

CHATHAM ISLANDS COUNCIL

Minutes of the Ordinary Monthly Meeting of the Chatham Islands Council, held in the Council Chambers, Tuku Road, Waitangi, on Thursday, 14 April 2011, commencing at 1.30 p.m.

- PRESENT:** His Worship the Mayor, Mr A W M Preece, Deputy Mayor, J I Clarke, and Councillors M Croon, K L Day, G F Horler and R P Tuuta.
- IN ATTENDANCE:** General Manager, Owen Pickles
Corporate Services Manager, Deborah Goomes
Emergency Response Co-ordinator, Rana Solomon
ECan Biosecurity Officer, Chatham Islands, Alison Turner
ECan Personal Assistant, Melissa Wilson
- APOLOGIES:** Apologies were received from Councillors N C Ryan, D I Whaitiri and N J Whaitiri.

RESOLVED THAT the apologies from Crs Ryan, D Whaitiri and N Whaitiri be received.
G F Horler / R P Tuuta CARRIED

MINUTES: **2.1 Ordinary Meeting, 3 March 2011**

RESOLVED THAT the Minutes of the Ordinary Meeting of the Chatham Islands Council, held on Thursday, 3 March 2011, be confirmed and adopted as a true and correct record.
J I Clarke / G F Horler CARRIED

MATTERS ARISING: **3.2 New Computer Software**

Cr Croon inquired whether the new computer software had been installed. The General Manager advised that the installers from Civica would be arriving in the first week of May to talk about an introductory programme and how the Council would introduce it. As there were doubts whether the programme would be installed before 1 July, the option of a "phase in" period would be discussed. If this option was taken, the cost would be phased in also.

There were two programmes - a financial programme and an information management programme. There would be data transfers required for the financial programme. Council would need to make a decision whether to transfer data to the information management programme or have a

“clean start date” going forward. If the decision was made to go back and input data, a large volume of documents would need to be scanned and entered into the system.

4.1 Downer NZ Report - Issues over slipway

Cr Horler advised that there was an issue with the slipway and several divers had noted that it was difficult to launch their boats.

Cr Clarke stated that the access way was not blocked, however a vessel was on the foreshore and not on the access way, 10-15 feet away from the concrete. Technically it was blocking the slipway, but legally it was not on Council land. He advised that he was working with the Chatham Islands Enterprise Trust to clear two steel hulls along the foreshore and remove the fibreglass vessel.

The General Manager advised that the Council’s role was regulatory regarding the derelict boats. They could serve notice, however the boat owners had left the Island.

6.1 Update from Environment Canterbury

Environment Canterbury Biosecurity Officer, Chatham Islands, Alison Turner, noted that Environment Canterbury had not tabled a report, however wanted to bring to Council’s attention that there was currently an unacceptably high risk of rodent plague (mainly mice) at Waitangi Wharf. She advised that she had increased the amount of bait stations over the last few months, however part of the problem was that there were a lot of grass seeds stored in the sheds at present. Alison had met with the Port Company and the Stevedores and was concerned that the risk was too high, especially for Pitt Island.

Alison Turner also advised Council that the regular contact at Mt Hutt Helicopters (Paul) had left the company. As a result, the link with the Chatham Islands had been lost as he had the greatest level of knowledge.

8.2 LGNZ Rural and Provincial Sector - Renewable Energy

The General Manager advised that the Southland Times had reported a proposal to put a wave power generator on the coast of Stewart Island, which would be large enough to power up the whole Island. It was a different concept from the chamber concept proposed for the Chatham Islands and the number of users would be considerably less than on the Chatham Islands.

The estimated cost would be \$1.8m. The General Manager sent Brian Harris, CIET, the article and a contact for the one proposed for Stewart Island. Brian was concerned as the generator that was proposed for the Chatham Islands had its issues, yet the one suggested for Stewart Island was much smaller and cheaper again.

FINANCE:

3.1 Debtor Report for period ending 1 April 2011

The Debtor Report for the period ending 1 April 2011 was presented to Council.

RESOLVED THAT the Debtor Report as at 1 April 2011 be received.

J I Clarke / G F Horler CARRIED

3.2 Financial Statements as at 28 February 2011

The financial statements for the period ending 28 February 2011 were presented to Council.

RESOLVED THAT the Financial Statements to 28 February 2011 be received.

R P Tuuta / K L Day CARRIED

3.3 Council Dues Report as at 28 February 2011

The Council Dues Report to 28 February 2011 was presented to Council.

The General Manager advised that the Council Dues owing had improved slightly since the report was printed. Another \$20,000 had been paid by the shipping companies, in the form of three payments, and was almost back on track.

RESOLVED THAT the Council Dues Report to 28 February 2011 be received

J I Clarke / M Croon CARRIED

3.4 Amendment to LTCCP – Warm Homes

An amendment to the 2009-19 LTCCP to incorporate the Warm Homes Programme was tabled at the meeting. The EECA project would be funded by a targeted rate which could only be introduced through an amendment to Council's Revenue and Financing Policy. Under Section 102 of the Local Government Act 2002, the Policy could only be amended via an amendment to the LTCCP.

To qualify for the EECA subsidy programme, houses had to have been built before 2000. Council would offer homeowners a loan so that they could fund the non-subsidised portion of improvements to their home. The costs of providing the warmer homes loan would be recovered by way of a targeted rate over a ten year period. The targeted rate would be based on the repayment of the loan and any associated interest and administrative costs to the Council.

The targeted rate would commence in the year following the installation of the insulation and/or clean heating and ratepayers would be asked to acknowledge that in utilising the warmer homes loan, they would be subject to a targeted rate on their property. The project would have no impact on Council's ratepayers, other than those who chose to participate in the scheme.

The General Manager advised that the amendment to the LTCCP had gone through a formal process, including being audited by Council's Auditors, Audit NZ. The amendment had been publicly notified with no submissions received.

RESOLVED THAT the amendment to the 2009-19 LTCCP to incorporate the Warm Homes Programme be confirmed.

R P Tuuta / K L Day CARRIED

The General Manager advised that the contractors were coming over to confirm contracts for the Warm Homes Programme. Another six were to be confirmed from the Kaumatua Flats, which would make 28 in the current round.

Over 50 assessments had been completed. The cost involved seemed to have been the main factor in people's decision not to insulate their homes at present. Uncertainty of people's incomes (particularly fishermen) and whether they would be eligible for a Community Services Card was another factor.

WORKS & SERVICES: 4.1 Downer NZ Report, February 2011

RESOLVED THAT the Downer NZ Report for February 2011 be received.

J I Clarke / K L Day CARRIED

Work to seal the road through Owenga had started. Currently work had been delayed due to waiting on more materials to arrive to complete the job, weather permitting.

Cr Clarke questioned the life of the seal and how long it was guaranteed for. The General Manager advised that Council had been working on that issue for a very long time and resealing had been occurring up to every seven years.

His Worship advised that the current seal being laid in Owenga had an expectation to last much longer. The road had lime stabilisation, which none of the other sealed roads had.

Cr Tuuta asked how far Council land went down towards the Owenga Wharf. His Worship confirmed that Council land went to the end of the wharf.

Cr Tuuta was concerned that the road could get very slippery and was potentially dangerous for the vehicles using the wharf and felt that work was needed on it. The General Manager advised that Council did look at this issue after the wharf opened and was advised concreting was the best option for the wharf approach, as opposed to sealing it.

4.2 Engineer's February and March 2011 Reports

RESOLVED THAT the Engineer's Reports for February and March 2011 be received.

M Croon / J I Clarke CARRIED

Cr Clarke questioned whether Council had looked at stepping the Waitangi Wharf Road cliff face, further down from the sheep track. The General Manager advised that Council had started assessment work in the area two years ago and received a number of recommendations from the Engineers. Terracing was considered, but the option adopted was to install catch drains across the top, then to vegetate the face.

The Department of Conservation were to give advice on the appropriate vegetation and made the suggestion that a machine be used to spray the vegetation on. This work had not yet been undertaken. Terracing would become an option if Council built a breakwater in the future.

The General Manager advised Council that he had copied and tabled his report on the visit to Pitt Island on 7 April

2011. He had also emailed the report to everyone before the Council Meeting. He advised that there had been a change to the heading "Roading - Glory Road".

His Worship stated that he wanted to ensure that Glory Road was included on the list of surveyed roads. The General Manager agreed he would enquire with the surveyors and make sure that happened.

His Worship advised that he had contacted Humes and was waiting to receive a quote for pre-stressed cattle stops to be delivered to Pitt Island and Chatham Island. He would then pass the quote on to Council's Engineer, Murray Keast, and the General Manager, to compare the prices and convenience.

Emergency Response Co-ordinator, Rana Solomon, advised that Pitt Island had two Area Co-ordinators - Nadine Lanauze and Brent Mallinson. They were equipped with radios and were in prime locations. Rana would co-ordinate training with them and the local school.

The General Manager advised that visits to Pitt Island would be made every six months - one plane load of Councillors and each to rotate visits.

Cr Tuuta asked if Council could take action to dispose of wrecked vehicles dumped on the side of the road. The General Manager advised that Council had a regulatory role in removing the vehicles and impounding them, however Council did not at this stage, have an allocated site. He stated that as far as what constituted a dumped vehicle, there was no difference between a motor vehicle left on the side of the road or an old tractor.

Cr Tuuta requested that the issue be raised for action at the next Council meeting.

4.3 Water and Wastewater Supply and Operation

The annual report from MWH New Zealand Limited on the operation and maintenance of the water and wastewater systems was presented to Council.

The General Manager advised that the biggest improvement from the last report was that the major leaks had been fixed and the one at Waitangi Port had not been an issue for at least six months. The red warning light at the Council office had not been on at all.

Cr Croon noted that Te One had never been mentioned in funding applications and Te One School had problems with the water and high e-coli readings. His Worship requested that the information from the School be presented to Council.

The General Manager advised that Council was a long way from putting in an application for Te One. The school supply was the responsibility of the Ministry of Education. Council had received no communication from the people of Te One, to date, regarding water.

The Corporate Services Manager discussed previous talk of upgrades for the Marae at Te One when Alyth Crawford from Hawkes Bay Health came to the Island. They discussed an application for an upgrade, which would produce investigations into good water sources around Te One. It was suggested that a Marae water upgrade might lead to support for the rest of the Te One community.

RESOLVED THAT the report be received and that the following Engineer's recommendations be adopted:

1. Repair to primary storage tank pump lifting system.
2. Attain confirmation of 'secure status' for the Tiki-Tiki bore in order to define the Council's responsibilities under the New Zealand Drinking Water Standards.
3. Remove the risk of contamination of the bore by closing off the area upslope of the bore to stock.
4. Finalise and submit Capital Assistance Programme subsidy applications for funding to improve Waitangi, Kaingaroa and Owenga water supplies.
5. Finalise the extension to the O & M Contract for the Kaingaroa network.
6. Installation of backwash pipework for the filters.
7. Installation of an Over Pressure Release Valve (OPRV).
8. Sludge removal to a secure, environmentally sustainable location, as per the New Zealand Waste Strategy 2007. The current Sludge Removal Strategy is effective as a temporary measure, but a long term disposal option needs to be secured.

R P Tuuta / M Croon CARRIED

4.4 Drinking Water Subsidy Applications

A letter from the Medical Officer of Health, Hawkes Bay District Health Board, advising that the Deprivation Rating for Kaingaroa, Waitangi and Owenga had been increased to an index score of seven, was presented to

Council. This now provided access to the Drinking Water Subsidy Scheme, with maximum assistance of 85%.

Where the 15% local share for the projects came from was a question that Council still needed to answer. This could be considered further when final costs were known.

The General Manager advised that all the applications had been approved and had been forwarded to the Ministry of Health for consideration and, hopefully, approval.

RESOLVED THAT

1. The correspondence be received.
2. The issue of local share be further addressed when final costs were known.

G F Horler / R P Tuuta CARRIED

4.5 Closure of Tuku Gully Road

A report was presented on the progress of works to improve the Tuku Gully Road.

A problem had been identified in that the works completed to date could be lost if the road remained available for general use over the winter, the solution being to close the road to all but essential traffic. A locked gate would be erected and keys allocated to the essential users, with a bypass for quad bikes also being proposed.

Section 342 (Tenth Schedule) of the Local Government Act provided the Council power to temporarily close a road where weather conditions could damage the road. A Council resolution would be required, followed by the appropriate public notice.

His Worship visited Bruce and Liz Tuanui and inspected the work undertaken. He noted that it was a vast improvement, however bus tracks were visible past the house and towards an area that would not be accessible. There was concern that the work that had already been done needed protecting. There were still a couple of seasons of work to go.

The General Manager advised that under the Local Government Act, Council had the authority to close the road due to winter conditions.

RESOLVED THAT

1. In terms of Section 342 (Tenth Schedule) of the Local Government Act 1974, the Tuku Gully Road be closed during the winter months, or until further notice.
2. A locked gate be placed across the road.
3. Essential users be issued keys to the gate.
4. A quad bike bypass be provided.
5. The situation be reviewed in September 2011.

G F Horler / K L Day CARRIED

**His Worship the Mayor, Mr A W M Preece, departed the room at 2.25 p.m.
Deputy Mayor, Cr J I Clarke, took the chair.**

4.6 Sanitary Landfill Site Selection

A report was presented on progress towards the selection of a sanitary landfill site on Chatham Island. A special edition of Uniquely Chathams was circulated to all Chatham Islands' mail boxes during February, with submissions from the public closing on 18 March 2011. The publication provided a brief overview of the Solid Waste Management Strategy and discussed the three sanitary landfill site options under consideration by the Council.

A 152 signature petition, two verbal (telephone) submissions, and five written submissions were received. The petition and two written submissions opposed the Chudleigh site. The two telephone submissions supported Chudleigh and the Smith property. One written submission supported Chudleigh and the other two made general comments about transfer stations and support for the Council making "the right decision in the Island's best interest".

A public meeting was held in the Waitangi Hall on Monday, 4 April 2011. Twenty people were in attendance, inclusive of Councillors and Council staff. A data show explaining the Strategy was presented and a DVD of operations at the Levin Landfill was shown.

There were some discussions around the Strategy, but the focus was clearly about the location for the sanitary landfill. A better understanding of the Council's proposal was the result, with a clear direction to focus on the 'Preece Site' as the location for the sanitary landfill.

The General Manager advised that Council was working towards reaching an agreement with Alfred and Robin Preece regarding land use, and could then proceed with

obtaining engineering assessments and starting the RMA process.

The General Manager stated that there was the potential for negotiations to be via a third party, due to the sensitivities around Alfred Preece's role with the Council. It was suggested that the third party could be arranged through Environment Canterbury.

RESOLVED THAT

1. The submissions be received and acknowledged.
2. Council open discussions with Alfred and Robyn Preece around acceptance of their offer of a site.
3. Due to Alfred Preece's role with the Council, the Auditor General be advised of Council's intentions.
4. A further workshop be held to consider other parts of the Strategy and the Council's ability to bring them forward.

K L Day / M Croon CARRIED

His Worship the Mayor re-entered the room at 2.34 p.m. and took the chair.

4.7 Fish Factory Road Speed Reduction Measures

A report was presented from Council's Engineers, MWH N Z. Limited, on speed reduction measures for Fish Factory Road. The report had been requested after MWH met with George Day from Moana Pacific Fisheries in October 2010. Mr Day had raised concerns that vehicles were travelling down Fish Factory Road at high speeds, often while towing boat trailers. The high speeds were making it difficult to safely pull out of the Moana Pacific access onto Fish Factory Road.

Four options were presented:

1. Intersection Treatment
2. Judder Bars
3. Rumble Strips
4. Road Narrowing/Chicane.

The most popular view from the meeting was that judder bars should be installed, with rumble strips to be considered if no improvements occurred.

RESOLVED THAT

1. The Engineer be asked to look at the introduction of judder bars.
2. If no improvements occurred with their introduction, then rumble strips be considered.

R P Tuuta / G F Horler CARRIED

COMMUNITY SERVICES:

5.1 Wreath Laying – Anzac Day

A letter was received from Anzac Day Co-ordinator, Denise Thomas, advising of wreath laying opportunities that would be available on Anzac Day, and inviting Council to participate.

The General Manager advised that His Worship would be off the Island for the Anzac Day Service. It was agreed that the Deputy Mayor, Cr J I Clarke, would undertake duties on behalf of the Mayor on the day.

RESOLVED THAT the Deputy Mayor, Cr J I Clarke, lay a wreath at the Anzac Day Service on behalf of the Council.

K L Day / R P Tuuta CARRIED

5.2 Memorial Monument

A letter was received from Anzac Day Co-ordinator, Denise Thomas, proposing that a Memorial Monument be erected, with an ocean view, in Waitangi. A site opposite the ANZ Bank was suggested. Once a suitable site was found, Denise Thomas would research costs, designs, etc., and consult the public.

Cr Croon recommended that the monument be erected at the point in Waitangi Park.

RESOLVED THAT the Anzac Day Co-ordinator, Denise Thomas, be advised that Council had agreed that a monument could be erected at the point in Waitangi Park.

J I Clarke / M Croon CARRIED

EMERGENCY MANAGEMENT:

7.1 Christchurch Earthquake Relief

The General Manager reported that following the February 2011 Christchurch earthquake, the Council offered Chatham Islands' families under stress the opportunity to return home at no cost. Air Chathams assisted by offering a 30% discount on fares (adult \$834/child \$584 return), and carried freight destined for earthquake relief in Christchurch for free. The cost of the flights was to be shared between the Chatham Islands Enterprise Trust and the Council, with the Council's share to be funded by a contingency on the Canterbury Regional Council contract.

A total of 25 people returned to the Chatham Islands (10 adults and 15 children), making a maximum cost exposure of \$17,000. Some people also chose to fund their own return flights. His Worship the Mayor, Alfred Preece, with support from others, identified the people in need.

His Worship detailed his trip to Christchurch and thanked all staff for their contribution and assistance during that time. He noted that after speaking to Vanessa Tuuta from Air Chathams, he was informed that up to 90% of people coming in had paid their own airfares going back.

RESOLVED THAT

1. The information be received.
2. The actions taken to provide the relief flights be approved.

R P Tuuta / K L Day CARRIED

7.2 Audit of National Rural Fire Authority Standards

A letter was received from the National Rural Fire Authority (NRFA) advising the audit results carried out on the Chatham Islands Council, as a Rural Fire Authority, on 18 March 2011. The audit covered the requirements of the NRFA minimum standards for rural fire, namely portable fire pumps, hose and waterway equipment, and firefighter PPE.

The audit showed that the Council did not meet all of the requirements of the NRFA standards. It was requested that the Chatham Islands Council:

1. Takes action to address the minor deficiencies as noted in the enclosed Auditor's Report and Check Sheets.
2. Advises the NRFA by 31 May 2011 of what action will be taken and by when to address these deficiencies.
3. Advises the NRFA once the deficiencies have been addressed.

The Emergency Response Co-ordinator, Rana Solomon, noted that full compliance was not met because a three monthly inspection process for all items had not been implemented. She noted that until recently the Department of Conservation was maintaining the checks on all gear, but now the volunteers would need to do so (including for Pitt Island).

His Worship was concerned that the volunteers were stretched too far with their time and would like to see how Council could better assist with resources.

Cr Horler noted that many young fire fighting volunteers had to give up a day's work for training, and would like to see if they could somehow be remunerated for their time.

RESOLVED THAT

1. The correspondence be received.
2. The three-monthly inspection process for all items be implemented, if possible.

J I Clarke / K L Day CARRIED

7.3 Restricted Fire Season

It was reported that a Restricted Fire Season was now in place for the Chatham Islands and would remain in force until revoked by a further notice. A copy of the Public Notice advertising the restriction was presented to Council.

The Emergency Response Co-ordinator, Rana Solomon, advised that the restrictions would remain in force until a Council resolution was passed to lift them.

The Council supported 'Light no Fires' signs being erected at the dumps, and agreed that the Emergency Response Co-ordinator should keep installing them to get the message out. It was noted that while Council had the authority to fine individuals caught lighting fires, they had not enforced it to date.

RESOLVED THAT the information on the Restricted Fire Season be received.

M Croon / R P Tuuta CARRIED

GOVERNMENT:

8.1 Elected Members' Remuneration

Correspondence received from the Remuneration Authority, advising of the remuneration levels that had been determined for the 2011/12 financial year, was presented to Council. \$45,269 was allocated to the Mayor, with the residual Pool being \$63,750.

The General Manager reported that over recent years, the Council chose the annual salary option for the residual pool, as opposed to meeting attendance fees. If this was Council's preferred option, the distribution would be:

Deputy Mayor	\$13,644
Councillors (7)	<u>\$50,106</u> (\$7,158 x 7)
	\$63,750

The Remuneration Authority also sought confirmation of the Council's Sensitive Expenditure Policy. This was last reviewed in May 2010, and the General Manager reported that it was working well.

The General Manager stated that the correspondence showed that there had been a small increase in remuneration, and that there was a plan to undertake some broader work in the area of Council remuneration with the view to any changes being implemented in 2012-2013.

RESOLVED THAT

1. The Council advise the Remuneration Authority that the Mayoral salary for 2011/12 be \$45,269.
2. The Residual Pool of \$63,750 be distributed as annual salaries to:

Deputy Mayor	\$13,644
Councillors 7 @ \$7,158	<u>\$50,106</u>
	\$63,750
3. The Sensitive Expenditure Policy be confirmed for the 2011/12 year.

R P Tuuta / M Croon CARRIED

CHATHAM ISLANDS: 9.1 Marine and Coastal Area Bill 2010

The General Manager reported that the Marine and Coastal Area Bill was passed into law by Parliament on 24 March 2011. The Bill repealed the Foreshore and Seabed Act 2004.

Te Whanga in the Chatham Islands, was referred to in the Bill in the 'definitions', where it said:

"Common marine and coastal area means the marine and coastal area other than –

- (a) Specified freehold land located in the area, and
- (b) The bed of Te Whanga Lagoon in the Chatham Islands".

This restored Te Whanga as being an internal lake and subject to the provisions of the Chatham Islands RMA Document as it was pre-2004.

RESOLVED THAT the information on the Marine and Coastal Area Bill 2010 be received.

J I Clarke / K L Day CARRIED

CLOSURE:

Meeting Closure

There being no further business, the meeting was declared closed at 3.03 p.m.

CONFIRMED THIS 26th DAY OF MAY 2011

MAYOR