stantec Monthly Report February 2019**

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	4.3
<b>Author/s</b>	Shaun Bosher, Stantec New Zealand

#### **Purpose**

A monthly report to Chatham Islands Council for the Engineering Services contract.

#### **Recommendations**

**THAT the Report be received.**

## CIC Engineering Services Contract

Monthly Progress Report: February 2019

### Financial Reporting

#### Contractor & Consultant Claims (ex GST)

The final payment for Fulton Hogan is split between Roothing and WW+W as below:

- o \$327,430.96 for Roothing.
- o \$17,163.29 for Water and Wastewater.

The final payment for Stantec is split between Roothing and WW+W as below:

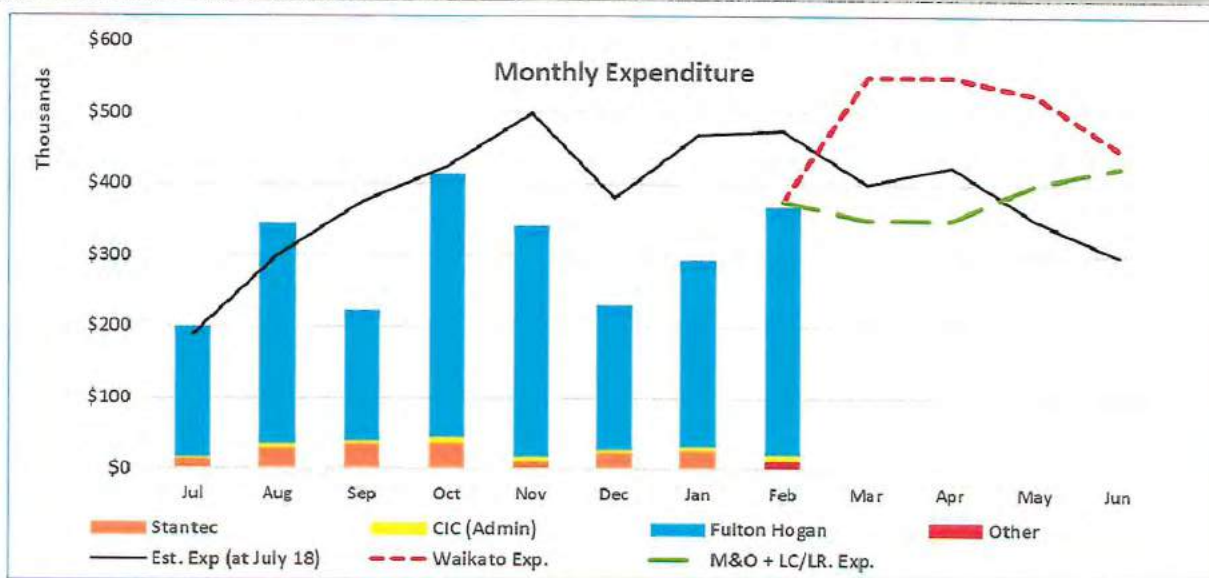
- o \$10,157.59 for Roothing.
- o \$3,059.98 for Water and Wastewater.

#### Financial Position

The roading budget spent to date is approximately \$2.3 M of the \$4.91 M allocated for the 2018/19 financial year. This equates to 45% of expenditure after eight months (67%) of the financial year to date. The subsidised budget is higher than the usual approx. \$4.0 M p.a. as it includes the costs of Waikato Bridge construction. The percentage spent versus percentage of year past should catch up after Waikato Bridge construction is finished.

If all the Low Cost/Low Risk projects are excluded, the M+O and renewals budget expenditure to date tracking is 58% vs 67% of the year gone. So the normal yearly work is tracking well.

### Expenditure Tracking of NZTA Funding

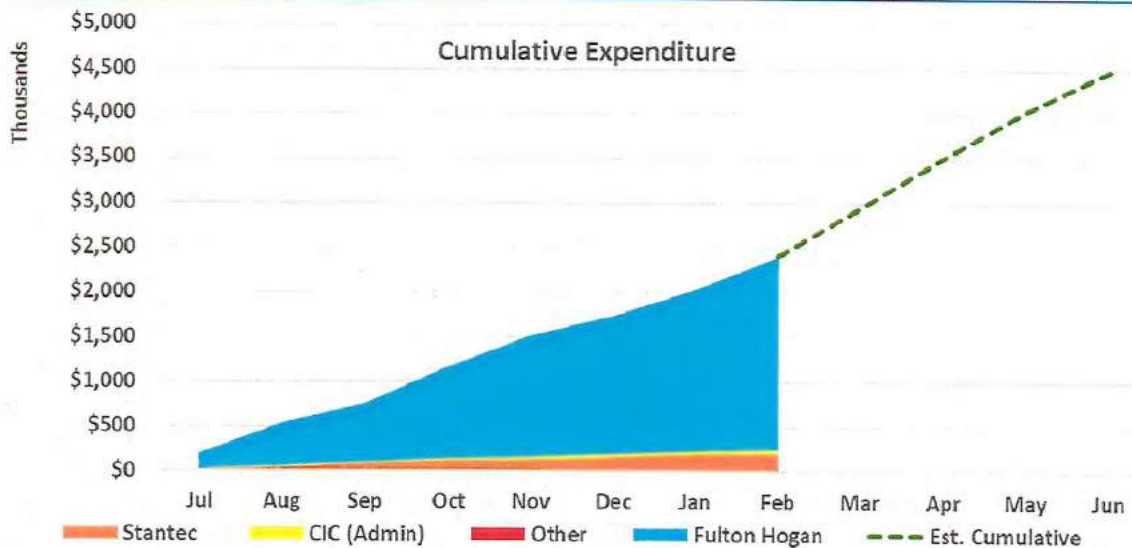


The green long-dashed line shows the updated estimated expenditure for maintenance & renewals and Low Cost/Low Risk projects (excl. the Waikato Bridge replacement). This has now allowed for an expected underspend on Low Cost/Low Risk projects (-\$400k) that will need to be carried into next financial year. The red short dashed line shows the forecast Waikato Bridge expenditure for the last four months. Note that the true cost per month of Waikato bridge is the area between the red and green dashed lines, as it has been stacked on top of the green dashed line. Therefore, the **red dashed line** can also be treated as the **overall forecast expenditure** for all works for the rest of the year. The solid black line shows the original July 2018 forecast, which clearly shows the void to the actual December to February claims, when it was anticipated the culverts had arrived and Waikato Bridge replacement was in full swing. Expenditure now plays catch-up in the final four months with the higher red dashed line prediction.

Approx. \$200k of the Waikato project is estimated to be carried over into the 2019/20 year, due to delays.

We now expect March and April to be expensive months as Waikato Bridge construction ramps up after the culverts arrive on the island. This was previously expected to start in January with payment for the culvert pipes, but these are not anticipated to arrive to the Chathams until mid to late March. The above has been re-estimated after latest FH programme.

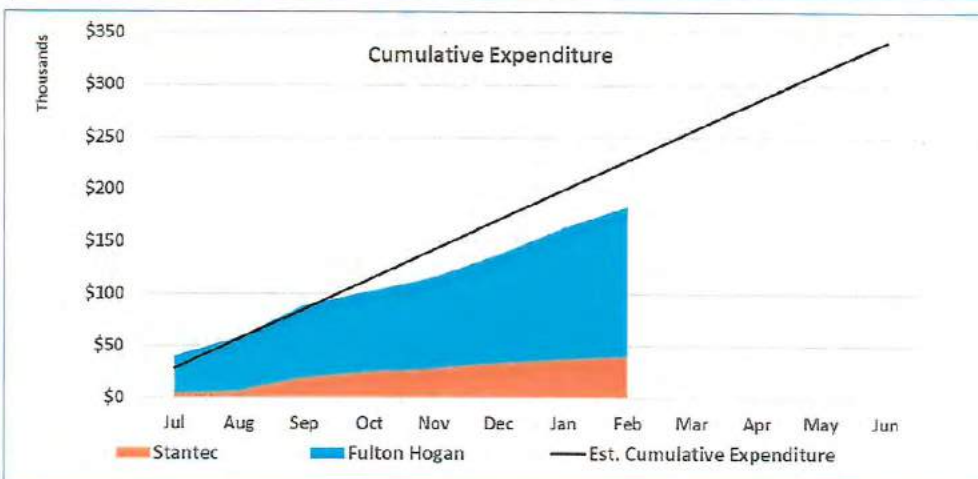
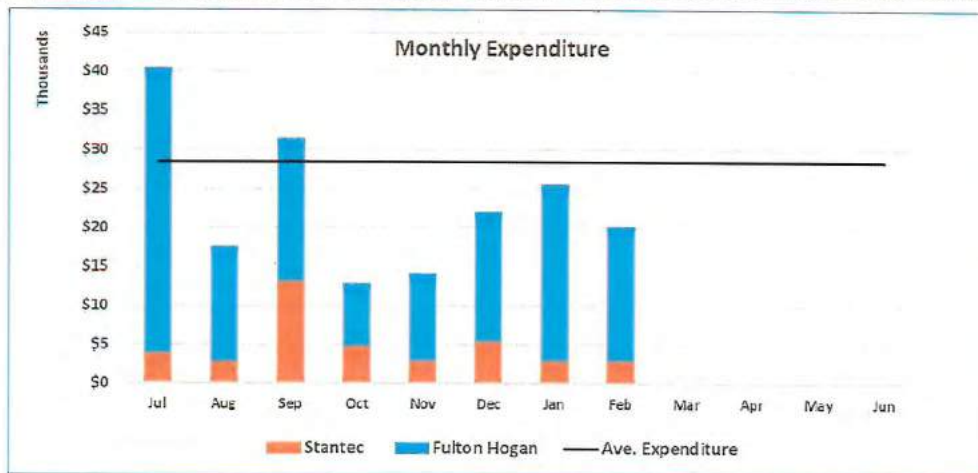




The cumulative graph shows the forecast expenditure of \$4.49M of \$4.91M allocation. The \$400k difference is predominantly Low cost/low risk projects.

NB: The CIC costs equate to the administration costs of processing a claim and other direct claims by Council.

#### Expenditure Tracking of 3 Water Funding



The black budget line is based on the forecasts in the 2018-28 LTP for 2018/19. With the current poorly state of the wastewater treatment plant, costs might be expected to be higher by years' end than those forecast here.

## Road Network updates

### Stantec Site Visits

#### Previous Status:

- Nigel and Ali visited in May 2018 with respect to the sealed road rehabs in Waitangi.
- Shaun visited during 25-28 Sept. He was accompanied by Senthuran Arulanantham, who conducted geotech investigations for a private client and the community pool.
- Nigel and Ali visited on 27-30 Nov 2018. They were accompanied by our drone surveyor Dave Annan.

#### Updates:

- Nigel is scheduled to visit on 26-29 March with Martin Hoffmann who will be on his first visit.
- Any specific visits required for Waikato Bridge construction monitoring will be done by Martin. Dates to be confirmed once construction recommences.
- Stantec are to meet with Owen when he is in Christchurch on 21<sup>st</sup> March to review the past year of the contract.

### NZTA Correspondence

#### Previous Status:

- Shaun, Nigel, Owen and Alfred met with Mark Weeds of NZTA at the end of October for a general quarterly catch-up.
- Main discussion was around the up coming technical audit in the first half of 2019 and also the Point of Entry document for the Te One to Airport improvements.
- Shaun has been working on the Improvement Plan for Council. This is work that NZTA wants completed for the Roding Asset Management Plan (AMP) plus any other improvements necessary that can be included in there.
- This will be discussed in greater detail at the next Canterbury Road Efficiency Group (REG) meeting that Shaun will attend in mid-December.
- REG is a collaboration between NZTA and Local Government NZ. All Councils within the Canterbury Region attend these meetings, so it is a good chance to share progress and learnings with fellow road maintenance engineers.

#### Updates:

- NZTA are scheduled to visit in March when Stantec arrive. This is the technical audit previously identified. Essentially this is to check that the money provided has been put to good use on the ground.
- Shaun met with Mark Weeds of NZTA about the Council's improvement plan and a general discussion.

### Te Awainanga Bridge approaches

#### Previous Status:

- Numerous public and Council complaints about the lack of traction and corrugations on this section of the network.
- A short report on possible options was provided to Council, with a recommendation.
- Council adopted the recommendation of the report to look at sealed options.
- Need to wait for NZTA to confirm funding by the end of August. Then need to organise a survey of the road, so that some design options can be progressed for pricing.
- Plan to get the area drone surveyed for the temporary bridge crossing work, so will extend this to capture the road and the wider corridor as well.
- Drone survey was conducted during the November Stantec visit.

#### Updates:

- A Stantec designer is now available to begin the process of looking at vertical realignments and what costs might apply.
- There will be at least two different options created and high-level estimates created. One option would have a large volume of earthworks and a second option with a reduced volume of earthworks and hence cheaper to construct. The pro's and cons of each option will be reviewed thereafter and put to Council.



### Whangamoe Bridge Replacement

#### Previous Status:

- Stantec have sent a letter to the Maori Land Trustee to start engagement on the Whangamoe project.
- The same Maori Land parcel is on both sides of the bridge, so land swap is one option, to improve the road alignment.
- Stantec have begun sizing the culvert/s necessary at this bridge. Early indications are that a similar culvert to that installed at Whangatete is necessary.
- Stantec had contacted the Maori Land Trustee about the need for this project. They put us onto a local Ngati Mutunga contact to speak with instead.
- Drone survey was conducted during the November visit.

#### Updates:

- Stantec have been in discussion with Gail Amaru at Ngāti Mutunga.
- Gail has included the Māori Land Court (MLC) in discussions and Stantec will meet with MLC reps in Christchurch in early March.
- This will help Stantec understand the due process and specifics with regards to the land titles of this project.

### Bridge Work

#### Previous Status:

- Stantec will soon start to look at options to extend Waikawa culvert on Port Hutt Road.
- Stantec has also started the design required for the temporary river crossings for Nairn and Te Awainanga bridges, in the unlikely event of bridge failure.
- Drone survey of the locations of the proposed temporary crossings occurred in November - Te Awainanga and Nairn.

#### Updates:

- Calculations on the necessary structures for this work has begun. Early indications are that the cost of pipe necessary will be quite expensive and perhaps prohibitive to purchasing culvert stock on hand.
- This work is of a lower priority and will start again in April.
- The annual bridge posting advert has been run in the weekly newsletter and the Chatham Islander magazine.

### Waikato Bridge – Culvert Replacement

#### Previous Status:

- DoC reviewed new proposed construction methodology with a stream diversion. They had no concerns if fish passage was adequately allowed for.
- With the NLTP budgets approved on 31 Aug, the culverts can now be ordered so that they arrive on time for construction.
- The diversion consent was approved in late November.
- The culvert pipe was ordered back in September.
- FH supplied an updated quote based on the stream diversion.
- FH were issued construction drawings and survey set out data.
- FH mobilised on 11 February to construct the stream diversion and temporary road detour.
- A public notice was put in the community newsletter about the project and the need for the detour to allow fish passage during construction.

#### Updates:

- The culvert pipes are waiting in Napier to be delivered to the Chathams. These were about 1.5 months late.
- The current delay is the ship having not left Norfolk Island to collect the culverts and deliver to Chathams.
- The construction is on hold until the culverts arrive and work can begin to assemble them and to remove the existing bridge.
- Some ratepayer queries on the stream diversion have been raised and responded to by Stantec.

### Highet Place Footpath

#### Previous Status:

- A resident has damaged the concrete footpath and kerb and channel on Highet Place with their tractor and boat trailer when parking on the grass berm.
- The offender was presented with an invoice for the Contractor to reinstate the footpath.
- The offender has self-repaired the footpath rather than pay the Council's contractor to complete the work, which is the standard procedure for any Council.

#### Updates:

- Stantec to review the quality of the repairs during their March visit and decide where to proceed from there.



### Te Matarae Road Strengthening Complaint

#### Previous Status:

- A complaint was laid that the road strengthening on Te Matarae Road was not widening the road width in the same process. The Mayor and CEO have spoken with the complainant about the issue, while also asking Stantec about why the road was not widened.
- Stantec informed Council that the road had very low traffic volumes that did not require the additional investment necessary to widen the road.
- The complainant rang Shaun at the end of July. They were very disappointed with level of maintenance of Te Matarae Road and the fact that (in their mind) the road had reverted from a Grade 2 to a Grade 3 road status.

#### Updates:

- The complainant was off-Island during Stantec's September and November visits.
- This is no longer regarded as a current issue.
- However, when FH begin more road strengthening on this road, the complaint could arise again.

### Owenga Wharf Boat Ramp

#### Previous Status:

- The lack of loading ramp at Owenga Wharf means loading the barge with vehicles or with goods is a difficult process that requires construction of a sand ramp for the beached barge.
- Council sent a letter to NZTA highlighting the problem.
- NZTA responded by requesting a Point of Entry (POE) report be created. This is the same process as the Te One to Airport road improvements project.

#### Updates:

- Shaun has started drafting the POE and has posed some questions for the Council and stakeholders to answer.
- Awaiting the answers to the questions, so that the POE has sufficient information for NZTA to make a decision to proceed or not.

### Network Drainage Improvements

#### Previous Status:

- Stantec set the 2018-21 funding request to include a lot more budget for drainage improvements on the roading network. This included constructing drainage swales along key routes and replacing a lot of rusted or broken culverts.
- The first series of improvements were on North Road as far as Port Hutt Road.
- The next road targeted is WW-O Road starting at the Owenga seal section and heading back towards Waitangi. This work will continue until FH reach Kopinga Marae (approximately).
- FH have been replacing culverts on WW-O Rd as required, including one wooden box culvert!
- Shaun has requested FH inspect a list of culverts for replacement. A number of these were previously identified at the end of Downers contract as being rusted. Now there is budget to replace them, so confirmation is required first.

#### Updates:

- Large prefabricated aluminium culvert pipes (1.0 – 2.0m diameter) are no longer supplied by drainage material companies, so the options are to use heavy concrete pipes, large plastic pipes or multi-plate aluminium culverts (which require onsite assembly like you will see at Waikato Bridge).
- Stantec and FH need to work out which option of the three is going to be most cost effective for Council going forward, when considering purchase price, freight costs and the amount of assembly required.

### Stantec Roothing Forward Work Programme – March

<b>Network and Asset Management</b>	<ul style="list-style-type: none"> <li>Conduct some reporting tool updates for NZTA ahead of the technical audit in late March</li> <li>Progress the Point of Entry document after the answers to questions have come back.</li> </ul>
<b>Renewal work</b>	<ul style="list-style-type: none"> <li>Assist FH with drainage or unsealed pavement renewals.</li> </ul>
<b>Waikato Bridge Replacement Design</b>	<ul style="list-style-type: none"> <li>After construction recommences keep in close contact with FH on progress.</li> </ul>
<b>Whangamoe Bridge Replacement Design</b>	<ul style="list-style-type: none"> <li>Continue engaging with the adjacent landowners.</li> <li>Process the survey and create an indicative alignment to understand the possible legal land swap areas involved.</li> <li>Confirm culvert sizing calculations.</li> </ul>
<b>Temporary Bridge plans</b>	<ul style="list-style-type: none"> <li>Bryan Peters to review initial capacity and culvert sizing calculations conducted by Martin Hoffmann.</li> </ul>

### Mid-Term Roothing Forward Work Programme (3 months)

<b>Renewals</b>	<ul style="list-style-type: none"> <li>Look into option to extend Waikawa culvert on Port Hutt Road. Design up option for FH to order materials and construct during the year.</li> </ul>
<b>Site visit</b>	<ul style="list-style-type: none"> <li>The second site visit for 2019 likely to coincide with a landowners meeting for Whangamoe Bridge in May.</li> </ul>
<b>Waikato Bridge Replacement Design</b>	<ul style="list-style-type: none"> <li>Perform construction monitoring visits as required.</li> </ul>
<b>Whangamoe Bridge Replacement Design</b>	<ul style="list-style-type: none"> <li>Continue to work with the Māori Land Court staff with any legal boundary issues.</li> </ul>
<b>Temporary Bridge plans</b>	<ul style="list-style-type: none"> <li>Continue the catchment calculations to size the necessary culverts.</li> <li>Confirm the appropriate solution in the unlikely event of a bridge failure.</li> </ul>
<b>Te Awainanga Bridge approaches</b>	<ul style="list-style-type: none"> <li>Determine the feasibility of lowering the grade of the road to improve the rideability on the western side of the bridge.</li> </ul>

### Long Term Roothing Forward Work Programme

<b>Whangamoe Bridge Replacement Design</b>	<ul style="list-style-type: none"> <li>Engage with Susan Thorpe for an archaeological assessment, once an indicative alignment has been established.</li> <li>Begin road realignment design when approval from landowners and Iwi has been given.</li> </ul>
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### Roothing Work Under Action

<b>Tuku Road</b>	<ul style="list-style-type: none"> <li>Monitor the failed seal area of the MPA reinstatement (in Waitangi).</li> </ul>
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Water and Wastewater update - February	
Contract Documentation	
Project:	Current Status:
<b>Water Safety Plans and Compliance</b>	<ul style="list-style-type: none"> <li>Approved WSP in place for Waitangi and Kaingaroa. All parties to be familiar with the WSPs and be proactive in identifying issues and new risks.</li> <li>Stantec issued draft CCPs to FH and CIC and awaiting feedback. Stantec to review CCPs based on DSWNZ 2018 amendments then issue to DWA.</li> <li>Stantec to prepare table listing priority works that are required to maintain the wastewater and wastewater infrastructure under the following categories: <ul style="list-style-type: none"> <li>public health,</li> <li>environmental protection,</li> <li>resilience / redundancy,</li> <li>asset life</li> <li>demand / tourism growth</li> </ul> </li> <li>Filtec conducted annual service at Kaingaroa and Waitangi WTPs in Nov 2018. FH have now re-calibrated the turbidity meter.</li> <li>Stantec to review DWSNZ 2018 amendments and consider implications for current water supplies as well as proposed Waitangi water supply upgrade. Ongoing.</li> </ul>
Water Supply	
<b>Waitangi</b>	<ul style="list-style-type: none"> <li>Water levels have stabilised. Bore pump operating 20hours/day. Water conservation measures still in place.</li> <li>2018 central government funding application for water supply upgrades unsuccessful. Council seeking interim funding for new UV unit at existing plant (Tikitiki). Decision pending.</li> </ul>
<b>Kaingaroa – Lake Rangitai</b>	<ul style="list-style-type: none"> <li>2018 central government funding application for water supply upgrades unsuccessful. Council seeking interim funding for extending intake pipeline into deeper water (allowed for new pipeline from shore). May comprise new PE pipeline (i.e. welded joints) laid in existing trench, with screen hanging out into mid water (so accessible), and buoys to mark the route/location. Decision pending.</li> <li>Lake levels are low but sufficient volume is contained within the trench to meet demand.</li> <li>Pipeline around lake to be held down with reinforcement u-bars. Ongoing.</li> <li>FH has installed 2no. flowmeters on the treated water pipeline to determine consumption rate and help identify location of leaks.</li> <li>Macrolite 70/80 media in the filter at Kaingaroa should <u>not</u> be replaced until future source is confirmed. At the time the filter was purchased it was expected that the media would last for about 10 years (ie until 2024). The media is no longer available from the original manufacturers. This was known at the time of filter purchase and so the Council purchased enough media for one replacement (ie to provide sufficient media until about 2034). This media is stored at the WTP. Stantec understood from Filtec that an alternative media to Macrolite 70/80 was being tested at Massey University in 2016/17 to demonstrate whether or not the alternative media reduces protozoa by at least 3-log. Kirsten to discuss condition of existing Macrolite 70/80 media and status of alternative source with Filtec.</li> </ul>
<b>Waitangi water supply upgrade</b>	<ul style="list-style-type: none"> <li>Next steps are bore drawdown test and enabling works</li> <li>For bore drawdown test: <ul style="list-style-type: none"> <li>Awaiting connection of power supply by Ian Sanson prior to undertaking 7-day pump test. FH to submit price for NZ based electrician to visit the island and progress this work. A generator from NZ may also be required.</li> <li>Pump will be wasting at 2.5l/s during test so FH will keep a close eye on surface flooding. Richard has discussed with Paul Whyte who advised that consent for the test is not required.</li> </ul> </li> <li>FH have installed rainwater collection tanks for washdown at the wharf. Further modifications are required to ensure the town supply cannot be used to fill rain water tanks. Funded by the wharf.</li> </ul>



	<ul style="list-style-type: none"> <li>CIC to consider introduction of rules for enforcement of repairs within a certain timeframe to minimise loss of water and ensure the supply network can be maintained.</li> <li>The Hotel has installed the MPA bore pump for washdown of rental vehicles.</li> <li>CIC to consider whether charges are applied for taking water from the FH yard and/or if water is only able to be taken during hours when the yard is manned (ie locked at other times). Households connected to the Waitangi scheme pay for this service through their rates. Limiting access hours would provide some control over demand; it appears an increasing number of people are drawing from the tank during the day and an unknown number are drawing from the tank at other times.</li> </ul>
<b>Reporting/ Monitoring/ Sampling Feb 2019</b>	<ul style="list-style-type: none"> <li><b>Waitangi Water Supply</b> <ul style="list-style-type: none"> <li>Complies with WSP for bacteria (E.coli not detected in raw, treated or network sample).</li> <li>Non-compliance with DWSNZ for protozoa as Tikitiki bore lost secure status and existing UV disinfection inadequate. <b>Treatment upgrades are required to comply with DWSNZ.</b></li> <li>No total coliforms detected in any sample.</li> <li>Raw water and treated water turbidity satisfactory (0.70 NTU - 0.29 NTU). NB: raw water turbidity higher than previous months; is this due to high demand?</li> <li>FH to check fencing around Tikitiki bore when stock is in the paddock.</li> </ul> </li> <li><b>Kaingaroa Water Supply</b> <ul style="list-style-type: none"> <li>Complies with WSP for bacteria (E.coli not detected in treated or network sample).</li> <li>Complies with DWSNZ for protozoa 'as far as practicable' based on approved WSP. <b>Treatment upgrades are required to comply with DWSNZ.</b></li> <li>No or low levels of total coliforms detected in treated water and network sample.</li> <li>E.coli and total coliforms detected in raw water as expected with lake water source. NB: Supports need to secure funding to extend intake into deeper part of lake.</li> </ul> </li> <li><b>MPA Batching Bore (Potential Future Water Supply)</b> <ul style="list-style-type: none"> <li>MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions.</li> </ul> </li> </ul>
<b>Wastewater Treatment</b>	
<b>WWTP maintenance</b>	<ul style="list-style-type: none"> <li>Repairs to boundary fence awaiting funding (not awarded 2018/19) and modifications to land application system to address boggy areas a few years away</li> <li>Stantec to consider legal requirements for commercial premises to install and maintain grease traps to mitigate against blockages within the reticulation network. Sewer again recently blocked by fat and grease. FH to water blast sewer and undertake CCTV survey.</li> <li>RBC1 not working. Motor and gearbox reinstalled but further testing is required.</li> <li>Stantec / CIC to discuss transfer of future maintenance activities from Reaman Industries to FH. Awaiting resolution of the motor and gearbox issue.</li> <li>Ongoing issues with the irrigation pump that FH are working to resolve.</li> </ul>
<b>Reporting/ Monitoring/ Sampling Feb 2019 – no sample</b>	<b>Waitangi Treated Wastewater Discharge</b> <ul style="list-style-type: none"> <li><b>Treated wastewater discharge likely to be non-complying for 2018/2019 unless RBC repaired.</b> There was a marked deterioration in treated wastewater quality when one RBC train was taken off-line in late 2018, generally consistent with that seen when one RBC train was taken off-line in late 2017. December and January saw some improvement in treated wastewater quality, which is attributed to the biomass acclimatising to the increased loading on the operating RBC train. Sampling was not able to be carried out in February due to issues with the irrigation pump. If the RBC train remains offline for 6 months or more, the treated wastewater is likely to exceed the consent limits for all parameters (ie TSS, ammonia, COD, and E.coli). Kirsten to notify consent authority of likely non-compliance.</li> <li><b>Septic tank cleaned again last month.</b> FH reported that stormwater from Hospital has not yet been disconnected from the wastewater network. However, this might be a good thing as it will improve self-cleansing velocities within the pipe network.</li> </ul>
<b>General</b>	
<b>LTP</b>	<ul style="list-style-type: none"> <li>Stantec to reconfigure items in LTP to show priorities in terms of: <ul style="list-style-type: none"> <li>Compliance, H&amp;S, Environmental and Asset renewal</li> </ul> </li> </ul>

## Solid Waste update - February

### Waste Minimisation Project (MfE Waste Minimisation Fund)

#### Current Status:

- Baler has been commissioned.
- Certificate of Practical Completion has been issued together with a Defects Liability Period "Snag List".
- An additional "Snag List" has been completed following a visit to the islands by Phil Landmark in the week of 15 to 19 October 2018.
- Contractor has been to site to fix the roller doors and attend to other items on the "Snag List".
- Six contract meetings have been held.
- 28 NTCs have been sent, and 36 NTEs received.
- The outstanding payments are the balance of retention monies which is \$17,574.66 plus GST due to be paid at the end of May 2019.
- CIC has released the surety bond.

#### Actions - Stantec

- Follow up on completion of the "Snag List" which includes obtaining the Code of Compliance Certificate.
- Provide advice on whether there is a need for an extractor fan for the glass crusher.
- Stantec to follow up on circumstances and events leading to the damage of the roller doors, for possible insurance claims.

#### Actions - Council

- CIC to advise on insurance matters relating to the replacement of the roller doors.
- CIC is busy with constructing the hopper.

### Landfill Operation

#### Current Status:

- No further progress in this month.
- Stantec has reviewed the resource consents and identified milestones where information / plans are to be provided.
- Stantec has drafted a landfill operations guide, based on the Landfill Management Plan and resource consent requirements.
- CIC has reviewed the guide and accepts it covers essential areas of operation.
- Stantec has prepared a Leachate Treatment Plant O&M Manual.
- Stantec has visited site in the week of 15/10 to 19/10 to assist with commissioning the leachate treatment plant and provide advice about starting landfill disposal operations.
- Checks lists 1 and 2 updated and sent to CIC.
- Arrangements made for base line monitoring of groundwater at G3, G4, G5, G6, G8a, G8b, G8c and G8d.

#### Actions - Stantec

- Finalise the Landfill Operations Guide.

#### Actions - Council

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



### Sludge Lagoon Project

#### **Current Status:**

- No further progress this month.
- Stantec has done an estimation of the total project price which indicates it will be approximately \$710,000 plus GST. This is based on Fulton Hogan's price of \$644,000 plus GST, and Stantec's fee of \$66,000 plus GST, of which \$51,000 has already been spent. So balance is \$659,000 plus GST.
- The available budget is \$460,000, of which \$390,000 is a grant from MOH and it has paid for the first milestone of \$51,000.
- The shortfall is then \$710,000 - \$390,000 = \$320,000.
- CIC has met with MOH and has obtained approval to carry the available funding (\$339,000) over to next financial year.
- FH has indicated it cannot commit to additional earthworks this financial year, neither does it see opportunity to reduce its prices from those already submitted.
- Project is on hold until next construction season.

#### **Actions - Stantec**

- Stantec to obtain a quote for a lining specialist to undertake the pipe penetration installation at the leachate lagoon, and then determine how best to shed water from the lagoon into the untreated effluent disposal area.

#### **Actions - Council**

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

### Other Matters

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

#### **Actions - Stantec**

- No outstanding actions.

#### **Actions - Council**

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



## 5. Community Services

### 5.1 Proposed Civic Complex & Museum

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	5.1
<b>Author/s</b>	Chief Executive, Owen Pickles

#### Purpose

A report to update Chatham Islands Council on the proposed Civic Complex & Museum including the accountability report lodged with the Ministry of Culture and Heritage. .

#### Recommendations

1. **THAT the accountability report be received;**
2. **THAT the use of the Emergency Services Department be approved**

#### Background

Attached is the accountability report lodged with the Ministry of Culture and Heritage on 15 March 2019.

As referred to in the report, Tim Fahy and others from Apollo Projects visited 13-16 March. The purpose of the visit was to see the site and to sort the logistics of completing a large project of this type.

During my discussions the need for a site to store containers and equipment was raised. I offered, subject to Council's approval, the concrete pad area at the Emergency Services depot site.

There are some RMA consent issues which I will speak to at the meeting.

## Overview

The proposed Chatham Island Museum development is part of a larger community project which incorporates offices for the Chatham Islands Council, Chatham Islands Enterprise Trust, Chatham Community Focus Trust, and a Heartland Services Office.

The Ngati Mutunga O Wharekauri Iwi Trust through its Asset Holding Company is the developer and Apollo Projects of Christchurch are the project managers.

A proposal was presented to the parties in September 2018 where it was agreed by all parties to progress the project subject to the developers providing some certainty about cost by providing a fixed price.

On 20<sup>th</sup> November 2018 His Worship the Mayor Mr Alfred Preece, Councillor Keri-Lea Day and Chief Executive Officer Owen Pickles met with Ministry of Culture and Heritage Officials in Wellington and an electronic copy of the proposal was supplied soon after.

Since that time Apollo Projects have been refining the design and digging deep into the cost drivers to enable the fixed price requirement to be met with a high degree of certainty.

Representatives from Apollo Projects visited the Island 13-16 March 2019 during which extensive consultation with service providers and users took place. This was thought to be necessary as the logistics of working on the Chatham Islands are often challenging.

It is expected that the fixed price proposal will become available by the end of April 2019.

Until the fixed price becomes available we will still be working on the figures that were provided in the September 2018 report.

We appreciate that this may cause further delays but are comfortable with the process and confident it will deliver the best results.

## Museum Related Matters.

### ➤ Imi and Iwi Collaboration

The Chatham Islands Museum and Cultural Heritage Trust met each month through to November 2018 and again in February 2019 to discuss progress towards the new building complex, and collaboration with Imi and Iwi. Correspondence with the Hokotehi Moriori Trust (HMT) occurred in April, May and June 2018 and a meeting of the Museum Trustees with HMT Trustees was held in late October 2018. At that meeting it was agreed that:

- a) An MOU would be prepared – the initial draft will be written by Mr Maui Solomon Executive Chair, HMT.
- b) The two organisations would work together to ensure that Moriori taonga were properly displayed in the Museum, with correct information and interpretation, and
- c) The necessary steps would be taken to extend the Museum Trust to include a HMT Trustee.

Currently the Museum Trust is waiting for the draft MOU from HMT and advice from the Chatham Islands Council on alterations to the Museum Trust Deed.

The Council is seeking advice from its solicitors on how to address this request.

➤ **Evidence of how collections will be stored in the building**

Collection storage will follow modern museum procedures and will be based on Te Papa and National Library Guidelines. There will be a “clean storeroom” of ca 50sqm size that will house the museum objects, and archival items (mainly photographs, handwritten and printed materials). Funding for flexible-and compactus-type shelving will be sought. Objects not on display will be stored within acid-free containers and/or wrapped in relevant polypropylene cloths; archival items are kept within acid-free envelopes and boxed. All materials used in the Museum are of archival quality procured from museum suppliers. Te Papa guidelines are followed in all cases.

➤ **Evidence which shows consultation with Museum experts on the proposed design**

Over the past few months the Museum Manager and a Museum Trustee have been consulting with a number of museum experts:

- a) Plans have been reviewed based on comments received from Te Papa’s Museum Development Adviser Judith Taylor
- b) The Museum Manager has visited five South Island museums with Judith Taylor to check out best museum specifications (using a check list based on documents relating to “building to modern museum standards”; South Canterbury Museum Feasibility Study, etc.)
- c) A Trustee has discussed best practice with experts at the Devonport Naval Museum and with the project manager of the recently completed Mangawhai Heads Museum, and also with staff at a number of small museums (Devonport Museum, Feilding Coach House Museum, amongst others).

➤ **Indicative plans for what will be in the museum displays – should exhibition layout and workspaces information be ready.**

A considerable amount of planning was undertaken in 2015-16 for museum displays with advice from the late Russell Beck. Major themes and sub-themes were identified and some community consultation was undertaken at that time. This work is currently being reviewed and updated and further community consultation will be carried out over the next few months. There are plans for both permanent and temporary displays. Exhibition layout is not yet detailed but the Museum Trust will be seeking grants to employ an expert designer to work with the Trustees on the final layout.

While planning can go ahead to some extent the exhibition layout cannot be finalised until the final building specifications are known and agreed upon with respect to lighting, flooring, power supplies etc. In the meantime a one-page summary of suggested themes, used as a basis for discussion with the community is available. Detailed planning for fit-out and displays is starting.

For further museum detail contact can be made with The Chatham Island Museum & Cultural Heritage Charitable Trust through its Manager Eva Gregory-Hunt on 03 3050033 or email [museum@wnation.net.nz](mailto:museum@wnation.net.nz)



## 5.2 Sport NZ Travel Fund

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	5.2
<b>Author/s</b>	Orrin Kapua – Community Development Manager

### Purpose

To update Council on the Sport NZ Travel Fund.

### Recommendation

1. THAT the information be received;
2. THAT a decision is requested from the Council

### Background

#### 2 Sport NZ Travel Fund 2018/19

##### Applications

As advertised, the funding round closed on the 22<sup>nd</sup> April to the community and two applications were received, from Kaingaroa and Te One School for different projects.

##### Kaingaroa School

This application has been organised by the school to support students swimming ability and professional development for the teachers to teach swimming lessons. It aligns itself with the school strategy of improving the children's swimming ability. This trip looks at paying for 8 students to fly to Christchurch where they have booked 3 mornings of swimming lessons with qualified instructors at the Christchurch City Councils Taiora QE two pools.

<u>Breakdown of funding</u>	<u>Amount</u>
Air tickets	
8 Children	6,247.04
4 Adults	3,412.20
Total air travel	9,659.24
Van Hire	1,569.00
Total amount for consideration applied for the Rural Travel Fund	<u>\$11,228.24</u>

##### Te One School – Polyfest 2019

In August 2019, Te One School plan to take their Performance Kapa Haka group to Polyfest in Invercargill. This will be a great experience for the students as they have

yet to perform in front of a large audience before. Invercargill was chosen due to the fact that it was only performance based, not competition based. In future years they would look into attending other events with a competition base.

The plan is to charter a plane from the Chatham Islands direct to Invercargill so that they don't have to worry about connection flights which would have proven to be more expensive and they are looking at taking 30 students and 10 adults on the plane. Many whanau members have mentioned that they will be willing to fly themselves and meet in Invercargill as they are very keen to see their children participate.

They intend on staying at Camp Columba in Gore, giving the students opportunities for sports that they are not able to access on the island including indoor swimming pool, ice skating, flying weka, adventure based learning, Frisbee golf, horizontal bungee and the low ropes course.

<u>Breakdown of funding</u>	<u>Amount</u>
Charter flight	
30 Children	
10 Adults	
Total air travel	69,000.00
Transport (unlimited Km's)	3,840.00
Accommodation	5,200.00
Food	7,000.00
Travel uniforms	4,000.00
Total	\$89,040.00
Total amount for Consideration For the Rural Travel Fund	<u>\$72,840.00</u>

We have **\$8,978.75** in funding to be dispersed between the two applications and the total amount in funding requested is **\$84,068.24**. A discussion with both contact people on the application has occurred around how feasible their project would be if they didn't receive the full amount that they requested and both groups have expressed that their projects would continue and they would look at increased levels of funding it themselves.

In allocating the funding between the two groups we could divide the funding between both applications evenly or divide up on a ratio of children participating in each project

#### **Dividing evenly**

If we were to adopt an even split arrangement between both groups then both parties would each receive \$4,489.74

#### **Dividing by ratio**

If we adopted a ratio of children participating in each project

Children from Kaingaroa	8 children
Children from Te One	30 children
Total Children	<u>38 children</u>

Total amount available	\$8,978.75
Divide by 38 children	
Per child	\$ 236.28 (rounded)
Kaingaroa application would receive	\$1,890.24
Te One application would receive	<u>\$7,088.40</u>
<b>Total amount allocated</b>	<b>\$8,978.64</b>



## 6. Regulatory

### 6.1 Activity Report from Environment Canterbury

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<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	6.1
<b>Author/s</b>	Environment Canterbury Staff

#### Purpose

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

#### Recommendations

**THAT the report be received.**

#### Background

The following reports are for your information only. All resolutions included in these reports were considered at the Steering Group meeting on 22 March 2019.

## 5. Activity Reports

### 5.1. Corporate update

#### Chatham Islands Council Steering Group

Date of meeting	22 March 2019
Activity	CIC Corporate Services update
Author/s	Tanya Clifford

#### Purpose

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

#### Background

3. *2019/20 Budget and Annual Plan:* A draft 2019/20 budget has been prepared for review by CIC staff. The budget has been prepared under the assumption that an additional \$1.2 million will be provided from the Crown appropriation to support infrastructural investment on-island. It will not be known if this funding will be made available to the Council until the Government announces its budget in May 2019.

The Council will need to provide direction as to the likelihood of the additional funding being provided (confirming the budget assumption) and whether there is any 'significant or material difference' to the budget provided as part of the 2019/20 year in the Long-Term Plan document. CIC is working with Councillors to provide such direction.

If there is a significant difference, then Council will need to create a 'consultation document' explaining the difference and request public feedback on the changes, this document may also need to be audited.

Otherwise, it is recommended Council create a synopsis of Council's circumstances for publication in the local paper to ensure the community is appropriately informed. Council may also consider whether they would like to receive feedback from the public.

We will work with the Council on drafting either a synopsis or consultation document.

4. *Pre-election report:* The pre-election report is a prescribed document, which requires disclosure of financial information and identifying significant issues facing the Council. The purpose is to stimulate informed debate about local authority funding and expenditure issues during local election campaigns. It is expected the report be

publicly available prior to August. We will be working with CIC to draft and publish the document.

5. *On-going funding support:* The confirmed level of support from the annual crown contribution for the 2018/19 budget was at the 'status quo' level of funding. This means, the Council will need to self-fund the 12% NZTA funding shortfall and any other unfunded capital projects.

Going forward, it has been assumed (see 2019/20 budget and annual plan) that funding support from 2019/20 onwards will include sufficient coverage for all operating projects, support for a capital investment program and cover the NZTA shortfall. This additional support is not guaranteed and amounts to an approximate \$1.2 million increase in funding per annum. Depending on the level of support confirmed as part of the budgetary announcement, there may be further ramifications in terms of asset planning and asset deterioration, cash management and the audit 'going concern' assessment in terms of financial viability.

6. *Annual Report:* The Chatham Islands Council (CIC) Annual Report 2017/18 was complete without qualification, but it was not adopted prior to the statutory reporting deadline. Delays occurred with Audit New Zealand requiring approval from the technical team on several matters, including the approach to rectify underlying system inconsistencies. There may be flow on implications with the 2018/19 audit that may receive additional audit scrutiny (in addition to going concern, per above). Preparation for the 2018/19 Annual Report will begin in June, with audit not expected until early October.
7. *Payroll:* Environment Canterbury (ECan) are now providing additional assistance processing payroll for all CIC staff, including PAYE reporting. In addition, we have been working with Council to assist with updating staff contracts and policies.
8. *Reporting:* ECan is in the process of updating the current CIC steering group dashboard report, Council reporting and DIA quarterly report (based on direction from the DIA). This provides an opportunity to refresh the information currently being presented. We would appreciate receiving feedback on desired information for inclusion within these reports.

## Attachments

None



## 5.2. Communications

### Chatham Islands Council Steering Group

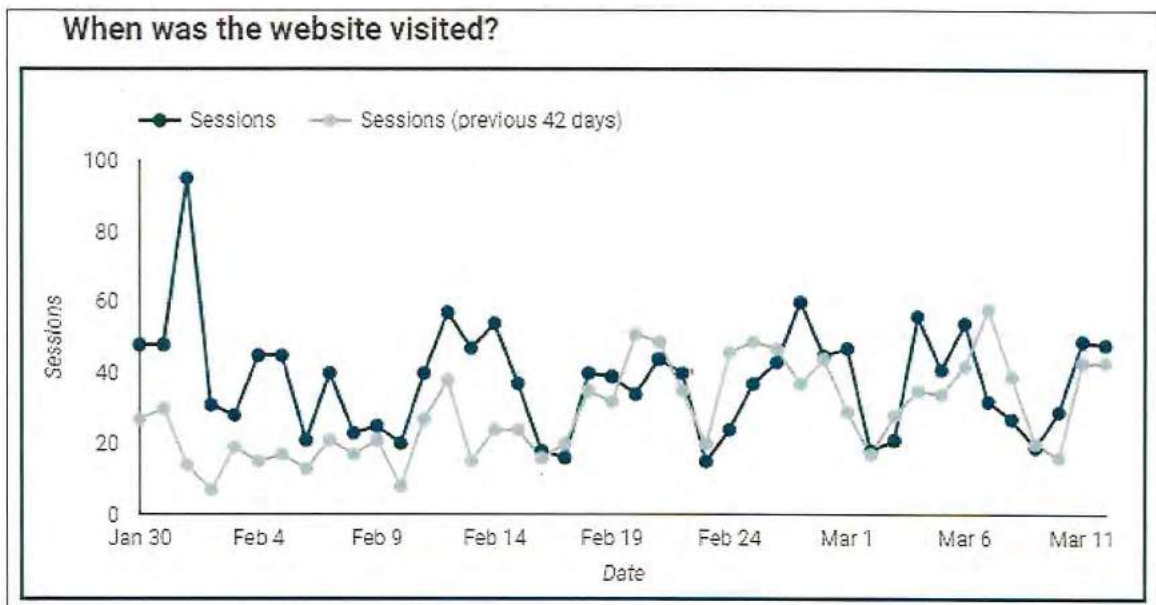
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Date of meeting	22 March 2019
Activity	Communications Update
Author	Hayley Lilley

#### Communications updates

1. Website updates
  - a. News story added: *Funding available for rural sports teams*
  - b. The *Waitangi residents urged to conserve water* news story was updated on 1 and 5 February
  - c. Roading information was updated as per bridge weight/speed limits
  - d. Council meeting agenda for February was added
  - e. Meet the team/staff page updated
  - f. Links to the main Facebook page and Emergency Management Facebook page added to the website footer, Contact page and Emergency Management page
2. Facebook posts
  - a. Link to story: *Funding available for rural sports teams*
  - b. Two vacancies advertised: Receptionist and Emergency Management Assistant
  - c. Two posts linking to updated story: *Waitangi residents urged to conserve water* on 1 and 5 February
  - d. Rates due reminder, linking to rates information on the website
  - e. Advising the new bridge weight/speed limits, linking to the updated info on the website
3. Publications
  - a. Emergency Management 'At a Glance' booklet edited, printed and sent
  - b. Discussions initiated for the 2019/20 rates calendar

- c. Working with Tanya on wording for the 2019/20 Annual Plan
  - d. Discussions initiated for the pre-election report
4. Website report for the period Wednesday 30 January – Tuesday 12 March 2019:
- a. Summary/key findings:
    - i. Of the 56 website visitors who completed the survey asking whether they live on the Chathams, 38% said yes. Other interesting locations listed include: Australia, Germany, Hungary, Egypt and a number of NZ towns and cities.
    - ii. A big spike in website sessions at the time of the *Waitangi residents urged to conserve water* news story updates.
    - iii. Infrastructure webpage in the top ten most visited pages after sharing a link to it via Facebook (following roading/bridge updates).
    - iv. Visit the Chatham Islands webpage consistently remains in the top viewed pages on the website – showing the site is used by potential tourists. This feedback was noted in the pop-up survey on the website as well (many visitors noting they were looking to visit the Chathams).
    - v. Overall, sessions to the website re still trending upwards with lots of new visitors.
  - b. Snapshots:

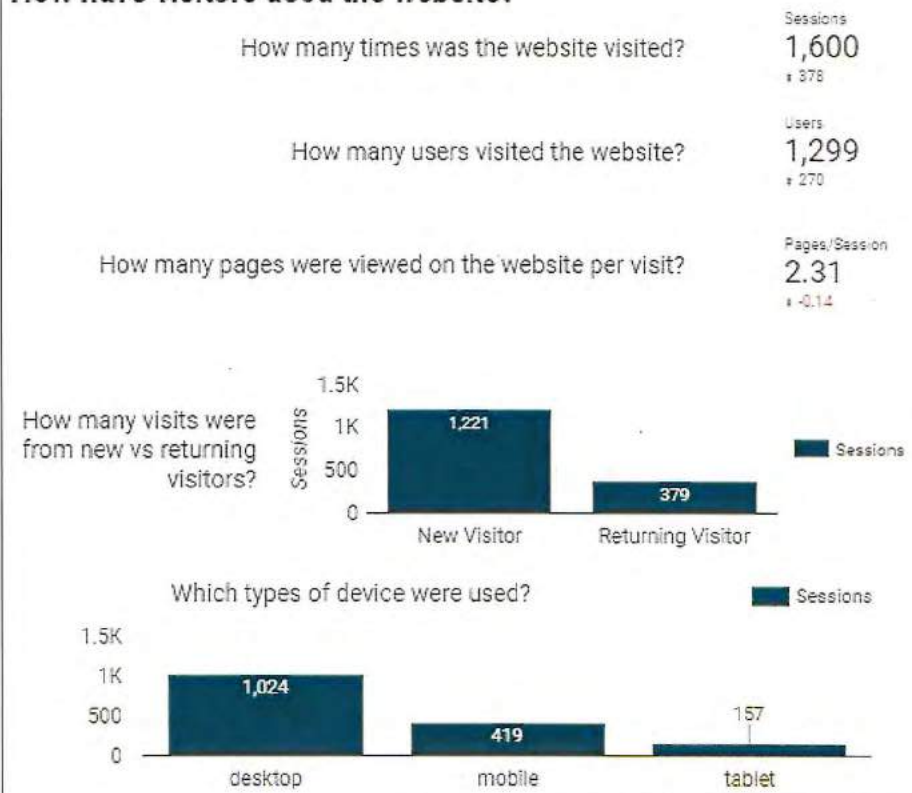


## What has been viewed on the website?

	Page Title	Page Views ▾	Δ
1.	Home » Chatham Islands Council	979	84 ↑
2.	Visit the Chatham Islands » Chatham Islands Council	322	-22 ↓
3.	Page Not Found » Chatham Islands Council	208	70 ↑
4.	Meet the Team » Chatham Islands Council	196	20 ↑
5.	News and Events » Chatham Islands Council	173	-46 ↓
6.	Contact » Chatham Islands Council	171	84 ↑
7.	Waitangi residents urged to conserve water » Chatham Isl...	167	-
8.	Your Council » Chatham Islands Council	119	16 ↑
9.	Infrastructure » Chatham Islands Council	74	54 ↑
10.	Search all Documents » Chatham Islands Council	72	26 ↑
	<b>Grand total</b>	<b>3,689</b>	<b>705 ↑</b>

1 - 10 / 184 < >

## How have visitors used the website?










### Where was the website traffic coming from?

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

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

	Source/Medium	Sessions ▾	Δ
1.	google / organic	910 	70 ‡
2.	(direct) / (none)	362 	119 ‡
3.	m.facebook.com / referral	108 	-
4.	localcouncils.govt.nz / referral	42 	26 ‡
5.	facebook.com / referral	35 	32 ‡
	Grand total	1,600	378 ‡

1 - 5 / 36 < >

### Attachments

Nil

File reference	
Peer reviewers	

## 5.3. Biosecurity Update

### Chatham Islands Council Steering Group

Date of meeting	8 February 2019
Activity	Biosecurity Update
Author	Steven Palmer

#### Purpose

1. Plan and implement the Chatham Islands Pest Management Plan. This includes on-Island Pest management activities, Marine Biosecurity and Border control.

#### Recommendations

- Is there an opportunity with the Chathams Islands Shipping lease of newer (larger) premises that assist our Biosecurity measures in practical terms? Small lease subsidy??

#### Background

2. The activities include on-Island Pest management activities, Marine Biosecurity and Border control.

#### Border control

Following the recent pest incursions and the on-going issues with “dirty” freight arriving at Waitangi Wharf (in particular), I attended a meeting in Napier with representatives from Chatham Islands Shipping and our Contractor SPS Biosecurity.

SPS Biosecurity are engaged to carry out a variety of “Border control” functions with the focus being on the New Zealand points of exit and suppliers to the Chathams.

I asked the question, “how can we reduce the amount of dirty freight arriving at Waitangi by 90 %. This primarily refers to vehicles and machinery that obviously have organic material or insects present”. These are items that Kerri and Robin are cleaning (or arranging to be cleaned) once landed on the Wharf.

Prior to the above meeting, I asked Kerri to compile a list of all the “incursions and dirty freight issues” we have encountered since 2014. This is attached to this report.

In terms of the sea freight, we have two main areas of concern;

The first is freight that requires fumigation.

The second, is the specific items that need cleaning.

SPS Biosecurity have recently taken on two ex MPI inspectors (one in Napier and One in Timaru) who will be carrying out the freight inspections from now on. This will at least standardize the inspection and cleaning process.

Chatham Islands Shipping premises in Napier are restricted for space and this has led to some larger freight going direct to "wharfside". The lease on their current premises expires in July 2019 and a larger site (with washdown facilities) would certainly make our Biosecurity job easier and more efficient.

We also need to look at who is paying for any cleaning. In many cases, the purchaser has done the right thing in requesting that this is done but the vendor has not done it to our standard. I don't see any option but to charge any additional cleaning to the Island purchaser and recover the costs as a direct "freight charge". I believe we will be wasting our time sending our individual cleaning invoices.

I also believe that any fumigation costs will need to be borne by our border control budget as numerous smaller items may be treated at the same time. It should be noted that not ALL freight requires treatment.

Council debate on all the above would be welcome.

## **On Island Pest Management.**

Routine rodent baiting and checks with "Moki" are all on-going.

We have had one issue of sub-standard gorse control carried out by Mt Hutt Helicopters which we are seeking professional advice on as it appears to be an anomaly.

We propose to send a "Flying squad" of Biosecurity staff (2) to the Island in mid- late April to assist with some marine pest surveillance, willow control and general plant pest control. I also plan to be on the Island at the same time

## **Marine Biosecurity.**

Crab potting and shoreline searching for marine pests will also take place at Port Hutt, Kaiangaroa, Waitangi and Owenga over the next two months.

## **Attachments**

- Incursion list



## 5.4. Resource Management

### Chatham Islands Council Steering Group

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<b>Date of meeting</b>	22 March 2019
<b>Activity</b>	Resource Management
<b>Author</b>	Lisa Jenkins

#### Purpose

1. To inform the CIC of activity that has taken place in relation to resource management since the last update.

#### Recommendations

That the Chatham Islands Council:

1. Note the actions listed below.

#### Actions in February / March

1. The Department of Conservation has not yet completed an assessment of the CIRMD or made recommendations to the Minister. I am keeping in touch with the relevant staff to keep the project top of mind within the Department.
2. I have responded to a request for interpretation of some plan provisions from Tim Wilkins (Snow Wilkins consultancy) who is valuing properties for settlement purposes.
- 3.

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

## **6. Finance**

Reporting Period

1/07/2018 28/02/2019

### YTD Actual Revenue vs YTD Budget Revenue



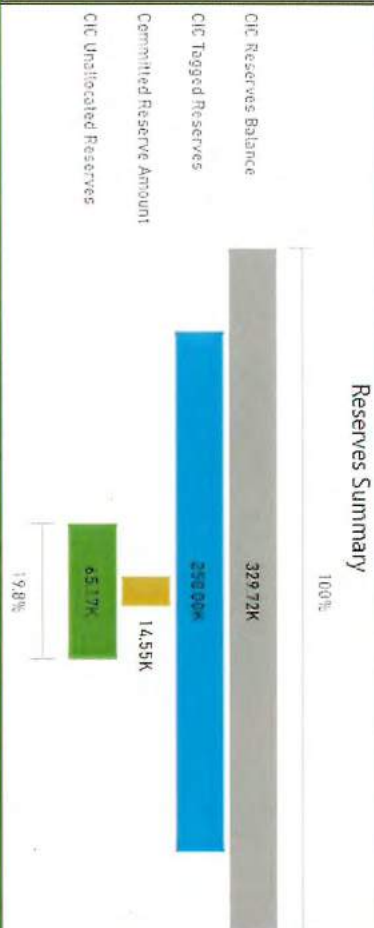
### YTD Actual Expenditure vs YTD Budget Expenditure



### YTD Actual Expenditure vs Full Year Budget

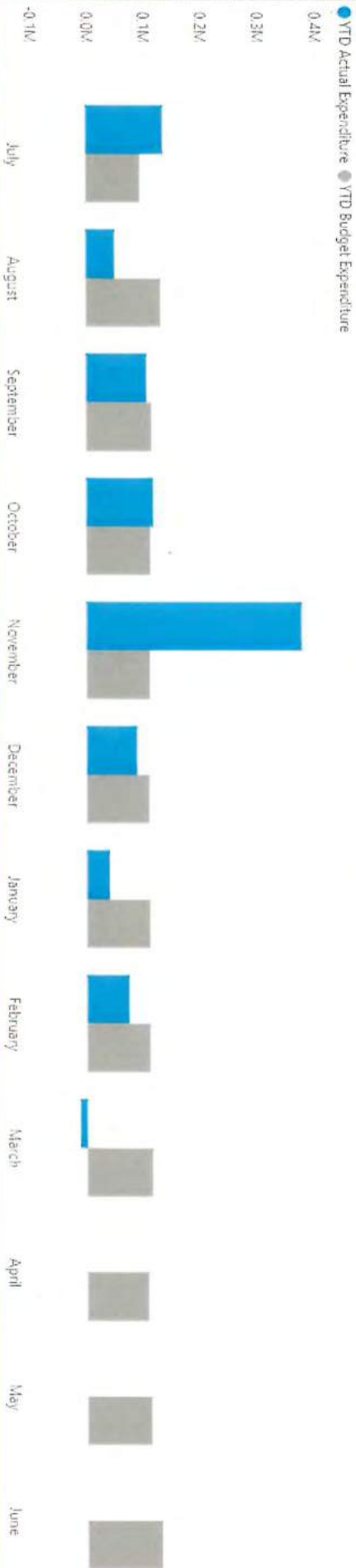


- ☐ Select all
- ☐ Biosecurity
- ☐ Corporate Services
- ☐ Emergency Management
- ☐ External Communications
- ☐ Investigation and Monitoring
- ☐ Navigation Safety
- ☐ Project Management
- ☐ Resource Management and Consents



Committed Reserves			
Committed Reserve Description	Committed Reserve Amount	Approved Date	
Specialist dog handler (vet/pest)	4000	29/11/2018	
Thermal Imaging Scope	7900	29/11/2018	
VHF radios	2654	2/02/2019	
<b>Total</b>	<b>14554</b>		

### Actual Expenditure vs Budget Expenditure





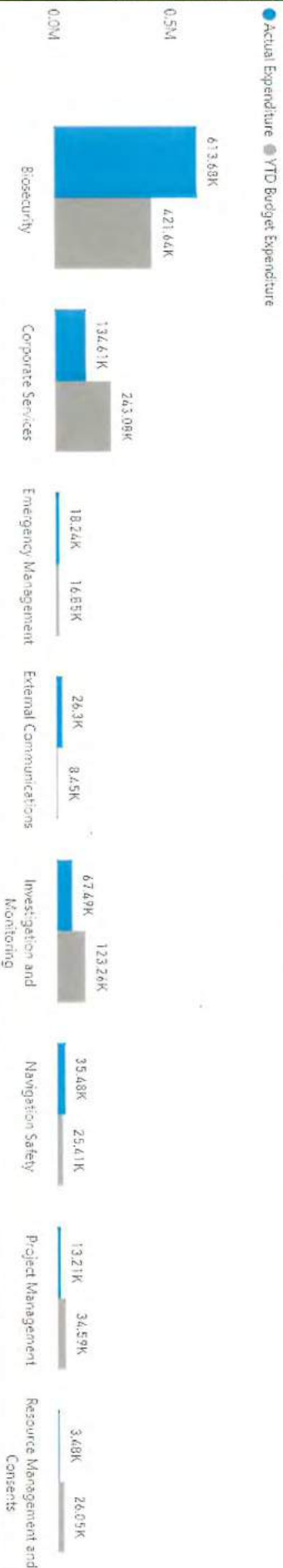
## Reporting Period

1/07/2018 28/02/2019

## Section Name

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

## Actual Expenditure vs Year to Date Budget Expenditure



Biosecurity expenditure: Border biosecurity work performed by SFB Biosecurity has increased, reflective of additional public and political concerns in the area, specifically related to mycoplasma bovis. Pest strategy & implementation expenditure is high with the transportation of helicopters to the island to implement planned biosecurity eradication initiatives. This is a common risk for the contract, although timing and amounts are subject to variance. The impact is expected to smooth out over the remaining year.

Corporate services expenditure: The budget is primarily labour based, including a provision for additional operational support to the CIC CE. A staff member has been seconded from January 2019. Additional support has also been provided in relation to payroll processing and financial system support.

Emergency management expenditure: The area is primarily labour based, with the CIC emergency management document being published in year. No notable areas of expenditure.

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

Investigation and Monitoring expenditure: Water quality sample tests continue to be completed. No notable areas of expenditure.

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

Project management expenditure: The code provides for use of the CIC reserve funds and the cost of steering group attendance by CIC representatives.

Resource management and consents expenditure: The area is primarily labour based. Minimal work completed with a budgeted allowance to respond to consenting and resource management issues as they arise.

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

Reporting Period

1/07/2018 28/02/2019

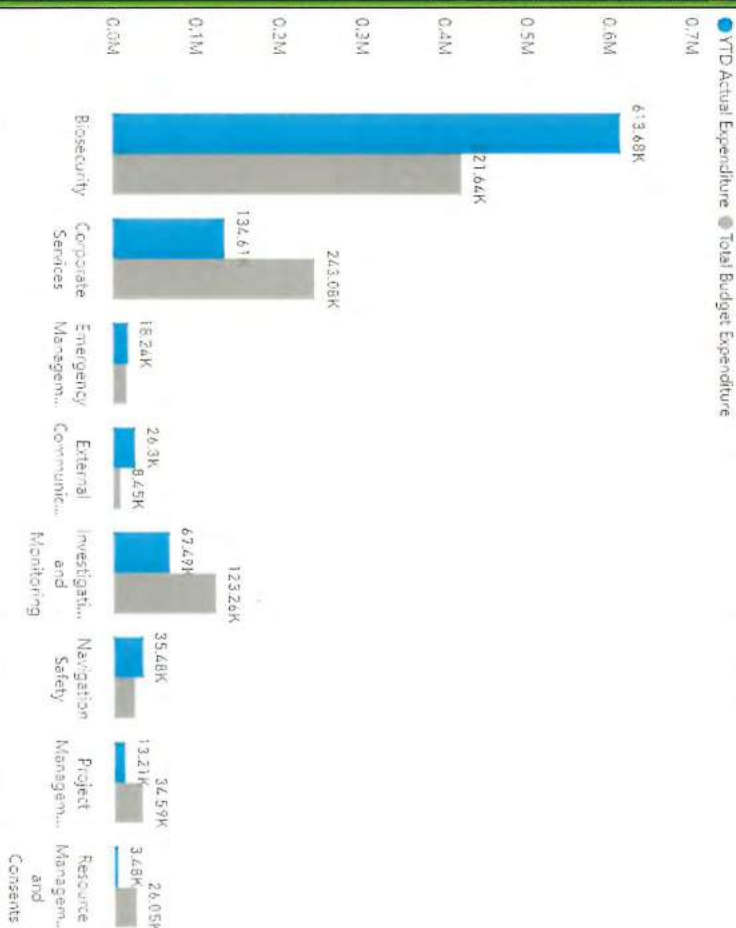
Section Name

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	YTD Budget Expenditure
CIC Biosecurity - Border Control	149,344.21	72,760.00
CIC Biosecurity/ Pest Strategy & Implementation	464,340.19	348,880.56
CIC Compliance Monitoring	773.12	12,599.59
CIC Consents	420.21	
CIC Corporate Service	40,333.97	52,082.46
CIC Education	26,301.41	8,454.48
CIC Emergency Management	18,242.41	16,853.01
CIC Finance - Services	94,277.01	190,100.20
CIC Hydrology	40,648.37	
CIC Maritime Safety	35,475.39	25,407.71
CIC Project Management	13,208.23	34,594.67
CIC Resource Management & Consents	2,286.53	13,454.07
CIC Water Quality, Ecology & Hydrology	26,839.49	123,256.75
<b>Total</b>	<b>912,490.54</b>	<b>899,343.50</b>

Expenditure availability against Budget



## 6. Regulatory

### 6.2 Predator Free 2050

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	6.2
<b>Author/s</b>	Owen Pickles, Chief Executive

#### Purpose

To provide information on the Predator Free 2050 programme.

#### Recommendations

1. **THAT Council agree in principle to be part of the Predator Free 2050 programme.**
2. **THAT further considerations be made when funding requirements become known.**

#### Background

The Predator Free 2050 Programme is an ambitious Government lead initiative involving Government, Local Government, and the wider community. The intent of the programme is to eliminate rats, possums and stoats from New Zealand by 2050.

#### Why rats, stoats and possums?

Rats, stoats, and possums kill approximately 25 million native birds every year. They are the most damaging mammalian predators that threaten New Zealand's natural taonga, economy and primary sector.

- Rats threaten the survival of many native species such as wētā, snails, lizards and birds. They eat almost anything, including our native species and their food sources. They are common agricultural, industrial and domestic predators, causing a great deal of economic damage and posing a risk to human health.
- Stoats have caused the extinction of several New Zealand bird species and are the major cause of decline for many other species, including reptiles and invertebrates. They attack defenceless young kiwi and contribute to the continuing decline of mainland kiwi populations.
- Possums eat many native species including snails and beetles as well as native birds. They decimate forest canopies and compete directly with native birds such as kiwi for food and resources. Possums spread bovine tuberculosis to cattle and deer, resulting in high costs and lost productivity. They also harm horticulture and commercial forestry crops.



## **Benefits of going predator free**

### **Environment benefits**

- We'll preserve our threatened species, improve our biodiversity, create greater ecological resilience and restore our unique ecosystems.

### **Cultural and social benefits**

- We'll provide a legacy for future generations. It's becoming more difficult to show our children and grandchildren the environment we grew up in, and the range of wildlife our ancestors experienced 100 years ago no longer exists.
- We'll strengthen our national identity. Our natural spaces provide us with a unique and unrivalled way of life.
- We'll feel better and more connected. The exercise and natural surroundings enjoyed by volunteer conservationists improves health, and group involvement strengthens communities.

### **Economic benefits**

- We'll save the \$70 million per year that it currently costs to manage rats, stoats and possums.
- We'll reduce costs and losses from damage and disease in our agricultural and forestry industries.
- We'll boost revenue and employment in our tourism and trade industries as New Zealand becomes more admired for its unique wildlife and pristine landscapes.

Following a recent visit to the Chatham Islands by Members of the Predator Free 2050 Trust it was proposed that an expression of interest be lodged on behalf of the Chatham Islands.

Attached is a copy of the expression of interest proposed by the Department of Conservation for the Chatham Islands.

# EXPRESSION OF INTEREST FORM

## SURGE REGION

### LARGE LANDSCAPE PROJECTS



Thank you for your interest in receiving support from Predator Free 2050 Limited's Provincial Growth Fund round. Please complete this Expression of Interest (Eol) form along with the supporting documentation outlined in the Eol information summary. Send documents to the address outlined at the end of this form. If you have any questions, please e-mail us via [submissions@pf2050.co.nz](mailto:submissions@pf2050.co.nz).

**Any instructions in italics on this Eol may be removed. Please note Eol applications will be accepted from 18<sup>th</sup> February to 24<sup>th</sup> March 2019.**

A. ORGANISATION DETAILS			
Organisation name	To be advised. An entity will be established to deliver the project		
Postal address			
Web address			
B. CONTACT FOR Eol			
Your name	Dave Carlton	Position	DOC Operations Manager
Phone MB	03-305-0098	Email	dcarlton@doc.govt.nz
C. PROJECT DETAILS			
Project Title	Predator Free Chatham Islands (until we come up with something with a bit more zing to it that also encompasses the habitat restoration side of it too. Putting a korowai back over the land, that sort of thing.)		
Project collaborators	<b><i>Draft collaborators, to be confirmed</i></b> <ul style="list-style-type: none"> <li>• Chatham Islands Council (CIC),</li> <li>• Ngati Mutunga o Wharekauri Iwi Trust (NMOWT)</li> <li>• Hokotehi Moriori Trust (HMT)</li> <li>• Chatham Islands Taiko Trust</li> <li>• Chatham Island Habitat and Restoration Trust (CHART)</li> <li>• Chatham Islands Enterprise Trust (CIET)</li> <li>• Environment Canterbury (ECan)</li> <li>• Department of Conservation (DOC)</li> <li>• Others?</li> </ul>		
Surge region	Chatham Islands		
Location of project	The entire 75,000ha of Chatham Island in a number of stages	Total number of years of funding requested	4 years for initial stages, 10 years for total project
Total Project Cost	\$40,000,000	Have you requested funding from another source for this project?	Yes No
Total Funding request	\$4,500,000 for initial stages		
If yes indicate source of funding and amount applied for and/or secured			
D. DO YOU REQUIRE YOUR Eol INFORMATION TO BE CONFIDENTIAL?			
Yes	No		
E. PROJECT DESCRIPTION			
1. Please provide a short summary of your project including the aims and objectives.			

The objective of this project is to

- eradicate possums, rats and feral cats from Chatham Island.

This forms part of a wider set of objectives to

- Rehabilitate and enhance ecosystems to expand habitats for native species and improve ecosystem services.
- Expand the current populations and distribution of Chatham Islands fauna and rare flora.
- Engage younger generations in kaitiakitanga of Chatham Islands threatened species.
- Support the development of ecotourism opportunities

Creating a better island for both people and wildlife, an increasing understanding that an ecologically sustainable future, is the only way forward for small island communities. The Chatham Islands is unique, a fertile island surrounded by productive seas, with endemic wildlife found nowhere else in the world. The impact this project will have on biodiversity conservation is huge.

The Chatham Islands has more endemic species than any other biogeographic area in New Zealand. With a staggering number of these species threatened with extinction; some 12 bird species, 18 plants and an unknown number of invertebrates listed as endangered.

Given that 25% of New Zealand's threatened species live on the Chathams, investment no other part of New Zealand can deliver such value for money and no other pest eradication could save as many endangered species relative to the size of the potential project area.

For once the islands isolation will be an asset, the 800km stretch of water separating from mainland NZ will help ensure that the islands remain predator free.

The objective requires a high level of community buy in, so an initial component of the project will focus on removing predators from two areas of differing habitat and geography to test eradication methodology. Show casing the benefits to all islanders is key to this project developing into island wide predator eradication.

This project will be co-led by a governance entity of local organisations which are passionate about a better Chatham Islands. A better, stronger community that places a value nature will led to incredible things; this project is as much about the people of the Chathams, as the wildlife. It is time to act boldly and change the face of nature conservation forever.

## 2. Please outline the background to your project, briefly describing the research or best/promising practices that inform your project.

With a population 650 people, Chatham Islanders economic backbone is fishing, farming and tourism. Growing awareness is developing on the islands that future prosperity rests with an environmentally sustainable economy.

Chatham Island is a flat to rolling landscape with the highest point being under 300 metres above sea-level. With approximately 20% of the main island being Te Whanga Lagoon and other lakes the area for possum control amounts to approx. 70,000 hectares of which 50,000 hectares is readily accessible by vehicle. While the southwestern table lands (~20,000 hectares) are more rugged, forested and incised with creeks much of it is still accessible by ATV or LUV.

The Chathams has a long history of innovative conservation action, from saving the black robin and Chatham Island taiko (*Pterodroma magentae*) from the brink of oblivion. The main Chatham Island has seen steady and growing support for stronger conservation and habitat restoration projects over the last 30 years with the highest proportion of covenants and kawenata per capita than any other region in NZ.



Community trusts are increasingly leading conservation work on the Chathams. The Taiko Trust have been managing the protection and monitoring work for the taiko, as well as supporting the Tuanui Family Trust with establishing seabird breeding populations in the predator proof fenced Sweetwater Covenant, plus a newer coastal protected area for the Chatham Island albatross.

CHART (Chatham Heritage and Restoration Trust) have led community restoration planting sites including beach foredunes and lagoon margins.

Working with these Trusts and tangata whenua/tchakat henu on eradication planning will further strengthen conservation and community outcomes.

These private restoration efforts have been supported by DOC led planting of threatened and endangered plant species into fenced and protected areas.

The removal of predators in the Chathams would deliver benefits to both people and wildlife. Alongside the One Billion Trees Project This project would be a game changer, a single act that would improve the conservation status of dozens of species, and positively influence the environment, economic and social wellbeing of locals.

Current possum control in public conservation land by DOC on Chatham Island is not cost effective as the constant reinvasion from surrounding land means that any gains are temporary in nature and constant effort is required to maintain low possum numbers.

The initial phase of the project covers significant parts of Chatham Island, and ultimately aims to eradicate predators from the entire island and is well aligned with the Government's Predator Free 2050 parameters (predator eradication over 20,000ha without fences), but goes further as a case study in how to eradicate pests across larger scales with community support.

Importantly, the geography of Chatham Island lends itself to a staged approach. Stage 1 can be secured via natural barriers on the narrow northern isthmus and channel from the Te Whanga lagoon (see arrows). The 'secured' north west section of land (circa 10,000 hectares) would incorporate the Hapupu national historic reserves (one of two in New Zealand and featuring increasingly rare Moriori tree carvings) and would provide suitable habitat for seabirds to be translocated from smaller islands and for the local pigeon (currently located in the southern, more forested part of the mainland). It is therefore a feasible attractive technical option to test possum eradication with existing technology and minimal toxin use.

While feral pigs and wekas are valued for hunting and food gathering purposes, possums are generally seen as a pest on the island eating vegetable gardens and fouling water tanks. Eradication of this species is likely to be widely supported by the general community regardless of any biodiversity benefits.

Seasonal trapping and toxin bait stations to protect the ground nesting taiko in and around the Tuku Nature Reserve has resulted in a useful reduction in possum numbers over approximately 1500 hectares of southern tableland forest. The visible recovery of the Chatham Islands woodpigeon, *parea*, along with successfully breeding populations of Chatham Island warbler, Chatham Island tui and Chatham Island red crowned parakeet may in part be attributable to the reduction in possum numbers.

It is also worth noting that the Chathams Pest Management Strategy 2008-2018 will be reviewed shortly and the opportunity to align this with possum eradication planning is timely.

A Chatham's possum eradication would fit well into the DOC Eradication Best Practise guidelines.<sup>1</sup> While NZ has been a leader in island pest eradication, large scale populated island possum eradication has not yet been achieved. Given the objectives of Predator Free 2050, the undertaking of eradication on the Chatham Islands would offer a comprehensive practical research opportunity into the social, economic and technical aspects of possum eradication in a mixed land use environment.

### 3. Briefly outline your work programme.

#### **Timeline**

The shape of most of the island lends itself to division into defensible sectors (see map below).

**30<sup>th</sup> June 2019** - Establish a governance entity and structure encompassing the key stakeholders by the end of June 2019.

**August 2019** - Appoint a project coordinator

**December 2019** - Scope out the critical issues for an island wide eradication of possums

**January 2020** - Commence operations to eradicate possums and control wild cats and rats from two key areas on Main Chatham as proof of concept and early wins on the board. The predator control network would be establishing in the two initial sectors in early 2020 in preparation for pest knock down in autumn/winter 2020.

These two sectors would likely be:

- The north east (Kaingaroa) section of the island, 8,545ha which includes the Taia Historic reserve, Ocean Mail Scenic Reserve and many covenants. This sector of the island is accessed by two narrow isthmus and would be easily defensible as an area to refine techniques and systems for the project.
- The south west, 4,524ha including the Tuku Nature Reserve and adjacent covenants and home to many endangered species such as Chatham Island taiko and parea (Chatham Island wood pigeon). This part of the island will provide the source populations enabling many species to recolonise the rest of the island after pest control.

**2021 onwards** - The remaining sectors would be rolled out in subsequent years with the aim of having achieved the objectives by 2030.

Predator eradication will be achieved using a combination of methods, including toxins and traps. Key will be developing a suite of methods which can be rolled out across the entire island, in particular those which can be used across farmland.

Running parallel to the predator eradication operation will be continued education and consultation in the other sectors in preparation for expanding the programme across the island.

### 4. Briefly indicate how your proposal will contribute to regional development.

The improvement of habitats due to the removal of possums could add benefit to the ecotourism opportunities on the Chatham Islands. Our intent is to run a Predator Free Chathams project alongside One Billion Trees initiatives to provide short and medium term jobs in both pest control and horticulture. Once successful, opportunities to develop ecotourism will present themselves and this forms part of the wider regional strategic objectives of developing a sustainable environment and diverse economy for the Chatham Islands.

### 5. What are the proposed project management and governance structures for your project? Please attach a brief bio of the key management personnel.

The project will be overseen by a governance board made up of representatives from the partner organisations (to be confirmed). A number of the partner organisations have strong structures and systems with good experience in leading complex and challenging projects. Their skills and experience around this table provide assurance that the Chatham Islands is capable of delivering this project.

A Project Coordinator would be responsible for delivery supported by delivery teams under an operations lead as required for the various stages.

--

DRAFT

**Appendix 1**





NZGD 2000 New Zealand Transverse Mercator  
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© Geographix  
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Scale at A4 = 1:325,000  
Produced by: deaeron  
Date Produced: 9/03/2019  
DOC, Geospatial Services



## Draft Possum Control Sectors For discussion purposes only



Department of  
Conservation  
*Te Papa Māhū*

[newzealand.govt.nz](http://newzealand.govt.nz)

## EOI Submission

Please e-mail your application as a **pdf file** to [submissions@pf2050.co.nz](mailto:submissions@pf2050.co.nz) and post **one paper copy** to:

**ATT: Submissions – Surge Region Projects**

Predator Free 2050 Limited

PO Box 106040,

Auckland 1143,

New Zealand.

**\*\*Only EOIs received in either electronic or paper format prior to 5pm on 24 March, 2019 will be considered at Stage 1 of this application process\*\***

Please e-mail any questions to [submissions@pf2050.co.nz](mailto:submissions@pf2050.co.nz)

## 7. Emergency Management

### 7.1 Civil Defence and Emergency Management Governance Structure

Date of meeting	4 April 2019
Agenda item number	7.1
Author/s	Owen Pickles, Chief Executive

#### Purpose

A report to Council on governance structures for Civil Defence and Emergency Management.

#### Recommendations

**THAT Council determine what structure is best for the Chatham Islands.**

#### Background

At the last CDEM meeting I was asked to report on the Governance structures as varied to fit the Chatham Islands situation.

The Civil Defence Emergency Management Act 2002 provides the guidance.

At the top is the CDEM Group which is constituted in accordance with Section 12 of the Civil Defence Emergency Management Act 2002.

In most cases the group consists of a representative from the regional council and the territorial local authorities within the boundaries of that region. (*eg; Canterbury Regional Council, Christchurch City Council, Waimakareri District Council, Hurunui District Council, Kaikoura District Council, Selwyn District Council, Ashburton District Council, Timaru District Council, McKenzie District Council, and Waimate District Council make up the Canterbury CDEM Group.*)

In the case of a unitary council the Act permits that council to appoint a CDEM group from within its elected membership or to join a neighbouring group. (*Tasman and Nelson are examples*)

On the Chatham Islands the Chatham Islands Council is a district council with most regional functions so it doesn't fit with the CDEM Act criteria. Instead it has appointed the whole council to be the CDEM Group. This is a status that has been recognised by the Remuneration Authority when setting its rates for the Chatham Islands.



The Act goes on over many pages explaining the wide spread powers that a CDEM Group has to make its community ready for events, to respond to events and to recover from events.

Under the CDEM Group is a Civil Defence Emergency Management Co-ordinating Executive Group known as a CEG Group.

The CEG is authorised by Section 20 of the Act and requires that the following officers be members:

- The Chief Executive Officer of each member local authority
- A senior police officer assigned by the Commissioner of police
- A senior FENZ Officer as assigned by the National Commander
- The Chief Executive Officer of the District Health Board covering the area or a person acting on behalf of the Chief Executive Officer
- Any other officer that may be co-opted by the CDEM Group.

The purpose of the CEG is to take instruction from and to provide advice to the CDEM Group, and to provide a coordinated response to events eliminating any uncertainty that may arise.

On Chatham we rely on the resident police constables, the chief fire officer, and the local hospital manager.

We have added the senior Department of Conservation officer, The Chatham Islands Enterprise Trust CEO, and representation from Imi, Iwi, and Maori Community Health.

The Chatham Islands CDEM Group and CEG meet as one and while minutes are taken at meetings they do tend to be reasonably informal.

The Ministry of Civil Defence officials are at times unhappy with this arrangement and seek a separation of the two groups.

The question for the Council to consider is the current system appropriate for the Islands needs or should the two groups be separated?

## 7. Emergency Management

### 7.2 Review of the Civil Defence and Emergency Management Act

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<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	7.2
<b>Author/s</b>	Owen Pickles, Chief Executive

#### Purpose

A report to Council on the Review of the Civil Defence and Emergency Management Act.

#### Recommendations

1. THAT the report be received;
2. THAT Council endorse the actions to invite Rachel Hyde to visit the Chatham Islands.

#### Background

At the recent LGNZ Zone 5 & 6 meeting in Hanmer Springs there was a presentation on the up-coming review of the Civil Defence Emergency Management Act.

The review is led by Rachel Hyde, Principal Policy Advisor, National Security Group, Department of the Prime Minister and Cabinet.

Rachel's presentation was refreshing as she is attempting to acknowledge the variances that occur across New Zealand within her work.

There is no more challenging place than the Chatham Islands, so with this in mind an invitation was issued for Rachel to visit the Chatham Islands so she can gain an understanding of the unique challenges. The visit is likely to occur during May 2019.

## 8. Government

### 8.1 Gambling Venues Policy

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	8.1
<b>Author/s</b>	Chief Executive, Owen Pickles

#### Purpose

1. The Chatham Islands Council Class 4 – Gambling Venue and Board Venue Policy is due for review through the special consultative process.

#### Recommendations

**That the revised policy be put out for consultation.**

#### Background

Attached is a revised copy of the Chatham Islands Council Class 4 – Gambling Venue and Board Venue Policy. This is up for review through the special consultative process.

##### 1. Introduction

The Gambling Act 2003 was enacted on 18 September 2003. The Act requires the Council to adopt a class 4 gambling venue policy for its district. The Act also amended the Racing Act 2003 so that the Council consent is required to establish a new TAB (called A Board Venue Act). Under that amendment the Council is required to adopt a Board venue policy for its district.

Both policies must be adopted in accordance with the special consultative procedures set out in the Local Government Act 2002. The Gambling Act 2003 and the Racing Act 2003 together state that the gambling venue and board venue policies:

- Must specify whether or not class 4 venues may be established in the district and if so where they may be located.
- May specify any restrictions on the maximum number of gaming machines that may be operated at any gaming venue. The Gambling Act establishes a maximum limit of nine (9) machines for new venues.
- In the development of this policy Council must have regard to the social impacts of gambling on the Chatham Islands Community.

##### 2. Objectives of the Policy



- To recognise that gambling can be a serious problem
- To ensure the Council and the community has influence over the provision of new gambling venues on the Chatham Islands
- To allow those who wish to participate in controlled gambling to do so within the district
- To minimise harm to the community caused by gambling

### **3. The Chatham Islands Situation**

On the Chatham Islands there is currently only one venue offering 2 gaming machines and a TAB agency facility.

The two machines are owned by the New Zealand Community Trust which makes the profits gained available for Chatham Islands projects.

The current policy provides for three venues with all being restricted to up to 2 machines.

The ratio of one machine per 300 people is the highest in New Zealand. This has caused some mainland submitters in the past to question why the Council hasn't researched the economic and social impact of gambling on the Chatham Islands.

## **Attachments**

1. Gambling Venues Policy 2019



## chatham islands council

P O Box 24, Chatham Islands, 8030  
Phone: 03 305 0033 - Fax: 03 305 0044  
Email: [info@cic.govt.nz](mailto:info@cic.govt.nz)

### Gambling Venues Policy 2019

This policy is written in terms of the Gambling Act 2003 and covers the control of non-casino class 4 gaming machine venues (pokies).

#### **A Objectives of the Policy**

- \* To ensure the Council and community has influence over the provision of new gambling within the Chatham Islands Territory.
- \* To allow those who wish to participate in pokie machine gambling to do so within the Territory.

#### **B Where Class 4 Gambling Venues may be established**

- \* Class 4 Gambling Venues may be established within the Territory subject to meeting application and fee requirements.

#### **C Number of Venues**

- \* The number of Class 4 Gambling Venues shall be restricted to a maximum of three (3).

#### **D Numbers of Pokie Machines to be allowed**

- \* All venues shall be allowed a maximum of two (2) pokie machines.

#### **E Applications**

- \* Applications for Council consent must be made on the approved form and must provide:
  - i. Name and contact details for the application
  - ii. Location of the premises proposed for the Class 4 Licence
  - iii. The names of management and staff
  - iv. Evidence of Police approval for owners and managers of the venue
  - v. A 12 month business plan or budget for the establishment, covering both gambling and other activities proposed for the venue
  - vi. A site plan covering both gambling and other activities proposed for the venue, including details of each floor of the venue
  - vii. If the premises is licensed in terms of the Sale of Liquor Act 1989, details of those licences

#### **F Application Fees**

- \* These will be set by the Council from time to time and shall include consideration for:
  - i. The cost of processing the application including any consultation and hearings involved
  - ii. The cost of triennially reviewing the Class 4 Gambling Venues Policy
  - iii. The cost of inspecting Class 4 gambling venues on a regular basis to ensure compliance with consent of licence conditions
  - iv. A contribution towards the cost of triennial assessments of the economic and social impact of gambling within the Territory.

## 8. Government

### 8.2 Elected Member's Remuneration

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	8.2
<b>Author/s</b>	Chief Executive, Owen Pickles

#### Purpose

To update Council of Elected Members Remuneration from 1 July 2019 and after the 2019 Local Government Elections.

#### Recommendations

That the information be received.

#### Background

Attached is correspondence received from the Remuneration Authority. This covers the setting of elected member's remuneration in two parts.

1. Remuneration from 1 July 2019 to the day the official election result is declared in October 2019.

	<b>Current</b>	<b>Proposed</b>
<b>Mayor</b>	\$52,225	\$52,650
<b>Deputy Mayor</b>	\$21,843	\$22,376
<b>Councillor / CDEM Group</b>	\$16,350	\$16,749
<b>Councillor</b>	\$13,743	\$14,078

The Council has previously resolved to include all members on the CDEM Group.

2. From the declaration of the election result in October 2019 to June 2020.

The Mayoral salary will be \$53,500.

All others will be determined by the Council which must distribute a pool of \$147,488 with the Remuneration Authority setting a minimum of \$13,374 per Councillor.

The newly elected Council are to make these decisions by Wednesday 20 November 2019.

#### Attachments

1. Notification for potential Councillor remuneration pool for implementation after 2019 Local Government Elections.



1 March 2019

Dear Mayor and Chief Executive

**NOTIFICATION FOR POTENTIAL COUNCILLOR REMUNERATION POOL FOR IMPLEMENTATION AFTER 2019 LOCAL GOVERNMENT ELECTIONS**

As you will be aware, last year the Remuneration Authority completed a major review of the remuneration of elected members of local government. As a result, we resized each council and began the first stage of adjusting remuneration. The next stage will be in the Determination that takes effect on July 1 this year and the third stage will take effect following this year's local government elections. (For further information on this, here is a link to our information paper published in June 2019: <https://www.remauthority.govt.nz/assets/Uploads/REM/Determining-the-Remuneration-of-Local-Government-Elected-Members-Information-Paper.pdf> ).

In addition to the remuneration adjustments, we also signalled last year that we would be moving from a "partial pool" approach (whereby the Authority determines base councillor pay but each council has a pool to "top up" remuneration for councillors holding positions of responsibility) to a full pool approach. This new approach, which takes effect following this year's election, means that each council is allocated a pool related to the ranking of the council on our size index, and then the council proposes to the Authority the councillor base pay and the additional pay for positions of responsibility.

Please note that the pool will not apply to the remuneration of mayors, regional council chairs, community board members or Auckland local board members, all of whom will continue to have their pay set directly by the Remuneration Authority.

Last year we said we would let councils know early this year what their pool was likely to be following the election, so the purpose of this letter is to give you that information and some other parameters around the change. I would be grateful if you could share it with your elected members and with the appropriate staff responsible for this area so that everyone involved is aware of the change.

**Timetable/Process**

Attached to this letter as is a PDF document showing the remuneration that will be in the Determination effective on 1 July 2019 for all elected members on your council. Please note this does not cover community board members. The PDF also includes our current proposals for your remuneration and for the councillor pool that we are considering for the part of the Determination that comes into effect following the local government election in October 2019. More details about this are below.

We are providing this information now so that councils can consider how it could be allocated in future, and so that you and your management know the budgetary implications of the change. We are aware that many councils do not fully utilise the current "partial pool". In future you will need to

use the full pool, so if you are one of those “underspending” councils the actual payroll increase will be bigger than the amount we have allocated for the post-election pool.

We are aiming to publish the July 1 Determination late in June. This Determination will be in two parts:

- Part One will contain the remuneration changes for all elected members (including local boards and community boards) and any changes to allowances that will take effect on 1 July this year. This will be based on the current approach.
- Part Two (which will take effect only on and from the day after the date on which the official result of the 2019 election of members of each council is declared by public notice) will contain the Authority’s decisions on remuneration for mayors, regional council chairs, community board members and Auckland Council local board members. It will also contain for each council a minimum base rate of councillor remuneration.

Following the election, each incoming council will decide how it would like to allocate its total pool, including both base councillor remuneration and extra remuneration for positions of responsibility. These proposals will be forwarded by councils to the Remuneration Authority for consideration and, assuming they are acceptable, will be included in an amending Determination. A table at the end of this letter outlines due dates and target dates for the Determinations and amending Determinations and a timeline of decision-making by councils. Please note that we are dependent on other parties in processing our determinations but we will endeavour to stick to the dates provided.

Amending Determinations will be backdated so that

- the new base councillor remuneration proposed by the council and agreed by the Authority will take effect from the day after the date on which the official result of 2019 election of members for the council is declared; and
- accepted proposals for remuneration for positions of responsibility will take effect from the day after the council formally votes on those positions.

### **Background**

In our communications to you last year around the new approach to the pool, we suggested that we would ask each outgoing council to consider the quantum of the pool allocated and let us know prior to July this year how they proposed that the pool be distributed following the election. One reason for this was to ensure that candidates for office had some idea of the base councillor remuneration prior to the election. We acknowledged that incoming councils might need to change those proposals and said that provision could be made for that. However, on further reflection and after some feedback, we have decided not to ask outgoing councils to make a proposal to us. Nevertheless, we strongly suggest that the outgoing council takes time to informally consider how the pool might operate after the election so that those who are re-elected will be familiar with the process and the issues, as will the staff who provide the information and advice.

Having decided against this requirement, we therefore have been obliged to determine a minimum level of base councillor remuneration for each council. We note that this was also requested by a number of councils in our consultation. It is important to stress that this will be a minimum (in most cases below what councillors are currently receiving) and that it is highly likely the base pay will be increased by councils - though there will certainly be variations depending on how councils approach the allocation of their pool.

### **How the pool will work**

As noted above, the pool approach will start after the 2019 local government election and, following that, each council will be allocated a pool at the beginning of each triennium. The dollar amount of the annual pool being considered for your council is in the attached PDF. This pool will cover remuneration for councillors only. Mayor and regional council chair remuneration will continue to be set by the Authority, as will remuneration for community boards and Auckland Council local boards for the time being.

In the remaining two years of the triennium the Authority will make Determinations that may include adjustments based on a narrower set of indicators relevant at the time, but will not resize the councils.

Important aspects of the pool system are:

- By July 1 your Council will be advised of the exact dollar figure of the full councillor pool to apply from the day after the election result is declared.
- The July 1 Determination will include the minimum base councillor remuneration for your council following the election. It will also include the revised remuneration for the mayor, regional council chairs, Auckland council local boards and for community boards to take effect from the day after the date on which the official result is declared.
- Incoming councils will decide on the distribution of the pool after the election (see timetable at the end of this letter) and will send their proposals to the Authority. Base councillor remuneration must NOT be set below the minimum prescribed in Part 2 of the July 1 2019 Determination, but can certainly be higher if it fits within the pool.
- Positions that a council decides to remunerate may include those on outside groups to which a councillor has been formally appointed by a councils - i.e. the remuneration is not necessarily solely attached to official council committees. Councillors are expected to be involved in a variety of community and cross-council groups as part of their basic role but, in some cases, if the extra work involved is extraordinary it can be recognised in remuneration.
- Any remuneration for councillors serving as directors on CCOs should be paid directly by the company and will not fall within the ambit of the councillor pool.
- Councils MUST spend the whole of the pool allocated. The quantum for each council has been set by the Authority following a comprehensive review of the relative size of workloads of all councils and it would be unfair to elected members to withhold any of the available remuneration. As noted earlier in this letter, many councils currently do not allocate all (or in some cases any) of the discretionary pool.
- One other issue that has been raised with the Authority is whether or not the pool applies to non-elected people who are appointed to be members or chairs of council committees. The answer is no. The Authority cannot legally prescribe remuneration of payments for non-elected people.

### **Calculating Distribution of the Pool**

It has been suggested that some councils may prefer to approach the distribution of the pool through the use of "ratios" rather than dollar figures. For example, they may decide that a committee chair should be paid 1.5 times that of a councillor without additional responsibilities. In



order to facilitate either approach, the Authority has developed a calculation tool which is attached to this letter.

### **Auditing**

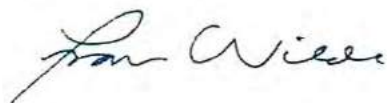
During our previous consultation some councils raised the issue of auditing the council decisions. It is the view of the Authority members that we should not be acting as auditors. Council auditors need to check that councils are following the rules prescribed by the Authority in its determinations. This applies across the board, including to expenses policies. Having said that, we will look at all the proposals that we receive for the distribution of the councillor remuneration pool. If a recommendation appears to be unbalanced or if we receive a direct request from an elected member, we will take a closer look, if necessary discussing the recommendations with the council concerned.

### **Other Issues**

1. In addition to the introduction of the new pay scale and the pool system, the Authority has also been looking at the issue of a potential childcare subsidy for elected members. We will shortly be sending you a consultation paper on this and would appreciate feedback from all councils. If any individual members wish to comment their feedback will also be welcome. A timeframe will be in the paper we send out. We would also welcome any comments on the current suite of allowances.
2. We are still completing the work on community boards. I particularly want to thank all those councils who have boards and who have sent us detailed information. This has been most helpful in giving us a picture of the diversity of board activities and responsibilities. We hope to get you more information about our decisions on boards shortly.

Thanks again for your cooperation on all these issues. We will be working with LGNZ and SOLGM to ensure that the change in our approach to remuneration is as seamless as possible for councils. Meanwhile, if you have any further queries please do not hesitate to get in touch.

Yours sincerely



Hon Dame Fran Wilde

**Chair**

### **Attachments:**

1. **PDF** showing your council's information which will be included in part 1 and part 2 of the 1 July 2019 Determination and shows the proposed full pool to be allocated effective from the day after the date on which the official result of the 2019 election of members for the council is declared.
2. **Excel workbook:** councillor remuneration allocation tool

## Appendix – Timetable for Amending Determinations

In order to expedite the issuing of the amending Determinations, the Authority will need to receive information from councils by specific dates. We need to check each council's proposals and then send the assembled list to the Parliamentary Council Office for inclusion into a formal Determination. If the information is not submitted on time it will not be included in the amending Determination and will have to wait for a further amendment which we anticipate will be in late January at the earliest. Any recommendations after that will be included in amending Determinations when we have a sufficient number in hand, but we cannot guarantee a date.

Our aim is to have the first amending Determination published by mid-December so councils can incorporate the new figures into their pre-Christmas payroll runs.

It is important to note that all amending Determinations related to the councillor pool will be backdated (as outlined above) so that the confirmed final level of base remuneration will take effect from the day after the date on which the official result of the 2019 election was declared by public notice and remuneration for positions of responsibility from the day after the council formally votes to confirm the recommendation.

### Timeframe for decisions on distribution of the pool for councillors

Action	By Whom	Date Due
Informal notification to councils of potential pool for implementation following 2019 election	Remuneration Authority	This letter
Informal discussion to familiarise elected members and staff with new regime	Councils	Up till October election
Incoming Councils formally decide remuneration attached to different roles within allocated pool and forward proposals to Remuneration Authority	Councils	Wednesday 20 November 2019 for first amending Determination and Wednesday 18 December 2019 for second amending Determination.
Second amending determination is published	Remuneration Authority	Early February

## Current 2018/19 Determination

effective from 1 July 2018

Chatham Islands Council	
Office	Annual Remuneration (\$)
Mayor	52,225
Deputy Mayor	21,843
Councillor and Member of Civil Defence Emergency Management Group (7)	16,350
Councillor	13,743

### Governance Costs from 1 July 2018 (\$)

Actual Costs (Deputy Mayor + Councillors)	136,293
Current RA Provision	137,430

## Proposed 2019/20 Determination Part 1

effective from 1 July 2019 up to and including the day that the official result of the 2019 election of members for the council is declared.

Chatham Islands Council	
Office	Annual Remuneration (\$)
Mayor	52,650
Deputy Mayor	22,376
Councillor and Member of Civil Defence Emergency Management Group (7)	16,749
Councillor	14,078

### Governance Costs from 1 July 2019 (\$)

Annualised Costs (Deputy Mayor + Councillors)	139,617
Annualised RA Provision	140,780

## Proposed 2019/20 Determination Part 2

effective from the day after the date on which the official result of the 2019 election of members for the council is declared.

Chatham Islands Council	
Office	Annual Remuneration (\$)
Mayor	53,500
Councillor Minimum Allowable Remuneration	13,374
<b>Pool to be allocated</b>	<b>147,488</b>

### Governance Costs effective from day after the official result is declared (\$)

Annualised Costs (Deputy Mayor + Councillors)	147,488
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Annualised RA provision = pool as specified above

Note the local authority must use their entire pool from the day after the official result of the 2019 general election of members is declared by public notice.



## 8. Government

### 8.3 Defence Force Activities on the Chatham Islands

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<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	8.3
<b>Author/s</b>	Chief Executive, Owen Pickles

#### Purpose

To outline to Council the proposed invitation to the New Zealand Defence Force.

#### Recommendations

1. **THAT Council write to the Hon Ron Mark, Minister of Defence, inviting the New Zealand Defence Forces to consider the Chatham Islands for future exercises.**

#### Background

Over many years the New Zealand Defence Forces have carried out exercises on the Chatham Islands. The most recent programmed was to have been held in 2010, but regrettably was overtaken by the Christchurch earthquakes.

We understand that there is a willingness to re-engage with the Chatham Islands community.

To reconnect, an invitation should be issued through Hon Ron Mark, Minister of Defence.

## 8. Government

### 8.4 LGNZ Zone 5 & 6 Meeting Held in Hanmer Springs 18-19 March 2019

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<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	8.4
<b>Author/s</b>	Chief Executive, Owen Pickles

#### Purpose

To update Council on the recent Zone 5 & 6 Meeting.

#### Recommendations

1. **THAT the report be received.**

#### Background

The LGNZ Zone 5 & 6 Meeting was attended by His Worship the Mayor, Councillor Croon and the Chief Executive.

A report will be provided at the meeting.

## 8. Government

### 8.5 LGNZ Rural and Provincial Sector Meeting – Wellington 7 & 8 March 2019

---

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	8.5
<b>Author/s</b>	Chief Executive, Owen Pickles

#### Purpose

To update Council on the recent Rural & Provincial Sector Meeting held in Wellington on 7 & 8 March 2019.

#### Recommendations

1. THAT the report be received.

#### Background

The LGNZ Rural & Provincial Sector Meeting was attended by Councillor Tuck and the Chief Executive.

A report will be provided at the meeting.



## 9. Chatham Islands

### 9.1 Chatham Islands Investment Strategy

---

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	9.1
<b>Author/s</b>	Chief Executive, Owen Pickles

#### **Purpose**

The Chatham Islands Investment Strategy reflects the vision Chatham Islanders have in their community and takes a well-being approach towards identifying investment priorities for the islands.

#### **Recommendations**

**That the Chatham Islands Investment Strategy be received.**

#### **Background**

Attached is the latest version of the Proposed Chatham Islands Investment Strategy. This strategy encapsulates most of what has been raised by the various local stakeholders.

If there is a concern it will be around the timeframes. Will there be opportunity to advance projects as opportunities arise or will we be locked into the strategy?

#### **Attachments**

1. Draft Chatham Islands Investment Strategy
2. List of key contacts

# Chatham Islands Investment Strategy

<b>Introduction.....</b>	<b>3</b>
Critical priorities not featured in the Strategy's outcomes framework .....	3
<b>The vision .....</b>	<b>3</b>
Our islands, our people, connecting locally and globally to be resilient, innovative and prosperous .....	3
<b>Outcomes framework and wellbeing statement .....</b>	<b>4</b>
Outcome 1: Resilient infrastructure.....	4
Focus areas .....	4
Chatham Islands Tuuta Airport runway extension .....	4
Telecommunications connectivity .....	4
Renewable energy .....	4
Actions and key partners .....	4
Outcomes delivered by 2023.....	5
Outcome 2: Environmentally sustainable .....	6
Focus areas .....	6
Improving water quality and water levels .....	6
Biosecurity.....	6
Predator Free Chathams 2050 .....	6
Protect and restore habitats.....	6
Actions and key partners .....	6
Outcomes delivered by 2023.....	6
Outcome 3: Economically prosperous .....	7
Focus areas .....	7
Brand Chatham Islands .....	7
Tourism / eco-tourism .....	7
Sustainable fisheries .....	7
Sustainable farming .....	7
Actions and key partners .....	7
Outcomes delivered by 2023 .....	7
Outcome 4: Socially connected, healthy and skilled.....	9
Focus areas .....	9
Reducing alcohol and drug harm .....	9
Drivers licensing system for Chatham Islanders.....	9
Education pathways and training .....	9
Working towards sustainable social services .....	9
Actions and key partners .....	9
Outcomes delivered by 2023 .....	9

Outcome 5: Culturally connected .....	10
Focus areas .....	10
Chatham Islands arts, culture and heritage .....	10
Sport and recreation .....	10
Building cultural capability .....	10
Actions and key partners .....	10
Outcomes delivered by 2023 .....	10
<b>Implementation and evaluation .....</b>	<b>11</b>
<b>Risks .....</b>	<b>12</b>
Funding .....	12
Governance / shared decision making .....	12
Adverse weather event or civil defence emergencies .....	12
Climate change .....	12
<b>Development of Strategy .....</b>	<b>13</b>
<b>Appendix A: Strategy on a page .....</b>	<b>14</b>



# Introduction

The Chatham Islands Investment Strategy (Strategy) **reflects the vision** Chatham Islanders have for their community and takes a wellbeing approach towards identifying investment priorities for the Islands.

It has **five outcome areas** which cover: infrastructure, environment, economic, social and cultural. The wellbeing approach recognises that success in each of the outcome areas will lead to success in the other outcome areas.

Each outcome area has a set of **focus areas** – these are priority investment areas identified by the community for the next four years. There are **three flagship projects** which have been prioritised as they are key drivers towards improving wellbeing. These are the airport runway extension, telecommunications connectivity and renewable energy.

## Critical priorities not featured in the Strategy's outcomes framework

The Strategy lists the most prioritised areas of focus, for each outcome area, that Chatham Islanders have identified as requiring coordinated efforts (whole of the Chatham Islands community, business and Government) to address them. Alongside the identified focus areas, it was felt that two other key priorities need to be highlighted by the Strategy as critically important to Chatham Islanders' wellbeing as well as a brief narrative on why they are not currently featured in the outcomes framework.

**Ensuring a sufficient quantity of quality houses are available on the islands** is of great importance to the Chatham Islands. It was decided, however, not to feature housing in the Strategy as there is some existing resource committed to housing initiatives which is being addressed by the Chatham Islands Housing Partnership Trust and key Government departments. It is likely that once the Airport runway is addressed, housing infrastructure will feature as an infrastructure focus area.

**Building resilience through civil defence and emergency management** is also of critical importance due to increasingly extreme weather events and the Chatham Islands' isolated location in the South Pacific ocean on the South American subduction zone. The Chatham Islands Council is responsible for leading the identification and reduction of significant hazards and risks through integrated and coordinated emergency management systems. The Chatham Islands Council is working with relevant Government departments to identify appropriate avenues for support.

## The vision

*Our islands, our people, connecting locally and globally to be resilient, innovative and prosperous*

# Outcomes framework and wellbeing statement

**Wellbeing statement:** All Chatham Islands people are resilient, sustainable, prosperous, and connected.

## Outcome 1: Resilient infrastructure

- *Fit-for-purpose infrastructure that supports economic growth and community wellbeing now and into the future*
- *Telecommunications connectivity is accessible, reliable and affordable*
- *Reduced reliance on diesel power*

### Focus areas

*Chatham Islands Tuuta Airport runway extension*  
*Telecommunications connectivity*  
*Renewable energy*

### Actions and key partners

High level actions	CHATHAM ISLANDS PARTNERS	GOVERNMENT PARTNERS
Secure funding to design and build the Chatham Islands Tuuta Airport runway extension (target date is by 30 June 2019).	Chatham Islands Airport Ltd (L) NMOWIT HMT CIC CIET Air Chathams	MBIE MOT DIA
Develop population map of Chatham and Pitt Islands to show current and projected growth of where our community live and work (target date is by 30 June 2019).	CIET (L) NMOWIT HMT CIC	MBIE
Secure feasibility funding (target date is July 2019) for:		
Telecommunications connectivity;	CIET (L) NMOWIT HMT CIC	MBIE Crown Infrastructure Partners DIA

Renewable energy.	CIET (L) NMOWIT HMT CIC	MBIE DIA MFE
Secure pilot funding (target date is January 2020) for:		
Telecommunications connectivity;	CIET (L) NMOWIT HMT CIC	MBIE Crown Infrastructure Partners DIA
Renewable energy.	CIET (L) NMOWIT HMT CIC	MBIE DIA MfE

\*(L) = Lead

### Outcomes delivered by 2023

- The Chatham Islands Tuuta Airport runway is extended and larger, safer jet aircraft are servicing the community.
- Reliable, affordable and technically current Telecommunications connectivity (fixed and mobile voice and data services) is available to all Islanders and visitors.
- Renewable energy has overtaken diesel generated electricity and the reticulated network is on track to be 100% renewable generated by 2030.



## Outcome 2: Environmentally sustainable

- The environment is managed with care and sustainably
- Chatham Islands air and water sources are the cleanest in the world

### Focus areas

*Improving water quality and water levels*

*Biosecurity*

*Predator Free Chathams 2050*

*Protect and restore habitats*

### Actions and key partners

High-level actions for completion by December 2020	CHATHAM ISLANDS PARTNERS	GOVERNMENT PARTNERS
1. Establish and/or recognise a specialist Chatham Islands entity for:		
1.1. Water health;	NMOWIT HMT CIC / ECAN	MFE DOC CRI
1.2. Predator Free Chathams 2050;	NMOWIT HMT CIC / ECAN CIET (Shipping, Ports and Airport)	DOC CRI
1.3. Habitat restoration and protection.	NMOWIT HMT CIC / ECAN	DOC CRI MPI
2. Continue efforts to prevent the introduction of Mycoplasma Bovis.	NMOWIT HMT CIC / ECAN CIET	ECAN (contactor of CIC) MPI DOC

### Outcomes delivered by 2023

- Predator Free Chathams 2050 in implementation phase.
- The health of the Chatham Islands natural environment is maintained and improved.

## Outcome 3: Economically prosperous

- *Brand Chatham Islands is recognised world-wide and holds a high value*
- *Economic opportunities are harnessed to their full potential*

### Focus areas

*Brand Chatham Islands*

*Tourism / eco-tourism*

*Sustainable fisheries*

*Sustainable farming*

### Actions and key partners

High-level actions for completion by December 2020	CHATHAM ISLANDS PARTNERS	GOVERNMENT PARTNERS
1. Establish and/or recognise a specialist Chatham Islands entity for:		
1.1. Brand Chathams;	Visitor Industry Group CIET NMOWIT HMT CIC COMMERCIAL SECTOR	TPK MBIE
1.2. Sustainable Fisheries;	CIQH (CIET) NMOWIT HMT CIC COMMERCIAL SECTOR RECREATIONAL USERS	MPI
1.3. Sustainable Farming.	NMOWIT HMT COMMERCIAL SECTOR	MPI CRI
2. Support Visitor Industry Group to build datasets, confirm a strategy and develop partnerships.	Visitor Industry Group CIET NMOWIT HMT CIC	TPK MBIE
3. Build a skilled and productive trade workforce.	CIET NMOWIT HMT CIC	MBIE
4. Explore ways to address the lack of mortgage and insurance options for Chatham Islands residents.	CIET NMOWIT HMT CIC	-

## Outcomes delivered by 2023

- Brand Chathams is established and visible at national and international levels.
- Chatham Islands designed strategies for brand Chathams, tourism, sustainable fisheries and sustainable farming are in place with action plans.

- Sustainable farming standards and best-practice guidelines are in place, well socialised and implemented by the Chatham Islands' farming sector.

DRAFT



## Outcome 4: Socially connected, healthy and skilled

Chatham Islands people care for others and are well cared for

Chatham Islands people live long, happy and lives

Chatham Islands people are safe and well connected

### Focus areas

*Reducing alcohol and drug harm*

*Drivers licensing system for Chatham Islanders*

*Education pathways and training*

*Working towards sustainable social services*

### Actions and key partners

High-level actions for completion by December 2020	CHATHAM ISLANDS PARTNERS	GOVERNMENT PARTNERS
1. Community leads initiatives to reduce drug and alcohol harm in partnership with Chatham Islands Police.	NMOWIT HMT CIC	NZ POLICE (CHATHAM IS.)
2. Work with Ministry of Education to identify tailored Chatham Islands education, transition and training initiatives.	NMOWIT HMT CIC	EDUCATION TPK
3. Identify training support, with a focus on youth, for:		
3.1. trades;	NMOWIT HMT CIC CIET	EDUCATION
3.2. financial literacy;	NMOWIT HMT CIC CIET	EDUCATION
3.3. governance.	NMOWIT HMT CIC CIET	TPK
4. Reduce barriers for Chatham Islands residents' drivers licensing.	CIC	NZTA, DIA, NZ POLICE

### Outcomes delivered by 2023

- Chatham Islands led alcohol and drug harm prevention strategy and action plan in place.
- Chatham Islands primary school children are transitioned well to secondary schools.
- More Chatham Islands residents with increased skills in financial literacy and governance.

## Outcome 5: Culturally connected

- *Chatham Islands people are proud and participate together in community events and gatherings*
- *Moriori and Māori culture and heritage is understood, well respected and enhanced*
- *The diverse and unique history of the Chatham Islands is celebrated*

### Focus areas

*Chatham Islands arts, culture and heritage*

*Sport and recreation*

*Building cultural capability*

### Actions and key partners

High-level actions for completion by December 2020	CHATHAM ISLANDS PARTNERS	GOVERNMENT PARTNERS
1. Identify the Chatham Islands' arts, culture and heritage aspirations and approach funders for support.	NMOWIT HMT CIC CIET	MCH DIA (ARCHIVES NZ, NATIONAL LIBRARY)
2. Identify sports and recreation funding needs and approach funders for support.	NMOWIT HMT CIC CIET	ACC HEALTH PROMOTION AGENCY
3. Identify and/or develop a tailored cultural capability programme appropriate for the unique Chatham Islands history and deliver to key organisations.	NMOWIT HMT Museum Group	TPK EDUCATION DIA (ARCHIVES NZ, NATIONAL LIBRARY)

### Outcomes delivered by 2023

- Whole-of-Chatham-Islands' arts, culture and heritage aspirations are clarified and supported.
- Strengthened connectedness amongst Chatham Islands' sports and recreation participants and their supporters.
- A tailored Chatham Islands cultural capability building programme (or programmes) unique to the Chatham Islands' history.

## Implementation and evaluation

A number of government departments, statutory entities and other organisations attend the Chatham Islands Stakeholders Forum (the Forum) held biennially on Chatham Island. The Forum was initially set up by the New Zealand Police to respond to drug and alcohol issues on the island. Its remit, however, has grown to allow engagement on a broad array of economic, environmental, social and cultural topics, and to respond to issues in a collaborative and holistic manner.

The Forum is an appropriate vehicle for monitoring implementation of the Strategy, and ensuring that it is embedded into the work of government agencies and community groups. The Strategy will be a standing agenda item at the Forum, this will give stakeholders the opportunity to discuss progress on the focus areas and add any additional agreed focus areas.

The Strategy is intended to be a 'living' document which is able to be adjusted as actions are achieved and the Chatham Islands' priorities change. As the Forum's secretariat the Department of Internal Affairs (**the Department**) will monitor and update the Strategy as needed.



# Risks

Challenge/Opportunity	Status	Risk	Mitigation
<b>Funding</b>	■	<p>An inability to secure funding for the three flagship projects will affect delivery on the resilient infrastructure outcome and impact flow on benefits for the other four outcome areas.</p> <p>Chatham Islands Council is a key partner to most of the actions identified in the Strategy. The Council faces funding challenges stemming from a low rate payer base. Progress on the Strategy may be delayed should the Council be unable to assign resources to the identified actions due to a lack of funds.</p>	The Department will support community and Chatham Islands Council funding applications where possible. Should additional funding be unable to be procured the focus will need to shift, towards initiatives in the Strategy that are not so reliant on external funding, until additional funding can be secured.
<b>Governance / shared decision making</b>	■	Leadership and personnel changes of key partners to identified actions could affect delivery on the Strategy's focus areas.	As the Secretariat to the Forum, the Department will maintain the institutional knowledge and records of the Strategy's development. The Department will assist partners where it can, should personnel change.
<b>Adverse weather event or civil defence emergencies</b>	■	Should an adverse weather event or civil defence emergency occur on the Chatham Islands this would pull resources away from progressing the Strategy's actions.	Should an emergency event occur, the priority of the Government and the Chatham Islands partners will be the health and safety of Chatham Islanders and recovery from the event. The Strategy's initial timeframe is four years, should the focus need to shift in the case of an emergency event actions will be put on hold and picked up again when possible.
<b>Climate change</b>	■	The effects of climate change may bring additional challenges that are not envisioned by this Strategy.	Focus areas may change as a result of the effects of climate change, the Forum will be the appropriate place for these effects to be discussed and any changes to the Strategy agreed.

Key: ■ High risk

■ Medium risk

# Development of Strategy

The Strategy's development commenced with a workshop facilitated by the Department on Chatham Island in September 2017. The workshop included a 'word cloud' exercise to assist with formulating a draft vision. The draft vision was further refined over a number of successive months.

At the workshop, participants brainstormed a long list of what they felt were important areas of investment for the community. This long list was then themed and filtered to become the Strategy's five outcome areas and accompanying wellbeing statement.

The Strategy's development required strong leadership from the four key Chatham Islands representative entities: Ngāti Mutunga o Wharekauri Iwi Trust, Hokotehi Moriori Trust, Chatham Islands Council and Chatham Islands Enterprise Trust (**the representative entities**). A wide range of government departments, crown entities and non-government organisations were also engaged during the development process at various stages.

Strategy content was finalised through a number of workshops and meetings (which took place on Chatham Island, in Wellington and in Christchurch), teleconferences and email correspondence.

The Strategy builds on previous research reports and findings including:

- *Wharekauri, Rēkohu, Chatham Islands Health and Social Needs* (January 2014) prepared by Litmus for the Ministry of Health;
- *Enabling a sustainable economy* (November 2017) prepared by MartinJenkins for the Chatham Islands Council;
- *Chatham Islands Economic Profile* (July 2017) prepared by MartinJenkins for the Chatham Islands Council.

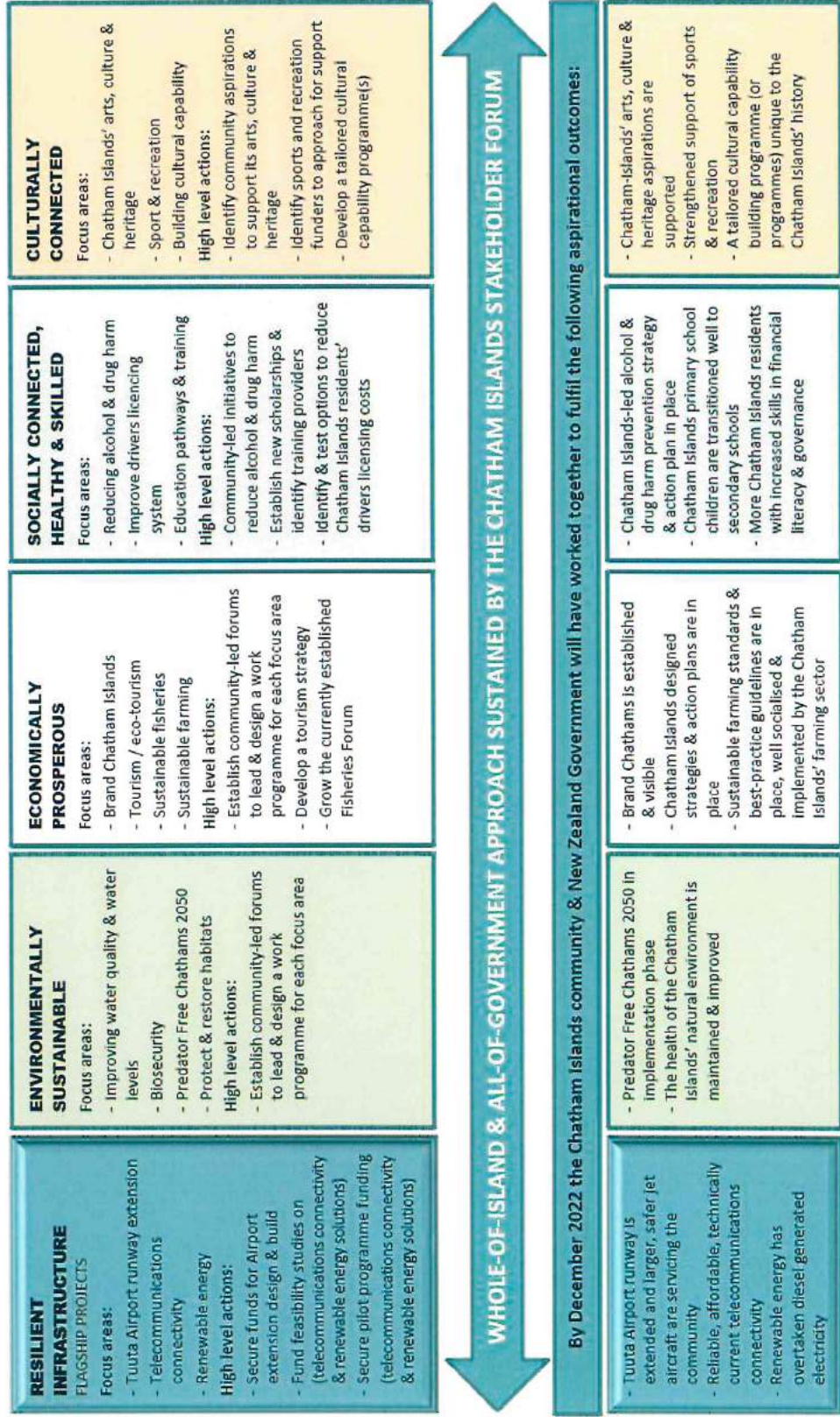


# Appendix A: Strategy on a page

2018–22

**VISION:** Our islands, our people connecting locally & globally to be resilient, innovative & prosperous

**WELLBEING STATEMENT:** Chatham Islands people are resilient, sustainable, prosperous & connected





## Chatham Islands investment strategy: list of key contacts

Agency	Contact
DIA	Richard Hardie
Chatham Islands Airport Ltd	
Chatham Island Ports Ltd	
Chatham Islands Electricity Ltd	
NMOWIT	
HMT	
CIC	
CIET	
Air Chathams	
MBIE	
MOT	
Crown Infrastructure Partners	
MFE	
ECAN	
DOC	
MPI	
CRI	
TPK	
NZ Police	
MoE	
NZTA	
MCH	
ACC	
HPA	

## 9. Chatham Islands

### 9.2 Proposal to Develop an Age-Friendly Strategy

<b>Date of meeting</b>	4 April 2019
<b>Agenda item number</b>	9.2
<b>Author/s</b>	Orrin Kapua, Community Development Officer

#### Purpose

The purpose of this report is to ask Council to support initial investigations to develop an Age-Friendly Strategy for the Chatham Islands.

#### Recommendations:

**THAT the Council:**

1. **Receives the report 'Proposal to develop an Age-Friendly Strategy'.**
2. **Agrees the Community Development Officer will work with key community stakeholders to investigate the development of an Age-friendly Strategy for the Chatham Islands.**
3. **Notes that the Community Development Officer will report back to Council with a draft Age-Friendly Strategy for consideration.**

#### Background

The Community Connects grant fund is an initiative from the Office for Seniors administered by Ministry of Social Development. They offer one-off grants of up to \$15,000 per year from an annual budget of \$100,000 and there are up to two grant rounds each financial year in April and September.

The grant assists councils and communities to plan or to implement Age-Friendly communities in accordance with the *'World Health Organisations global age friendly cities: A guide'*.

The fund targets projects that promote the inclusion and contribution of older people in community life, and support their community to prepare for an ageing population. I believe the development of a Strategy can be completed within my current capacity and consideration of grant funding can be done once projects have been identified in the strategy.

#### Who can apply?

Councils, community organisations, and registered non-profit organisations can apply for a community connect grant.

## **Eligible projects**

Funding can be for either:

- a) Development of an Age-Friendly Communities Plan/ Strategy; or
- b) Implementation of an Age-Friendly Community Project.

In order for us to be able to be successful with any future funding to implement an Age-Friendly Community Project, Council will need to have an Age-Friendly Communities Plan / Strategy in place first.

## **Developing an Age-Friendly Strategy for the Chatham Islands**

I propose the initial investigations work will include:

- Setting up a steering committee
- Working in partnership with local stakeholders to find out what the needs of the community are i.e. Hospital , Ha O Te Ora, Ngati Mutunga O Wharekauri Iwi Trust and Hokotehi Moriori Trust
- Prepare a Draft Strategy document for Council to consider.

As mentioned I believe this piece of development work can be achieved without the need for additional funding, however, once initial investigations have been completed we will be able to scope the cost to implement projects that will fall out of the strategy.

## **What's happened so far**

I have had several meetings with the Ha O Te Ora General Manager where a high percentage of their work is walking alongside kaumatua, and they were able to identify gaps in current services for the elderly and their whanau. With an Age-Friendly Strategy in place it will open opportunities that are not currently being met with funding for the community.

## **What have other Councils done?**

Examples of successful applications include:

- Nelson City Council to investigate the particular experiences and challenges of ageing from the perspective of five different groups in Nelson: Māori, Pasifika, refugees, older migrants and LGBTI, to inform the development of the wider Nelson Age-Friendly Strategy
- Taupō District Council to develop an Age-friendly Communities Strategy to support the ageing population in Taupō districts
- Enliven Woburn – Lower Hutt (Presbyterian Support) to run a pilot volunteer buddy programme to support older people with dementia (and their carers)