



chatham islands council

AGENDA | 2018



*Ake Ake—Hakapiri
Hapupu, Chatham Islands*

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, 1 November 2018**, 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 1 November 2018

- 2. Democracy**
 - 2.1 Minutes from Ordinary Meeting 9 August 2018 (D 2.1d) P 5-10
 - 2.2 Review of Representation Arrangements (D 2.1d) P 11-12
 - 2.3 CIC Meeting Schedule 2019 (D 2.1a) P 13-14

- 3. Finance**
 - 3.1 Council Dues Report as at 19 October 2018 (F 3.5a) P 15-16
 - 3.2 2017-2018 Public Satisfaction Survey of Chatham Islands Council Services (F 3.13a) P 17-32

- 4. Works & Services**
 - 4.1 Fulton Hogan Road Maintenance Contract Monthly Report September 2018 (WS 4.1b1) P 33-42
 - 4.2 Fulton Hogan Water & Wastewater Contract Monthly Report September 2018 (WS 4.1b1) P 43-59
 - 4.3 Report on Compliance with Drinking Water Standards (WS 4.3a) P 60-66
 - 4.4 Engineers Report September 2018 (WS 4.1a1) P 67-80

- 5. Community Services**
 - 5.1 Proposed Council / CIET Office and Museum (CS 5.4b) P 81-83
 - 5.2 Arts, Culture and Heritage Grant (Museum Fund) (CS 5.5d) P 84-86
 - 5.3 Pitt Island Shed (CS 5.4c) P 87-89
 - 5.4 Creative Communities Report (CS 5.3a) P 90-93

- 6. Regulatory**
 - 6.1 Update from Environment Canterbury (R 6.1f1b) P 94-98
 - 6.2 ECan Quarterly Report – October 2018 (R 6.1f1b) P 99-109
 - 6.3 Chatham Islands Control of Alcohol in Public Places Bylaw 2018 (R 6.11a1) P 110-112
 - 6.4 Dog Control Reports 30 June 2018 (R 6.6a) P 113-117
 - 6.5 Dog Registrations (R 6.6a) P 118
 - 6.6 Chatham Islands District Licensing Committee Annual Report for the Period Ending 30 June 2018 (R 6.2f) P 119-121

- 7. Emergency Management**
 - 7.1 Letter from Hon Kris Faafoi (EM 7.1b5) P 122-123

In Camera Agenda

P 124-134

COUNCIL MEETING AGENDA

NOVEMBER 2018

2. DEMOCRACY

2.1 Minutes from Ordinary Meeting 20 September 2018

(D 2.1d)

See attached Minutes.

RECOMMENDATION
THAT the Minutes be received.

CHATHAM ISLANDS COUNCIL

**Minutes of the Ordinary Meeting of the Chatham Islands Council,
held in the Council Chambers, Tuku Road, Waitangi,
on Thursday, 20 September 2018, commencing at 1.30pm**

Present: His Worship the Mayor, AWM Preece
Deputy Mayor J I Clarke
Councillors M Croon, S Joyce, J Seymour, NC Ryan and
KL Day.
Councillor EC Tuck joined the meeting via teleconference.

Management & Officers: Chief Executive Officer, Owen Pickles
Council Secretary, Jo Clark

In Attendance: ECan Biodiversity Officer, Keri Moir
Fulton Hogan Maintenance Manager, Bill Lind

Apologies: Apologies were received from Councillors E Chisholm

RESOLVED:
THAT the apologies be received.

NC Ryan / RS Joyce
CARRIED

2. Democracy

2.1 Ordinary Meeting, 9 August 2018

RESOLVED:
THAT the Minutes of the Ordinary Meeting of the Chatham Islands Council, held on Thursday 9 August 2018, be confirmed and adopted as a true and correct record.

RS Joyce / NC Ryan
CARRIED

3. Finance

3.1 Late Item - Council Dues Report as at 20 September 2018

RESOLVED
THAT the Late Item "Council Dues Report as at 20 September 2018" be considered as a Late Item.

NC Ryan / JI Clarke
CARRIED

RESOLVED:
THAT the report be received.

JI Clarke / J Seymour
CARRIED

Chatham Islands Shipping were still to produce manifests for May, June and July 2018. May and June 2018 had been paid but were subject to reconciliation against manifests once received. Air Chathams had supplied their manifests, but had not been invoiced for July and August 2018.

4. Works & Services

4.1 Fulton Hogan Road Maintenance Contract Monthly Report August 2018

Mr Bill Lind advised the whole of the Port Hutt Road had been strengthened over the last 10 years.

RESOLVED:

THAT the report be received.

**M Croon / KL Day
CARRIED**

4.2 Fulton Hogan Water & Wastewater Contract Monthly Report for August 2018

Mr Lind advised there had been E.coli detected at Kaingaroa which could have been a collection error. Three consecutive tests showing a negative result was required before the 'Boil Water' notice could be removed.

Hotel Chathams had been investigating a water leak under the building which supplied the bar area. If the leak could not be found, Fulton Hogan would shut the water off to the bar area. Water to the kitchen area was supplied via another pipe.

RESOLVED:

THAT the report be received.

**JI Clarke / EC Tuck
CARRIED**

4.3 Kaingaroa Wharf

Included in the agenda was a letter which had been sent to all interested parties and users of the Kaingaroa wharf asking for, in principal, a contribution towards upgrading the wharf to a safe level. Only one response had been received, which was supportive in principal.

His Worship the Mayor said it was important that the Council receive industry support and participation which had been promised, before proceeding any further.

A follow-up letter had been sent to each stakeholder asking for a response.

RESOLVED:

THAT the Council continue to co-ordinate this project.

**NC Ryan /KL Day
CARRIED**

4.4 2018 Roading Infrastructure Asset Valuation

Attached to the agenda was the latest valuation report prepared by Stantec, covering the Council's roading asset. For accounting purposes this was required to be updated every 5 years.

Depreciation over the 5 years sat at \$51%. The Chief Executive advised it was not unusual to be over 50% over 5 years. The depreciation cost had not increased greatly which was what affected the accounts.

RESOLVED:

THAT the report be received.

**KL Day / M Croon
CARRIED**

4.5 Late Item – CCTV Cameras in Public Places

RESOLVED:

THAT the Late Item “CCTV Cameras in Public Places” be considered as a Late Item.

**NC Ryan / J Seymour
CARRIED**

A letter had been received from the Chatham Islands Police requesting the Council install two CCTV cameras at the intersection of Owenga-Waitangi Wharf Road and Tuku Road. A rough cost which included a vandal proof box was \$6,000. The Chief Executive advised the cost should be supported by NZTA.

RESOLVED:

THAT the request be approved subject to NZTA support.

**NC Ryan / RS Joyce
CARRIED**

6. Regulatory

6.1 Update from Environment Canterbury

The Chief Executive advised concern had been raised from the community about the lack of performance by ECan in the Biosecurity / RMA area to protect the environment. That was not the view of the Council. Staff at the meeting made a commitment that their activities would be well documented on the website, so that going forward the information could be easily found.

Biosecurity Officer Keri Moir had undertaken routine checks around the wharf with Moki, who had found a dead rat. Keri advised there was a ‘blitz’ coming up on Great Mercury Island where dog handler’s would not only focus on rats, but also Argentine Ants and Plague Skinks. Permission had been granted for Keri and Moki to attend to give them varied training.

Keri advised there had been dirty cargo on the last two boats from Timaru. Cargo should be delivered clean to the depot; otherwise it should not be accepted. This practice had been working well in Napier where all vehicles were inspected prior to being accepted.

RESOLVED:

THAT a letter be written to Chatham Islands Shipping Ltd explaining the biosecurity requirements of the Chatham Islands.

**JI Clarke / NC Ryan
CARRIED**

The Chief Executive advised Environment Canterbury had been supporting swan shoots by providing ammunition. Cr Day inquired about documentation around the culling of swans and Canadian Geese. Cr Croon noted that Environment Canterbury report annually on cull totals for Swans and Canadian Geese.

Biodiversity Officers Keri Moir and Robin Seymour presently have no authority and needed to become Warranted Officers.

RESOLVED:

THAT the Activity Report be received.

**KL Day / NC Ryan
CARRIED**

6.2 Allocation of Gorse Free Fund

Councillors had met on Monday 3 September 2018 to consider the distribution of the Gorse Free Funds.

Environment Canterbury Biodiversity Officer Keri Moir advised over \$50,000 of chemical had been ordered, to be spread over the 22 applications which had been received.

RESOLVED:

THAT Council approves the schedule of grants for distribution.

**RS Joyce / J Seymour
CARRIED**

6.3 Late Item – Application for Subdivision Consent – Waitangi Wharf – Owenga Road, Chatham Islands

Cr Jason Seymour declared an interest.

RESOLVED:

THAT the Late Item “Application for Subdivision Consent – Waitangi Wharf-Owenga Road, Chatham Islands” be considered as a Late Item.

**M Croon / EC Tuck
CARRIED**

An application for Subdivision Consent had been received from Phillip Seymour and Lois Seymour relating to Pt Section 1 SO 35496 WN53B/470 Waitangi Wharf-Owenga Road, Chatham Islands.

A report to the Chatham Islands Council had been prepared by Paul Whyte from Beca.

RESOLVED:

THAT the Chatham Islands Council approves the application for Subdivision Consent by Phillip Seymour and Lois Seymour relating to Pt Section 1 SO 35496 WN53B/470 Waitangi Wharf-Owenga Road, Chatham Islands.

**NC Ryan / RS Joyce
CARRIED**

8. Government

8.1 Waitangi Day Celebrations

Attached to the agenda was a letter from Rt Hon Jacinda Ardern, Minister of Arts, Culture and Heritage, announcing the renewal of the 'Commemorating Waitangi Day Fund'.

Over recent years Chatham Community Focus Trust had organised the Chatham events and a copy of the letter had been forwarded to them.

RESOLVED:

THAT the letter be received.

**EC Tuck / M Croon
CARRIED**

Meeting Closure

After consideration of the In-camera Agenda, and there being no further business, the meeting was declared closed at 2.41pm.

CONFIRMED THIS 1st DAY OF NOVEMBER 2018

MAYOR

COUNCIL MEETING AGENDA

NOVEMBER 2018

2. DEMOCRACY

2.2 Review of Representation Arrangements

(D 2.1d)

See attached report.

RECOMMENDATION

- 1. THAT the Council be a Mayor plus eight (8) Councillors**
- 2. THAT the Council be elected at large**
- 3. THAT there is no need or demand for community boards**
- 4. THAT there is no need or demand for Maori wards**
- 5. THAT the Voting System will continue to be First Past the Post (FPP)**

Review of Representation Arrangements and Basis for Elections of the Chatham Islands Council

Date of meeting	1 November 2018
Agenda item number	2.2
Author/s	Deborah Goomes

Purpose

In accordance with the Local Electoral Amendment Act 2002 the Chatham Islands Council is required to review its representation arrangements.

At its Ordinary Monthly Meeting held 9 August 2018 the Council agreed to stay with the status quo and resolved that the Representation Arrangements be approved for public consultation.

Submissions closed on Monday 24 September 2018. No submissions were received.

After taking in to account the isolation of the Chatham Islands community and its small population, Council recommends the following:

Recommendations

1. **THAT the Council be a Mayor plus eight (8) Councillors**
2. **THAT the Council be elected at large**
3. **THAT there is no need or demand for community boards**
4. **THAT there is no need or demand for Maori wards**
5. **THAT the Voting System will continue to be First Past the Post (FPP)**

Key points

Reasons for these resolutions:

- a. It is Council's view that nine (9) elected members (Mayor and 8 Councillors) provide a good cross section of community representation and allows for a larger quorum to cover for absentees.
- b. The community is too small to be split in to wards for representation purposes.
- c. There are no communities of interest large enough to warrant the establishment of a community board

COUNCIL MEETING AGENDA

NOVEMBER 2018

2. DEMOCRACY

2.3 Chatham Islands Council Meeting Schedule 2019

(D 2.1a)

See attached report.

RECOMMENDATION

THAT the Meeting Schedule for 2019 be adopted.

Chatham Islands Council Meeting Schedule 2019

Date of meeting	1 November 2018
Agenda item number	2.3
Author/s	Jo Clark

Purpose

The following dates have been proposed for the Council Meeting Schedule for 2019.

STEERING GROUP	AGENDA CLOSES	COUNCIL MEETING
8 February	13 February	21 February
22 March	27 March	4 April
3 May	8 May	16 May
14 June	19 June	27 June
26 July	31 July	8 August
6 September	11 September	19 September
	<i>Statutory Meeting</i>	<i>TBA</i>
25 October	29 October	7 November
6 December	11 December	19 December

All Council meetings commence at 1.30pm

Recommendations

THAT the Meeting Schedule 2019 be adopted.

COUNCIL MEETING AGENDA

NOVEMBER 2018

3. FINANCE

3.1 Council Dues Report as at 19 October 2018

(F 3.5a)

See attached Report

RECOMMENDATION
THAT the Report be received.

Council Dues Report

Date of meeting	1 November 2018
Agenda item number	3.1
Author/s	Colette Peni

Purpose

Report to Chatham Islands Council on current Council Dues as at 19 October 2018

Recommendations

THAT the Chatham Islands Council receive the report.

Key points

- Air Chathams
 - Manifest Outstanding – None
 - September 2018 Council Dues still to be invoiced
- Chatham Island Shipping Ltd
 - Manifest Outstanding – September 2018

Background

CARRIER	MONTH	AMOUNT	DESCRIPTION
Chatham Island Shipping	September 2018	Unknown	September 2018 Council Dues Owing
Air Chathams	August 2018	\$7,401.67	August 2018 Council Dues Owing
Air Chathams	September 2018	\$11154.28	September 2018 Council Dues Owing

COUNCIL MEETING AGENDA

NOVEMBER 2018

3. FINANCE

- 3.2 2017-2018 Public Satisfaction Survey of Chatham Islands Council Services (F 3.13a)

Attached is the report from Avalon Marketing covering the 2017-2018 Public Satisfaction Survey.

RECOMMENDATION
THAT the report be received.

2017-2018 Public Satisfaction Survey of Chatham Island Council Services



chatham islands council

Avalon Marketing

September 2018

AVALON
Marketing « Website Design

Avalon Marketing and Website Design Ltd. is proud to have supported the Chatham Islands Council for twelve years. Throughout that time I have conducted the annual “Public Satisfaction Survey of Services”, amongst other projects, drawing upon my understanding of council operations and life in the Chatham Islands.

Avalon Marketing was formed on Pitt Island and those early days are reflected in my values. I pride myself on my commitment to work with my clients in order to understand and refine their needs and satisfy real requirements. I offer full confidentiality in all my assignments across marketing tasks and website design.

My work is based upon sound statistical and data analysis, supported by questioning and cognitive psychology techniques developed during a Master in Business Administration and PhD programme.

I look forward to continuing to work with the Chatham Islands Community to deliver independent and reliable marketing support and developing further assignments as needed.

Karen Knightbridge
Karen@avalonmarketing.co.nz

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1. Method

2. Results

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2.3 Water

2.4 Community Services

2.5 Library Services

2.6 Dog and Animal Control

2.7 Civil Defence

2.8 General Comments

3. Conclusions and Recommendations

4. Appendices:

Appendix A	2017-18 Public Satisfaction Survey Form
Appendix B	Page of Draw Coupons
Appendix C	Competition Winners
Appendix D	Chatham Islander Articles

1. Method

A questionnaire was developed based on the public satisfaction targets identified in the Chatham Islands Council Long-Term Plan 2015-2025. (The questionnaire is attached at Appendix A).

422 surveys were sent in July 2018. To encourage participation, each respondent was given the opportunity to enter a draw to win one of five \$100 petrol or diesel vouchers (Appendix B). Because the surveys were anonymous, participants who wished to be entered into the draw were given a separate form to complete, which was returned to the Council Offices along with the completed survey form. Following suggestions from the community, returns were sent unopened to Avalon Marketing and Website Design to ensure the confidentiality of the participants who took the opportunity to enter the draw.

The survey responses were given a unique identification number by the researcher, entered into an Excel spreadsheet, the data entry checked, and analysed. Some forms did not have questions completed and these have been entered as “no opinion.” If two responses were given to a question, one positive and one negative, a return of “no opinion” was entered. If a respondent marked a form “very satisfied” and “satisfied” a return of “satisfied” was entered. If a respondent marked a form “very dissatisfied” and “dissatisfied” a return of “dissatisfied” was entered. If the respondent indicated that s/he was not connected to the Waitangi water supply but indicated a level of satisfaction, this was marked as “no opinion” as they do not have daily experience of the water supply.

2. Results

A total of 131 surveys were returned, which is a response rate of 31%. It also represents 21% of the Chatham Islands' total population (NZ Census estimates that the usually resident population of the Chatham Islands at June 2016 was 610.) The draw coupons were folded twice and placed in an envelope. The draw was conducted by a local Justice of the Peace for the Wairarapa (the researcher's local area) on 7th September 2018 and the winners of the five vouchers will be notified by the Council.

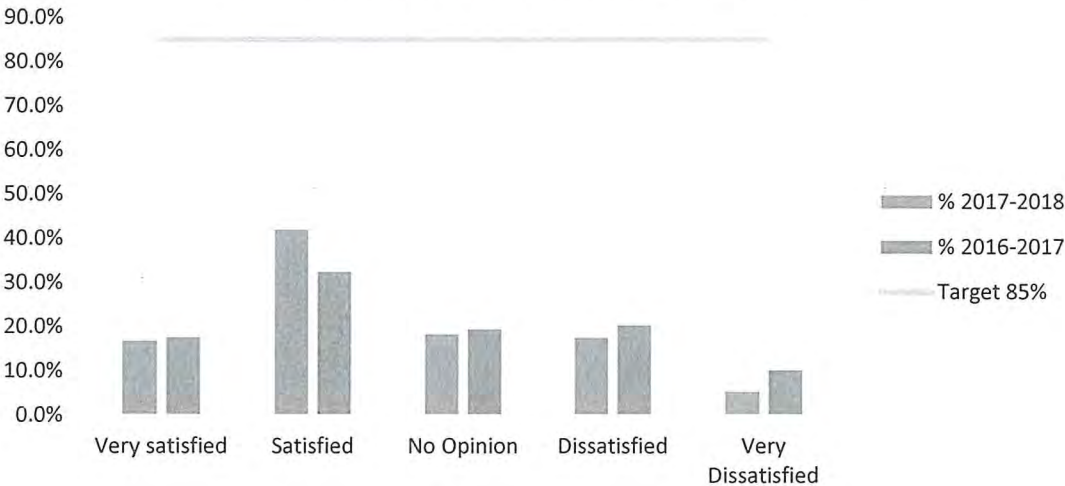
This section will disclose the results for each question, compare actual performance against the targets in the Chatham Islands Council Long-Term Plan 2015-25 and compare them with performance in 2016-17. In addition, any comments made by participants will be discussed. These comments, where applicable, are included in the appropriate section of the analysis. The more general comments are included at the end of the survey results. Numbers have been rounded to the nearest whole number.

2.1 Democracy

Survey Question: How confident are you that Council decisions are made in the best interests of the community?

Overall, 59% of respondents were satisfied or very satisfied (an increase of 9% on last year), 23% dissatisfied or very dissatisfied (a decrease of 8% on last year) and 18% had no opinion. This year’s satisfaction result is significantly lower than the 85% target.

Table 1: Satisfaction with Representation



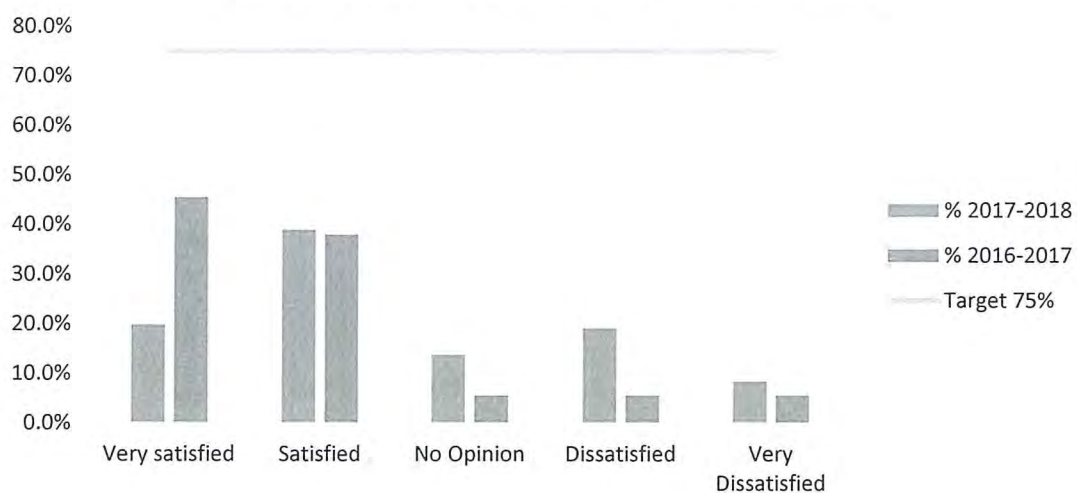
Ten people made comments about Council staff and the Councillors. Three people made negative comments about the state of the Council Building. A number of negative comments were made about individual staff members and Councillors.

2.2 Roading

Survey Question: How satisfied are you with the chip-sealed road network?

Overall, 59% of respondents were satisfied or very satisfied (a decrease of 24% on last year), 27% dissatisfied or very dissatisfied (an increase of 16% on last year) and 14% had no opinion. The level of satisfaction is below the 75% target.

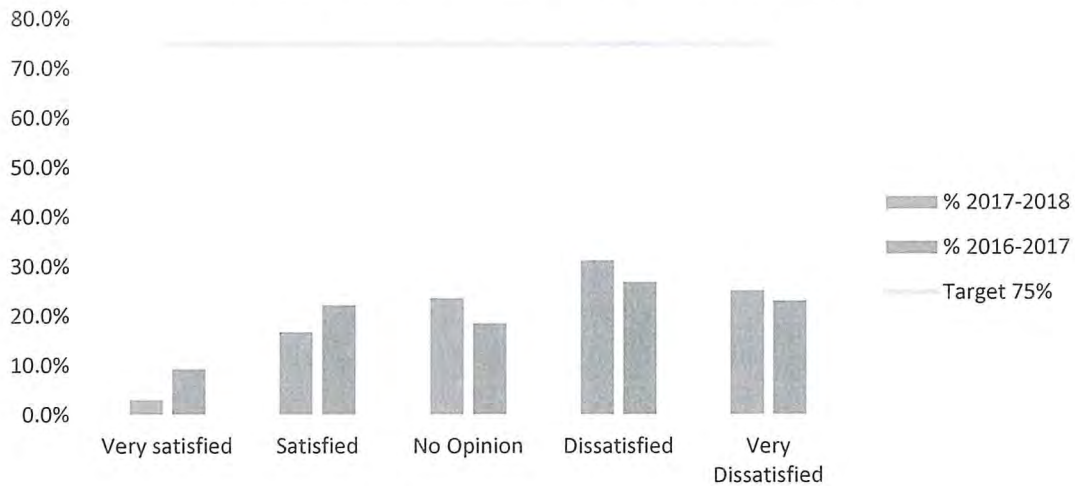
Table 2: Satisfaction with chip sealed roads



Survey Question: How satisfied are you with the unsealed road network?

Overall, 20% of respondents were satisfied or very satisfied (a decrease of 11% on last year), 56% dissatisfied or very dissatisfied (an increase of 6% on last year) and 24% had no opinion. The level of satisfaction is significantly below the 75% target.

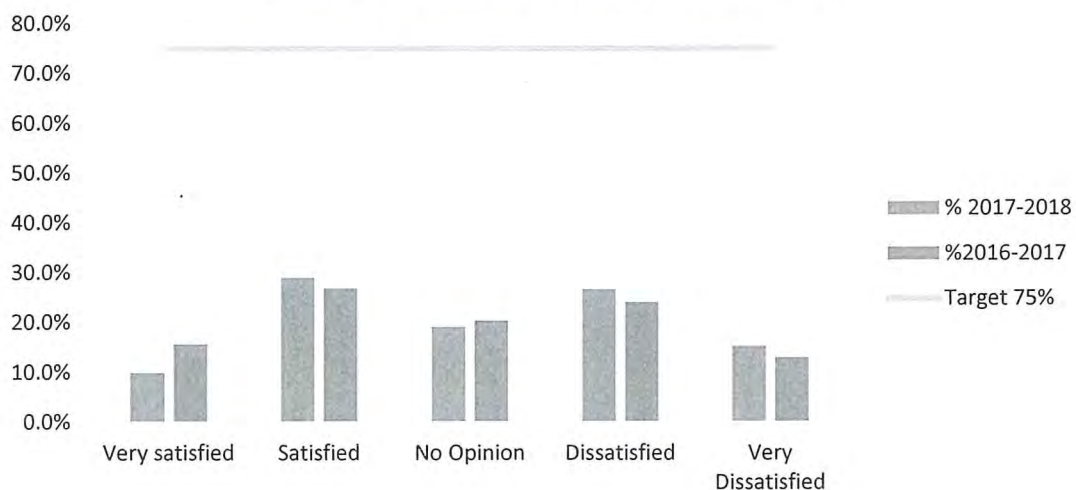
Table 3: Satisfaction with unsealed road



Survey Question: How satisfied are you with the safety of the roading network?

Overall, 39% of respondents were satisfied or very satisfied (a decrease of 4% on last year), 42% dissatisfied or very dissatisfied (an increase of 5% on last year) and 20% had no opinion. The level of satisfaction is significantly below the 75% target. It is important to note that this survey was conducted in August, towards the end of winter, when the roads tend to be at their worst.

Table 4: Satisfaction with Road Safety



31 people made comments about roading; four recognised some improvement. Comments from just under a third of respondents complained about potholes and dogs and stock on the roads.

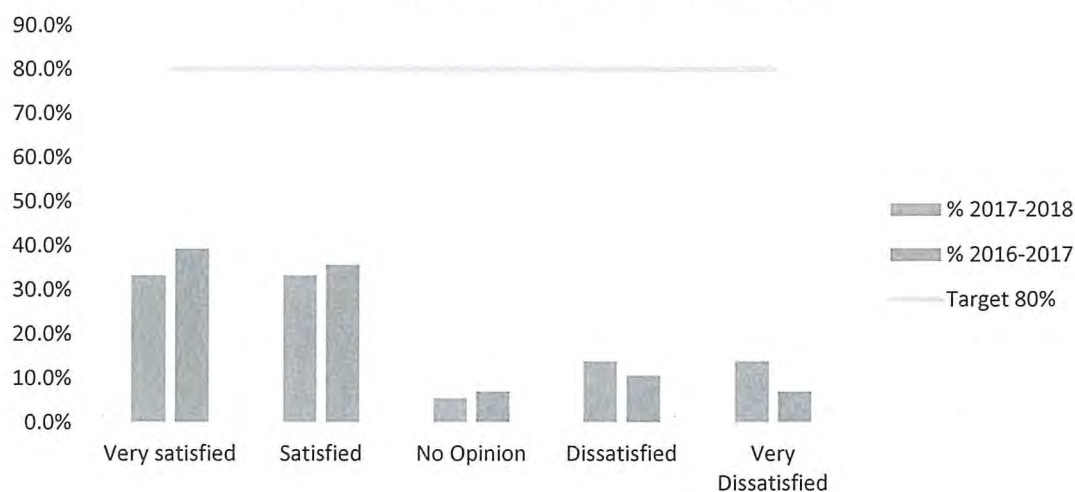
2.3 Water

Survey Question: Are you connected to the Waitangi/Kaingaroa water supply? If so, how satisfied are you with the Water Supply?

Respondents were asked whether or not they were connected to the Waitangi/Kaingaroa water supply and if so, were asked to express their level of satisfaction with it.

27% of respondents (36 in all) were connected to the Waitangi/Kaingaroa water supply. Of these, 67% were very either very satisfied or satisfied (a decrease of 8% on last year) and 28% were dissatisfied or very dissatisfied (an increase of 10% on last year). The level of satisfaction is below the 80% target.

Table 5: Satisfaction with water supply



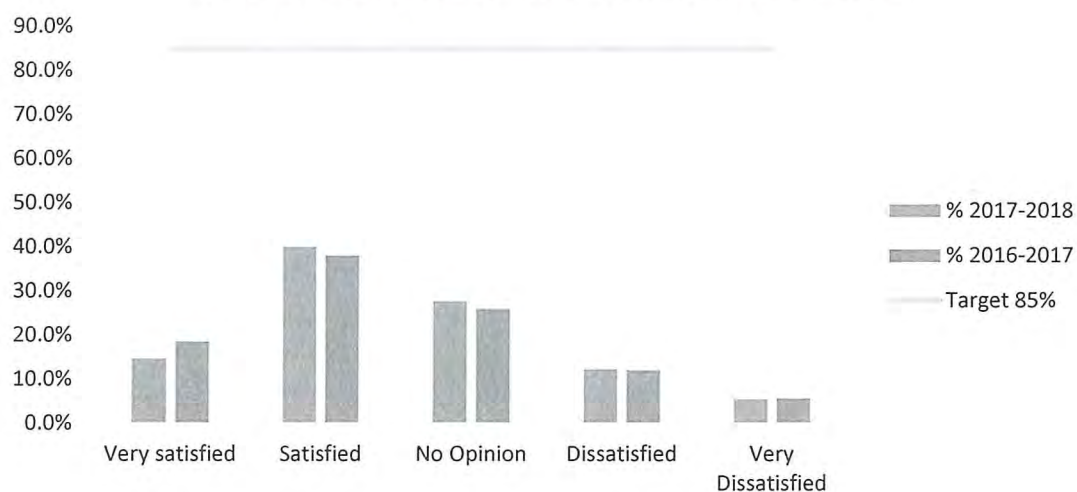
Nine comments were made on the water supply with two people noting the water supply tastes unpleasant and that there are supply issues in summer.

2.4 Community Services

Survey Question: How satisfied are you with Community Services?

Overall, 55% of respondents were satisfied or very satisfied (a decrease of 1% on last year), 18% dissatisfied or very dissatisfied (no change from last year) and 28% had no opinion. The level of satisfaction is below the target of 85%.

Table 6: Satisfaction with Community Services



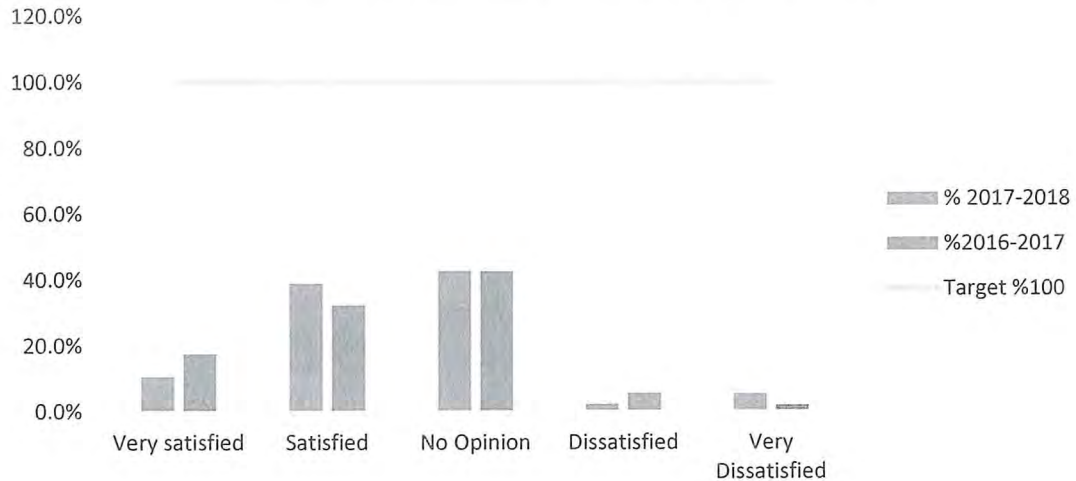
2.5 Library Services

Survey Question: How satisfied are you with the existing library service?

Overall, 50% of respondents were satisfied or very satisfied (no change from last year), 8% dissatisfied or very dissatisfied (an increase of 1% on last year) and 43% had no opinion. The level of satisfaction is significantly below the target of 100%.

Four comments were made on the library with one questioning "What library?" and three saying that they do not use it.

Table 7: Satisfaction with Library Services



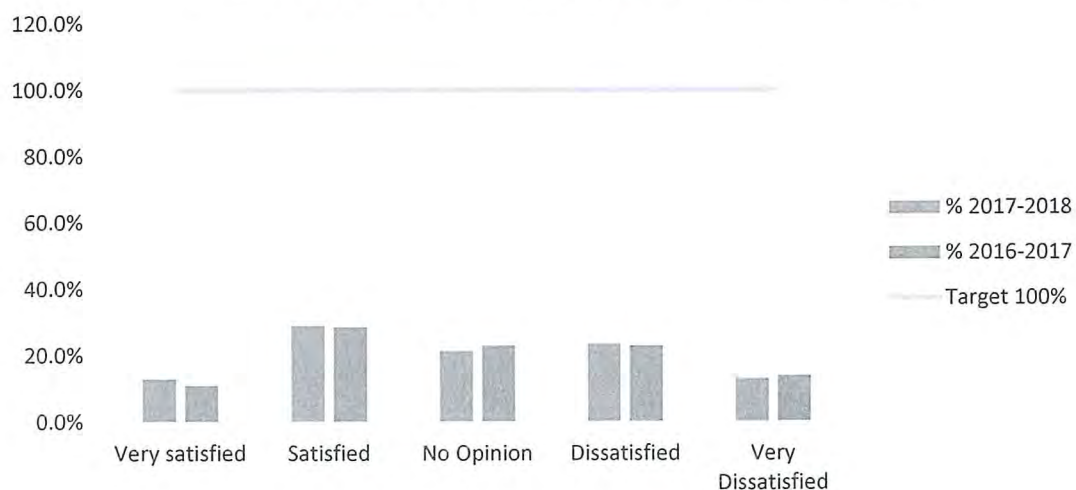
2.6 Dog and Animal Control

Survey Question: How satisfied are you with dog and animal control services?

Overall, 42% of respondents were satisfied or very satisfied with dog and animal control (an increase of 2% on last year), 37% dissatisfied or very dissatisfied (no change from last year) and 21% had no opinion. These figures are significantly less than the target of 100%.

18 comments were made about animal control. Most of these were negative and expressed concern about wandering dogs (3) and stock on the roads and associated road safety issues (10).

Table 8: Satisfaction with Dog and Animal Control



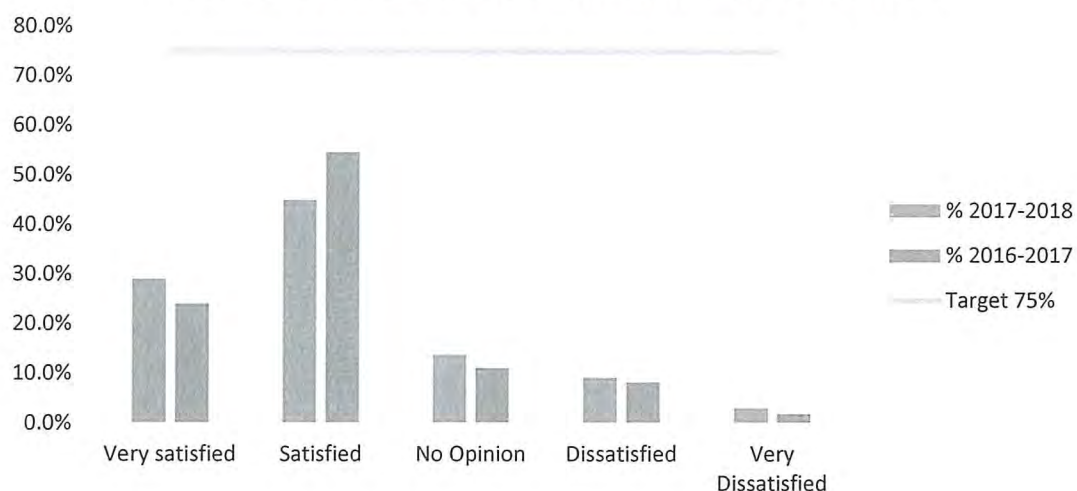
2.7 Civil Defence

Survey Question: How prepared are you and feel that you know what to do in an emergency?

Overall, 74% of respondents felt that they were very prepared or prepared in the event of a civil defence emergency (a decrease of 5% on last year) and just under the plan target of 75%. The percentage of respondents that felt they were not very well prepared or not prepared was 12% (an increase of 2% on last year) and 14% had no opinion.

Seven comments were made on emergency services, five of which were negative.

Table 9: Satisfaction with emergency preparedness



2.8 General Comments

17 general comments were made ranging from waste management, recycling and green waste to the hall and the eradication of gorse.

3. Conclusions and Recommendations

The response rate of 31% is very good for a survey of this kind. No targets were met this year.



chatham islands council

Annual Report 2017/18 Public Satisfaction Survey

Be in the draw to win one of five \$100 petrol or diesel vouchers.

Every year, the Chatham Islands Council has a survey carried out by an independent Market Researcher to find out how satisfied people are with some of the services we provide.

Please let us know how we are doing by completing and returning the survey by **Friday 3rd August 2018** in the reply-paid envelope provided. They will be sent, unopened to the researcher. All completed surveys will be in the draw to win one of five \$100 petrol or diesel vouchers. To go into the draw please fill in your details on the separate form enclosed.

Please tick one answer to each of the following questions:

1. How Confident are you that Council decisions are made in the best interests of the community?

Very Confident ☐ Confident ☐ No Opinion ☐ Unconfident ☐ Very Unconfident ☐

2. How satisfied are you with the chip-sealed road network?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

3. How satisfied are you with the unsealed road network?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

4. How satisfied are you with the safety of the road network?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

5. Are you connected to the Waitangi/Kaingaroa Water Supply?

Yes ☐ No ☐

If yes:

How satisfied are you with the Water Supply?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

6. How satisfied are you with Community Services?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

7. How satisfied are you with the existing library service?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

8. How satisfied are you with dog and animal control services?

Very Satisfied ☐ Satisfied ☐ No Opinion ☐ Dissatisfied ☐ Very Dissatisfied ☐

9. How prepared are you and feel that you know what to do in an emergency?

Very prepared ☐ Prepared ☐ No Opinion ☐ Not prepared ☐ Not well prepared ☐

Any Comments (please continue over the page if necessary):

On behalf of the Chatham Islands Council, thank you for taking the time to complete this survey. Please put your completed survey in the reply-paid envelope and send back to us. We will then send them on to the Market Researcher who will analyse them. All information relating to your response will remain confidential.

If you would like to enter the draw, please complete the separate form with your name and contact details. These will be separated from your survey response on receipt. When completed, please place both in the reply-paid envelope and post or alternately drop off at the Council Office by **Friday 3rd August 2018**.

Be in the draw to win one of five \$100 petrol or diesel vouchers.

Name:

Contact phone:

Closes: Friday 3rd August 2018
Please send with your survey.

Annual Report Survey 2015/16
Chatham Islands Council
PO Box 24
Chatham Islands 8942



Be in the draw to win one of five \$100 petrol or diesel vouchers.

Name:

Contact phone:

Closes: Friday 3rd August 2018
Please send with your survey.

Annual Report Survey 2015/2016
Chatham Islands Council
PO Box 24
Chatham Islands 8942



Be in the draw to win one of five \$100 petrol or diesel vouchers.

Name:

Contact phone:

Closes: Friday 3rd August 2018
Please send with your survey.

COUNCIL MEETING AGENDA

NOVEMBER 2018

4. WORKS & SERVICES

- 4.1 Fulton Hogan Road Maintenance Contract Monthly Report September 2018 (WS 4.1b1)

See attached report.

RECOMMENDATION
THAT the report be received.



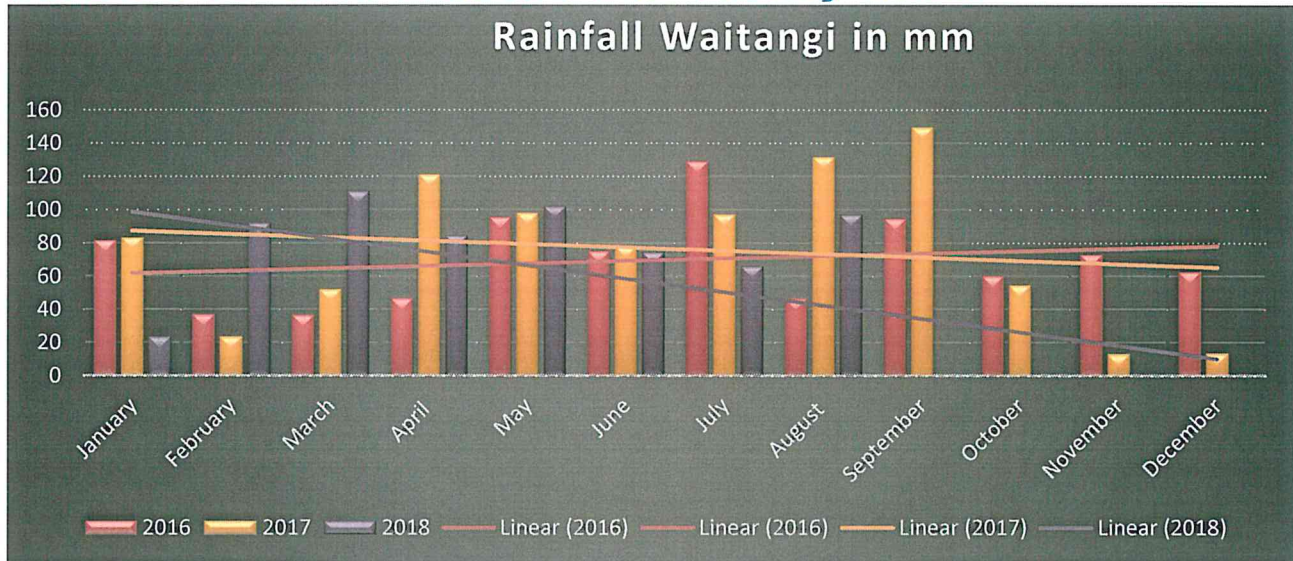
WATER AND
WASTEWATER
OPERATION CONTRACT
MONTHLY REPORT
September 2018

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Work Summary

Outline of work carried out during month



43mm rainfall recorded in the Waitangi yard. Boil Water notice at Kaingaroa Settlement was lifted on 24th after receiving three compliant results and consultation with Public Health Authorities.

Water Supply Operation & Maintenance

All working well. Still to complete the draw-down testing at the MPA bore site. Awaiting Chatham Islands Electricity for generator and wiring.

Water Treatment

All going well but Turbidity readings on Kaingaroa raw water still seem a little high. This may be a result of several high wind events during the month.

Wastewater Treatment Plant at Waitangi

All running well.

Dayworks – Water

Costs for UV power supply at Kaingaroa in this month's claim.

Dayworks – Wastewater

None this month.

Water and Wastewater Reticulation Network

A major water leak was noticed at one property this month in Waitangi and it took some time for the consumer to repair (about 6 days) during which time we were losing around 30m³ of water per day.

Water and Wastewater Treatment Plant: Monitoring

<u>Separable Portion Two - Water and Wastewater</u>					
<u>Item</u>	<u>Work Category</u>	<u>Value for Month</u>	<u>Value YTD</u>	<u>Annual Budget</u>	<u>% of Annual Budget</u>
13	Preliminary and General	\$9,097.05	\$13,206.99	\$49,614.04	26.6%
14	Water Supply Ops and Maint	\$1,208.32	\$3,052.96	\$20,067.84	15.2%
15	Water Treatment	\$5,069.22	\$10,965	\$39,801.86	27.5%
16	WWTP Waitangi	\$922.32	\$36,253.26	\$35,580.63	102%
17	Dayworks - Water	\$0	\$220	\$9,519.14	2.3%
18	Dayworks - Wastewater	\$0	\$1,026.28	\$7,090.55	14.4%

All going well again now. Three consecutive complying results received on the Kaingaroa reticulation.

Programmed Work for Following Month

Install pump and draw down test at the MPA yard.

Summary of Monthly Progress Claim by Work Category

19	Water and Wastewater Reticulation	\$0	\$	\$461.16	0%
20	Treatment Plant Monitoring	\$1,621.65	\$3,998.69	\$14,262.24	28%
	Total	\$17,918.56	\$68,723.18	\$176,397.46	38.9%

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
13/9/17	N	N	N	N	External survey and maintenance visit by Reamans and Stantec. No issues reported.
20/10/17	N	N	N	N	Site tidy up around WWTP All good.
23/11/17	N	N	N	N	Kaingaroa WTP checked ,cleaned and tidied out
15/12/17	N	N	N	N	WWTP Investigate/locate sprinkler heads and mark
15/1/18	N	N	N	N	Repairing leak @ CIC flats, no safety issues.
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 replacement at WWTP no issues
9/7/18	N	N	N	N	Replace float switch at old septic tank. No safety issues.
23/8/18	N	Y	N	N	Ecoli detected in Kaingaroa reticulation sample
20/9/18	N	N	N	N	3 consecutive complying results received for Kaingaroa reticulation

Environmental Non Compliance

Boil water notice removed after receiving three consecutive complying results in Kaingaroa reticulation.

Monthly Stocktake of Supplies

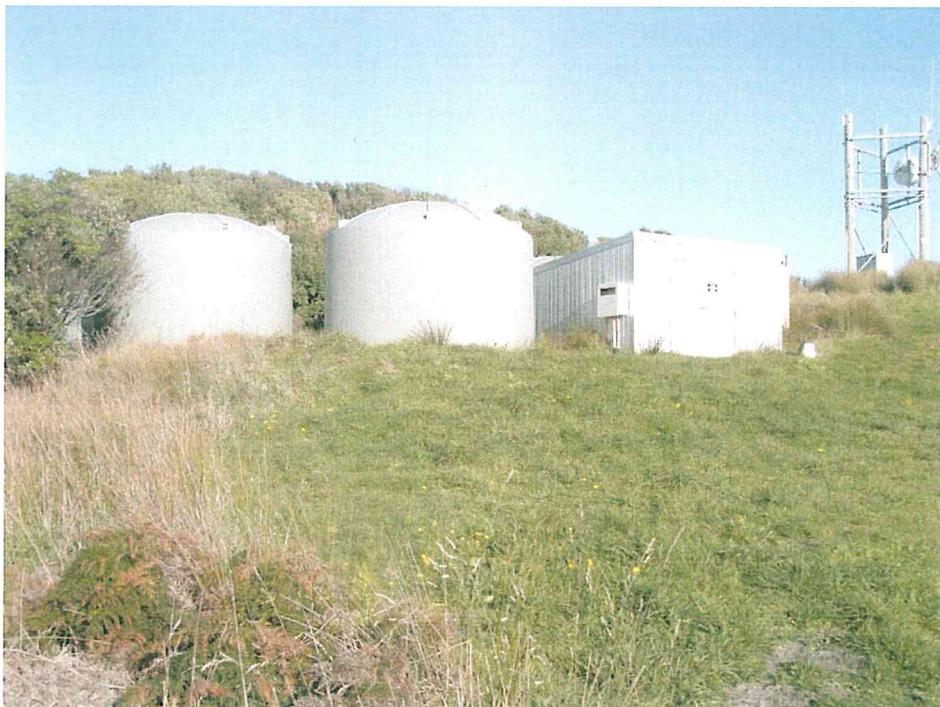
General Supplies Stockpile - Month Ending May 18

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt		38 bags	10	28
Chlorine		40 L	10	30

PHOTOS



Kaingaroa WTP



Kaingaroa WTP & Storage

COUNCIL MEETING AGENDA

NOVEMBER 2018

4. WORKS & SERVICES

- 4.2 Fulton Hogan Water & Wastewater Contract Monthly Report September 2018 (WS 4.1b1)

See attached report.

RECOMMENDATION
THAT the report be received.



chatham islands council



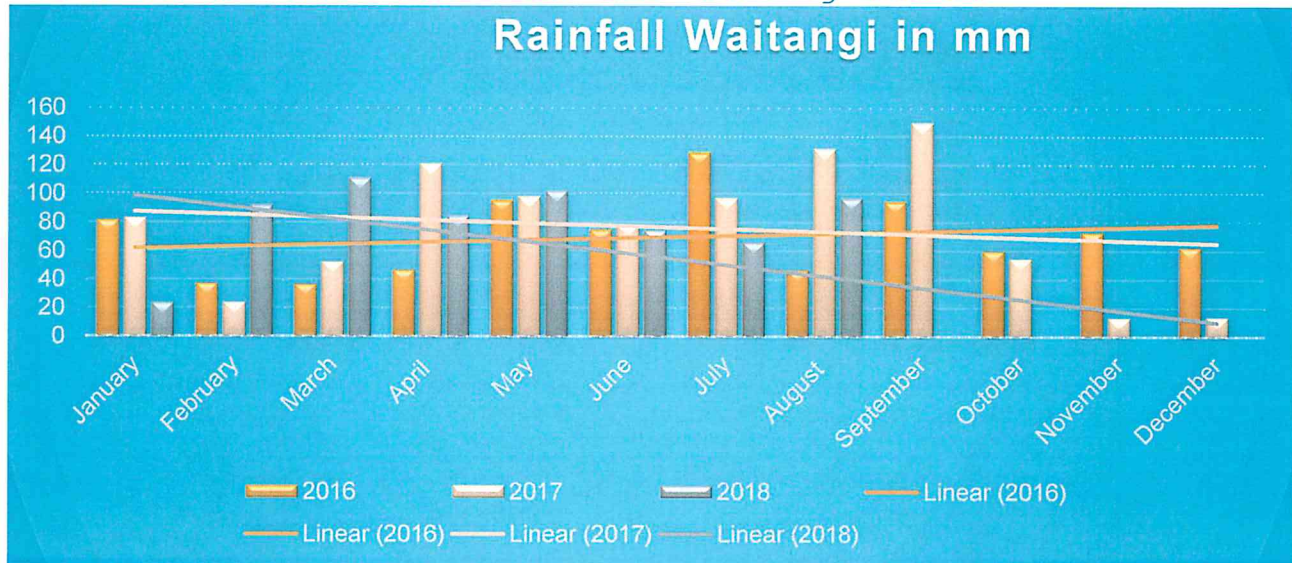
CHATHAM ISLANDS ROAD MAINTENANCE CONTRACT MONTHLY REPORT September 2018

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Work Summary

Outline of work carried out during month



43mm of rain recorded in the Waitangi yard. Strengthening and raising of North Road at RP9000 completed. Watertabling and new culverts on North Road continue. Minor digouts completed on Port Hutt and North Road.

Routine Maintenance and Operations

Grading is going well. Metalling slowing down as we concentrate on watertabling and strengthening. Mowing challenging with continued good growing conditions.

Pavement Renewals

Section of North Road complete, more programmed for further out.

Sealed Road Resurfacing

None this month.

Drainage Renewals

Continuing with watertabling North Road. Two new culverts North Road.

Bridge and Structure Renewals

None this month.

Traffic Services

A few EMP replacements this month. No sign vandalism.

Minor Improvements

None this month.

Vegetation Control

Mowing has slowed a little. Spraying is near impossible with constant winds this month.

Dayworks

Some minor digouts and culvert renewals.

Programmed Work for following month

Road strengthening, watertabling and new culverts.

Schedule of Work by Road Name

1. Maintenance Grading

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

Road ID	Disp	Road ID	Start RP	End RP	Quantity M
NORTH ROAD	2104	21	4589	30990	26401
NORTH ROAD	2084	21	34740	44834	10094
TUKU ROAD	2094	111	456	20280	19824
NORTH ROAD	2095	21	4589	9589	5000
				TOTAL	61.3km

- 2 Unsealed Maintenance Metalling

- Carried out on the following roads using AP32 metal:

Road ID	Disp	Road ID	Start RP	End RP	Quantity	
MAIPITO ROAD	2076	101	566	1400	24	
WAITANGI WHARF - OWENGA ROAD	2077	11	7000	9000	56	
PORT HUTT ROAD	2078	51	3000	3400	8	
TUKU ROAD	2086	111	5500	18082	192	
		Totals		This Month	280	m3
				Contract Target	16,500	m3
				Contract TD	17,036	m3

Next Month's Target

Patch metalling will continue where required.

Crash Damage Report Summary

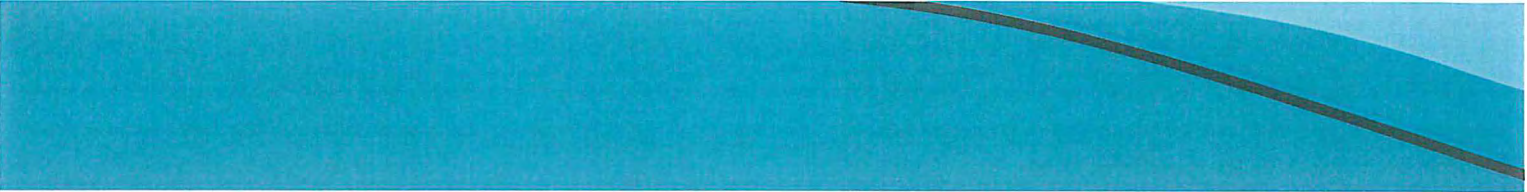
Crash Damage Report

Date	Event	Action	Repaired Y/N
------	-------	--------	--------------

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

Network Inspections

Month	Inspection Type	Faults Identified	Inspected By
October 2017	Daytime	Done during Roadroid. Still a lot of areas requiring watertabling. Soft spots identified and programmed on Owenga Road	Bill Lind
November 2017	Night Time	Tuku Road mostly good but a lot of dirty EMP's at the town end. North Road ok but could still do with more EMP's on sealed section (awaiting Stantec safety inspection results)	Bill Lind
December 2017	Daytime 6 monthly	Waitangi West, Port Hutt and North Road mainly. Mostly drainage problems identified-high shoulder and watertabling.	
January 2018	Night Time	Waitangi Wharf Owenga Road. Signs all good, some EMP's require cleaning. Airbase road good but some vandalised signage needs replacing.	Bill Lind
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 Streetlighting in Waitangi	Bill Lind
April 2018	Daytime	WWO 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



Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
20/9/17	N	N	N	N	Watertabling Maipito Road No unsafe acts observed work progressing well.
18/10/17	N	N	N	N	Digouts WWO Road Good traffic control. No items to address.
14/11/17	N	N	N	N	Repairing roof on workshop. Full Hazard ID completed along with a risk analysis and checklist. No problems encountered.
7/12/17	N	N	N	N	Grading of Waitangi Wharf Owenga Road. Very dusty but no other problems.
29/1/18	N	N	N	N	Installing formwork for K&C on North Road. All good but traffic speed still a problem.
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.

Metal Stockpiles

Site	AP30 Schist	AP65	AP30 Basalt	AP100 Schist	AP100 Basalt	AP30 Blend	AP20
Waitaha Schist	1575	0	0	14478	0	0	0
Waitaha Basalt	0	2418	5900	0	0	0	964
Paritu	3780	0	0	1060	0	0	0
Stoney Crossing	0	860	387	0	0	0	948
Yard	0	0	0	0	0	0	0
Ohinemama	0	0	2256	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
TOTALS	7979	3278	8543	16058	0	0	1912

CIC Owned Materials Signs

Stocktake of Chatham Islands Council Materials					
Item Description	Unit	Purchased	Used August 18	End Measure	Comments
Signs					
CS85 North Rd	ea			1	
CS85 Port Hutt Rd	ea			1	
RG1	ea			1	
RG2	ea			1	
RG6	ea			1	
RM6 White	ea			7	
RM6 Yellow	ea			3	
RM7	ea			5	
P66X242	ea			7	
PW67	ea			0	
PW2	ea			0	
PW10	ea			0	
PW11	ea			1	
PW11.1L	ea			1	
PW11.1R	ea			1	
PW12L	ea			1	
PW12R	ea			1	
PW16L	ea			0	

PW16R	ea			1	
PW17L	ea			0	
PW17R	ea			0	
PW21L	ea			0	
PW21R	ea			0	
PW24	ea			2	
PW25 65KM	ea			1	
PW25 35KM	ea			1	
PW25 45KM	ea			0	
PW27	ea			0	
PW28	ea			1	
PW32	ea			0	
PW34.1	ea			2	
PW34.2	ea			2	
PW37	ea			2	
PW38	ea			1	
PW39	ea			0	
PW41	ea			4	
PW41.3	ea			0	
PW43.2	ea			0	
PW44	ea			2	
PW53	ea			1	
PW49 FIRE ENGINE	ea			2	
PW 50	ea			1	
PW 67	ea			0	
PW67 Rural	ea			0	
PWSX1	ea			2	
RH-4	ea			2	
TS-3 ULTIMATE HIDEAWAY	ea			0	
MH -12 500 X 350 X 509	ea			0	
MH - 12 ENDS	ea			0	
MH - SPILKES	ea			0	
PW54	ea			2	

Marker pegs

EMP	ea		53	727	
CULVERT MARKERS	ea			196	
WHITE RAPID MARKERS	ea			16	

Misc Items

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



Culvert Pipes

ALUFLOW

Item Description	Unit	Used Aug 18	Purchased	End Measure
375	m			12
300	m			12
450	m			30
525	m			0
600	m			18
750	m			30
825	m			0
900	m			23
1200	m			0
1500	m			0

CivilBOSS

225	m			63
300	m	0	0	112
450	m	12	0	36

PVC

225	m			0
-----	---	--	--	---

Builders Mix

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
30/10/17	Tiki Tiki Bore Head	Y	N	N	Bill Lind
23/11/17	Kaingaroa WTP	Y	N	N	Bill Lind
7/12/17	Waitangi Wharf Owenga Road	Y	N	N	Tomby
24/1/18	North Road Spraying	Y	N	N	Bill Lind
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

Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
4/8/17	Public	Te Matarae Rd boggy	Bad spots metalled	1 day
15/9/17	CIC	Hotel sign request	Passed to Stantec	2hrs
21/9/17	CIC	Dead sheep Port Hutt Rd	Removed	3hrs
26/9/17	Public	Schist on Owenga Rd	Passed to Stantec for comment	4hrs
5/10/17	Public	Potholes and dust on roads	Grader out Owenga Road	2days
3/11/17	Public	Seal wanted on Owenga Road	Passed on to Stantec and CIC	1 day
21/11/17	Public	Dust on North road	Replied through CIC	2hrs
11/12/17	Public	Dust in general and too much grading	Public notice distributed asking people to drive to the conditions	1 day
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

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
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
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

Public Relations & Community Involvement

Sponsored Festival fundraising, pig hunting comp and the racing club

Innovation

Water table Material used for land fill rehab.

Summary of Monthly Progress Claim by Work Category

Item	Work Category	Separable Portion One - Roading			
		Value for Month	Value YTD	Annual Budget	% of Annual Budget
1	P&G Other	\$76,152.55	\$251,974.19	\$805,782.09	31.3%
2	Routine Maintenance and Ops	\$62,478.03	\$178,595.01	\$1,273,716.65	14%
3	Pavement Renewals	\$0	\$105,219.00	\$389,340.50	27%
4	Sealed Road Resurfacing	\$1,175.16	\$1,175.16	\$108,129.00	0.1%
5	Drainage Renewals	\$0	\$0	\$119,480.00	0%
6	Bridge Renewals	\$0	\$0	\$60,000.00	0%
7	Traffic Services	\$1,134.80	\$4,008.04	\$13,485.75	29.7%
8	Minor Improvements	\$0	\$80	\$130,000.00	0%

9	Vegetation Control	\$5,408.41	\$16,225.23	\$19,968.75	81%
11	Dayworks	\$29,374.04	\$52,994.97	\$242,871.00	21.8%
Total		\$162,339.96	\$480,931.82	\$3,162,773.74	15.2%

1. Miscellaneous

2. Traffic Counting

Completed for 2018.

3. Pitt Island

Visit to check Pitt Island in September.

4. Wind Damage

Nil.

Photos



New Footpath Highet Place



New Footpath Highet Place



Footpath damage above new works



Appendix A: Minutes

<p>Contract Chatham Islands Council 15/01 Road Operation and Maintenance Contract</p>

COUNCIL MEETING AGENDA

NOVEMBER 2018

4. WORKS & SERVICES

4.3 Report on Compliance with Drinking Water Standards (WS 4.3a)

Attached is the report from the Canterbury District health Board on Council Water Supplies compliance with the NZ Drinking Water Standards.

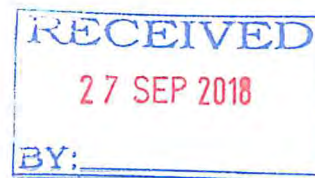
RECOMMENDATION

THAT the report be received.

Canterbury

District Health Board

Te Poari Hauora o Waitaha



File number: CWS_7_WAI158

26th September 2018

Owen Pickles
Chief Executive Officer
Chatham Islands Council
PO Box 24
Waitangi
Chatham Islands 8942

Dear Owen,

Report on Compliance with the Drinking Water Standards for New Zealand 2005 (Revised 2008) (DWSNZ) for Waitangi (WAI158) Drinking-water supply for the 2017-18 compliance period.

Please find attached the Compliance Report for Waitangi drinking-water supply covering the period of 1st July 2017 to 30th June 2018, compliance was assessed using Section 10 of the DWSNZ. Waitangi drinking-water supply did not achieve compliance with the DWSNZ during this compliance period as it did not have appropriate protozoal treatment.

Please note that Kaingaroa (KAI041) is not included in this report as the Ministry of Health does not require DWAs to report on compliance for supplies with a population less than 100.

Please do not hesitate to contact me on 03 378 6830 if you have any questions regarding the content of the report

Yours sincerely,

A handwritten signature in black ink, appearing to be "Laura Bruce".

Laura Bruce
IANZ Accredited Drinking Water Assessor
Community and Public Health
PO Box 1475
Christchurch, 8140

Community & Public Health, 310 Manchester Street, Christchurch Telephone 03 364 1777 Facsimile 03 379 6125

◆ Christchurch Office: PO Box 1475, Christchurch Telephone 03 364 1777 ◆ Ashburton Office: PO Box 110, Ashburton Telephone 03 307 6902
◆ West Coast Office: PO Box 443, Greymouth Telephone 03 768 1160 ◆ South Canterbury Office: PO Box 510, Timaru Telephone 03 687 2600

www.cph.co.nz

Report on Compliance with the Drinking-water Standards for New Zealand 2005 (revised 2008) and Duties under Health Act 1956

For Period: 1 July 2017 to 30 June 2018

Drinking Water Supply:

Waitangi (WAI158)

Water Supplier:

Chatham Islands Council

Drinking Water Unit:

South Island Drinking Water Assessment Unit

PO Box 1475

Christchurch 8140

Report Identifier

ChathamIslandsCouncil_DWSNZ2005/08Compliance_260918_v1

Terminology/Abbreviations

The Act – Part 2A, Health Act 1956

CIC – Chatham Islands Council

CPH – Community and Public Health

DWA – Drinking Water Assessor

DWO – Drinking Water Online

DWSNZ - Drinking Water Standards New Zealand 2005 (Revised 2008)

MoH – Ministry of Health

UV - Ultra violet

WSP - Water Safety Plan

Non-compliance – Areas where the drinking water supply does not comply with the DWSNZ.

Supplies Using Section 10 to Demonstrate Compliance

Name of Supply	WSP approved & implemented	Appropriate treatment*	Monitoring	Remedial Actions	Compliant
Waitangi (WAI158)	YES	NO	YES	YES	NO

*Appropriate treatment includes bacterial, chemical and protozoa treatment

Summary of Section 10 Compliance

The WSP for CIC was approved in 2016. An implementation visit was carried out on 6th December 2017 and CIC were found to be implementing this plan.

At the time the WSP was approved, appropriate treatment was in place to meet the requirements of Section 10 of the DWSNZ. On June 27 2018, Tikitiki Bore lost its groundwater security status and therefore no longer have appropriate treatment for protozoa. Groundwater security was lost due to the bore head not providing satisfactory protection.

The plant has UV treatment, however this is not validated. CIC worked towards reinstating security status and have made repairs to the borehead, therefore they were compliant with the remedial actions requirement under Section 10.2 of the DWSNZ.

Appropriate bacterial monitoring in accordance with their WSP has been carried out during the compliance period. This included monthly *E.coli* sampling with a maximum interval between samples of 45 days. There were not *E.coli* transgressions during the compliance period.

Summary of Audit Activities to Verify DWSNZ Monitoring Data

CIC did not enter their own data on DWO. All *E.coli* results were sent directly from the lab to CPH and entered on DWO by the DWA. The results were found to be compliant with the WSPs monitoring programme.

Summary of DWSNZ Compliance

Full compliance with Section 10 of the *Drinking Water Standards for New Zealand 2005 (Revised 2008)* was **NOT ACHIEVED** for Waitangi (WAI158).

Assessment of Compliance with Duties of Drinking-water Suppliers under the Act

The duties of the water supplier under the Health Act have all been **MET**.

Section 69S – Duty of suppliers in relation to the provision of drinking water	MET
--	-----

Based on information provided by the CIC contracted supply operators and documentation reviewed during an implementation visit in December 2017.

Section 69U – Duty to take reasonable steps to contribute to protection of source of drinking water	MET
---	-----

Council have a WSP and are implementing this plan. The improvement plan of the WSP states that CIC will continue to monitor and control catchment activities through resource consents and as part of the National Environmental Standards for Sources of Human Drinking Water.

Section 69ZD – Duty to keep records and make them available	MET
---	-----

Records were kept by CIC's contracted supply operators. These were made available to the DWA and viewed during the implementation visit in December 2017.

Section 69ZE – Duty to investigate complaints	MET
---	-----

The complaints register was viewed during the implementation visit in December 2017 and complaints were recorded and investigated appropriately.

These results relate only to the compliance of Waitangi (WAI158) supply.

Under the Health (Drinking Water) Amendment Act 2007, this supply falls into the category of a small drinking-water supply. Therefore the legal requirement to take all practicable steps to comply with the DWSNZ applied from 1 July 2015. If using Section 10 of the DWSNZ for compliance, having an approved and implemented WSP in place is a mandatory requirement.


Information in this report may be provided to the MoH at their request. With the exception of the MoH, this report shall not be reproduced without the approval of the South Island Drinking Water Assessment Unit and CIC.

Completed 26/09/2018



Laura Bruce
IANZ Accredited Drinking Water Assessor
South Island Drinking Water Assessment Unit

Assessment Report Information

Report identifier	ChathamIslandsCouncil_DWSNZ2005/08Compliance_260918_v1
Drinking Water Assessment Unit (Inspection Body)	South Island Drinking Water Assessment Unit PO Box 1475 Christchurch 8140 Phone 03 378 6830
Drinking Water Assessor	Laura Bruce
Assessment Date	04/09/2018
Description of assessment work	Assessment of Compliance with Drinking Water Standards for New Zealand 2005 Waitangi supply (WAI158), Tikitiki Hill Bore (G01394), Waitangi treatment plant (TP02307) and Waitangi distribution zone (WAI158WA).
Equipment Used	Drinking Water Online (DWO)
Water Supply Owner / Person Responsible	Owen Pickles, Chatham Islands Council
Assessment method	Standard assessment as per Scope 1A Procedure Drinking Water Standards for New Zealand 2005(revised 2008)
Documents and Information	Drinking Water Standards for New Zealand 2005(revised2008) Part 2A Health Act 1956 Water Safety Plan for Waitangi Hills Laboratories E.coli results
Site of Assessment	South Island Drinking Water Assessment Unit, 310 Manchester Street, Christchurch
Omissions from proposed assessment	Nil
Sub-contracted work	Nil
Document checked by:	Hayley Proffit 26/09/2018 IANZ Accredited Drinking Water Assessor
Release of report authorised by:	Laura Bruce  26/09/2018 IANZ Accredited Drinking Water Assessor

If you do not agree with the findings of this report a written appeal must be lodged with the Technical Manager, South Island Drinking Water Assessment , PO Box 1475, Christchurch 8140 within two months of receipt of this report. The Technical Manager will arrange for a review to be undertaken using the MoH appeals procedure.

COUNCIL MEETING AGENDA

NOVEMBER 2018

4. WORKS & SERVICES

4.4 Engineers Report September 2018

(WS 4.1a1)

See attached.

RECOMMENDATION
THAT the report be received.

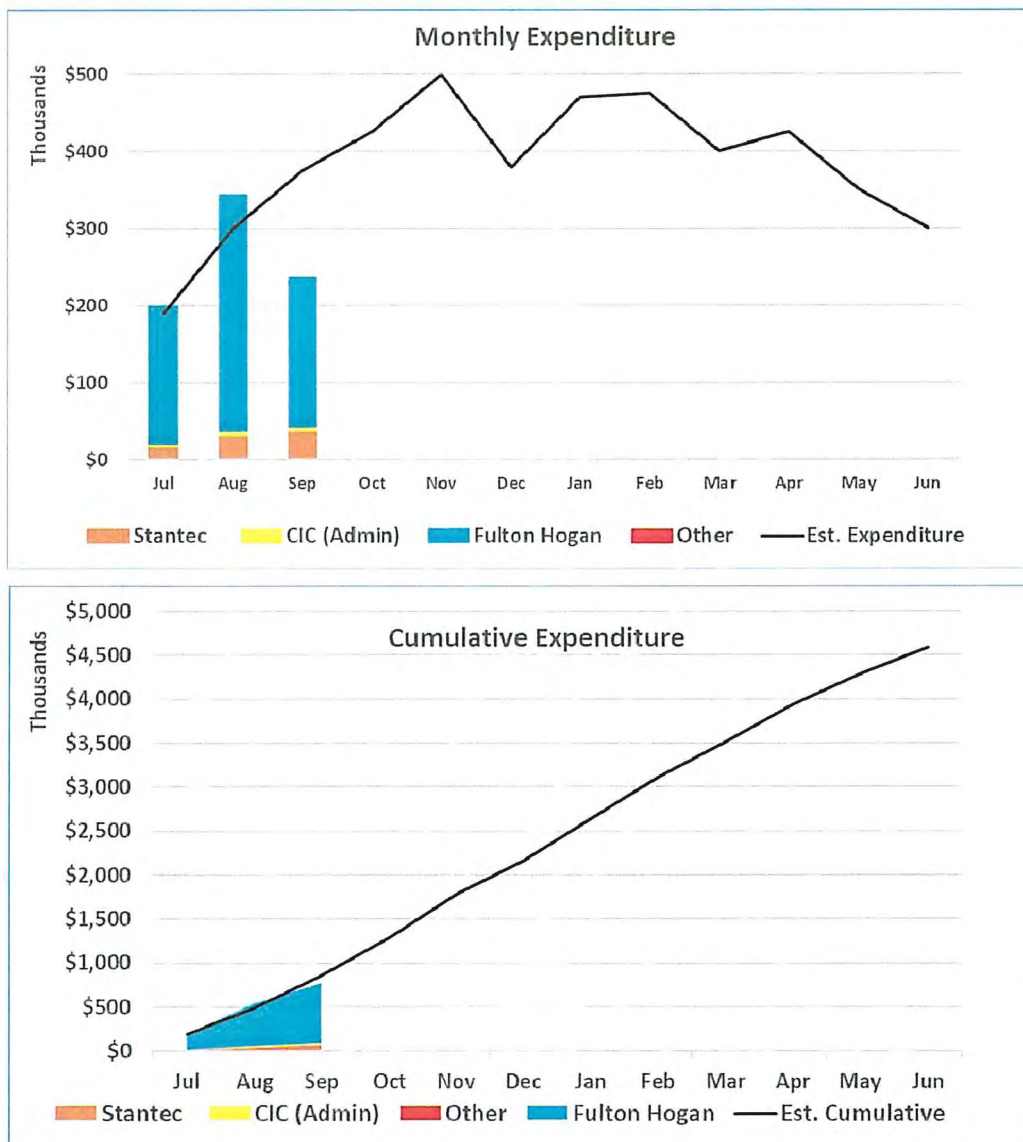
CIC Engineering Services Contract

Monthly Progress Report: September 2018

Financial Reporting

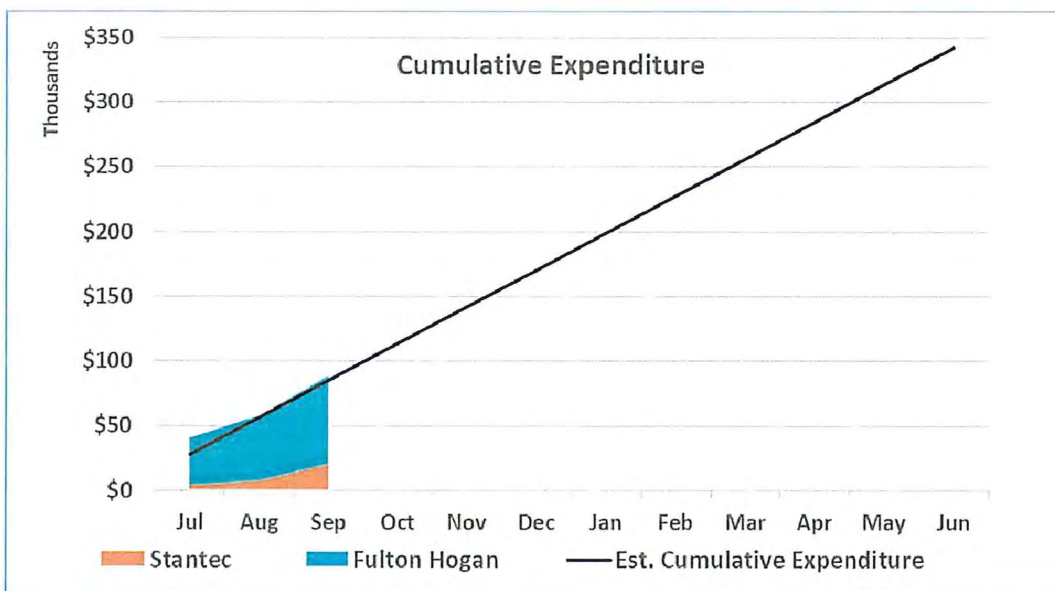
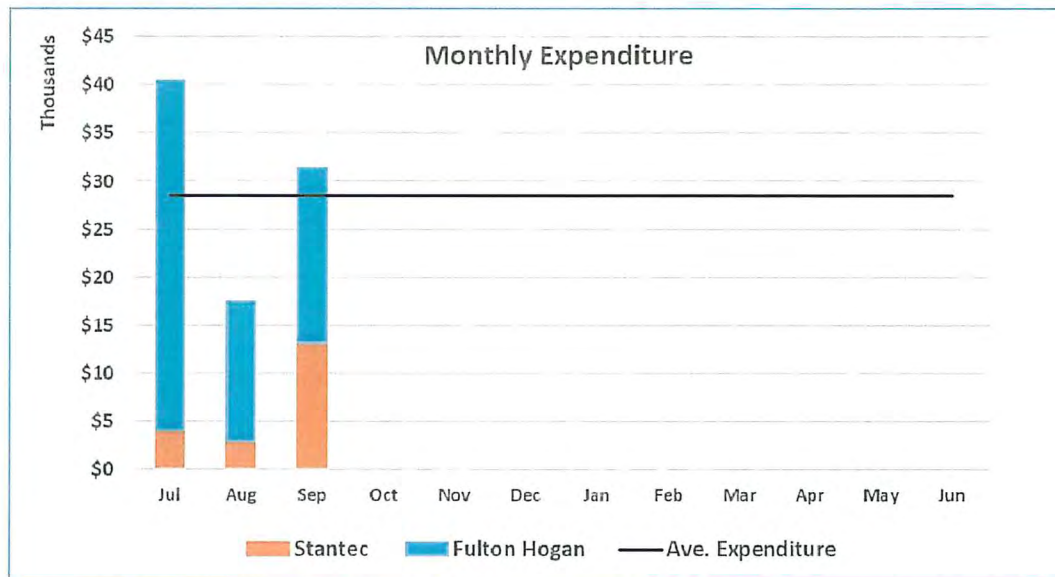
Contractor Claims (ex GST)	<p>The final payment for Fulton Hogan is split between Roothing and WW+W as below:</p> <ul style="list-style-type: none"> o \$162,339.97 for Roothing. o \$18,225.99 for Water and Wastewater.
Financial Position	<p>The roading budget spent to date is approximately \$0.56 M of the \$4.87 M allocated for the 2018/19 financial year. This equates to 11.6% of expenditure after three months (25%) of the financial year to date. The subsidised budget is higher than the usual approx. \$4 M as it includes the costs of Waikato Bride construction. The percentage spent versus percentage of year past should catch up after Waikato Bridge construction is finished.</p>

Expenditure Tracking of NZTA Funding



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 budget line is based on the maintenance budgets forecast in the 2018-28 LTP for 2018/19.

Road Network updates	
Stantec Site Visits	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Nigel and Ali were initially booked to visit on Jan 23-26. Due to flight disruptions, only Nigel visited on 24-26 Jan. • Shaun & Ali visited 20-23 March. • Nigel and Ali visited in May with respect to the sealed road rehabs in Waitangi. A plane delay of one day, meant that the trip was shorter. However, they had to spend that day waiting at Christchurch airport. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • Shaun visited during 25-28 Sept. He was accompanied by Senthuran Arulanantham, who conducted a Geotech investigation for a private client and the community pool. • The next scheduled visit will during November 2018. This will be the first visit for Year 3 of the Professional Services Contract.
Te One to Airport Roading Improvement Project	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • A request to review the previous seal extension design completed in 2009 was received from CIC. This was whether to see if seal extensions should be included in the next NLTP submission. • The previous report appeared to use some creative engineering to get a positive benefit cost analysis, something that is unlikely to work with NZTA in the current climate. • Shaun attended a meeting with NZTA during October about where to restart the investigations. • NZTA would like Council to produce a 'Point of Entry' document, which outlines the project and the wider benefits. • Shaun started the report once back from his visit in November. NZTA have provided an example of a similar report conducted by another Council to assist report writing. • Once submitted, NZTA will then determine whether or not the project will proceed to further investigation. • Shaun submitted a draft 'Point of Entry' document in Dec. • NZTA have additional questions regarding some of the claims in the document that they would like more information on. • One thing NZTA didn't like was the title of 'Te One to Airport Seal Extension', which predetermines the solution before the full and proper assessment has taken place. • Stantec and CIC to work together on finding some of the answers to the questions raised by NZTA. An action list has been created for both. • Orrin has been assisting Shaun to pull together the missing pieces for this report. He has been away all July with the birth of his child. • NZTA have stated they would intend to run it as a single stage , business case for this project, if approved to move to that stage. • While the additional money required to fund CIC's share of that might not be easily found, there could be the option to apply for that share from the Regional Economic Development Fund. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • The report has been updated and sent to NZTA. • NZTA have acknowledged receipt of the report and are deciding how best to begin this investigation process. • On a positive note, they do see that if the Airport is upgraded, there would be benefits in upgrading the road. • For this reason, they await the outcome of the Airport Business Case Report before making any further decisions.

Te Matarae Road Strengthening Complaint	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • 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 talking to 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 (out of the blue) 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 been reverted from a Grade 2 to a Grade 3 road. • Shaun to meet with complainant during his September visit. This meeting is likely to involve some Council staff/members in attendance. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • The complainant was off-Island during Shaun's visit. Another attempt to meet up will be made in November.
MPA Waitangi township road reinstatement	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • With the wharf project essentially complete, the reinstatement of the Waitangi roads can begin. • With MPA decamping from the Island, it has been difficult to pin them down at times to agree terms. • MPA have requested that FH do all the reinstatement, which has put pressure on our own maintenance sealing work, i.e. number of digouts FH might achieve. • The sealing is occurring outside of a normal sealing season, however this was the case with the road rehabs last year. These will be even later though. Therefore, due to weather forecasts and most recent conditions, there is a possibility that work is deferred until the spring. • FH have prepared the surface for sealing, but final testing has found that a section of Tuku Road past Highet Place has a weak pavement. FH were not initially engaged by MPA to provide a full-scale reinstatement, so it was appropriate that this was uncovered after they did the work asked of them. All costs to that point lies with MPA. • FH need to digout approx. 125 m² of pavement and rebuild before the sealing takes place (as the sealing trucks may not be back for another couple of years). Shaun informed FH that CIC would cover their costs in the first instance and look to recover costs from MPA. MPA are aware of this, but I think will be hoping that CIC cover all this cost. • Size of digout was 84m² in the end but will need to be done in the future when reconstruction occurs again on the island. It was too wet to provide a long-term repair. • Cost of digout came to \$8,600. We recommend that Council follow up with MPA for payment of this amount and for costs to complete a permanent fix. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • MPA paid the \$8,600 payment for the digout. • Dave Gedney (MPA), Bill Lind and Shaun all conducted a final joint road inspection of the sealed construction road section that was under MPA control during the project. • There are several failures showing through in the pavement, which is a combination of; FH not having the time to address all digouts prior to sealing; failures growing in size beyond the digouts completed or the fact it was sealed at the start of winter and was not at ideal moisture levels. • MPA to advise of their further involvement with the repairs.

NZTA Correspondence	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • The three-yearly NZTA audit of all contract administration procedures took place in early June. This involves both Stantec and ECAN. With the auditor based in the Stantec office. • NZTA Audit went well again from Stantec's point of view and the feedback we received from NZTA. • There may be a requirement for the auditor to visit the Island to see some account records. • Shaun & Nigel met with Mark Weeds (NZTA) on 28 July. • Mark was confident that Waikato Bridge would get funding approved, ahead of the final nationwide approval on 31 August. • He also indicated that a business case to look at the Te One to Airport corridor improvements was also likely to get a green light (pending a review of the Point of Entry report). • Shaun to attend the NLTP meeting in Christchurch with Owen on 12 September. • Waikato Bridge funding was approved (\$850k) 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • Shaun, Nigel and Owen to meet with NZTA at the end of October for a quarterly catch-up.
Te Awainanga Bridge approaches	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Numerous public and Council complaints about the lack of traction and corrugations on this section of the network. • A short report on possible options was provided to Council, with a recommendation. • Council adopted the recommendation of the report to look at sealed options. • Need to wait for NZTA to confirm funding by the end of August. Then need to organise a survey of the road, so that some design options can be progressed for pricing. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • 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 planned for November during Stantec visit.
2018-21 National Land Transport Programme (NLTP) and Regional Land Transport Programme (RLTP) Funding Request	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • NZTA have released the indicative funding levels for 2018-21 period for the maintenance budget. Basically, NZTA has trimmed the NLTP submission by 1% over the 3 years. Essentially, \$10.5M has become \$10.4M. • Funding approved on 31 August. Refer to start of this monthly report for breakdown of funds. • Shaun to look at the Strategic Case document and the improvement plan. This had dates set for when certain improvements would be completed by. Some of these were to be completed by 30 June 2018. NZTA will actively be monitoring that actions are being completed in a timely fashion. Therefore, Shaun will review to ensure that Council are progressing as planned. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • None

Bridges	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Stantec will soon start to look at options to extend Waikawa culvert on Port Hutt Road. • With the 2018/21 funding approved, Stantec has started the design process for the Whangamoe Bridge replacement for 2021. • 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. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • 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, and land swap is one option proposed, to improve the alignment of the road. • Drone survey of project site planned for November during Stantec visit. Will also survey the locations of the proposed temporary bridge routes.
Waikato Bridge Culvert Design	
<p><i>Previous Status:</i></p> <ul style="list-style-type: none"> • Historic Places were shown a very early alignment for the culvert, again they wanted us to speak with Susan Thorpe. Stantec asked her to assess on the potential upstream realignment necessary to allow the culverts to be placed perpendicular to the road. • Susan stated she has no concerns with any upstream realignment, provided that the work is taken with utmost care and does not adversely impact on the streambed. • Bryan Peters has estimated the cost of repairs to bring the bridge back to 100% of Class I to be \$106k-\$120k. He also estimated the cost to construct the culvert around \$550k excluding Engineer costs for construction monitoring. • Council approved Stantec to start the application process to NZTA for the design of replacement for Waikato Bridge. • Bryan rates the highest priority replacement structure as Waipapaku on Pitt Island, followed by Waikato Bridge. It may be possible to replace Waipapaku within existing funding allocations if the cost is not too high. This structure is just north of the airstrip on Pitt Island, therefore is a vital link for Pitt Islanders. • Stantec submitted a draft report for Owen to review before submission to NZTA. NZTA has accepted the report and approved funding for design. • Bryan Peters is the lead designer for the replacement structure. Detailed design began in Jan 2017. • Our Senior Planner has raised a major concern with the time that it has been taking to deal with DOC on other projects in freshwater. • Doc are now strongly applying the Freshwater Fisheries Regulation 1983, in relation to fish passage. They are particularly focusing on culverts, which is what we are proposing for Waikato. • DOC appears not to have a clear process for applying this, which has been learnt from similar projects that our Christchurch team has worked on. This had led to delays on those projects. • This creates an increased risk that we cannot secure the resource consent within a timely manner and may delay proceedings. • Draft design is complete. Design stage estimates have been requested from FH as a comparison to the Engineer's Estimate. 	<p><i>Updates:</i></p> <ul style="list-style-type: none"> • Stantec are finalising the stream diversion consent application for submission very soon.

- Mike Smith completed a design safety audit. He identified three issues that need to be accounted for during construction.
- FH have provided an estimate to construct the bridge culvert.
- The resource consent application has been submitted, with key stakeholders also receiving a copy to see the proposal.
- The resource consent application only needs to apply for consent for the temporary road during construction, as the culvert structure is already a permitted activity.
- Hokotehi Morori Trust and DoC have both responded to the submission with no objections to the proposed works.
- The application sits with Paul Whyte (Beca) for assessment. The outcome of which is expected in the New Year.
- Resource consent to construct has been granted.
- Council approved FH to be able to use on-Island staff/plant which would help to lower the costs of the project. Also given the likely cost to construct, direct negotiation with FH is the most logical approach to awarding the contract.
- FH to finalise quote to construct and identify the biggest risk items for discussion on a suitable contingency amount.
- Stantec to finalise quote to supply construction monitoring, which will include a couple of site visits by structural engineers.
- The plan again to purchase materials ahead of construction and reimburse FH the cost of the items so that they are not bankrolling the costs. The project costs will be balanced when the materials are installed.
- Stantec to finalise drawings, and make any changes necessary post resource consent approval. One condition was to lower the invert into the stream by 300mm more than was proposed, for improved fish passage.
- FH came back with a quoted price of just over \$900k, which was a 50% increase on the provided indicative price of \$600k, once CIC had permitted FH to use local resources to bring the costs down.
- The costs came down to approx. \$600k, but a reassessment of the cost to dewater the construction site, the cost of the culverts from the supplier and a couple of other matters meant that the final construction cost increased.
- Stantec have assessed their Construction Monitoring costs to be in the vicinity of \$20-25k. Which should hopefully cost less if we can coincide inspections with a quarterly visit from Nigel, Shaun or Ali.
- Stantec is working with FH to understand why the cost has significantly increased and what might be able to be done to reduce it (if possible). This would include looking at the risk in the project and whether it is prudent for CIC to accept more risk in order to reduce the price.
- At the current price the project is not viable, which is not a good outcome for the Island.
- Stantec and FH have been discussing how to reduce costs of the project and agree the construction methodology.
- Some additions to the consent will be applied for to allow for a back-up plan of diverting the stream water in a channel cut around the work site, if the cofferdam and dewatering plan is not working. This provides a back-up plan that allows construction to continue and no down time to retrospectively apply for consent. This small cost now, could save thousands if the dewatering does not work as hoped.

- Look at getting the lagoon lowered again prior to the construction to assist with dewatering.
- Reducing the size of the culverts used on the temporary road, to save costs. Does increase risk to a washout but should be relatively quick to reinstate. This would keep any possible disruption to a minimum.
- Some other discussions to occur over the risk remaining in the contract and how to minimise that for Council.
- Construction period is now looking like summer 2019.
- We have been instructed to move the funding application into 2018/19 by NZTA.
- FH have completed the additional field work for the secondary consent.
- Frances Lojkin (Stantec Planner) will contact DoC (Dave Carlton) to discuss the proposed construction methodology change and what that means for the ecology at the stream.
- This will likely require more than a letter addendum to the existing consent and addition planning work to get the diversion option consented.
- Nigel revised schedule of works for FH to provide an updated quote. This will be based on the known pumping requirements of the site (now known after the field investigations).
- 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, we can now order the culverts for the project, so that they arrive on time for construction.

Stantec Roothing Forward Work Programme – October

Network and Asset Management	<ul style="list-style-type: none"> Deliver 2018 Traffic Count report. Currently being reviewed.
Renewal work	<ul style="list-style-type: none"> Assist FH with drainage or unsealed pavement renewals.
Waikato Bridge Replacement Design	<ul style="list-style-type: none"> Work towards finalising the latest quote from FH, ahead of the NZTA funding announcement at the end of August. Apply for secondary consent to provide a backup plan for construction. This would be for a creek diversion around the site.

Mid-Term Roothing Forward Work Programme

Renewals	<ul style="list-style-type: none"> Look into option to extend Waikawa culvert on Port Hutt Road. Design up option for FH to order materials and construct during the year.
Site visit	<ul style="list-style-type: none"> Final 2018 site visit in November 2018. Not yet booked.
Waikato Bridge Replacement Design	<ul style="list-style-type: none"> Finalise the drawings for construction and provide survey set out data
Whangamoe Bridge Replacement Design	<ul style="list-style-type: none"> Get a drone survey of the site and start engaging with the adjacent landowner. Engage with Susan Thorpe for an archaeological assessment, once an indicative alignment has been established.
Temporary Bridge plans	<ul style="list-style-type: none"> Drone survey of the two locations identified (below) and start on the catchment calculations to size the necessary culverts.

Long Term Roothing Forward Work Programme

Temporary Bridge plans	<ul style="list-style-type: none"> Stantec to develop plans for temporary bridge structures for Nairn and Te Awainanga bridges, in the case that the bridges are taken out of action by a natural disaster. The plans would be used by the Contractor to quickly reinstate a bridge. This would involve metal placed on a series of culverts to bridge the watercourse.
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Roothing Work Under Action

Tuku Road	<ul style="list-style-type: none"> Monitor the failed seal area of the MPA reinstatement (in Waitangi).
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Water and Wastewater updates	
Contract Documentation	
Project:	Current Status:
Water Safety Plans and Compliance	<ul style="list-style-type: none"> • 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. • Stantec to finalise draft CCPs and issue to FH and CIC for approval to issue to DWA as soon as possible. • Boil water notice no longer in place at Kaingaroa.
Water Supply	
Project:	Current Status:
Waitangi	<ul style="list-style-type: none"> • 2018 central government funding application for water supply upgrades unsuccessful. Council seeking interim funding for new UV unit at existing plant (Tikitiki).
Kaingaroa – Lake Rangitai	<ul style="list-style-type: none"> • 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 (ie welded joints) laid in existing trench, with screen hanging out into mid water (so accessible), and buoys to mark the route/location • Investigations to take place next summer (if lake levels are low) to determine whether the suction line can be extended into deeper water. Trench between intake and deeper water widened again this month. • Old Kaingaroa intake pump motor will be stripped down and reconditioned ongoing. • Fish factory has been dis-connected and will be demolished within the next few months. FH has ordered 50mm valve so can isolate half of system if required and will straighten out pipeline around Fish Factory once it is demolished. Ongoing. • FH to record system maintenance activities. Ongoing. • FH trialled downloading turbidity meter data to SD card in May. Stantec reviewed data but did not include turbidity readings. Filtec to demonstrate procedure to FH during annual service later this year. • Pipeline around lake to be held down with sand bags or reinforcement u-bars.
Waitangi water supply upgrade	<ul style="list-style-type: none"> • Next steps are bore drawdown test and enabling works • For bore drawdown test: <ul style="list-style-type: none"> ◦ Awaiting connection of power supply by Ian Sanson prior to undertaking 7-day pump test. IS currently off the island. FH may have other electrician who can progress this work. Ongoing. ◦ 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. • FH have agreed price with NZTA for installation of rainwater collection tanks for washdown at the wharf. • Hotel had a leak losing 30m³/day found underneath the building. Some protocol required for enforcement of repairs to ensure the supply network can be maintained.
Reporting/ Monitoring/ Sampling August 2018	<ul style="list-style-type: none"> • Waitangi Water Supply <ul style="list-style-type: none"> ◦ Complies with DWSNZ based on WSP (E.coli not detected in raw, treated or network sample). ◦ No total coliforms detected in any sample. ◦ Raw and treated water turbidity similar to last month (0.05 NTU and 0.08 NTU respectively). • Kaingaroa Water Supply <ul style="list-style-type: none"> ◦ Non-complying with DWSNZ as Boil Water Notice (BWN) was in place for the majority of the month (23 August to 21 September 2018). BWN has now been lifted, with the sequence of events associated with the BWN outlined at the end of this memo.

	<ul style="list-style-type: none"> For the routine monthly sample taken on 18 September, supply complies with DWSNZ as per WSP (E.coli not detected in treated or network sample). E.coli and total coliforms detected in raw water. NB: Supports need to secure funding to extend intake into deeper part of lake Total coliforms present at the limit of detection in network (at North Whatiri but not the Club) but not detected in treated water. <ul style="list-style-type: none"> MPA Batching Bore (Potential Future Water Supply) <ul style="list-style-type: none"> MPA bore no longer in operation (or sampled). See June 2018 monthly update for results and conclusions.
Wastewater Treatment	
Project:	Current Status:
WWTP maintenance	<ul style="list-style-type: none"> Repairs to boundary fence awaiting funding (not awarded 2018/19) and modifications to land application system to address boggiess a few years away Stantec to consider legal requirements for commercial premises to install and maintain grease traps to mitigate against blockages within the reticulation network. Ongoing.
Reporting/ Monitoring/ Sampling August 2018	<ul style="list-style-type: none"> Waitangi Treated Wastewater Discharge <ul style="list-style-type: none"> September results are generally consistent with results in May to July. The cause of the increase in values seen in August is not known. As was typically seen in May to July, results for ammonia, COD, total suspended solids and E.coli were less than or of a similar order to annual consent limit, which is a median.

Solid Waste updates

Waste Minimisation Project (MfE Waste Minimisation Fund)

Current Status:

- Certificate of Practical Completion has been issued together with a Defects Liability Period "Snag List".
- Six contract meetings have been held.
- 27 NTCs have been sent, and 36 NTEs received.
- Four payment claims have been processed for a total entitlement to date of \$485,411.82 plus GST.
- This amount includes a claim for additional expenses for the electrical works and a release of 50% of the retention monies.
- 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.
- The expected delivery date for the baler is mid-October 2018.
- CIC has released the surety bond.

Actions - Stantec

- Follow up on completion of the "Snag List" which includes obtaining the Code of Compliance Certificate.
- Query to be followed up regarding the Contractor's responsibility for repairing damage to the roller door.

Actions - Council

- CIC to provide photographs of wind damage to the roller door.

Landfill Operation

Current Status:

- 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 for CIC comment.

Actions - Stantec

- Finalise the Landfill Operations Guide.
- Stantec to visit Chatham's in the week of 15/10 to 19/10 to assist with commissioning the leachate treatment plant.

Actions - Council

- CIC to prepare relevant operating manuals and Health & Safety Plans.
- CIC to address matters highlighted in the Milestone report.
- CIC to comment on 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 determine if the overflow to the leachate pond can be constructed without using specialist lining subcontractor.

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.
- 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.

COUNCIL MEETING AGENDA

NOVEMBER 2018

5. COMMUNITY SERVICES

5.1 Proposed Council / CIET Office and Museum

(CS 5.4b)

See attached report.

RECOMMENDATION

- 1. THAT the report be received.**
- 2. THAT the Council supports the project in principle.**
- 3. THAT the portfolio committee work through the design and make any adjustments required.**
- 4. THAT Council seek funding opportunities to cover the Museum shortfall.**
- 5. THAT the Council consider alternatives for Comflat Road.**

Proposed Council / CIET Office and Museum

Date of meeting	1 November 2018
Agenda item number	5.1
Author/s	Owen Pickles

Purpose

Apollo Projects have delivered a Design and Feasibility Report to its client Ngati Mutunga o Wharekauri Iwi Trust Asset Holding Company. The report has since been circulated to the Council, Museum Trust and CIET.

A meeting involving representatives from all parties was held on 29th September where the report received general acceptance.

The Asset Holding Company is now seeking a fixed price from Apollo Projects before presenting it to the parties for final sign off.

There is still time to adjust space allocations within the envelope provided.

If approval to go ahead is given by 20th November 2018, the project will be on a time line for completion in December 2019.

The total cost of the project is \$5,094,496 plus GST.

The Museum component is estimated to cost \$1,781,500 plus GST which is \$500,000 over the funds currently available (the Culture and Heritage Grant \$1.076m plus interest).

The rental of the Council / CIET space will be based on \$3,312,996 @ 9% resulting in \$298,170pa.

The split between Council and CIET will have to be negotiated but an indicative split provided by Apollo Projects based on space is –

CIET 38.5% or \$115k
Council 61.5% or \$185k

The Council will be able to recover some of its cost from E.Can and MSD for Heartland.

There is potentially a need for subdivision approvals to find an alternative for Comflat Road.

A full copy of the Apollo Report was emailed to all councillors on 25th September. It will be projected onto the screen at the meeting.

Recommendations

1. THAT the report be received.
2. THAT the Council supports the project in principle.
3. THAT the portfolio committee work through the design and make any adjustments required.
4. THAT Council seek funding opportunities to cover the Museum shortfall.
5. THAT the Council consider alternatives for Comflat Road.

COUNCIL MEETING AGENDA

NOVEMBER 2018

5. COMMUNITY SERVICES

5.2 Arts, Culture and Heritage Grant (Museum Fund) (CS 5.5d)

Attached is a letter from the Prime Minister confirming that the 2014 grant of \$1.076m has been extended through until 30 March 2019.

There is a requirement to report on progress by 6 December 2018.

If the proposal before the Council under separate report goes ahead Council should be able to meet these reporting requirements.

RECOMMENDATION
THAT the letter be received.



24 SEP 2018

His Worship the Mayor
Chatham Islands Council
PO Box 24
Waitangi
CHATHAM ISLANDS 8942



Dear Mayor Preece

Thank you for your letter of April 2018 requesting a two-year extension to a grant agreement for funding towards a Chatham Islands Museum project which expired on 30 June 2018.

My officials at the Ministry for Culture and Heritage have briefed me on the history of the \$1.076 million grant to the Council under the Arts, Culture and Heritage portfolio. I understand that under the Council's 2014 funding agreement with government the Council undertook to open the proposed museum by 2017/18, but that construction on the project is yet to begin.

I am aware the museum proposal has changed significantly from that agreed when the grant was approved. The agreed project and site were to be Council-owned; and a key requirement of the museum in the proposed multi-purpose facility was that it be a fit-for-purpose facility to meet the needs of all the Chatham Island's communities including Ngāti Mutunga o Wharekauri, Moriori, and pākehā.

I understand the Council is now looking to develop its third architectural design proposal with a new project partner, a Ngāti Mutunga o Wharekauri-owned Company, resulting in new land and building ownership arrangements.

I am supportive of government's previous undertaking to fund the establishment of a new museum building on the Chatham Islands. I appreciate this has been an ambitious and challenging project for the Council to realise on its limited resources.

However Government needs to be confident that its objectives in providing the grant will be met by this latest version of the project. Council and its new project partner will need to provide the necessary information on the architectural design and community support so we can appropriately refresh the scope and purpose of the original grant funding agreement.

I appreciate this will take some time so this letter serves as an interim nine month extension to the current funding agreement through to 30 March 2019.

I ask that you work closely with my officials to ensure the Council provides a timely proposal, including details of the new design, so a revised funding agreement can be developed. Importantly, the revised proposal will need to include evidence that the facility will meet the needs of iwi, imi and pākehā; as this will be the one opportunity for government funding for a museum facility that will appropriately house the collections of all Chatham Island communities.

I encourage you to provide your detailed proposal, including confirmation of broad community consultation, to the Ministry as soon as practical. Ministry officials will contact you directly about what is required.

I have asked officials for an update on progress by 6 December 2018 with an expectation that all key issues can be resolved by 30 March 2019. We will need to see significant progress for any further extension of the agreement to be considered.

Your contact at the Ministry for further advice on this is Bronwyn Grant, Senior Adviser Regional Culture and Heritage Fund at the Ministry. She can be reached on (04) 496 6175 or at bronwyn.grant@mch.govt.nz.

I appreciate how important this project is to your community. I look forward to being updated on progress towards a new Chatham Islands museum which will be enjoyed by generations to come.

Yours sincerely



Rt Hon Jacinda Ardern
Minister for Arts, Culture and Heritage

COUNCIL MEETING AGENDA

NOVEMBER 2018

5. COMMUNITY SERVICES

5.3 Pitt Island Shed

(CS 5.4c)

We have received an enquiry from Brent Mallinson who is offering to lease the Council Shed at Pitt Island for \$500.00 per annum plus attending to repairs.

The shed is on land owned by Ken Lanauze. The Chief Executive has talked to Ken (Dorse) Lanauze who advised he has no issue with Brent's proposal.

The Council has three options:

1. Accept Brent Mallinson's offer;
2. Put the shed up for tender;
3. Do nothing.

RECOMMENDATION

THAT Council accepts Brent Mallinson's offer to lease the Council Shed at Pitt Island for \$500.00 per annum.

Owen Pickles

From: Brent & Bernie <bnb@flowerpotlodge.co.nz>
Sent: Wednesday, 26 September 2018 3:42 PM
To: 'Owen Pickles'
Subject: RE: Shed

Hi Owen

Any progress on this. Is CIC intending to retain or relinquishing the shed?

Can you please let the owners know?

Rgds Brent

Thanks Owen

It is on Ken Lanauze land. Just spoke to him. You don't charge him rates for that section.

They are heading out to NZ this afternoon for a few weeks, in case you need to talk to Dorse.

I'd be happy, if I was successful to be conditional if FH ever wanted to use the shed again, for their own gear, I would relinquish part or all of it.

In any case, I think it would be wise for Council to remain in control of it, it is likely that roading equipment will be located on Island again??

Chrs Brent

Flowerpot Bay Lodge

Brent & Bernadette Mallinson

Pitt Island

Chatham Islands

Ph/fax 64 3 3050212

Email: bnb@flowerpotlodge.co.nz

Web: www.flowerpotlodge.co.nz

From: Owen Pickles <owen@cic.govt.nz>
Sent: Wednesday, 6 June 2018 7:35 a.m.
To: 'Brent & Bernie' <bnb@flowerpotlodge.co.nz>
Subject: FW: Shed

Hi Brent

I talked to councillors about your offer where there was a suggestion of tender. However before doing anything some thought that there may be a "give back" condition attached to Council's use of the land. We are trying to find evidence of this.

Regards

Owen

From: Jo Clark [<mailto:info@cic.govt.nz>]
Sent: Tuesday, 5 June 2018 9:47 AM
To: Owen Pickles
Subject: FW: Shed

Jo Clark
Reception & Administration
info@cic.govt.nz



chatham islands council

PO Box 24, 9 Tuku Road, Waitangi, Chatham Islands 8942
PH: 03 3050 033 | FX: 03 3050 044
info@cic.govt.nz | www.cic.govt.nz

From: Brent [<mailto:bnb@flowerpotlodge.co.nz>]
Sent: Tuesday, 5 June 2018 7:42 a.m.
To: Owen Pickles
Subject: Shed

Hi Owen

Any news on being able to lease the grader shed.
Quite keen to get my gear under cover.
Was thinking a 3 yr lease @ \$500 per annum and I will fix the door that has completely blown off. Need to know ASAP as I am away next week.

Thanks Brent

Brent Mallinson
Flowerpot Bay Lodge
0274737844
Sent from my Samsung Galaxy smartphone.

COUNCIL MEETING AGENDA

NOVEMBER 2018

5. COMMUNITY SERVICES

5.4 Creative Communities Report

(CS 5.3a)

See attached report.

RECOMMENDATION
THAT the report be received.

Creative Communities NZ

Date of meeting	1 November 2018
Agenda item number	5.4
Author/s	Orrin Kapua

Purpose

1. Report to Chatham Islands Council on Creative Communities NZ.

Recommendations

That the Chatham Islands Council receive the information:

Key points

Another successful year in funding for the Creative Communities Committee where there have been some fantastic projects funded for the whole community to learn new skills and build on previous lessons and there are some exciting upcoming projects to look forward too.

Review of Committee Members

In line with the guidelines for Creative Communities NZ funding a review of assessment committee is to occur every four years. This will be the fourth year that the current assessment committee has been together and so it was timely that we look at refreshing and reviewing our committee. The committee is made up of three Councillors', two community representatives, One Imi representative and One Iwi representative.

The 2 Community representative's positions were advertised alongside the second round of funding in the CCF newsletter asking for the community to nominate interested person(s) to come forward and they would be considered by the standing committee. We received 2 nominations from the community and no decision was required so, it is great to welcome both Eileen Cameron and Joan Hough on board. Loretta Lanauze is the new Hokotehi Moriori Trust representative and we are yet to confirm the representative from Ngati Mutunga.

We should acknowledge the work, time and effort given by those committee members who have been replaced they were Eileen Whaitiri, Brian Solomon, Teresa Lanauze and Gill Dix. It would be remiss of me not to mention the outstanding long service to the committee and the wider community by Eileen Whaitiri who has been a long standing member of the committee since 2005.

Breakdown of Funding

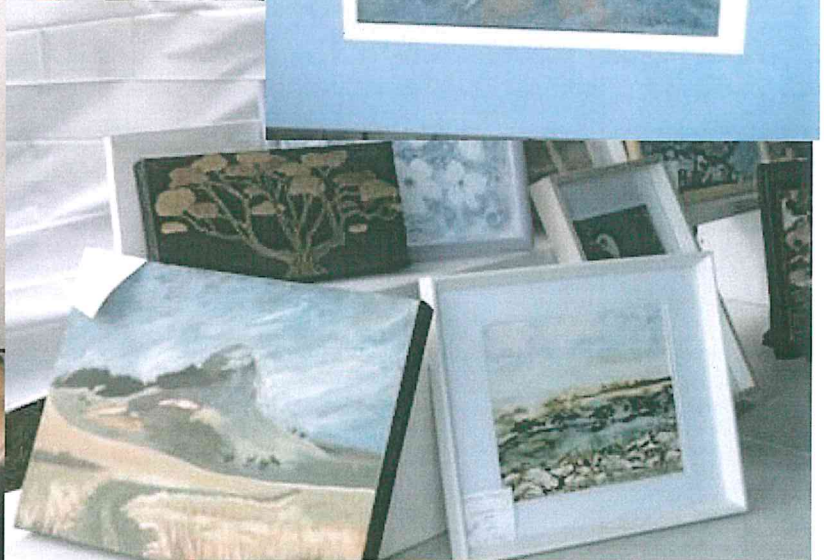
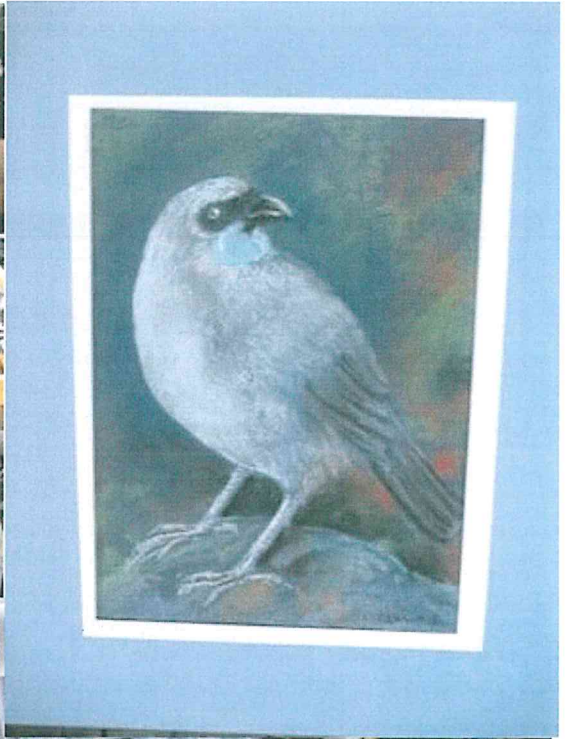
Below is a breakdown of overall funding received, projects funded and the remaining funding for 2017. The amount of \$11.00 funding remains after the 2017-2018 year and will be rolled over to the next funding year.

FUNDING YEAR 2016/17

Balance(s) from previous year 2016/2017		854.04
Funding received 1 st round	3,210.00 ex GST	
Total amount advertised		4,064.04
Funding Distributed to -		
CI Arts and Craft	2,312.00	
CCF Pottery Workshop	1,241.04	
Funding total remaining		511.00
Funding received 2 nd round	3,210.00 ex GST	
Total amount advertised		3,711.00
CCF- Fathers Craft day	1,000.00	
Culinary Arts Wild Food Challenge	2,700.00	
Total amount remaining		11.00

Arts & Craft pastel pleasures (\$2,730.00)

One of the projects that received funding was built on past year Arts & Crafts pastel pleasure being run by Cherry Lawrie where basic theory was taught with some sketching in the field undertaken and practical experience gained over a range of media and a variety of different paper types. Media used included water colour pastel, pastel over water colour, monochrome and duotone painting and some excellent artworks were produced and displayed at the annual festival



COUNCIL MEETING AGENDA

NOVEMBER 2018

6. REGULATORY

6.1 Update from Environment Canterbury

(R 6.1f1b)

See attached.

RECOMMENDATION
THAT the report be received.

Activity for August/September 2018

6. REGULATORY

6.1 Update from Environment Canterbury

CIC Corporate Services

Annual Report: Focus for the corporate services team is the audit of Chatham Islands Council (CIC) Annual Report 2017/18. Audit NZ are on-site from 1 October 2018. In preparing the financial statements, focus has been directed to resolving legacy system inconsistencies, which have been aggregated over time. This has resulted in an expenditure write-off in year of \$319k, which may have an impact on the audit opinion. The Council has revalued their infrastructural assets in year, with the roading revaluation resulting in a significant revaluation increase, due to a change in valuation methodology.

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 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 \$1.4 million increase in funding per annum.

The financial assistance package was independently reviewed by McGredy Winder, with the Government electing to fund the status quo, as opposed to suggested assistance packages. The level of support is now being reviewed by an independent consultant. The current confirmed level of funding support (and lack of infrastructural investment) may potentially impact on the Annual Report's audit opinion in terms of financial stability ("going concern") or asset management.

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.

Reporting: ECan is in the process of updating the current CIC steering group dashboard report, this provides an opportunity to refresh the information currently being presented. We would appreciate receiving feedback on desired information for inclusion within these reports.

CIC Emergency Management

In August one of the EMTC trainers went to the Chatham Islands and delivered welfare and radio training to council staff and volunteers. Rana has

reported back that this was well received. We had planned to do EOC training and more work on welfare and how this will work from a Government agency perspective on the Island 8 to 12 October but one of our team got a tooth infection and could not fly. Considering busy periods on the Island and in the Canterbury office it is now planned that we will pick this training up in April 2019 starting the week of the 8th.

The Canterbury CDEM Office has assisted Rana in setting up and using an Office 365 account. We now want to do some work on using Microsoft Teams so both offices can collaborate on work more often and effectively. Along with this the Canterbury ECC is adopting some EOC management software called “Decisions for Hero’s” and this may prove to be a useful tool for the Island to use to help manage emergencies. Once installed in the ECC we will provide a demonstration to Rana when she is next in Christchurch.

The tsunami public signage boards for the Island has now got to the point where the signage needs to be printed and then installed on the Island. This should be done by the start of summer.

CIC Hydrology

No visits have been made to the Island this month; the telemetry is working well with no issues to report. The next visit is on 16 October 2018.

CIC Water Quality

Kerri Moir is pulling some information together on the potential risks associated with the sewage/sludge disposal methods on the island in response to queries from the CDHB. There may be further investigative work required to determine what the actual impacts are.

CIC Communications

- Annual Report Comms/design work underway.
- Informal/‘living’ Comms workplan developed for 2018/19.
- [Moki, protector of Pitt](#) story added to website.
- Website report from 10 September-10 October attached (Appendix 1).

CIC Consents

There is no further activity during this reporting period for Consents.

CIC Biosecurity – Border Control

Rodent Control

Routine rodent baiting still ongoing at the Waitangi Wharf, Airport and Glen Kings storage shed.

Kerri and Moki (the dog) have confirmed their participation in “Blitz” on Great Barrier Island in Whitianga Harbour between 29 October 2018 and 2 November 2018. The intent is to eradicate and/or locate all rodents, Plague skinks and Argentine ants. All three of these species are of concern to Chatham Islanders.

CIC Biosecurity – Pest Management Strategy

Robin Seymour was off the Island for about 2½ weeks leave in late August. Kerri was also off Island briefly with Moki for further training.

Jacqui has been engaged on a “as required” basis with weekly hours ranging from 4 to 24.

Robin is taking most of October off (without pay) to attend to some personal issues. Jacqui’s hours will increase to cover his absence over this period.

I will be meeting with Grant Crossett on 9 October 2018 to discuss his visit to the Chatham’s (likely to be in mid/late November) to carry out the one-day Biosecurity Act training for staff and Councillors. Grant will contact all involved once flight and accommodation availability is confirmed.

At the National Education Training Seminar (NETS) that all staff attended back in October, a presentation of thermal imaging equipment was showcased. I believe this could have real benefits on the Island for the following reasons:

- Works in daylight (not just night-time).
- Detection range of 1,800 meters.
- We are having trouble dealing to the last of the goats and Canada geese and this will detect their signature even in thick rushes/gorse.
- Assist with “search and rescue” issues
- Identify fire “hotspots from a long way off.

The scope is not cheap at \$7,900 but we need all the technology available to hopefully wipe two of our target “Total control” species

Approval sought:

To purchase one thermal imaging scope.

CIC Compliance

Discussions are underway to conduct a compliance visit focusing on the storage of dangerous goods and potential contaminated sites. Gillian Jenkins met with Owen to discuss the timing and focus of the compliance visit. We will focus on updating the June 2015 report with any changes. Two Officers will be sent over, likely early in the new year.

Like the Biosecurity warrants, we will also look into whether the Resource Management Act warrants are valid on the Chatham's and rectify this if needed to ensure our Officers have the appropriate legal authority.

RECOMMENDATION

THAT the Activity report be received.

COUNCIL MEETING AGENDA

NOVEMBER 2018

6. REGULATORY

6.2 Environment Canterbury Quarterly Report – October 2018

(R 6.1f1b)

See attached.

RECOMMENDATION
THAT the report be received.

Desired Outcomes		KPI	Targets	Service Provided	
Resource Management	The high air, water, and land qualities of the Chatham Islands are maintained to protect human health and ecological systems.	Resource management document is current and administered.	Review of CIRMD is completed. All consent applications are processed within RMA timelines. Progress is made on implementing the NPS on freshwater management.	An updated draft resource management document is prepared. Assistance is provided to the CIC to hear submissions and finalise the CIRMD. The consent application process is administered.	The Resource Management Document has been made partially operative pending Ministerial approval of the parts of the document that relate to the Coastal Marine Area
				Assist CIC with Iwi matters in relation to the upcoming review of the RMA. The upcoming review of the RMA will cover historic places, and the new landfill.	
	The use of natural and physical resources contributes to the Chatham Islands economy in a sustainable manner.	Resource consents and permitted activities are exercised in accordance with their conditions.	100% compliance	An implementation Programme for the NPS is developed.	A progressive implementation programme for the NPSFM was adopted in 2015.
Resource Management Investigations and Monitoring	The high intrinsic values of the biodiversity and natural ecosystems of the Chatham Islands are recognised and protected. People may carry out a wide range of activities taking into account natural hazards.	State of the Environment monitoring is carried out in accordance with CIRMD requirements. Information on natural hazards is available.	<ul style="list-style-type: none"> Effects of sea level rise on coastal development are assessed Other services completed as requested 	Compliance monitoring is carried out as required.	No further monitoring undertaken this quarter.
	Any changes in the biodiversity and natural ecosystems of the Chatham Islands are recognised and causal mechanisms understood.	Statutory monitoring requirements are met.	SOE long term water quality monitoring programme completed and reports are published.	Report on mapping of sea level rise	Preliminary investigation commenced.
Investigations & Monitoring				<ul style="list-style-type: none"> Long term water quality monitoring programme of lakes, rivers and Te Whanga lagoon Trends reported annually Information available on web site 	Monitoring completed as scheduled. Three field sampling runs completed and data compiled in database

Desired Outcomes		KPI	Targets	Service Provided	
	People of the Chatham Islands have access to a wide range of cultural, commercial and recreational activities.	Microbiological and chlorophyll information is collected for resource management purposes.	Microbiological monitoring and assessments of algal bloom activity at sites in Te Whanga lagoon.	<ul style="list-style-type: none">• Microbiology & Chlorophyll-a monitoring at 3 lagoon sites.• Fortnightly monitoring of common recreational sites (locations to be agreed with CIC) during the summer.• Results available on web site.	Monitoring work completed as required.
	Flow regimes in Chatham Island rivers and streams are understood for water allocation purposes and flood warning	Hydrological information is available to all community	River flows are monitored.	<ul style="list-style-type: none">• Monitoring at 4 flow recorder sites, 2 rainfall sites and 2 water level recorders in Te Whanga. sites. Data is collected on levels, flow, salinity, pH, and oxygen.• Near real-time water level and flow data (within 1-2 hours) are available on website.	Sites all working well and data available on CIC website
	Water quality and/or quantity investigations carried out to understand water resource issues raised by community	Investigations carried out within proposed timeframes and costs		<ul style="list-style-type: none">• Water quality of possible areas for future potable supply (eg: Owenga) is investigated.	Potable water supply investigations are on-going.
Contaminated Sites / Hazardous Substances and Waste	Exposure to contaminated land and the environmental effects of hazardous substance releases are minimised.	HAIL sites are identified. NES for contaminants in soil to protect human health is implemented. An agrichemical collection is undertaken. Hazardous waste is managed according to national protocols.	Advice is provided on contaminated sites, hazardous substances and waste management.	<ul style="list-style-type: none">• HAIL identification methodology is provided to enable CIC to identify potentially contaminated sites.• Assistance in establishing protocols for NES implementation is provided.• Provide advice on how to set up an Agrichemical Collection.• Advice on establishment of waste management protocols is provided.	Advice on waste management expected to increase as the landfill project progresses. Support provided on an as required basis.
	CIC is prepared for an emergency and complies with CDEM Act requirements.	Requests for assistance with CDEM planning and preparedness are met.	Provide policy and planning support as required. Provide advice on Resilience initiatives .	Provide advice on National and Regional CDEM Policies. Support CIC Resilience initiatives as appropriate.	No Activity in this period
Emergency Management					While not community resilience focused advice has been provided to Rana to set up Office 365 accounts for CDEM in the Chatham Islands. This has allowed Rana to now set up Office 365 providing more resilience in the

Desired Outcomes		KPI	Targets	Service Provided	
			CDEM group plan continues in operation and is up to date.	<ul style="list-style-type: none"> CDEM second generation plans due 2010/11. Risk based foundation to be established for review of 4 R's within the CDEM Group Plan. Public Information Manager training session provided and one workshop exercise is provided. 	<p>computer / IT space. This will also allow for more collaboration between Chatham Island and Canterbury CDEM in the future.</p> <p>No Activity in this period</p>
			Provide training support	<ul style="list-style-type: none"> Provide advice on professional development for CIC CDEM staff, including a development needs analysis (DNA) of key staff. Support CDEM exercises and courses. Focus to be on training for Response Team and EOC staff. Two activities supported on island each year Support implementation of national emergency management information system (EMIS) 	Welfare and Radio training was provided in August.
Navigation Safety	Navigation safety is enhanced.	Requests are met and proactive assistance is provided.	Advice and support is provided re navigation safety.	<ul style="list-style-type: none"> Support is provided to the CIC Harbourmaster Navigation safety risk assessment is carried out, documented and maintained. The Navigation Safety Bylaws are reviewed 	<p>Completed as required.</p> <p>Provide technical support for the planning of the proposed Waitangi Wharf replacement. Ongoing.</p> <p>Investigate provision of AIS monitoring at Chatham Islands. Underway.</p> <p>Onsite review of Safety Management System and Risk Assessment. Undertaken</p>
Corporate Services	Services to the community are improved	Requests are met or referred	Annual report is produced	Annual report is produced and	The 2017/18 Annual Report has been

Desired Outcomes		KPI	Targets		Service Provided	
	through the provision of timely and accurate information.	to appropriate providers.	and audited with no qualification.	audited with no qualification.	prepared and is currently being audited. This report, including financial and performance information is expected to be approved for issue on 31 October 2018.	
			Long Term Plan/Annual Plan is produced and audited with no qualification.	Long Term Plan/Annual Plan is produced and audited with no qualification.	2018-28 Long Term Plan was adopted on 28 June 2018, the audit opinion issued was unmodified, with an emphasis of matter in relation to reliance on grant funding.	
			Financial reports to Councillors and Department of Internal Affairs completed at least quarterly.	Financial reports for internal reporting purposes or reporting to external stakeholders is completed periodically.	Reports to Council and Quarterly financial reports for DIA reporting purposes have been provided at least quarterly.	
			Assistance is provided with rates, invoicing, and other technical issues.	Requests are met promptly. Training and support is provided for democracy services.	All requests for assistance have been met. No issues arising in the quarter.	
	Council complies with legislative requirements.	No breaches of legislation.	Advice is provided as required for: HR; Council; Democracy; Legal; Finance; and IT.	Requests are met within 5 working days. Training support and information is provided re democracy services.	Legal advice provided as requested. No noted breaches of legislation noted.	
Communications	Communication services support the dissemination and exchange of information to Council and the community.	Community and Iwi are well informed about Council activities and performance.	Communications services are provided.	Inserts to the Chatham Islander are produced on environmental, RMA and other Council issues.	All activities completed as required.	
	Council's information is protected, developed and maintained effectively and efficiently.		Advice is provided concerning effective communication and feedback from the community.	Web site is kept up to date. Other communications projects (e.g. leaflets, brochures, signs) discussed and undertaken as required.	All activities completed as required.	
Surveillance – Chatham Islands	There is no introduction, sale, propagation and distribution of the 140 pests listed as Surveillance – Chatham Islands pests.	Incidence of these 140 pests on the Chatham Islands.	Report on the presence of Surveillance – Chatham Islands annually or as required for specific incidences	Undertake enforcement action to ensure that landowners and occupiers do not introduce, sell, propagate or distribute pests listed as Surveillance – Chatham Islands pests.	No enforcement actions undertaken. Aggregate was imported and used in the Kaiangaroa area which has since had Broom seedlings appear. This has been dealt with by Biosecurity staff and the site programmed for annual surveillance.	One shipment of 50/50 topsoil / compost was impounded and then sent back to NZ due to the high

Desired Outcomes		KPI	Targets	Service Provided	
Surveillance – Chatham Islands	Maintaining an internal border between Chatham Island, Pitt Island and New Zealand.	Number of breaches of the internal border.	<p>Year 1 Publish and distribute a scoping report addressing marine biosecurity as part of establishing an internal border.</p> <p>Years 2-4 In partnership with Biosecurity New Zealand implement a marine biosecurity plan as part of establishing an internal border.</p>	biosecurity risk	<p>Under contract to Environment Canterbury, SPS prepared a Chatham Islands Marine Biosecurity Partnership Action Plan in 2010. Progress on its implementation has been limited. We have trained 5 staff to meet WorkSafe NZ diving requirements with a view to carrying out twice annual underwater surveys of the 4 ports on Chatham Island. The intent is to determine the presence or absence of the 10 “most likely” to arrive marine pests.</p> <p>To date, survey dives have been carried out at Owenga, Kaiangaroa Waitangi and Port Hutt.</p> <p>No marine pests were found at Owenga or Kaiangaroa but the previous distribution of Undaria at Port Hutt has expanded within the harbour.</p> <p>In September 2017, several vessels associated with the Waitangi Wharf rebuild arrived and were found to carrying at least 4 marine pests that are not known to be present in Chathams waters. Prompt action by our Biosecurity staff and newly formed dive squad (along with voluntary compliance of the vessel owners) resulted in the risk being minimized if not eradicated.</p> <p>3 of the Chathams dive squad were involved with a boat hull inspection in Lyttleton in early April. More marine pests were found and the team continue to gain experience in this field</p>
Surveillance – Chatham Islands	Preventing the arrival and establishment on the Chatham Islands of the 140 listed	Incidence of these 140 pests on the Chatham Islands.	Identify, map and maintain a database of high risk sites for	Inspect at risk sites for pests listed as Surveillance – Chatham Islands pests	At risk sites inspected at least twice annually by SPS Bio-security staff and

Desired Outcomes		KPI	Targets	Service Provided	
	Surveillance – Chatham Islands pests.		surveillance – Chatham Islands pests. Continue a surveillance programme sampling sites (ha) at high risk from Surveillance – Chatham Islands pests.		resident Biosecurity Officer. Active control on several “low incidence” plant pests has taken place ie: Veldt Grass, Glyseria maxima, Argentinean Ice Plant, Wilding Conifers and Sycamore has been on-going. New sites of Old Man’s Beard and Banana Passionfruit have been found and total control is underway, although both new sites have found to be more extensive than originally thought.
Surveillance – Chatham Islands pests	Subject to availability of resources, undertake Biosecurity Act 1993 Section 100 control of Chatham Islands Surveillance pests.	There are no successful incursions.	Report on the number of potential and actual incursion responses of Chatham Islands surveillance pests per annum.	Undertake incursion responses for pests listed as Surveillance – Chatham Islands pests as required.	Black Ants and German Wasps are recent incursions but hopefully the immediate control response has eliminated their establishment. A 8mm ant was found on the South coast in early April (in response to landowners calling in) and this has been sent to Landcare Research for ID
Surveillance – Pitt Island	Five pests listed as Surveillance – Pitt Island pests are not introduced to Pitt Island	Incidence of these five pests on Pitt Island.	Identify, map and maintain a database of high risk sites for pests listed as Surveillance – Pitt Island pests. Continue a surveillance programme sampling at risk sites for pests listed as Surveillance – Pitt Island pests.	Inspect at-risk properties for Surveillance – Pitt Island pests. Undertake enforcement action where necessary to ensure that landowners and occupiers carry out control for Surveillance – Pitt Island pests. Search 100% of high-risk sites for pests listed as Surveillance – Pitt Island pests annually	We have increased the number of Rodent Bait stations at possible departure points to Pitt Island. Sheds used by fishermen storing goods bound for Pitt. Rodent activity tends to peak in February/March/ April and then stabilizes. We have now recieved a trained “Rat dog” that is resident on the Chatham Islands being “handled” by our resident Biosecurity Officer Kerri Moir. This will dramatically improve our detection capability.

Desired Outcomes		KPI	Targets	Service Provided	
Total Pest Control	The Chatham Islands Pest Management Strategy is reviewed with specific reference to the Total Control suite of pests	The remaining 5 years of the Pest Management Strategy more accurately reflects community expectation and professional opinion	Chatham wide customer survey carried out with specific emphasis on Total Control pests. Survey results matched with expert opinion.	Formal review of current Pest Management Strategy	A Pest Management Strategy survey was sent out in early 2013. 51 responses were received. A formal review of the current Pest Management Strategy is proposed within a year with draft discussions commencing in late October 2017.
Total Pest Control	One total control pest animal – feral goats is controlled.	Progress made in eliminating feral goats.	Undertake structured aerial cull of feral goats on properties adjoining the source infestation.	Work alongside landowners to voluntarily eradicate feral goats Undertake enforcement action to ensure that landowners and occupiers carry out control of feral goats.	By late 2014 Environment Canterbury staff had culled 977 goats from the Airport Road area. With the approval of the Landowner, our resident staff member culled 46 in late 2014 which appears to be the last of them. Two fly-overs by helicopter seemed to confirm this. An additional 192 goats were shot from a geographically separate area in 2017 where we believe the remaining feral goat population numbers less than 30.
Total Pest Control	Control of all total control plant pests.	The incidence of all total control plant pests.	A report on the effectiveness of pest control operations is prepared. The incidence of Total Control pest plants is consistent with estimates of target densities.	All known Total Control plant pest sites, both historical and active, are inspected and / or controlled annually. Summarise and interpret data collated from pest control operations.	Following the completion of the "Total Pest Control" plant database, all 3 species of Broom are deemed to be controlled as is, Gunnera. Wild Ginger (2 species) is down to one site. Sycamore control has increased recently. Control in several Cotoneaster sites is on-going. The remaining 2 Total control plants, Montbretia and Buddleia are so widespread that Total Control is not that realistic. This was confirmed in the PMS survey results.
Although not on the Total Pest Control					

Desired Outcomes		KPI	Targets	Service Provided	
					<p>list the following plant pests have also been controlled to a level where eradication is achievable.</p> <p>A lone site of South American Ice Plant was controlled in April 2013.</p> <p>The only known site of a water weed (Glyseria maxima) was controlled in 2012 and any re-growth sprayed 2013, 2014, 2015 and 2016.</p> <p>The only known site of "Veldt Grass" was sprayed in late 2012 and resprayed in October 2014.</p> <p>The control of these low incidence plants was also strongly supported in the responses to the PMS Survey.</p>
Total Pest Control	Control of all pests listed as total control pest plants.	The incidence of all pest plants on Chatham Island or Pitt Island.	<p>Identify, map and maintain a database of the incidence (e.g. of the density and distribution) of total control pests plants on Chatham Island and Pitt Island.</p> <p>Estimate (e.g. identify, map and maintain a database of) the control area over which total control pest plants on Chatham Island and Pitt Island occurs.</p>	<p>Progress towards eradicating total control pest plants is made to reduce their impact on the economy, particularly on land production, and on biodiversity.</p> <p>Inspect at risk properties for total control pests and issuing inspection notices.</p>	<p>A database of all known historical and active "Total Pest Control" plant sites has now been completed. Other low-incidence plant pests are also being recorded</p>
Containment control	Control of pests listed as containment control pest plants.	Incidence of pests listed as containment control.	<p>Undertake enforcement action where necessary on properties identified as non-compliant with Strategy rules.</p>	<p>Work alongside landowners to voluntarily carry out control of Containment pest plants</p> <p>Undertake enforcement action to ensure that landowners and occupiers carry out control of Containment Control pest plants.</p>	<p>No properties noted with pest plants, therefore no enforcement action undertaken to date.</p> <p>Voluntary control has certainly increased and this was enhanced with a helicopter on the island in February 2013, February 2014, November 2014, October 2015, November 2016 and again in December 2017. An aerial</p>

Desired Outcomes		KPI	Targets	Service Provided	
					survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map, this has been updated since the December 2017 programme was completed.
Containment Control	Control of pests listed as containment control.	Incidence of pests listed as containment control.	<p>All at risk sites are inspected every 2 years.</p> <p>All gorse is eradicated annually from Gorse Management Area 1.</p> <p>The area of gorse (ha) in Gorse Management Area 2 does not increase as from a baseline date of 2001 (this target is subject to the availability of aerial maps of the Chatham Islands).</p> <p>Report that identifies and maps distribution and density of Californian Thistle.</p>	<p>Inspect and search at risk sites for Containment Control pests and issuing inspection notices.</p>	<p>No properties noted with pest plants, therefore no enforcement action undertaken to date. Voluntary control has certainly increased and this was enhanced with a helicopter on the Island in 2013, 2014, 2015, 2016 and 2017.</p> <p>The Helicopter is due back on the Island by 10 October 2018</p> <p>An aerial survey conducted after the helicopter control in March 2013 produced a "Baseline" gorse distribution map and this is updated after each helicopter visit to the Islands.</p>
Public awareness	Public become vigilant for new pests and do not introduce, sell or propagate pests.	Public awareness.	<p>Articles on pest and biosecurity in the Chatham Islander and Uniquely Chathams news publications.</p> <p>Pamphlets on pests and biosecurity issues are readily available at the airport and other tourist venues</p> <p>90% of landowners understand their obligations under the Strategy.</p>	<p>Regular media coverage of pest and biosecurity issues.</p> <p>Conduct a customer survey to gauge the understanding of landowner Strategy obligations.</p>	<p>Regular articles relating to Chatham Islands Pests are placed in the Chatham Islander Newspaper and the quarterly "Uniquely Chathams" paper and the Chatham Islands Community Focus email newspaper.</p>

Desired Outcomes		KPI	Targets	Service Provided	
Investigations / Research	All pest control activities and advice is current and based on Best Practise	<p>Surveillance – Chatham Islands pests Surveillance – Pitt Island pests.</p> <p>Total Control pests Containment Control pests Undertaking pests and biosecurity investigations and survey programmes.</p>	Number of assessments undertaken.	Assess any research or investigation proposals concerning Surveillance – Chatham Islands pests, total control pests, containment control pest plants such as the introduction of biological control agents where support is sought from the Council on a case-by-case basis.	<p>One of the questions in the PMS survey specifically asked about the possible introduction of Gorse biological agent(s). Several late responses were received which lowered the support of the introduction of bio control agents.</p>

COUNCIL MEETING AGENDA

NOVEMBER 2018

6. REGULATORY

6.3 Chatham Islands Control of Alcohol in Public Places Bylaw 2018 (R 6.11a1)

The submission time for the Control of Alcohol in Public Places Bylaw 22018 closed on 21 September 2018.

Two submissions were received –

- | | |
|-------------------------------|------------|
| 1. M & C Mankelow – NZ Police | In support |
| 2. Philippa Ingram | Opposed |

Copies of the submissions are attached along with a copy of the proposed bylaw.

RECOMMENDATIONS

- 1. THAT the submissions be considered;**
- 2. THAT Council adopts / rejects the proposed bylaw.**



chatham islands council

Submission Form

Chatham Islands Council Control of Alcohol in Public Places Bylaw 2018

The Control of Alcohol in Public Places Bylaw 2018 is a review of the Liquor Ban Bylaw 2012. Let us know what you think of the proposed bylaw by 5pm, 21 September 2018.

Name	M & C Mankelaw
Organisation name	Police
Contact address	C/O Chatham Police Station Tuku Road C.I.
Contact phone number	3050334
Email	Mhcc30@Police.govt.nz
Preferred contact method	Email

☒ I / We generally support the bylaw
or

☐ I / We generally oppose the bylaw

General comment(s) on the Control of Alcohol in Public Places Bylaw 2018:

An increase of signage would be beneficial and also information at the airport for tourists.

☐ I / We wish to speak to this submission.

Your name and contact details are required for transparency and the decision-making process. It also means we are able to update you on progress. All submissions will be publicly available through inclusion in Council agendas and / or retrievable by request under the Local Government Official Information and Meetings Act 1987.

Submit to Chatham Islands Council by 5pm 21 September 2018 via –
Delivery to Council at 9 Tuku Road, Chatham Islands 8942
Post to PO Box 24, Chatham Islands 8942
Email to secretary@cic.govt.nz

20/9/2018

16-20 Hospital Rd.
03-3050194.

Chatham Isl Council
PO Box 24
Chatham Island.

Dear Councillors,

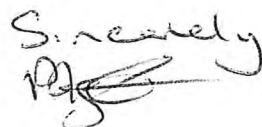
This is a submission regarding the 2012
Control of Alcohol in Public Places Bylaw 2018

I submit that this bylaw be done away
with as the problem faced was a spillage
of people from the Hotel onto the adjacent
roadway (public place) was rectified by a solid
barrier (enclosed space) around the spillage area.

Also, I own and operate a liquor store in
the township and I often sell part boxes of
liquor to foot a vehicle traffic which
may then cause the purchaser a problem
further down the road. With the ban on
plastic bags this is becoming more frequent.

It has been brought to my attention that
the charm of the Chathams is the lack of
rules and regulations and the Police have
ample tools to apprehend disorderly and drunken
behaviour by the few.

I will be happy to be heard if requested.

Sincerely


Philippa Ingram.

CHATHAM ISLANDS COUNCIL

CONTROL OF ALCOHOL IN PUBLIC PLACES BYLAW 2018

The Local Government Act 2002 allows the Council to prohibit the consumption of alcohol for the purpose of minimising the potential for offensive behaviour in public places. This bylaw is made pursuant to Section 147 of the Local Government Act 2002.

1. Title, Purpose and Commencement

This bylaw shall be known as the Chatham Islands Council Control of Alcohol in Public Places Bylaw 2018 and is made for the control of alcohol consumption in public places in and around Waitangi and Te One as shown on the attached map.

The bylaw includes a process to obtain prior written permission from the Council to authorise activities that would otherwise breach the bylaw. The Council will erect signage to communicate the terms of the bylaw to the public.

This bylaw shall come into force on 1 December 2018.

2. Acts Prohibited

The following acts are prohibited in the places, described in Schedule A, during the specified days and times listed in Schedule B.

- 2.1 The consumption of alcohol in a public place**
- 2.2 The possession of alcohol in a public place**
- 2.3 The bringing of alcohol in a public place**
- 2.4 Consumption of alcohol in a vehicle in a public place**

3. Interpretation

Alcohol has the same meaning as in the Sale and Supply of Alcohol Act 2012 and generally means alcoholic beverages such as beer, wine, and spirits.

- 3.1 Offence means an offence under section 239 of the Local Government Act 2002 for breach of this bylaw**
- 3.2 Public Place means a place –**
 - 3.2.1 That is under the control of Council; and**
 - 3.2.2 That is open to or is being used by the public, whether or not there is a charge for admission; and includes**
 - 3.2.3 A road, whether or not the road is under the control of Council; and**
 - 3.2.4 Any part of a public place**
 - 3.2.5 Has the meaning given by Section 147 of the Local Government Act 2002**

3.2.6 Council means the Chatham Islands Council

4. Council Permission

- 4.1 Any person may apply to the Council for prior written permission for any activity that would be in breach of any prohibition under this part of the bylaw**
- 4.2 The process for obtaining the Council's permission will be via the completion of the application form attached as Schedule C.**

5. Exemptions

- 5.1 This bylaw does not prohibit in the case of alcohol, in an unopened bottle or container,**
 - 5.1.1 the transport of that liquor from premises that adjoin a public place during any period when, under the Sale and Supply of Alcohol Act 2012, it is lawful to sell liquor on those premises for consumption off the premises, provided the alcohol is promptly removed from the public place:**
 - 5.1.2 the transport of that alcohol from outside a public place for delivery to premises that adjoin the public place, provided the premises are licensed for the sale of alcohol under the Sale and Supply of Alcohol Act 2012**
 - 5.1.3 the transport of that alcohol from outside a public place to premises that adjoin a public place-**
 - 5.1.3.1 by, or for delivery to, a resident of those premises or by his or her bona fide visitors; or**
 - 5.1.3.2 from those premises to a place outside the public place by a resident of those premises, provided the alcohol is promptly removed from the public place.**
- 5.2 This bylaw does not apply where the sale or consumption of alcohol is authorised by any license granted under the Sale and Supply of Alcohol Act 2012 or any other exemption approved by Council for specific public or civic events.**

6. Enforcement – Powers of arrest, search and seizure

A member of the police may, without warrant,

- 6.1 For the purpose of ascertaining whether alcohol is present, search –**

- [illegible]

7. Conditions relating to power of search –

Before exercising the power of search in relation to a container or a vehicle, a member of the police must –

- 7.1 Inform the person in possession of the container or the vehicle, as the case may be, that he or she has the opportunity of removing the container or the vehicle from the public place; and**
- 7.2 Provide the person with a reasonable opportunity to remove the alcohol or the vehicle, as the case may be, from the public place.**
- 7.3 However, on specified dates or in relation to specified events, duly notified by Council in accordance with part 8, section 170, subsection (3) of the Local Government Act, 2002, a member of the police may, immediately and without further notice, exercise the power to search a container or a vehicle.**

8. Offences

Every person who breaches this bylaw commits an offence under Section 239 of the Local Government Act 2002 and is liable on conviction to a fine under Section 242 of the Local Government Act 2002

Chatham Islands Control of Alcohol in Public Places Bylaw 2018

Schedule A – Prohibited Places

All public places within the area shown on the maps

- 1) Waitangi Township**
- 2) All public road reserves including paper roads reserves through, in and around Waitangi**

Schedule B – Prohibited Times

All public places and within the area shown on the maps and described in Schedule A between 4.00 p.m. and 8.00 a.m.

SCHEDULE C

Application Form – Bylaw Exemption

Name of Applicant.

If a club, society, or organisation – Name of the person responsible for this application.

Describe the event or purpose for requesting this exemption

What area is to be subject to this exemption?

Which days/times will the exemption apply to?

Signed

Applicant

The foregoing bylaw was duly adopted at a meeting of the Chatham Islands Council held on the fifteenth day of November 2012, and ordered to come into force on the first day of December 2012.

The Common Seal of the Chatham Islands

Council was hereunto affixed the day of

 , in the presence of:

Alfred Preece, Mayor

Owen Pickles, Chief Executive

Extract from the Minutes of the Ordinary Council Meeting Held 15 November 2012

6.3 Proposed Liquor Ban Bylaw

A special Meeting was held on Thursday 4 October 2012 to hear submissions received to the draft Chatham Islands Council Liquor Ban Bylaw.

After listening to submitters, Council decided to reduce the Liquor Ban Bylaw area.

RESOLVED THAT the Chatham Islands Council Liquor Ban Bylaw be adopted.

N J Whitiri/J I Clarke CARRIED

Cr D Whitiri asked if there was a cost involved in applying for an exemption. The General Manager advised there was no fee.

His Worship thanked the Councillors for the way in which they conducted themselves during the process.

Cr Day asked if a better map could be provided for the actual legal document. The General Manager advised that a better map would be made available.

COUNCIL MEETING AGENDA

NOVEMBER 2018

6. REGULATORY

6.4 Chatham Islands Council Dog Control Report

(R 6.6a)

See attached.

RECOMMENDATION

THAT the report be received.



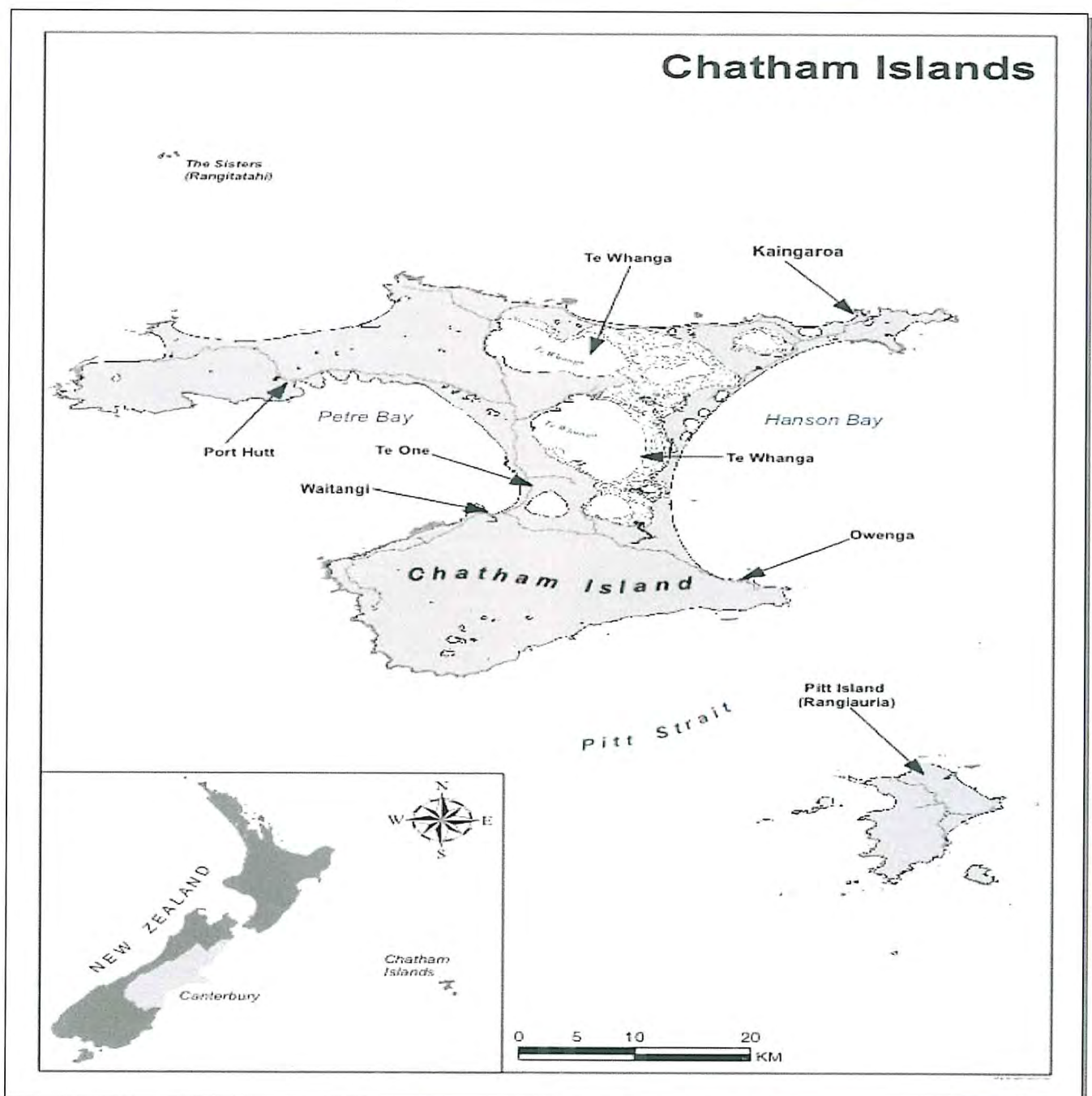
Chatham Islands Council

Dog Control Report *for the year ending 30 June 2018*

The Chatham Islands

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

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

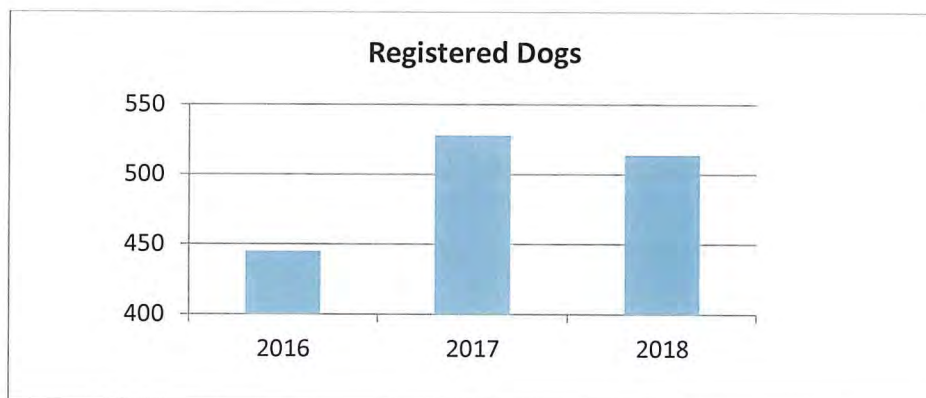


Dog Control Officer

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

Dogs Registered as at 30 June 2018

There are 514 dogs registered as at 30 June 2018.



A total of 514 dogs were registered as at 30 June 2018, a decrease of 14 dogs since 2017.

Probationary and Disqualified Owners

There were no probationary or disqualified owners during the financial year ending 30 June 2018.

Dangerous Dogs

There were no dangerous dogs reported during the financial year ending 30 June 2018.

Menacing Dogs

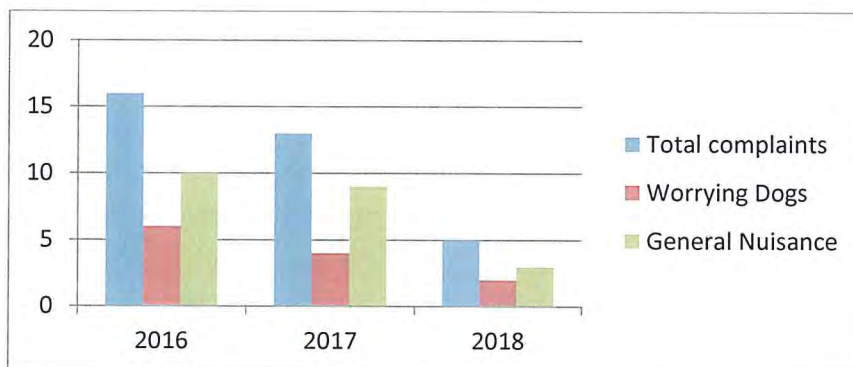
There were no menacing dogs reported during the financial year ending 30 June 2018.

Dog Infringement Notices

There were no dog infringement notice issued during the financial year ending 30 June 2018.

Dog Complaints

There were 5 complaints received during the financial year ending 30 June 2018. Two complaints related to worrying dogs and 3 complaints related to general nuisance dogs. There has been a decrease in total dog complaints by 5 since 2017.



Prosecutions

There were no prosecutions during the financial year ending 30 June 2018.

Public Information

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

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

Chatham Islands Dog Control Bylaw 2018 and Chatham Islands Dog Control Policy 2018

The Chatham Islands Dog Control Bylaw and the Chatham Islands Dog Control Policy was adopted on the 13th July 2018.

COUNCIL MEETING AGENDA

NOVEMBER 2018

6. REGULATORY

6.5 Dog Registrations

(R 6.6a)

At the last day for registering dogs at the early discounted fee of \$38, some 350 dogs had been registered.

It now costs \$62 to register an adult dog (aged over 3 months).

Puppies are charged a pro-rata fee based on \$62 discounted by elapsed months (e.g. puppy registered in January will be \$31).

There are still some 150 dogs in the Council's / National Dog Database that have not been registered. Many of these may have become deceased or may have moved on. Dog owners are required to notify Council of deaths and transfers.

It is an offence to not register a dog that can result in fines of up to \$3,000.

Letters have been sent to the 150 seeking registrations at \$62.00 or advice of death or transfer.

RECOMMENDATION

THAT this information be received.

COUNCIL MEETING AGENDA

NOVEMBER 2018

6. REGULATORY

- 6.6 Chatham Island District Licensing Committee Annual Report for the Period Ending 30 June 2018 (R 6.2f)

See attached report.

RECOMMENDATION

THAT this report be received.

**CHATHAM ISLANDS DISTRICT LICENSING COMMITTEE
ANNUAL REPORT
FOR THE PERIOD ENDING 30 JUNE 2018**

The following report is a summary of activities for the Chatham Islands District Licensing Committee, pursuant to section 199(1) of the Sale and Supply of Alcohol Act 2012, for the financial year 1 July 2017 to 30 June 2018.

Chatham Islands District Licensing Committee

Chairperson	Cr Nigel Ryan
Committee members	Casie King Toni Gregory-Hunt Donna Gregory-Hunt
Secretary	Mr Owen Pickles, General Manager
Licensing Inspector	Mr Ross Murphy
Support Officers	Trudee Thomas and Deborah Goomes

Overview of Workload

In August 2016 the Committee heard a strongly opposed renewal for the Hotel licences (by the Police). An adjournment was granted to March 2017 resulting in a truncated renewals to March 2018. These renewals were duly filed and due to a series of events they were also strongly opposed and set for a hearing for 26 June 2018 – the decision is reserved as at 30 June.

NEW licences (1)

The Norman Kirk Memorial Society. They had a licence issued in the last report period but the renewal was overlooked resulting in a new application and therefore a one-year issue.

Licence renewals issued (3)

Hotel Chathams - renewal On and Off Licences
Waitangi Wholesale – Renewal Off Licence

Managers Renewals (7)

S Croon / T Croon / F Prendeville / C Kamo / N Croon / C Hannigan / P Ingram

Managers new (1)

F Bonventre

Specials (2)

Kaingaroa Club Seafood Buffets / Norman Kirk Centre Wilf Foods Festival

**Schedule of Licensed Premises
As at 30 June 2018**

1. Hotel Chathams Ltd – On Licence / Off Licence.
2. Kaingaroa Sports & Social Club – Club Licence /Off Licence

3. Waitangi Store – Off Licence
4. Waitangi Wholesalers Ltd – Off Licence
5. The Norman Kirk Memorial Society Inc – On Licence

A handwritten signature in black ink, appearing to read 'Ross Murphy', with a large, stylized flourish at the end.

ROSS MURPHY
LICENSING INSPECTOR

COUNCIL MEETING AGENDA

NOVEMBER 2018

7. EMERGENCY MANAGEMENT

7.1 Letter from Hon Kris Faafoi

(EM 7.1b5)

See attached.

RECOMMENDATION
THAT the letter be received.



15 OCT 2018

Chair, Chatham Islands CDEM Group Joint Committee
Mayor Alfred Preece
awpreece@xtra.co.nz

Dear Mayor Preece

Thank you for the letter of 6 August 2018, sent via the Ministry of Civil Defence & Emergency Management, submitting the proposed Chatham Island Civil Defence Emergency Management (CDEM) Group Plan (the Plan) for comment.

I am satisfied that the proposed Plan meets the requirements of section 49(2) of the CDEM Act 2002.

The Ministry has advised me that they have provided you with comments and guidance on the proposed Plan and I note that you have taken these into account.

I also note that the Chatham Islands CDEM Group has consulted on the Plan with the relevant agencies and communities of the Chatham Islands.

I have no further comments to make on the proposed Plan.

I understand the CDEM Group intends to approve the proposed Plan in October 2018. I would appreciate it if you would provide the Ministry with a copy of the final Plan at that time.

I commend the Chatham Islands CDEM Group's enthusiasm and commitment to CDEM issues. The work that you do is fundamental to building a resilient New Zealand.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'Kris Faafoi'.

Hon Kris Faafoi
Minister of Civil Defence

cc. Owen Pickles, Chair of Coordinating Executive Group
Rana Solomon, CDEM Manager