



chatham islands council

Chatham Islands Council

BOARD PACK

for

Council Meeting

Thursday, 8 May 2025

9:00 am (+1245)

Held at:

Chatham Islands Council

13 Tuku Road, Chatham Islands

INDEX

Cover Page

Index

Agenda

Attached Documents:

1.3 a	Interests Register.....	9
1.4 a	Action List.....	10
2.1 a	2.1 Minutes 27 March 2025.pdf.....	12
2.1 b	Public Minutes 27 Mar 2025 Council Meeting.pdf.....	13
3.1 a	3.1 Financial Report.pdf.....	23
3.1 b	Financial Report.pdf.....	24
3.2 a	3.2 Budget review Council April.pdf.....	27
3.2 b	3.2 appendix.pdf.....	32
4.1 a	4.1 Stantec Report1.pdf.....	34
4.1 b	Stantec March Report.pdf.....	35
4.2 a	4.2 Fulton Hogan Road Maintenance Report .pdf.....	48
4.2 b	Mar 2025 SP1.pdf.....	49
4.3 a	4.3 Fulton Hogan Water & Wastewater Contract .pdf.....	63
4.3 b	Mar 2025 SP2.pdf.....	64
4.4 a	4.4 FH Waste Management Report.pdf.....	69
4.4 b	CIC Waste Management March 2025.pdf.....	70
4.4 c	Te One Waste Record - Master.xlsx	**
4.4 d	Owenga Landfill Waste Record - Master 24.xlsx	**
4.4 e	Summary of Te One and Owenga Qtr 1 2025.xlsx	**
4.5 a	4.5 Roughness Survey.pdf.....	74
4.5 b	CIC Roughness Summer 2025.pdf.....	75

—Continued—

** File not integrated in this board pack. Click on file name to download from BoardPro.

4.6 a	4.6 Owenga Barge Landing Facility Operations Memo.pdf.....	91
4.6 b	Tech memo - Owenga Loading Ramp Issues Rev2.pdf.....	92
4.7 a	4.7 Physical Works Maintenance Contract Procurement.pdf.....	104
4.7 b	Tech memo - CIC 26_01 PW Procurement Memo Rev1.pdf.....	105
4.8 a	4.8 Submission - Taumata Arowai Wastewater Standards.pdf.....	107
4.8 b	Chatham Islands Submission - Taumata Arowai Wastewater Standards April 2025.pdf....	108
5.1 a	5.1_Waitangi Hall.pdf.....	115
8.1 a	8.1 Changes to the RMA - Correspondence.pdf.....	118
8.1 b	Letter from Minister Bishop on Phase 3 RMA.pdf.....	119
11.1 a	aPE Cover Page 27 March 2025.pdf.....	121
12.1 a	PE.1 PE Minutes 27 March 2025.pdf.....	122
12.1 b	PE Minutes 27 Mar 2025 Council Meeting.pdf.....	123

AGENDA

COUNCIL MEETING



Name:	Chatham Islands Council
Date:	Thursday, 8 May 2025
Time:	9:00 am to 11:00 am (+1245)
Location:	Chatham Islands Council, 13 Tuku Road, Chatham Islands
Board Members:	Cr Amanda Seymour, Cr Celine Gregory-Hunt, Cr Graeme Hoare, Cr Greg Horler, Cr Judy Kamo, Cr Keri Day, Mayor Monique Croon, Cr Nigel Ryan, Cr Steve Joyce
Attendees:	Ms Colette Peni, Ms Jo Guise, Paul Eagle

1. Opening Meeting

1.1 Meeting Opening 9:00 am (5 min)

Mayor Monique Croon

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

1.2 Apologies 9:05 am (2 min)

1.3 Interests Register 9:07 am (2 min)

For Information

Review and update the interests register of board members and key executives.

Supporting Documents:

1.3.a Interests Register	9
--------------------------	---

1.4 Action List 9:09 am (5 min)

For Noting

Review the progress of action items from previous meetings and discuss any pending tasks.

Supporting Documents:

1.4.a Action List	10
-------------------	----

2. Confirmation of Minutes

2.1 Minutes 27 March 2025 9:14 am (3 min)

For Decision

Review and confirm the minutes of the previous meeting.

Supporting Documents:

2.1.a	2.1 Minutes 27 March 2025.pdf	12
2.1.b	Public Minutes 27 Mar 2025 Council Meeting.pdf	13

3. Finance

3.1 Financial Report

9:17 am (10 min)

For Information

Information to be received.

Supporting Documents:

3.1.a	3.1 Financial Report.pdf	23
3.1.b	Financial Report.pdf	24

3.2 Annual Plan 2025/26 – draft budget

9:27 am (15 min)

Paul Eagle

For Decision

Supporting Documents:

3.2.a	3.2 Budget review Council April.pdf	27
3.2.b	3.2 appendix.pdf	32

4. Works & Services

4.1 Stantec Report

9:42 am (5 min)

For Information

Information to be received.

Supporting Documents:

4.1.a	4.1 Stantec Report1.pdf	34
4.1.b	Stantec March Report.pdf	35

4.2 Fulton Hogan Road Maintenance Report

9:47 am (5 min)

For Information

Information to be received.

Supporting Documents:

4.2.a	4.2 Fulton Hogan Road Maintenance Report .pdf	48
4.2.b	Mar 2025 SP1.pdf	49

4.3 Fulton Hogan Water & Wastewater Report

9:52 am (5 min)

For Information

Information to be received.

Supporting Documents:

4.3.a	4.3 Fulton Hogan Water & Wastewater Contract .pdf	63
4.3.b	Mar 2025 SP2.pdf	64

4.4 Fulton Hogan Waste Management Report

9:57 am (5 min)

For Information

Supporting Documents:

4.4.a	4.4 FH Waste Management Report.pdf	69
4.4.b	CIC Waste Management March 2025.pdf	70
4.4.c	Te One Waste Record - Master.xlsx	
4.4.d	Owenga Landfill Waste Record - Master 24.xlsx	
4.4.e	Summary of Te One and Owenga Qtr 1 2025.xlsx	

4.5 Summer Roughness Survey

10:02 am (5 min)

For Information

Supporting Documents:

4.5.a	4.5 Roughness Survey.pdf	74
4.5.b	CIC Roughness Summer 2025.pdf	75

4.6 Owenga Barge Landing Facility Operations Memo

10:07 am (5 min)

For Information

Supporting Documents:

4.6.a	4.6 Owenga Barge Landing Facility Operations Memo.pdf	91
4.6.b	Tech memo - Owenga Loading Ramp Issues Rev2.pdf	92

4.7 Physical Works Maintenance Contract Procurement

10:12 am (5 min)

For Decision

Supporting Documents:

4.7.a	4.7 Physical Works Maintenance Contract Procurement.pdf	104
4.7.b	Tech memo - CIC 26_01 PW Procurement Memo Rev1.pdf	105

4.8 Chatham Islands Submission - Taumata Arowai Wastewater Standards

10:17 am (5 min)

For Information

Supporting Documents:

4.8.a	4.8 Submission - Taumata Arowai Wastewater Standards.pdf	107
4.8.b	Chatham Islands Submission - Taumata Arowai Wastewater Standards April 2025.pdf	108

5. Community

5.1 Waitangi Hall

10:22 am (5 min)

Paul Eagle

For Decision

To confirm Council's decision for the future of Waitangi Hall, given legal liabilities, unaffordable upgrade costs, and the requirements of Council's 2025/26 Cost Reduction Programme.

Supporting Documents:

5.1.a	5.1_Waitangi Hall.pdf	115
-------	-----------------------	-----

6. Regulatory

6.1 Biosecurity Activities Update

10:27 am (5 min)

For Information

7. Emergency Management

8. Government

8.1 Changes to the RMA - Correspondence from Hon Chris Bishop

10:32 am (5 min)

Paul Eagle

For Information

Supporting Documents:

8.1.a	8.1 Changes to the RMA - Correspondence.pdf	118
8.1.b	Letter from Minister Bishop on Phase 3 RMA.pdf	119

9. Chatham Islands

10. Bylaws & Policies

11. Move to Public Excluded

11.1 Move to Public Excluded

Supporting Documents:

11.1.a	aPE Cover Page 27 March 2025.pdf	121
--------	----------------------------------	-----

12. Public Excluded

12.1 Public Excluded Minutes 27 March 2025

10:37 am (2 min)

For Decision

For Approval

Supporting Documents:

12.1.a	PE.1 PE Minutes 27 March 2025.pdf	122
12.1.b	PE Minutes 27 Mar 2025 Council Meeting.pdf	123

12.2 Close the meeting

10:39 am

Next meeting: Council Meeting - 19 Jun 2025, 10:00 am

Summarize the key decisions made and officially close the board meeting.

Interests Register

Chatham Islands Council



As of: 8 May 2025

Person	Organisation	Active Interests	Notice Date
Cr Amanda Seymour	CIC	6.8 - Whanau member of applicant	27 Sept 2024
Cr Celine Gregory-Hunt	CIC	6.4 Applicant	27 Sept 2024
Cr Greg Horler	CIC	6.8 Whanau member of applicant	27 Sept 2024
Cr Judy Kamo	CIC Councillor	5.1 Surf Boat Report - Project Lead	13 Feb 2025
Cr Keri Day	Chatham Islands Council	Interested party - Item 7.1 Water Tank Project Update	1 Feb 2024
Cr Steve Joyce	Chatham Islands Council	Director, Chatham islands Electricity Ltd - 6.1 Wind Turbines	14 Mar 2024
Mayor Monique Croon	Chatham Islands Council	Applicant in Item 6.2 - M Croon Subdivision	1 Feb 2024

Action List

Chatham Islands Council



As of: 1 May 2025

Waitangi Hall

In Progress

Meet with interested parties to explain unfavourable legal advice.

Due Date: 26 Sept 2024

Owner: Paul Eagle

Meeting: 15 Aug 2024 Council Meeting, 5.3 Waitangi Hall

Latest Update:

A report will be presented to council at its 8 May 2025 meeting.

Ms Jo Guise | 20 Mar 2025

Petrol Resolution

In Progress

Work with CIET on fuel resilience.

Due Date: 31 Oct 2024

Owner: Paul Eagle

Meeting: 27 Sept 2024 Council Meeting, 3.1 Financial Report

Latest Update:

The CEG will be making a recommendation to the CDEM Committee at its 27 March meeting to address this in light of the current petrol shortage and a report will be presented to council at its 8 May 2025 meeting.

Ms Jo Guise | 20 Mar 2025

CIHPT - Report to CiHPT on behalf of Council

In Progress

Chief Executive to report to the CIHPT on the feelings of elected members. It would include options including exiting the trust.

Consideration should also be given at the best role of council for housing on the island.

Due Date: 28 Nov 2024

Owner: Paul Eagle

Meeting: 31 Oct 2024 Council Meeting, 10.4 CIHPT Update

Latest Update:

Tentatively planned for the Info Sharing session on Wednesday 23 April 2025

Ms Jo Guise | 20 Mar 2025

Water Leaks

In Progress

1. Write a letter to properties with ongoing leaks

2. Have a workshop re: water services, plan, operating and meters.

Due Date: 6 Feb 2025

Owner: Paul Eagle

Meeting: 19 Dec 2024 Council Meeting, 4.3 Fulton Hogan Water & Wastewater Report

Latest Update:

Tentatively planned for the Info Sharing session on Wednesday 23 April 2025

Ms Jo Guise | 20 Mar 2025

Investment Account**In Progress**

Move some of the \$2m sitting in current account in to a short term investment account.

Due Date: 27 Mar 2025

Owner: Paul Eagle

Meeting: 13 Feb 2025 Council Meeting, 3.1 Financial Report

Latest Update:

Unable to complete - by the end of March there will be less than \$500K in the Bank Account.

Ms Jo Guise | 20 Mar 2025

Rules for Visiting Yachts**Done**

To check with Harbourmaster what the requirements are around visiting yachts and whether they need to alert Harbourmaster prior to visit.

Due Date: 27 Mar 2025

Owner: Paul Eagle

Meeting: 13 Feb 2025 Council Meeting, 6.4 LATE ITEM - Biosecurity Activities Update

Latest Update:

Update bylaw to ensure ANY vessel arriving in the Chathams notifies

Ms Jo Guise | 27 Mar 2025

Payment for Local Service Reform work**Not Started**

Cr Horler asked for confirmation that Council had agreed to a contribution of \$32,250, which Mayor advised was approved as part of the Better-off funding.

Also requested evidence that CIET agreed to pay half.

Due Date: 28 Apr 2025

Owner: Paul Eagle

Meeting: 27 Mar 2025 Council Meeting, 3.2 Financial Update Annual Planning and Local Public Service Reform

Visiting Yachts**Not Started**

Amend the Biosecurity bylaw to ensure all visiting vessels, including yachts, notify prior to arrival.

Due Date: 30 Jun 2025

Owner: Paul Eagle

Meeting: 27 Mar 2025 Council Meeting, 1.4 Action List



2. Democracy

2.1 Minutes of Ordinary Meeting 27 March 2025

Date of meeting	8 May 2025
Agenda item number	2.1
Author/s	Jo Guise, Executive Assistant

Purpose

For the Council to receive and confirm the minutes of the Ordinary Meeting held on 27 March 2025.

Recommendations

1. **THAT the minutes from the Ordinary meeting held on 27 March 2025 be a true and accurate record.**

MINUTES (in Review)

COUNCIL MEETING



Name:	Chatham Islands Council
Date:	Thursday, 27 March 2025
Time:	9:00 am to 11:28 am (+1345)
Location:	Chatham Islands Council, 13 Tuku Road, Chatham Islands
Board Members:	Cr Graeme Hoare, Cr Greg Horler, Cr Keri Day, Mayor Monique Croon, Cr Nigel Ryan, Cr Steve Joyce
Attendees:	Mr Alex McKinnon, Mr Andrew Wong, Ms Colette Peni, Mr Erin Von Elders, Mr Jack Boyd, Mr Jase Seymour, Ms Jo Guise, Ms Kirsten Norquay, Mr Nigel Lister, Paul Eagle, Mr Phil Holt, Mr Philip Jones, Ms Rebecca Tinga, Ms Tanya Clifford
Apologies:	Cr Amanda Seymour, Cr Judy Kamo, Cr Celine Gregory-Hunt
Guests/Notes:	Bryan Peters (Stantec), Peri Zee (Agite), Lizzy Thomas and Peter Matthews (Crown Infrastructure Delivery)

1. Opening Meeting

1.1 Meeting Opening

1.2 Apologies



Apologies

Apologies

Decision Date:	27 Mar 2025
Mover:	Cr Graeme Hoare
Seconder:	Cr Nigel Ryan
Outcome:	Approved

1.3 Interests Register

1.4 Action List

Due Date	Action Title	Owner(s)
26 Sept 2024	Waitangi Hall Status: In Progress	Paul Eagle
31 Oct 2024	Petrol Resolution Status: In Progress	Paul Eagle
28 Nov 2024	CIHPT - Report to CIHPT on behalf of Council Status: In Progress	Paul Eagle
6 Feb 2025	Water Leaks Status: In Progress	Paul Eagle
27 Mar 2025	Investment Account Status: In Progress	Paul Eagle



Visiting Yachts

Amend the Biosecurity bylaw to ensure all visiting vessels, including yachts, notify prior to arrival.

Due Date: 30 Jun 2025

Owner: Paul Eagle

2. Confirmation of Minutes

2.1 Ordinary Meeting Minutes 19 December 2024



Minutes from Meeting on 13 February 2025

THAT the Minutes from the meeting held on 13 February 2025 be received.

Decision Date: 27 Mar 2025

Mover: Cr Steve Joyce

Second: Cr Nigel Ryan

Outcome: Approved

2.2 Minutes - Kāhui Manu Tāiko



KMT Minutes 12 February 2025

THAT the minutes from the KMT meeting on 12 February 2025 be received.

Decision Date: 27 Mar 2025

Mover: Cr Keri Day

Second: Cr Steve Joyce

Outcome: Approved

The Mayor clarified there was no intention to use the DIA appropriation for the Community & Economic Development role.

It was noted that community development and economic development were completely different roles, and economic development was a role of the CI Enterprise Trust. Mayor Croon clarified there was no intention to use Council's crown appropriation to employ another staff member. The driver of the role was through the 4 entities (KMT) and the CIET were keen to support a community development officer. Until there was confirmed funding to support the role there would be no movement.

3. Finance

3.1 Financial Report



Financial Report to 28 February 2025

That the Chatham Islands Council receives the report.

Decision Date: 27 Mar 2025

Mover: Cr Nigel Ryan

Second: Cr Graeme Hoare

Outcome: Approved

Tanya Clifford gave an update to the report.

3.2 Financial Update Annual Planning and Local Public Service Reform



Late Item - Financial Update Annual Planning and Public Service Reform

THAT the report 'Financial Update Annual Planning and Public Service Reform' be considered as a late item.

Decision Date: 27 Mar 2025
Mover: Cr Nigel Ryan
Seconded: Cr Steve Joyce
Outcome: Approved

PARC Chair Philip Jones clarified the criteria for an amendment to the Long Term Plan (LTP).

Section 97 of the Local Government Act (LGA) spoke of significant changes in the level of service; if there was a significant change in the level of service provided, then Council must amend the Long Term Plan. An LTP could be amended at any stage, but it needed to be audited.

Philip suggested the following -

- identifying the current levels of service in the LTP;
- determine what levels of service you are going to deliver, and are they significantly changed?

Philip suggested the possibility of an Order in Council to exempt an audit of the LTP, but urged further discussions with DIA about the challenges council were having.

The Chief Executive was currently reviewing all the budgets to see where costs could be cut.



Financial Update Annual Planning and Public Service Reform

THAT the Chatham Islands Council -

1. Receive the report.
2. Note that Council Officers may require to amend the Long-Term Plan (LTP) to accommodate a reduction in the levels of service, deliver a water services delivery plan and make modifications to our financial plans.
3. Note that significant reform on how Council currently operates needs to take place regardless of the outcome of the Local Public Service Reform work.
4. Note the impact of the 2024 recommendations from Audit New Zealand.
5. Note that Council Officers are progressing initiatives relating to change, improvements and transitions within existing budgets.
6. Endorse the approach to the Public Service Commission, the Local Government Commission and the formation of a local government experts' group to assist in developing a sustainable local government presence for the Chatham Islands.
7. Note the Local Public Service Reform consultation and the successful public meetings held at Kaingaroa, Owenga, Waitangi and Pitt Island.
8. Note the extension of the consultation timeline to Friday 28 March 2025.
9. Approve up to \$46,500.00 (excl. GST) for the consultation, matching what the Chatham Islands Enterprise Trust have already approved.

10. Endorse a request to seek formal feedback from the Department of Internal Affairs regarding the resources needed to address the Council's current situation and successfully move forward with the Local Public Service Reform work.

Decision Date: 27 Mar 2025
Mover: Cr Nigel Ryan
Seconders: Mayor Monique Croon
Outcome: Approved



Payment for Local Service Reform work

Cr Horler asked for confirmation that Council had agreed to a contribution of \$32,250, which Mayor advised was approved as part of the Better-off funding. Also requested evidence that CIET agreed to pay half.

Due Date: 28 Apr 2025
Owner: Paul Eagle

4. Works & Services

4.1 Stantec Report



Stantec Report

THAT the report be received.

Decision Date: 27 Mar 2025
Mover: Cr Graeme Hoare
Seconders: Cr Steve Joyce
Outcome: Approved

Nigel Lister, Rebecca Tinga, Jack Boyd and Bryan Peters gave an update to the Stantec report and activities.

Nigel advised their next visit would be in May, and they had not planned any further major works as they were waiting on the budget to be signed off.

Bryan clarified they were working on a remedy to stabilise the barge during carriage of extreme loads, (diggers etc).

Nigel confirmed the Pitt Island Barge Society and Pitt Islanders had been fully consulted in the design of the barge, and the recommendation for an abutment as opposed to a ramp structure came from Pitt Island.

4.2 Fulton Hogan Road Maintenance Report



Fulton Hogan Road Maintenance Report

THAT the report be received.

Decision Date: 27 Mar 2025
Mover: Cr Steve Joyce
Seconders: Cr Graeme Hoare
Outcome: Approved

4.3 Fulton Hogan Water & Wastewater Report



Fulton Hogan Water & Wastewater Report

THAT the report be received.

Decision Date: 27 Mar 2025
Mover: Cr Graeme Hoare
Second: Cr Nigel Ryan
Outcome: Approved

Phil Holt gave an update to the report.

Cr Day complemented the professionalism the FH team in delivering water tanks.

4.4 Fulton Hogan Waste Management Report



Fulton Hogan Waste Management Report

THAT the report be received.

Decision Date: 27 Mar 2025
Mover: Cr Graeme Hoare
Second: Cr Nigel Ryan
Outcome: Approved

It was suggested that charges should now apply for rubbish at the transfer station.

4.5 Water and Wastewater Summary Report



Water & Wastewater Summary Report

THAT the Chatham Islands Council -

1. Receive the report.
2. Note the recommended actions and conclusion.
3. Thank the report authors, Stantec staff members: Olivia Hall, Joseane Costa, Jack Boyd, Andrew Wong, Project Manager Hanna Lallu, and Project Technical Lead Kirsten Norquay.

Decision Date: 27 Mar 2025
Mover: Cr Steve Joyce
Second: Cr Keri Day
Outcome: Approved

5. Community

6. Regulatory

6.1 CIC ECAN Q1 and Q2 Summary Report



CIC ECAN Q1 and Q2 Summary Report

THAT the Chatham Islands Council -

1. Receive the report.
2. Thank Canterbury Regional Council officers Terri Huxtable and Emma Parr

for their
introduction.

Decision Date: 27 Mar 2025
Mover: Cr Keri Day
Seconders: Cr Graeme Hoare
Outcome: Approved

Terri Huxtable and Emma Parr (ECan) attended the meeting and gave an outline of their work on the Chatham's.

Jase Seymour gave an update on Biosecurity activities.

7. Emergency Management

8. Government

8.1 LGNZ Meetings 2025



LGNZ Meetings 2025

THAT the Chatham Islands Council receives the report.

Decision Date: 27 Mar 2025
Mover: Cr Steve Joyce
Seconders: Cr Nigel Ryan
Outcome: Approved

Cr Horler had previously requested a comprehensive detailed report on Council travel costs via PARC. Council staff advised there was a report in process which would be presented to Council.

8.2 CIC Regional Growth Summit Report



CIC Regional Growth Summit Report

THAT the Chatham Islands Council -

1. Receive the report.
2. Note the draft agenda and identify industry leaders and community stakeholders to attend the summit.

Decision Date: 27 Mar 2025
Mover: Cr Graeme Hoare
Seconders: Cr Keri Day
Outcome: Approved

Shane Jones was bringing the Regional Infrastructure Fund Summit to the island on 16 April. This event has been organised by MBIE, with Council being the host. They want to meet with Chatham Islanders and industry leaders both on-island and on the mainland.

The CE asked that Councillors forward any recommendations through to Council Executive Assistant.

8.3 CIC City and Regional Deals Report



CIC City and Regional Deals Report

THAT the Chatham Islands Council -

1. Receive the report.
2. Endorse the Island Deal – the Chatham Islands' submission to the New Zealand Government's Regional Deals Framework.
3. Thank the Island Deal authors Agite staff members: Greg Pollock and Project Manager Peri Zee.

Decision Date: 27 Mar 2025
Mover: Cr Keri Day
Seconded: Cr Graeme Hoare
Outcome: Approved

The Chief Executive outlined the CIC and Regional Deals report.

- Relates to the Public Service Reform
- Water solid waste and roads
- Housing and transport
- Economic growth
- Fisheries link
- Government co-ordination on how we receive funding

Peri Zee (Agite) attended the meeting and provided an update on the Regional Deals. She noted that all priorities had been consolidated into a single document, which strengthened our position with Ministers—even if a deal isn't ultimately secured.

A key focus of the proposals was improving collaboration between central and local government. The document also incorporated much of the previously unfunded infrastructure from the Long-Term Plan (LTP).

9. Chatham Islands

10. Bylaws & Policies

11. Move to Public Excluded

11.1 Move to Public Excluded



Move to Public Excluded

THAT the public be excluded from the following part of the proceedings of the meeting.

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

Item No.	General subject of each matter to be considered	Reason for passing this resolution in	Ground(s) under Section 48(1) for the passing of this resolution

		relation to each matter	
PE.1	Minutes PARC meeting 10 February 2025	Good reason to withhold exists under Section 7	Section 48(1)(a)
PE.2	Judicial review proceeding by Mr Andrew Dunlop	Good reason to withhold exists under Section 7	Section 48(4) of the LGOIMA provides as follows: “(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof): (a) Shall be available to any member of the public who is present; and (b) Shall form part of the minutes of the local authority.”
PE.3	CIC Emergency Services Hub Report	Good reason to withhold exists under Section 7	Section 48(1)(a)

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

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUUSE AND REASON	PLAIN ENGLISH REASON	WHEN CAN REPORTS BE RELEASED
PE.1.	Minutes 10 February 2025	7(2)(b)(ii) 7(2)(h) 7(2)(i)	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information To maintain legal professional privilege. To enable the Council holding the		

			information to carry out, without prejudice or disadvantage, commercial activities.		
PE.2	Judicial review proceeding by Mr Andrew Dunlop	7(2)(g)	Maintain legal professional privilege.	To protect all communications between a legal advisor and clients from being disclosed without the permission of the client.	This report will not be released due to the permanent nature of the legal privilege.
PE.3	CIC Emergency Services Hub Report	7(2)(b)(ii) 7(2)(h) 7(2)(i)	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information To maintain legal professional privilege. To enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities.		

and that appropriate officers remain to provide advice to the Committee.

Decision Date: 27 Mar 2025

Mover: Cr Keri Day

Seconded: Cr Graeme Hoare

12.4 Close the meeting

Next meeting: Council Meeting - 8 May 2025, 9:00 am

Signature:_____

Date:_____



3. Finance

3.1 Financial Report

Date of meeting	8 May 2025
Agenda item number	3.1
Author/s	Paul Eagle, Chief Executive / Tanya Clifford, ECan

Purpose

To present to the Performance, Audit & Risk Committee the financial report as at 31 March 2025.

Recommendations

That the Chatham Islands Council receives the report.

Chatham Islands Council - Council cash financial report year-to-date transactions

Report to 31 March 2025

Year to date 'cash' transactions for twelve months	Revenue	Expenditure	Net surplus/ (loss)	Capital	Cash surplus/ (loss)
Leadership & community partnerships	-	175,726	(175,726)	-	(175,726)
Transportation, roading & coastal networks	3,795,940	1,379,022	2,416,918	2,704,911	(287,993)
Roading	3,774,863	1,320,396	2,454,467	2,704,911	(250,444)
Coasts	21,076	58,626	(37,550)	-	(37,550)
Three waters supply & treatment - potable water	524,999	177,630	347,369	-	347,369
Three waters supply & treatment - wastewater	105,312	145,972	(40,660)	-	(40,660)
Waste management & minimisation	103,185	668,590	(565,405)	-	(565,405)
Community development & emergency response	1,027,769	1,211,792	(184,023)	-	(184,023)
Community services	607,159	550,679	56,480	-	56,480
Petrol	420,610	465,131	(44,521)	-	(44,521)
Emergency services	-	195,982	(195,982)	-	(195,982)
Environmental protection, compliance & planning	119,687	456,988	(337,301)	-	(337,301)
Biosecurity and animal control	15,465	390,407	(374,942)	-	(374,942)
Resource management and regulatory	104,222	66,581	37,642	-	37,642
Corporate services and other overheads	4,887,991	1,579,068	3,308,923	24,087	3,284,836
Corporate services	684,991	1,579,068	(894,077)	24,087	(918,164)
Annual appropriation	4,203,000	-	4,203,000	-	4,203,000
Totals	10,564,883	5,794,788	4,770,095	2,728,998	2,041,097

All figures are 'cash' based and exclude year-to-date depreciation budgeted at \$2,100,000 for the year.

Notes:

Leadership & community partnerships	Includes Councillor honorarium. No issues of note.
Transportation, roading & coastal networks	Roading projects on track. NZTA subsidy rate remains at 88%. Large portion of roading works completed in warmer months. Therefore expect to see a notable draw down on cash requirements.
Three waters supply & treatment - potable water	Three waters - better off funding grants have been received, and primarily spent in community services areas. Revenue relates to retrospective payment from 2024 expenditure.
Three waters supply & treatment - wastewater	Expenditure on three water works, appears slightly low compared with budget; reflective of Council's funding restrictions. Delayed expenditure will further impact on the levels of service Council is able to provide and increases the risk of asset failure, due to lack of investment in critical asset maintenance.
Waste management & minimisation	Waste management expenditure tracking slightly above budget. Waste management includes new activities and is therefore difficult to estimate ongoing costs.
Community development & emergency response	Primarily Council office rental expenditure. The water tank project remains ongoing, these costs were not incorporated into the budget for 2024/25. Noting timing issues, petrol transactions positive for the year, logistical challenges will impact on petrol expenditure costs.
Environmental protection, compliance & planning	No issues of note to report, works primarily performed by ECan, given the delays finalising the ECan service contract, some levels of service may be impacted or delayed.
Corporate services and other overheads	Annual budget is \$1.9 million, some overhead expenses have increased significantly, such as audit fees and insurance costs, these will continue into the future.

Chatham Islands Council - Council cash financial report year-end forecast (continued)

Report to 31 March 2025

Remaining 'cash' difference to budget for nine months	Revenue	Expenditure	Net Surplus/ (loss)	Capital	Cash surplus/ (loss)
Leadership & community partnerships	-	105,303	(105,303)	-	(105,303)
Transportation, roading & coastal networks	1,269,123	493,569	775,554	1,043,089	(267,535)
Roothing	1,231,124	458,438	772,686	1,043,089	(270,403)
Coasts	38,000	35,131	2,869	-	2,869
Three waters supply & treatment - potable water	-	165,864	(165,864)	-	(165,864)
Three waters supply & treatment - wastewater	3,368	51,504	(48,136)	-	(48,136)
Waste management & minimisation	1,364	85,064	(83,700)	-	(83,700)
Community development & emergency response	19,599	722,901	(703,302)	-	(703,302)
Community services	-	386,539	(386,539)	-	(386,539)
Petrol	-	-	-	-	-
Emergency services	19,599	336,362	(316,763)	-	(316,763)
Environmental protection, compliance & planning	106,086	628,323	(522,237)	-	(522,237)
Biosecurity and animal control	106,086	316,727	(210,641)	-	(210,641)
Resource management and regulatory	-	311,597	(311,597)	-	(311,597)
Corporate services and other overheads	-	410,591	(410,591)	-	(410,591)
Corporate services	-	410,591	(410,591)	-	(410,591)
Annual appropriation	-	-	-	-	-
Totals	1,399,540	2,663,119	(1,263,579)	1,043,089	(2,306,667)
Expected annual transactions	11,964,423	8,457,907	3,506,516	3,772,087	(265,571)
Annual Plan/Budget	10,755,756	7,392,776	3,362,980	3,748,000	(385,020)

Highlighted orange cells indicate instances where the actual transactions exceed budget, purple colours reforecast for timing adjustments - NKMR grant held in Trust, EM water tank insulation project.

All other transactions assumed to be in line with budget. Where actual expenditure exceeds budget, this will have a detrimental impact on the cash balance.

Chatham Islands Council - Council financial report benchmarks (continued)

Report to 31 March 2025

Ratio or measure of sustainability	Achieved?	Target	March	December	September
<i>Cash management:</i>					
Available cash (overdraft)	Yes	> -\$150k	432,528	1,538,808	2,792,886
Total cash (overdraft)	Yes	> \$200k	853,220	1,959,500	2,848,578
Working capital ratio (ability to pay our bills)	Yes	> 1	2	4	21
<i>Operating cash performance:</i>					
Net cash movement for period (2024/25)	Yes	> \$0	964,464	2,070,744	2,959,822
Operating performance (cash flow) ratio	Yes	> 5%	8%	22%	43%
Adjusted balanced budget (cash) ratio	Yes	> 100%	124%	148%	325%
<i>Asset replacement:</i>					
Asset sustainability ratio	Yes	> 85%	173%	202%	80%

Notes:

In the initial part of the year, the Council experienced high cash liquidity and positive reporting targets. This is a reflection of the Council receiving the full annual appropriation in July for the 2024/25 financial year. The trend of these sustainability targets shows a general decline in most targets, although currently all are above targeted levels, with the creditor balance at \$862k.

Future 'committed' projects - such as the water tank project and some better off funded projects (where cash has already been received), may pull further on Council's resources.

Both the budget (highlighted yellow) and the revised cash estimate (highlighted red) show expected cash outflows to exceed cash inflows by approximately \$350k for the year ended 30 June 2025, assuming expenditure does not exceed budgeted levels. Given the cost pressures facing Council, a cost savings plan to identify areas of potential expenditure reduction for consideration and implementation by Council is underway, this will have major impacts on the levels of service to the community and compromise our ability to deliver on our statutory obligations.

Formulas:

Working capital ratio (ability to pay our bills)	$= \frac{\text{SUM}(\text{cash and debtor assets, excluding JV})}{\text{SUM}(\text{creditors, excluding loan balances})}$
Net cash movement for period (2023/24)	$= (\text{Total current bank balance}) - (\text{Total bank balance 2022/23})$
Operating performance (cash flow) ratio	$= \frac{\text{Total current bank balance}}{\text{Total operating revenue for the period}}$
Adjusted balanced budget (cash) ratio	$= \frac{\text{Total operating revenue for the period}}{\text{Total operating expenditure \& capital for the period}}$
Asset sustainability ratio	$= \frac{\text{Total capital expenditure for the period}}{\text{Total depreciation for the period}}$

Highlighting rules:

Ratio within benchmarked expectation	Yes	Ratio not within benchmarked expectation	No
Ratio within +/- 2% of benchmarked expectation	Acceptable		



3. Finance

3.2 Annual Plan 2025/26 – draft budget

Date of meeting	8 May 2025
Agenda Item	3.2
Author/s	Paul Eagle, information supplied by Tanya Clifford, ECan

Purpose

For the Council to consider whether the changes to the draft 2025/26 budget are significantly or materially different to that estimated in year two of the 2024-34 Long-Term Plan. This is to comply with the decision-making provisions within the Local Government Act 2002.

- Cost savings review is currently underway, with any achieved savings in 2024/25 will be incorporated into opening balances of the budget.
- Further adjustments may be integrated into the 2025/26 Annual Plan budget as cost saving initiatives are implemented and alternative revenue avenues secured.
- The 2025/26 budget was prepared based on the outlined assumptions.
- The proposed capital expenditure for 2025/26, these are limited to roading works.
- The financial information forming the 2025/26 Annual Plan budget.
- *For clarity, the purpose is not to confirm the 2025/26 budget at this stage, rather it is to identify whether there is any significant difference to the comparative budget in the Long-Term Plan, which would require further community consultation. The 2025/26 budget will be confirmed in June 2025, along with the Annual Plan adoption and rates strike.*

Recommendations

That the Council:

1. considers the appropriateness of the underlying assumptions applied to the 2025/26 Annual Plan.
2. endorses the proposed capital expenditure (noting further capital expenditure may occur if grant funding is secured).
3. considers whether the changes to the draft 2025/26 budget are significantly or materially different to that estimated in the 2024-34 Long-Term Plan for that year.
4. considers whether the changes to the 2025/26 budget warrant further community consultation (requiring an audited amendment and consultation document); and
5. Considers whether an engagement document to outline Council's funding situation would be beneficial

Background information

The Long-Term Plan (LTP) is a planning document required under the Local Government Act 2002 that sets out a Council's priorities in the medium to long term. Whilst the plan is for a 10-year period, the document is revised every three years. Its purpose is to –

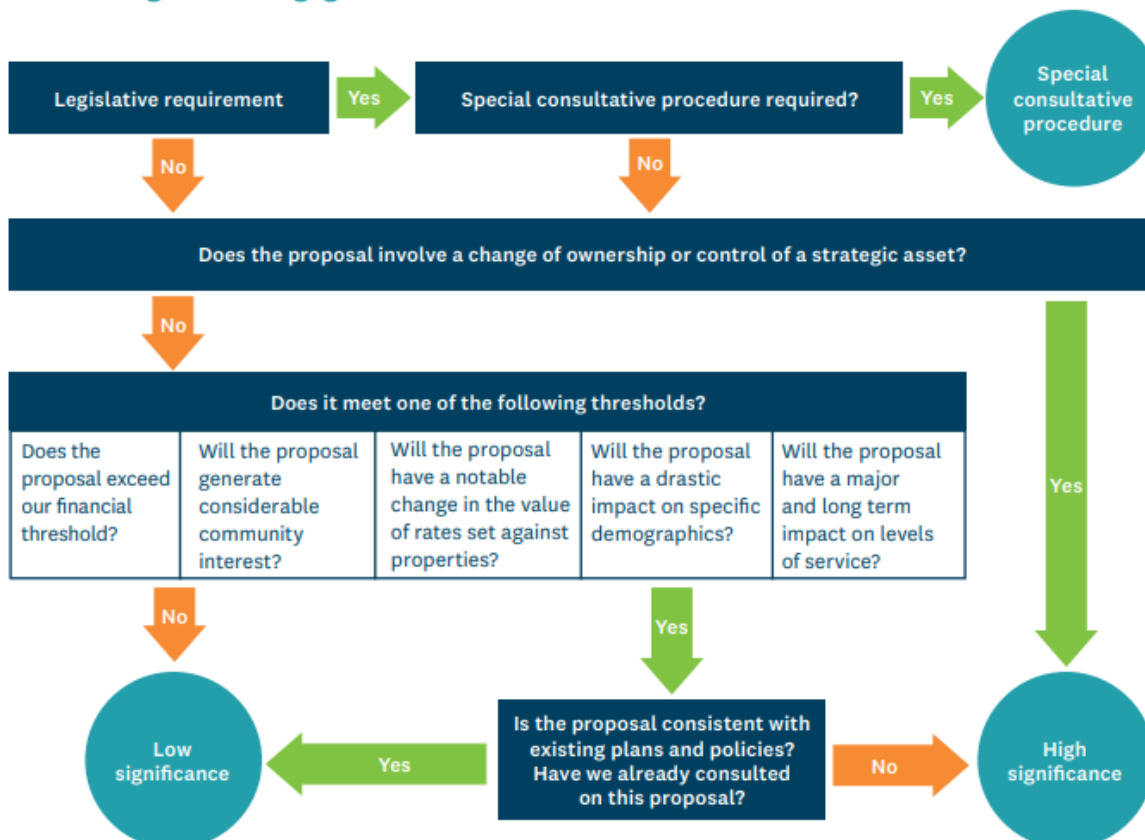
- Describe the council's activities and the community outcomes it aims to achieve.
- Provide integrated decision-making and coordination of the resources.
- Provide a long-term focus.
- Show accountability to the community.
- Provide an opportunity for participation by the public in council decision-making processes.

An annual plan is completed once a year and focuses on year-to-year budgets. Councils prepare an annual plan in each of the two years between LTP reviews and set out in them what the council plans to do in the next 12 months to move towards achieving its goals.

These plans are adopted before the start of the financial year in July. Whether the Council is required to consult with the public is at the Council's discretion and is dependent on the level of change between the proposed Annual Plan budget and that of the comparative budget in the Long-Term Plan for that year.

In considering whether there is a significant change between year three of the 2024 Long-Term Plan and the proposed 2025/26 Annual Plan budget, consideration can also be given to the flow chart in the Council's significance and engagement policy (below), to determine whether an amendment or further formal community consultation is required:

Determining level of engagement



Our underlying assumptions

Our Annual Plan and Long-Term Plan budgets are based on assumptions with a high risk of uncertainty related to funding support expected to be received, specifically:

- **Annual Crown Contribution:** Council currently receives an annual appropriation of \$4.2 million as a contribution to the operational costs of Council's statutory responsibilities. However, the level of support is not determined until May each year, as part of the appropriation process, so a significant level of uncertainty related to funding exists. Funding for the 2025/26 financial year is anticipated to be \$4.2 million, which is consistent with prior period funding and excludes inflationary adjustments, increased funding to meet new legislative compliance requirements and asset replacement works. The result of such a funding approach is service levels may decline or Council may be non-compliant with legislation until sufficient funding is received to improve the service level offered to our community.
- **NZ Transport Agency Waka Kotahi subsidy rates:** The current Funding Assistance Rate provided by Waka Kotahi is 88% of total roading expenditure. It is assumed the financial subsidy will continue over the period of the Annual Plan. The difference between roading expenditure and the Waka Kotahi grant is expected to be funded from targeted rates and allocated general funds (which includes the annual Crown contribution). Capital and operational expenditure for the period is expected to match the approved Waka Kotahi programme of work for the three-year period ending 2027, noting there may be work deferred or other variations between the three-year period which may require Council to review and amend its roading programme.
- **Expenditure assumptions:** The council has engaged the services of several organisations to fulfil its statutory responsibilities. Where this is the case, agreed service amounts have been incorporated into the draft budget. In all other cases, inflated 2023/24 actual costs have been used. Draft budget figures have then been reviewed on a line-by-line basis to assess the reasonableness of the estimate and adjusted accordingly.
- **Growth and other inflationary price changes:** It has been assumed that the population base will remain stable for the foreseeable future. It has been further assumed that the number of rateable properties will not change significantly over the period. Council assumes any ratepayer financial hardships will be managed through the rates remission and postponement policy. Future price level adjustments are based on those recommended to Local Government by BERL. The Chatham Islands' isolation and small population result in a higher cost of living overall compared with the rest of New Zealand. To incorporate the higher costs of living and transportation impacts into Council's budgetary assumptions, an additional adjustment of 0.75% to price movements has been made.
- **Legislative change:** No provision has been made for the impact of legislative or other changes in the Annual Plan. Council does not have the ability to fund higher levels of expenditure driven by legislative change unless additional funding support is provided from Central Government. If such funding is not provided, the Council will be unable to comply with the legislation.
- **Climate change:** No significant financial adjustments related to climate change impacts has been included in the financial forecast.
- **Resilience of infrastructure related to natural hazards:** Financial estimates exclude the financial implications of a natural disaster as it is not possible to quantify any impact on Council. Although Council is insured, not all costs would be covered.
- **The Three Waters reform:** Changes giving effect to the Government's reform of New Zealand's drinking water, wastewater and stormwater services are underway.

There exist significant uncertainties in relation to the final application of legislation on Council. While the exact funding mechanisms and legislative obligations are currently unclear, the Council has assumed for 2025/26, ownership and management of Council's three water assets will sit with the Council. No adjustment has been made to reflect the additional compliance costs of meeting the revised legislative requirements, any additional ongoing costs are expected to be funding through an increase to the annual appropriation.

- **Island activities:** consultation is currently ongoing with the community on future options related to the organisation and management of Chatham Islands Council and other organisations on the Island. It is assumed for the purposes of the 2025/26 budget, the status quo will remain the same. As a result of public consultation and Council direction, the management environment may change, which may require budgetary adjustments in year.
- **Opening balances:** Opening balances are estimated based on closing 2023/24 actual balances, adjusted for the expected value of transactions, initially based on information in the Long-Term Plan for 2024/25. Actual results may vary and may impact on the level of future required savings for 2025/26 to remain financially viable by 30 June 2026.

Our capital expenditure

The 2025/26 Annual Plan assumes asset additions currently identified as capital additions in the financial system for 2024/25 are correct and estimated additional capital expenditure for May and June, this is to provide an 'opening balance' for asset additions. Subsequent review may identify other items that require to be added to/removed from this balance and this may impact on the opening property plant and equipment balance accordingly.

Except for roading capital works identified in year two of the Long-Term Plan, no other capital purchases have been budgeted.

Council may also secure additional grant funding during the 2025/26 financial year to invest in other capital projects, the budget has not included any essential capital upgrades where funding has not been secured.

Our budget

- Our budget for the 2025/26 financial year is based on inflated actual figures for 2023/24. However, key balances, including: roading (Stantec/Fulton Hogan contract), three waters, ECan contract, salary information and depreciation expenditure estimates have been updated as with the annual appropriation.
- Based on previous PARC/Council recommendation as part of the 2024 Long-Term Plan process, the rates increase reflects inflation plus a 3% additional adjustment to the base rate.
- The budget has been reviewed for reasonableness, with adjustments made to remove transactions not expected to occur in 2025/26. For example, a one-off grant that is unlikely to be repeated in the future. Further changes to the budget may occur because of grant and other expenditure arrangements becoming more certain.
- Opening balances have been estimated based on best available information, with actual results likely to differ, depending on the actual level of change in the opening balances. This may have an impact on Council's financial viability and create further need to review their 2025/26 budget to ensure the Council has sufficient liquidity as at 30 June 2026.
- Based on this work performed, a surplus of **\$1.4 million** is expected, along with a negative cash movement of **\$0.6 million** and reserve contribution of **\$TBC million**.

While the balanced budget assumption is met, the ongoing situation of reserve funding capital works and the impact on the bank balance is now starting to be experienced. Further review to identify additional cash savings or alternative revenue avenues are advised to be investigated, to ensure Council can continue to operate in a financially sustainable manner.

Community Consultation

- The Local Government Act requires Council to determine whether individual and cumulative changes to the budget are significant or material. If changes are deemed to be significant and/or material, then Council is required to consult the public on those changes.
- Further guidance provided by the government on whether consultation is required is that *"...the aim is to make the consultation process more efficient and flexible, by minimising 're-consultation' on matters that have already been addressed and decided as part of the long-term plan In some circumstances there will be no need for consultation on the proposed plan"*.
- Our consultation document for the 2024-34 Long-Term Plan highlighted our reliance on central government funding, our inability to commence on-island development (unless separate funding is agreed) and our liquidity challenges. These items have previously been identified with our community and consulted on previously. Consequently, it is recommended that further consultation (and audit) is not required.
- **However**, it is recommended that the community be updated on this decision in the Council Chatham Island newsletter (email) or community focus newsletter to highlight no consultation is being performed.

Attachments

2025/26 Annual Plan financial extract.

Statement of Comprehensive Revenue and Expense						
	Actual 2023/24 \$000	Long-Term Plan 2024/25 \$000	Long-Term Plan 2025/26 \$000	Annual Plan 2025/26 \$000	Variance 2025/26 \$000	Long-Term Plan 2026/27 \$000
Revenue						
General Rates	355	381	406	409	3	431
Targeted Rates	432	436	463	467	4	493
Grants & Subsidies	9,499	9,214	9,761	9,673	(88)	9,146
Council Dues	270	309	318	291	(27)	327
User Pays, Fees & Charges and Other Income	1,016	374	388	871	483	396
Interest	91	42	44	47	3	45
Total Revenue	11,663	10,756	11,380	11,758	378	10,838
Expenditure						
Depreciation and Amortisation	2,506	2,210	2,317	2,317	-	2,364
Employment Benefits	1,134	1,060	1,091	969	(122)	1,122
Financial Costs	6	1	-	-	-	-
Other Expenditure	8,130	6,333	6,400	7,171	771	6,570
Total Expenditure	11,776	9,604	9,808	10,457	649	10,056
Total Surplus/Deficit	(113)	1,152	1,572	1,301	(271)	782
Comprehensive Income						
Increase/decrease in Revaluation Reserve	-	-	-	-	-	-
Share of surplus of associate	126	109	112	136	24	116
Total Other Comprehensive Income	126	109	112	136	24	116
Total Comprehensive Income	13	1,261	1,684	1,437	(247)	898
Statement of Changes in Net Assets/Equity						
	Actual 2023/24 \$000	Long-Term Plan 2024/25 \$000	Long-Term Plan 2025/26 \$000	Annual Plan 2025/26 \$000	Variance 2025/26 \$000	Long-Term Plan 2026/27 \$000
Equity at the start of the year	98,495	100,941	102,202	100,223	(1,979)	103,886
Total comprehensive income	13	1,261	1,684	1,437	(247)	21,984
Equity at the end of the year	98,508	102,202	103,886	101,660	(2,226)	125,870
	-	-	-	-		-
Statement of Financial Position						
	Actual 2023/24 \$000	Long-Term Plan 2024/25 \$000	Long-Term Plan 2025/26 \$000	Annual Plan 2025/26 \$000	Variance 2025/26 \$000	Long-Term Plan 2026/27 \$000
Current Assets						
Cash & Cash Equivalents	43	-	-	-	-	-
Cash investments	345	187	193	-	(193)	199
Current Trade And Other Receivables	1,680	731	774	764	(10)	737
Total Current Assets	2,068	919	967	764	(203)	936
Non-Current Assets						
Investment in associate	368	351	463	487	24	579
Property, Plant & Equipment	99,308	102,509	104,267	102,605	(1,662)	126,222
Total Non-Current Assets	99,676	102,860	104,730	103,092	(1,638)	126,801
Total Assets	101,744	103,779	105,697	103,856	(1,841)	127,737
Current Liabilities						
Bank Overdraft	499	189	402	507	105	425
Payables and other financial liabilities	2,633	1,297	1,319	1,599	280	1,353
Total Current Liabilities	3,132	1,487	1,721	2,106	385	1,777
Non-Current Liabilities						
Term Liabilities	104	90	90	90	-	90
Total Non-Current Liabilities	104	90	90	90	-	90
Total Liabilities	3,236	1,577	1,811	2,196	385	1,867
Net Assets	98,508	102,202	103,886	101,660	(2,226)	125,870
Public Equity						
Accumulated Funds & Reserves	98,508	102,202	103,886	101,660	(2,226)	125,870
Total Public Equity	98,508	102,202	103,886	101,660	(2,226)	125,870
	-	-	-	-		-

Statement of Cash Flows						
	Actual 2023/24 \$000	Long-Term Plan 2024/25 \$000	Long-Term Plan 2025/26 \$000	Annual Plan 2025/26 \$000	Variance 2025/26 \$000	Long-Term Plan 2026/27 \$000
Cash Flow from Operating Activities						
Receipts from rates revenue	748	816	865	837	(28)	927
Receipts from grants and subsidies	9,379	9,204	9,726	9,553	(173)	9,176
Receipts from Council Dues	291	309	316	312	(4)	328
Interest received	91	42	44	47	3	45
Receipts from other revenue	330	372	380	838	458	403
Cash provided from Operating Activities	10,840	10,742	11,332	11,587	255	10,880
Payments made to employees	(1,154)	(1,060)	(1,091)	(949)	142	(1,122)
Interest paid	(6)	(1)	-	-	-	-
Other payments to suppliers	(7,334)	(5,944)	(6,367)	(6,973)	(606)	(6,540)
Cash required for operating activities	(8,493)	(7,005)	(7,458)	(7,922)	(464)	(7,662)
Net Cash Flow from Operating Activities	2,346	3,737	3,874	3,665	(209)	3,218
Cash Flow from Investing Activities						
Purchase of Fixed Assets	(2,617)	(3,748)	(4,075)	(4,261)	(186)	(3,235)
Sale (Purchase) of Other Assets	228	-	-	-	-	-
Net Cash Flow from Investing Activities	(2,390)	(3,748)	(4,075)	(4,261)	(186)	(3,235)
Cash Flow from Financial Activities						
Loans Raised	-	-	-	-	-	-
Repayment of Loans	(17)	(22)	(5)	(22)	(17)	-
Net Cash Flow from Financial Activities	(17)	(22)	(5)	(22)	(17)	-
Increase/(Decrease) in Cash Held	(60)	(33)	(206)	(617)	(411)	(17)
Opening Cash Balance	(51)	31	(3)	110	113	(208)
Closing Cash Balance	(111)	(2)	(209)	(507)	(298)	(226)



4. Works & Services

4.1 Stantec Report – March 2025

Date of meeting	8 May 2025
Agenda item number	4.1
Author/s	Stantec New Zealand

Purpose

To update and inform Council about its Engineering Services contract.

Recommendations

THAT the reports be received.

Background

Members from the Stantec team will teleconference in to the meeting to give a verbal report on monthly activities.

Attachments

1. Stantec Monthly Report March 2025



CIC Engineering Services Contract: Monthly Report

Financial update – March 2024

Financial Position: Roothing

The total roading budget allocated for the 2024/25 financial year is \$5.8M. The approved budget for the subsidised Continuous Maintenance Programme is \$4.7M.

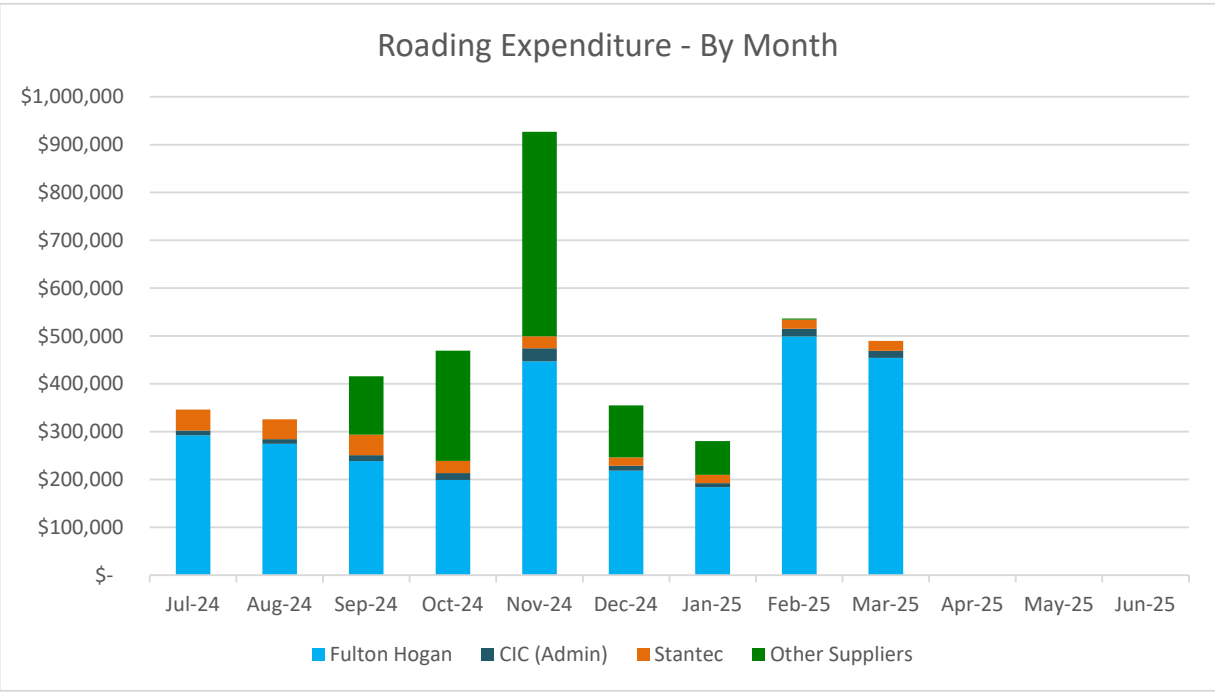
The March claim totalled \$489k.

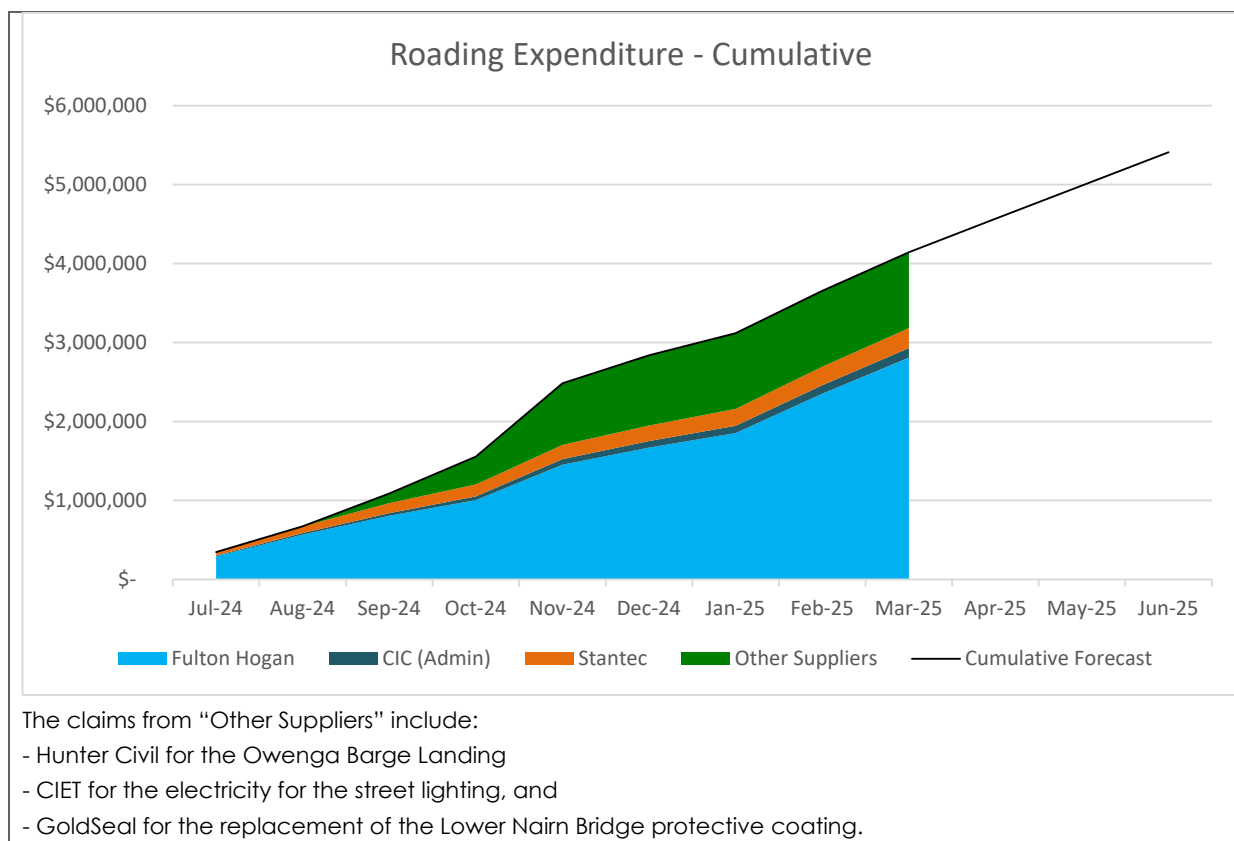
Expenditure of the Continuous Programme has used 73% of the funding allocated for 24/25 and we are 75% of the way through the 2024/25 financial year.

The largest construction cost in March was for the Pitt Island maintenance work. The largest engineering cost was for confirmation of programme for the next sealed pavement maintenance campaign.

Expenditure Tracking of Waka Kotahi Funding

Tracking graphs for roading expenditure are presented below.







Financial Position: Water and Wastewater

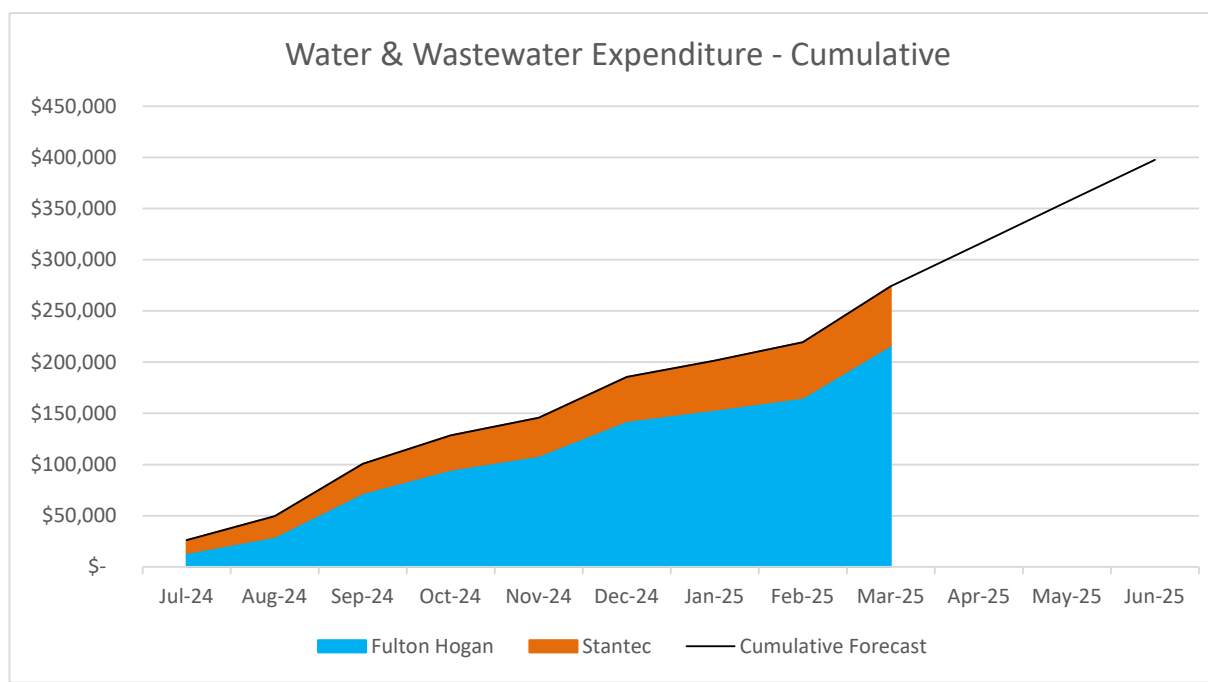
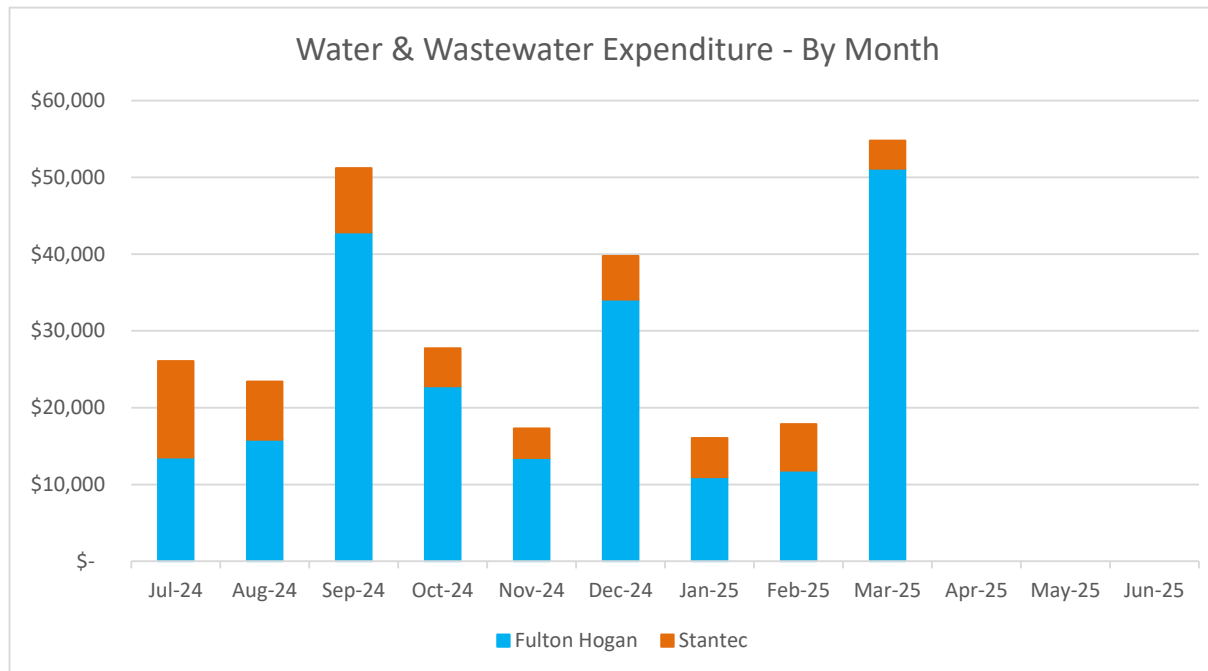
The operational expenditure for W+WW allocated in the 2024-34 LTP for 2024/25 is \$391,000.

The March claim totalled \$54.8k

The main construction cost for March was for the services to the water treatment plants.

Expenditure Tracking of Water & Wastewater Funding

Tracking graphs for the W+WW expenditure are presented below.





Roading Update – March 2024

Short- & Medium-Term Roothing Forward Work Programme	
Pavement Maintenance	- Continue scheduled pavement repairs and maintenance on Pitt Island, - Complete the detailed schedule for sealed pavement rehabilitation and maintenance for next summer
Bridges and Structures	Begin major component procurement for Maipito deck replacement
Network & Asset management	- Submit next quarterly report for the new Ministerial Expectations for NLTP funding incl. Potholes and Temporary Traffic Management - Update CIC's procurement strategy for re-endorsement from NZTA in September
Long Term Roothing Forward Work Programme	
Bridges & Structures	Replacement of the deck and beams on the Maipito Bridge in 2025/26
Owenga / Kaingaroa MakeSafe Works	Ongoing monitoring of wharf condition

Pavement Maintenance	
Previous Status: Pavement maintenance work is underway on Pitt Island	Updates: Pitt Island pavement maintenance work is ongoing.

Drainage Maintenance	
Previous Status: Drainage maintenance is being undertaken while on Pitt Island	Updates: Pitt Island Drainage maintenance is ongoing.

Bridge & Structures Maintenance	
Previous Status: - Nigel & Rebecca are satisfied with the replacement GoldSeal application. Given the site constraints the new contractor has done well. - It could be worth discouraging people from etching into the coating too much, the coating works as a "barrier" treatment to exclude salt laden air from settling on the steel components - Some minor bridge maintenance items will be undertaken on Pitt Island when FH are there	Updates: - FH will look to begin the procurement process of the main components for the Maipito Bridge replacement soon to ensure the materials are on island on schedule - The backing boards on the North Head bridge are being repaired while FH are on Pitt.

Owenga Barge Landing

Previous Status:

- The final inspection was completed during January with the Practical Completion certificate being issued.
- The landing facility is open for use now.

Updates:

- Some issues have been identified when using the abutment to transfer very heavy loads, and cargo with high point loads, onto the barge
- Stantec is working with the Barge Society, the barge manufacturer, and Fulton Hogan to ensure a safe option for loading FH's heavy equipment is available to continue to safely maintain the roads on Pitt Island.
- A report will be presented in the May Council meeting.

Network & Asset Management

Previous Status:

- The updated guidance has been produced for the pothole reporting expectations ahead of the April submission date
- We are satisfied we can meet the reporting requirements satisfactorily
- We are beginning to develop the long list of sites for sealed pavement maintenance

Updates:

- Stantec are preparing to update Council's Procurement Strategy for reindorsement from the Transport Agency later this year.
- An endorsed procurement strategy is a requirement to access Transport Agency funding. Strategies are required to be reviewed every 3 years.

Kaingaroa & Owenga Wharves

Previous Status:

- The makesafe contract has now concluded, with the Final Completion Certificates for this work being issued
- Design sketches have been issued for the reinstatement of lighting to the Owenga Wharf

Updates:

- None

Stantec Site Visits

Previous Status:

- Nigel & Rebecca Visited once again in January 2025.
- The next site visit will be in May 2025.

Updates:

- None

CIC catch-ups in Christchurch

Previous Status:

- Nigel, Rebecca, Bryan, and Hanna attended a dinner in Christchurch with Monique and Paul, and Owen and Lynette Pickles on the 23rd of October.

Updates:

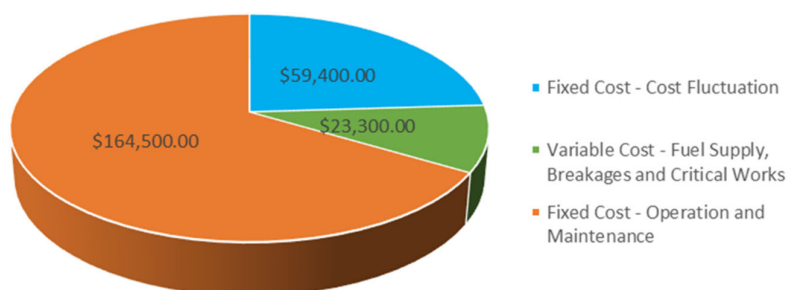
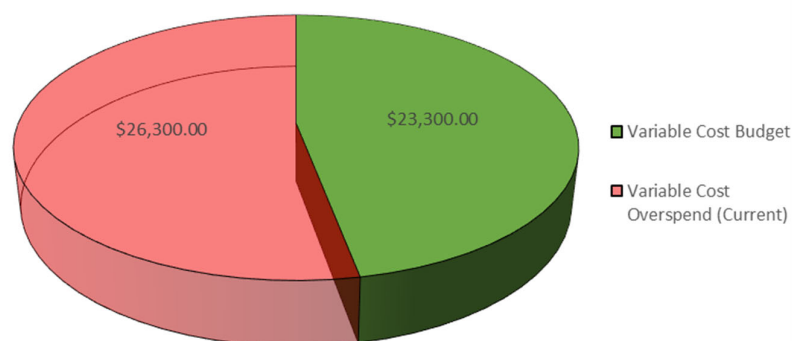
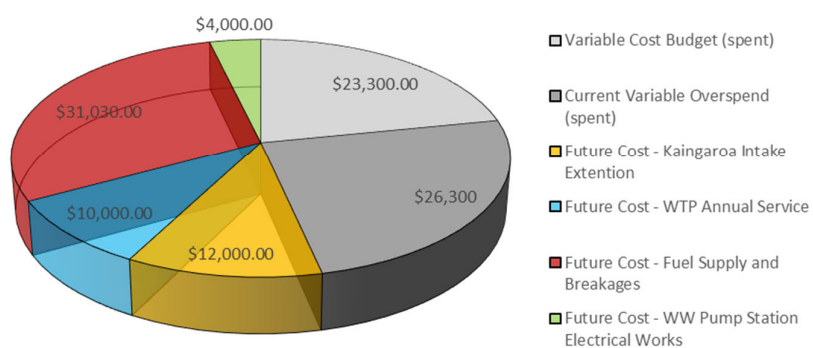
- No updates

NZTA Waka Kotahi Updates	
Previous Status: • Stantec have returned comments to the NZTA on the Draft Audit report. • The first quarter reporting submission was made. No feedback has been received so far.	Updates: • None



CIC Water and Wastewater O&M meeting – March 2025

Three Waters Funding														
Item	Current Status:	Action												
General	- An operational expenditure of \$391,000 was allocated in the 2024-34 Long Term Plan for 2024/25. - The ship continues to operate as usual, although is a little behind schedule. The shipping company has addressed compliance issues and has been granted permission to run until the end of the year. Monitor shipping situation going forward and procure critical spares and stocks as required. - FH are setting up a planned maintenance schedule on water outlook. FH will draft plans for upload to water outlook. PH explained that the structure in place, there are still a few internal sessions to compile and finalise. Franz, a process engineer at Fulton Hogan is working with the team to resolve WWTP sludge issue. Franz to write up a summary to keep Stantec in the loop. - Stantec working on updating the water meters on Water Outlook - PH has reviewed and updated the critical works register and critical spares register. Summary chart showing the current critical works list (all currently unfunded) provided below. - PH to send list following WTP service if needed. JB to add to critical works list/ critical spares list (if required)	PG JB PH/JB												
Critical Works - All Currently Unfunded <table border="1"> <caption>Critical Works - All Currently Unfunded Data</caption> <thead> <tr> <th>Priority Band</th> <th>Amount</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Critical Works - Priority band 1</td> <td>\$463,000.00</td> <td>(Must do now)</td> </tr> <tr> <td>Critical Works - Priority band 2</td> <td>\$272,000.00</td> <td>(Must do now)</td> </tr> <tr> <td>Critical Works - Priority band 3</td> <td>\$259,000.00</td> <td>(Must do now)</td> </tr> </tbody> </table>			Priority Band	Amount	Description	Critical Works - Priority band 1	\$463,000.00	(Must do now)	Critical Works - Priority band 2	\$272,000.00	(Must do now)	Critical Works - Priority band 3	\$259,000.00	(Must do now)
Priority Band	Amount	Description												
Critical Works - Priority band 1	\$463,000.00	(Must do now)												
Critical Works - Priority band 2	\$272,000.00	(Must do now)												
Critical Works - Priority band 3	\$259,000.00	(Must do now)												

Budget tracking update:**24-25 O&M Budget (\$247,200 total)****24-25 Variable Cost Tracking at February 2025
(Current Total Spend at \$49,600)****24-25 Variable Cost Forecast to End of Financial Year
(Total Forecasted Variable Cost Approx. \$107, 000)****Opportunities***Opportunities:*

- Work with Franz, refining treatment process
- Conference paper? Challenges, operating remotely, shipping, small population, reforms.

9 43

	• Completed: ○ Leaks near River Onion all fixed. ○ All actions from the FH audit have been completed.	
	• Critical Works Updates ○ As above – FH have updated the list.	
Compliance Monitoring January 2025	February 2025 Monthly Water Quality Compliance: • <i>Waitangi</i> ○ No E. coli or Total Coliforms detected in raw, treated, or network samples. ○ Treated water turbidity (0.05 NTU) was below the operational target (0.3 NTU). ○ The UVT for treated water was satisfactory at 98.2%. ▪ Protozoa compliance is being met. • <i>Kaingaroa</i> ○ Chlorate measured at 0.37 mg/L ± 0.13 mg/L, below the 0.8 mg/L MAV. ○ No E. coli detected in the treated and network samples. ○ No Total Coliforms in the network sample. Low level of Total Coliforms detected in the treated sample. ○ Low level of E. coli and Total Coliforms was detected in the raw sample, but as expected with a lake water source. ○ Treated water turbidity (0.14 NTU) was below the operational target (0.3 NTU). ○ The UVT for treated water was not satisfactory on the day of sampling at 72.8%. ▪ Protozoa compliance is being met. • <i>Recycling Center Supply</i> ○ No E. coli or Total Coliforms detected in treated sample. • <i>Council Office Supply (not a CIC supply)</i> ○ No E. coli or Total Coliforms detected in treated sample. ○ The UVT was good at 96.7%.	
Wastewater		
Project:	Current Status:	
Waitangi Wastewater Scheme	• New Issues: ○ Temporarily fixed an electrical issue at the WW pumps near the bridge. New breakers needed for permanent fix. Circuit cut out and breaks and alarm need to be replaced. Estimated to cost around 3-4k. FH to chase electrician this week. ○ Council have issued a letter requesting residents disconnect stormwater connections to the wastewater system. PH to send a list of properties with SW connection to the wastewater network. ○ Solids are not settling in the sludge return tank. This means that solids are being carried around the system without properly settling out (a soupier solid layer is forming which is difficult to remove and dispose of). FH have turned off the agitator pump in balance tank to improve solid removal. This has resulted in a noticeable drop in suspended solids. Franz is investigating the solids issue at the WWTP. FH to send summary to Stantec.	PH PH PG
	• Work in Progress: ○ FH have cleaned out sludge return tank and the irrigations tank. ○ Discharge consent review on-going (Stantec progressing). JB to provide an update on this next meeting. ○ Ongoing operations and maintenance	JB
	• Completed: ○ Ongoing operations and maintenance	



	• Critical Works Update ○ As above	
Compliance Monitoring February 2025	February 2025 Monthly Compliance Monitoring • All parameters were below the annual median except for total nitrogen (36 mg/L higher), ammonia N (17 mg/L higher), E. coli (0.7- log higher). The land application system will further reduce nitrogen and micro-organisms prior to reaching groundwater. RP explained that FH have been adding pool chlorine tablets to the irrigation fed tank – about two tablets per week. This may have improved the E. coli and Total Coliform results. However, Hills Labs have needed to do an extra filtration to allow them to test recent WW samples. This may have been caused by the chlorine tablets. Fulton Hogan have stopped dosing chlorine tablets to see if the filtration test is still required. Stopping the chlorine dosing has caused irrigation water to change colour (back to green). Test samples still needed additional filtration. Franz to investigate and summarise issue and options. Hills Labs test parameters are changing, JB to pass on Stantec process team for comment.	PG JB
AOB	None	

Solid Waste Update – March 2025

Landfill Operation	
Current Status. - Stantec has visited the island and done a tour of the solid waste facilities with FH staff, CIC staff and Councillors. - The Annual Report for Owenga Landfill has been issued to CIC. - Stantec has prepared a summary of the environmental monitoring required for Owenga Landfill and issued it to CIC and ECan. - Fulton Hogan are working on a proposal to upgrade the 14T excavator with a 20T one, with compactor attachment. - It was noted that the sludge pond capacity is limited. Fulton Hogan staff estimate it will need to be replaced this year. - FH staff are dealing with normal operations matters such as reducing wind-blown litter and forming access tracks on-site.	Actions – Stantec - Stantec to discuss the recommendations stemming from the Annual Report and Pilot Leachate Treatment Plant memo with CIC and FH staff. Actions – Council - CIC to engage with ECan about the environmental monitoring and ensure that it is done as required by resource consents. Actions – Fulton Hogan - To provide firm price proposal for compacting refuse. - To get price for footbridge remediation.
Te One Operations	
Current Status. - FH staff are looking at the layout of the MRF building to determine if it can be optimised for baling and other operations. The intention is for baling of waste to become the “norm”. - CIC are to follow up with Chatham Island Shipping about the availability of open top shipping containers for loading scrap metal, to send to the mainland. - Confirmation of acceptance of recycling by EnvironNZ at Redruth is needed. - FH staff are to provide Chemwaste with an accurate assessment of the quantities of waste oil and batteries that have been collected, and which need to be disposed of. - FH are to provide a drip tray for the waste oil handling facility. - The number of tyres at Te One is between 180 and 220. Stantec have discussed this with Tyrewise, which is a legislated product stewardship scheme. The existing tyres are legacy tyres and are not covered by the scheme. Tyres that are replaced, say at the garage, would be covered by Tyrewise, since those tyres would have paid the levy that covers their disposal. Stantec to discuss this with CIC staff.	Actions – Stantec - Work with Council and Fulton Hogan staff to identify a solution for the waste scrap metal. - Discuss the implications of the Tyrewise product stewardship scheme with CIC staff. Actions – Council - CIC to discuss with Chatham Islands Shipping about the possibility of obtaining some open top shipping containers. Actions – Fulton Hogan - Provide a quotation for transporting and handling recyclables to Timaru. - Provide Chemwaste with information on quantities of waste oil and batteries, so they can quote to remove it. - Contact EnviroNZ about confirmation of acceptance of recyclables at Redruth.
Other Waste Management Matters	
Current Status. - During this month’s visit, Stantec presented about current solid waste issues at a workshop with Councillors, and staff from DIA, CIC and FH. - Monthly solid waste matters meetings have been re-scheduled for 1st Wednesday of each month. - FH staff to continue documenting issues at Kaingaroa TS. - CIC is still to consider solid waste charges, which are most important for bulk users. Stantec has provided some brief advice on the process for formally implementing the charges.	Actions – Stantec - Stantec to prepare an “Audit Report” setting out “Where we’ve come from”, “Where we are”, and “Where we are going”. - Stantec to prepare agendas for directing monthly Solid Waste meetings. Actions – Council - Council to approve PCN for additional SW budget. - Council to determine further action regarding Solid Waste Charging. Actions – Fulton Hogan



	• To work through Memo on MfE reporting requirements and identify how recording waste and diverted materials can be done, and if there are issues to be dealt with. • To continue to identify waste sources in OWLS returns.
--	--



4. Works & Services

4.2 Fulton Hogan Road Maintenance Report

Date of meeting	8 May 2025
Agenda item number	4.2
Author/s	Fulton Hogan Contract Manager

Purpose

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

Attached is the March 2025 monthly reports from Fulton Hogan.

Recommendation

THAT the report be received.



Watertabling On Pitt Island

CHATHAM ISLANDS ROAD MAINTENANCE CONTRACT MONTHLY REPORT MARCH 2025

Work Summary

Outline of work carried out during month

Routine Maintenance and Operations

Pavement Renewals

Sealed Road Resurfacing

Drainage Renewals

Bridge and Structure Renewals

Traffic Services

Minor Improvements

Vegetation Control

Dayworks

Programmed Work for following month

Schedule of Work by Road Name

1. Maintenance Grading
2. Unsealed Maintenance Metaling

Next Month's Target

Crash Damage Report Summary

Monthly Safety Report and Statistics

1. Safety Engagements

Metal Stockpiles

CIC Owned Materials

Signs

Culvert Pipes

Environmental Compliance & Feedback

Environmental Compliance

Stakeholder Complaints Register

Public Relations & Community Involvement

Innovation

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

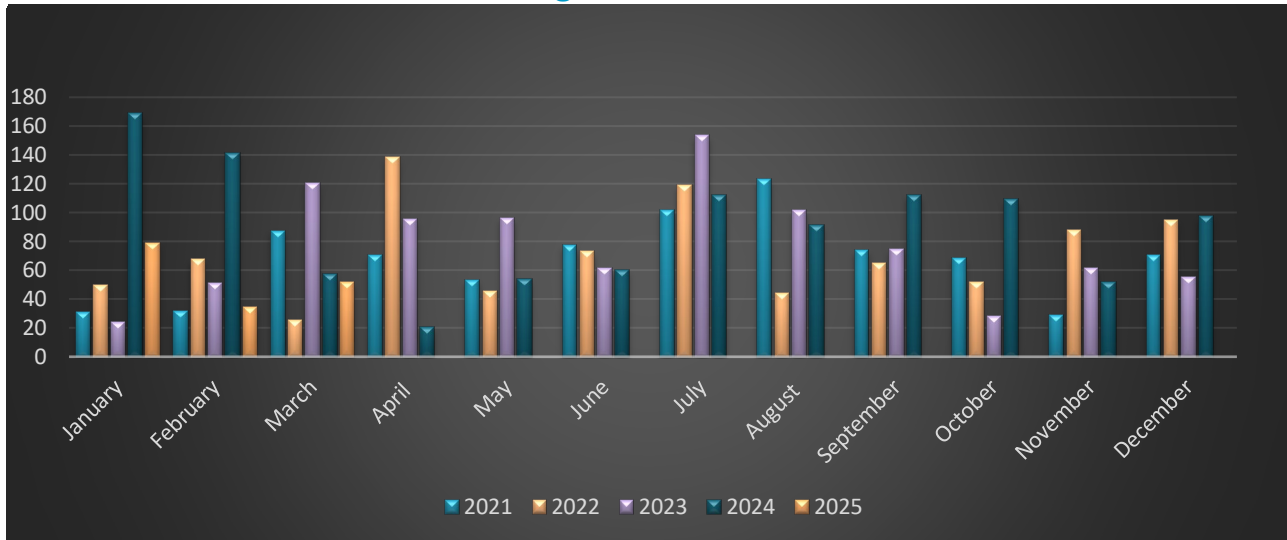
Summary of Monthly Progress Claim by Work Category

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

Photos

Work Summary

Outline of work carried out during the month.



52mm rainfall recorded for 1st – 31st March in the Waitangi yard.

Routine Maintenance and Operations:

Another average rainfall month that has allowed us to complete a few roading and drainage projects ahead of the wetter months.

Graded and put maintenance metal on where required.

Mowing verges where required as warmer weather has accelerated the grass growth.

Pavement Renewals:

Pavement strengthening on a section of North Road.

Digouts (sand holes) done on Waitangi West Road and a decent layer of metal put on.

Sealed Road Resurfacing:

Drainage Renewals:

Watertabling and high shoulders done on a section of North Road along with a replacement culvert.

Bridge and Structure Renewals:

Started waterblasting and painting bridges and sight rails to freshen them up.

Traffic Services:

EMP's installed on a couple of roads to replace missing/broken ones.

Minor Improvements:

Vegetation Control:

Roadside verge mowing where and as required.

Dayworks:

Programmed Work for following month:

Pitt island works including drainage, metal etc. on their roading network.

Heavy metaling on some sections of road where the pavement is a bit thin to help during the wetter months.

Schedule of Work by Road Name

1. Maintenance Grading

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

Road ID	Dispatch	Road ID	Start RP	End RP	Quantity M
NORTH ROAD	5738	21	4590	48508	23710
TUKU ROAD	5739	111	700	14000	13360
AIR BASE ROAD	5746	71	0	5870	5870
MAIPITO ROAD	5749	101	0	1840	1840
KAPITO ROAD	5750	122	0	330	330
WW-O ROAD	5751	11	4440	20395	15955
PORT HUTT ROAD	5758	51	0	16600	15820
WAITANGI WEST ROAD	5765	61	0	11570	8100
				Total	84985m
					84.985km

2. Unsealed Maintenance Metaling

Road	Dispatch	Road ID	Start RP	End RP	Quantity m3
TUKU ROAD	5740	111	700	14000	24
WW-O ROAD	5741	11	4440	20395	80
RAPANUI ROAD	5745	81	0	1155	16
WAITANGI WEST ROAD	5748	61	4500	11570	336
		Totals		This Month	456
				Revised Target	56500
				Contract TD	55158

Next Month's Target

1342m3 behind at this stage. This will be used for heavy metaling of sites that have a thin pavement layer prior to the wet season.

Crash Damage Report Summary

Date	Event	Action	Repaired Y/N
28/07/23	A vehicle went through both sets of railings on Nairn bridge and landed on the beach.	Damage not found till the next morning and made safe.	Y New post & railings installed.
12/08/23	Vehicle v's beast on North Road just past Murphy's causing extensive damage to the front end of the vehicle. Beast got up and ran away!	Vehicle moved off to the side to be recovered later.	N
17/09/24	Vehicle left at the shop with no hand brake applied = ran across the road and into the rail fence around the playground.	Vehicle removed and rails repaired.	Y
26/10/24	Vehicle hit concrete plinth during the night at D&G and shot across the road and through the fence into the trees.	Vehicle was removed and fence repaired.	Fence repaired by others. No damage to the pavement.
29/10/24	Vehicle ran off the road sometime during the night and through the fence by Wassa's pump shed on North Road.	Vehicle removed and fence to be repaired by others.	N

Network Inspections

Month	Inspection Type	Faults Identified	Inspected By
May 2024	Day	Drive around the network, including roadroid survey. Normal wet condition damage which will be addressed with grading and maintenance metal.	Tomby.
July 2024	Day	Drive around and check the network condition to program any maintenance works required.	Phil
August 2024	Day	Network checked during the Roadroid survey. No urgent faults found.	Tomby
October 2024	Day	Full network check during the Roadroid survey. No urgent faults found.	Tomby
December 2024	Day	Full network check to make sure all was good for the holiday period.	FH Crew
March 2025	Day	Full network check during the Roadroid survey. No urgent faults found.	Tomby

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
12/05/23	N	N	N	N	Te Awainanga Bridge cleat replacements.
17/05/23	N	N	N	N	Whangamoe Bridge Replacement
16/08/23	N	N	N	N	Audit done on the workshop by Andy Allen.
19/10/23	N	N	N	N	New workshop washdown area checked while slab being poured to make sure everyone observing FH SOP's
20/12/23	N	N	N	N	Workshop inspected to see the changes made by the new mechanic = all good so far.
25 – 27 March 25	N	N	N	N	Visits to most FH sites with ECanZ auditors to run through consents etc.

Metal Stockpiles

31/03/2025							
Site	AP40 Schist	AP65	AP32 Basalt	AP100 Schist	AP20	G3 Chip	G5 Chip
Waitaha Schist	1,779	0	0	0	0		
Waitaha Basalt	0	2,164	0	0	128	315	271
Paritu	1,805	0	0	481	0		
Stoney Crossing	0	688	6,776	0	2,520	311	111
Yard	0	0	0	0	0		
Ohinemama	0	0	0	0	0		
Muirsons Schist	3,168	0	0	848	0		
MPA Yard	0	0	0	0	0	51	230
	6,752	2,852	6,776	1,329	2,648	677	612

CIC Owned Materials

Signs

Item Description	Unit	Purchased	Used March 2025	End Measure	Comments
<i>Signs</i>					
CS85 North Rd	ea.			1	
CS85 Port Hutt Rd	ea.			1	
RG1	ea.			0	
RG2	ea.			0	
RM6 White	ea.			6	
RM6 Yellow	ea.			5	
RM7	ea.			16	
P66X242	ea.			7	
PW11	ea.			1	
PW11.1L	ea.			1	
PW11.1R	ea.			1	
PW12L	ea.			1	900
PW12R	ea.			1	
PW24	ea.			2	
PW25 65KM	ea.			1	
PW28	ea.			1	
PW34.1	ea.			1	900 Y
PW34.2	ea.			2	
PW37	ea.			1	900
PW49 FIRE ENGINE	ea.			2	
PWSX1	ea.			2	
RH-4	ea.			2	
PW54	ea.			2	
<i>Marker pegs</i>					
EMP	ea.		146	420	
CULVERT MARKERS	ea.		22	4	
WHITE RAPID MARKERS	ea.			60	
<i>Misc. Items</i>					
ACROW PROPS	ea.			6	
ROAD COUNTER	ea.			1	

Item Description	Unit	Purchased	Used March 2025	End Measure	Comments
ROUGHOMETER	ea.			1	

Culvert Pipes

ALUFLOW

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

Civilboss

225mm	m			24
300mm	m		42	48
375mm	m			0
450mm	m	6	24	42
525mm	m			15
600mm	m			30
700mm	m			30
800mm	m			23.2
1000mm	m			12

Builders Mix

CEMENT	T			0
GEOGRID Triax 160 3.8 x 75	Rolls			13
BIDIM CLOTH 3.9m x 100m	Rolls			13
BIDIM CLOTH 3.9m x 50m	Rolls			0

Environmental Compliance

Date	Site Inspected	Compliant Y/N	Abatement Order Issued	Corrective Action Required	Completed By
26/08/22	North Road Strengthening works	Y	N	N	Phil
13/10/22	Target Hill Rehab Site	Y	N	N	Phil
1/12/22	Kaingaroa Rehab Site	Y	N	N	Tomby
21/02/23	Whangamoe Bridge Replacement	Y	N	N	Tomby

18/05/23	Whangamoe Bridge Replacement	Y	N	N	Tomby
27/06/23	FH Workshop Wash Down Pad	Y	N	N	Phil
26/03/25	Biannual environmental and consent audit by ECanZ.	Y	N	N	ECaNZ Phil

Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
July 24	Public	Numerous potholes throughout the unsealed network.	Very wet conditions graders doing the best they can.	Ongoing.
October 24	Public	Road recently graded = rough with large rocks on road.	Nothing uncommon with a freshly graded road with a firm base.	Same Day = Nothing Done
December 24	Public	Soft areas appearing in the road pavement on Kaingaroa Road.	Holes filled, metal put on and graded.	2 Days
January 25	Public	Hugh pothole just past driveway on Tuku Road.	Filled and road graded = plant etc already on way there when call came in.	Same Day
March 25	Public	Hugh lip at property entrance off road.	Illegal entrance = not CIC or FH concern/problem.	30mins

Public Relations & Community Involvement

Innovation

Summary of Monthly Progress Claim by Work Category

	March 25	Separable Portion One - Roading			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
1	P&G Other	\$162,108.69	\$1,345,774.59	\$1,500,000.00	89.72%
2	Routine Maintenance and Ops	\$84,116.39	\$555,478.43	\$810,000.00	68.58%
3	Pavement Renewals	\$154,675.97	\$683,059.64	\$662,000.00	103.18%
4	Sealed Road Resurfacing	\$0	\$0	\$9,000.00	0%
5	Drainage Renewals	\$40,102.77	\$83,098.90	\$405,000.00	20.52%
6	Bridge Renewals	\$0	\$1,129.08	\$50,000.00	2.26%

7	Traffic Services	\$3,446.29	\$44,026.07	\$86,000.00	51.19%
8	Minor Improvements	\$0	\$16,320.57	\$50,000.00	32.64%
9	Vegetation Control	\$5,408.41	\$56,771.54	\$55,000.00	103.22%
11	Dayworks	\$270.00	\$5,800.20	\$150,000.00	3.87%
	Total	\$450,128.52	\$2,791,457.07	\$3,770,000.00	74.04%

1. Miscellaneous

2. Traffic Counting

4 more roads to complete the survey but counter not working = waiting for a replacement to arrive.

3. Pitt Island

2 trucks and 2 excavators taken over to the island.

Water tabling started on roads and in Paddy's pit crushing metal.

4. Wind Damage

Very mild wind wise this month with no reported or visible signs of damage.



Truck on its way to Pitt From Owenga



Excavator loaded At Owenga Wharf Ready For Trip To Pitt



Crushed Metal For Roads On Pitt In Paddy's Pit



Maintenance Metalling Unerway On Pitt



4. Works & Services

4.3 Fulton Hogan Water and Wastewater Operation Contract Report

Date of meeting	8 May 2025
Agenda item number	4.3
Author/s	Fulton Hogan Contracts Manager

Purpose

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

Recommendations

THAT the reports be received.

Background

Attached is the March 2025 Water & Wastewater report from Fulton Hogan.

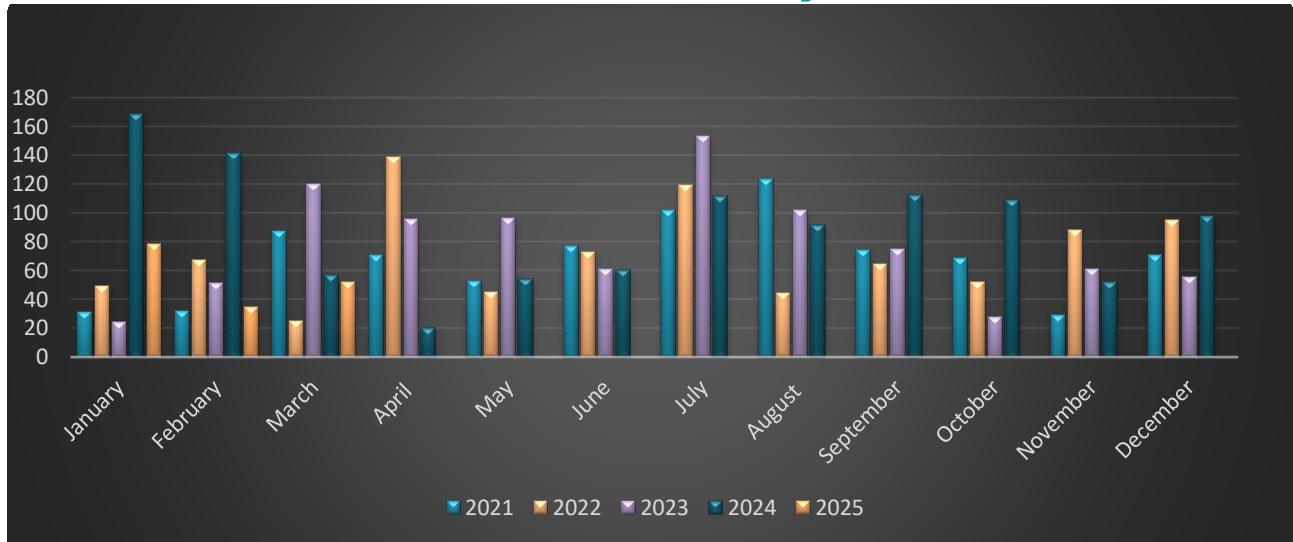


Kaingaroa Water Plant

CHATHAM ISLANDS WATER AND WASTEWATER OPERATION CONTRACT MONTHLY REPORT MARCH 2025

Work Summary

Outline of work carried out during the month:



52mm rainfall recorded for 1st – 31st March in the Waitangi yard.

Water Supply Operation & Maintenance:

Still a lot of tourists around in March which has led to increased daily water usage and more wastewater through the system.

Dry conditions throughout the month has led to an increase in demand for water from our yard tank which in turn puts more pressure on the water plant at Tiki Tiki.

Water Treatment:

Both water plants serviced in March.

Tiki Tiki plant = The bore level is low but plant still coping although sucking air towards the end of the day which causes the raw water turbidity to fluctuate.

Kaingaroa plant = No problems with the plant last month although they are using twice as much water as usual.

Wastewater Treatment Plant at Waitangi:

Plant had no issues during the month. Have been working through the system with FH engineers to fine tune the process and get a more compliant effluent discharge.

Cleaned out the irrigation and sludge tanks.

ECaNZ consent audit done on plant.

Dayworks - Water:

Annual service done.

Dayworks - Wastewater:

Chatham Islands Monthly Report

Water and Wastewater Reticulation Network:

Network all good the past month with no issues.

Water and Wastewater Treatment Plant: Monitoring:

No issues this past month.

Kaingaroa Lake Monitoring Post = lake level is still very high preventing us from installing the new intake filter. Looking at options to install new intake while level is high.

Summary of Monthly Progress Claim by Work Category:

	March 25	Separable Portion Two - Water and Wastewater			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
13	Preliminary and General	\$17,661.29	\$80,890.35	0	0%
14	Water Supply Ops and Maint	\$922.32	\$8,300.88	0	0%
15	Water Treatment	\$3,870.22	\$30,958.19	0	0%
16	WWTP Waitangi	\$8,849.65	\$16,228.21	0	0%
17	Dayworks - Water	\$13,300.51	\$30,846.21	0	0%
18	Dayworks - Wastewater	\$1,333.93	\$33,432.80	0	0%
19	Water and Wastewater Reticulation	\$0	\$461.16		
20	Treatment Plant Monitoring	\$1,188.52	\$10,690.68	0	0%
	Total	\$47,126.44	\$211,814.48	\$140,000.00	151.29%

Provisional Budget

Programmed Work for the Following Month:

Keep the plants and network operating as best we can.

Water Meter Report:

Next readings are due June 25.

Irrigation Dosing:

Evaporation has been good with no runoff evident.

Quality Assurance:

Chatham Islands Monthly Report

Site Safety Report:

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
23/08/23	N	N	N	N	WWWT Plant check once service had been completed.
19/03/24	N	N	N	N	Water & WWWT plant checks after services.

Environmental Non-Compliance:

Monthly Stocktake of Supplies:

General Supplies Stockpile - Month Ending March 2025

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt		153 Bags	10	143bags
Chlorine		100lts	20L	80lts

PHOTOS



Kaingaroa Chlorine Dosing Pump



4. Works & Services

4.4 Fulton Hogan Waste Management Operation Contract Report

Date of meeting	8 May 2025
Agenda item number	4.4
Author/s	Asheesh Chand – Fulton Hogan Divisional Manager, Maintenance

Purpose

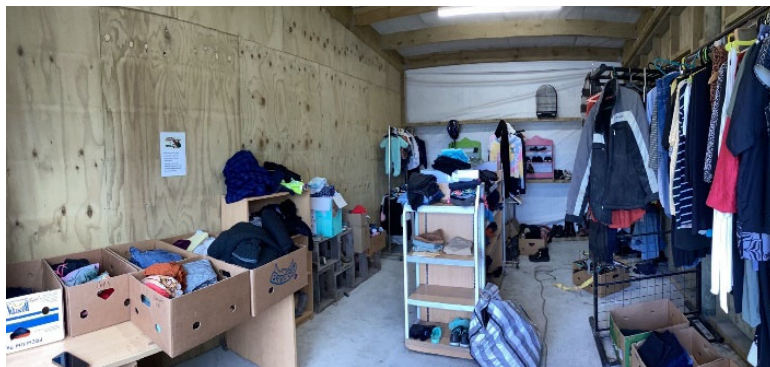
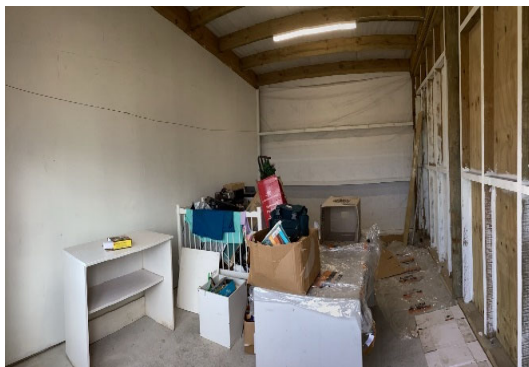
To inform and update the Council on the Chatham Islands Waste Management Operation programme.

Recommendations

THAT the reports be received.

Background

Attached to this report is the March 2025 Waste Management report from Fulton Hogan.



Mitre 12 - Revamped

CHATHAM ISLANDS WASTE MANAGEMENT CONTRACT MONTHLY REPORT MARCH 2025

Introduction
 Te One Transfer Station
 Owenga Landfill
 Appendix 1

Introduction

This report provides a summary of waste management activities through the month of March 2025.

Staff

- No issues.

Te One Transfer Station

Mitre 12 - Our community have noticed the sporadic clean outs of different areas within the 3 rooms, however, we have allowed for the good stuff to be available and there is a continued turnover of salvageable items being re-homed for re-use.

We have emptied the middle room, utilising repurposed paint found onsite, the walls have begun to be painted a refreshing white. This will happen for all three rooms over the coming weeks. Keeping in line with the waste recording requirements, we will use the middle room as the drop off room. In here items will be collected by our staff, clothing will be measured and weighed in either a black rubbish bag or a banana box.

We are re purposing a set of scales salvaged onsite to gauge weights of daily intake. This method will also be used for smaller appliance items, bric a brac, books and small toys. Should we receive any oversized items they will be measured against a standard product guide sourced from the internet and or stacked onto a pallet then weighed on the weigh bridge. We will only weigh, record and display items of good condition, once sorted through the rest will be treated as general waste.

Kaingaroa Transfer Station:

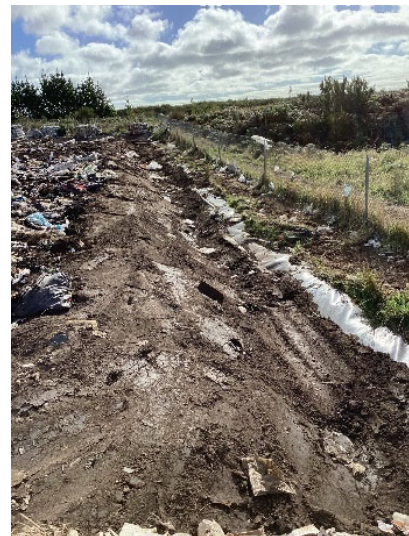
Towards the end of February and the beginning of March we completed x2 back-to-back skip bin lifts from the site, due to overloading the available bins with large quantities of mixed wastes. For the rest of March we have been able to return to our normal weekly pickups using the "Squishy" compactor truck as wastes have been reasonable enough for staff to hand load. However, although small and manageable, there is still a lot of loose waste.

Owenga Landfill



Photo of track rolled wastes and soil cover spread over pad to hold waste down.

Our focus this month has been the blowout of loose wastes. Our goal so far is to get as much cover material onto the pad. with winter fast approaching we hope to have the far northern end covered so that we are able to process at front end of the cell so we don't have to drive the trucks further back to tip off and get stuck. Using waste bales, we are building a trap wall at the entry point to help catch any blown waste and keep it inside the cell. The wall faces on the southern and eastern side are now sealed with soil cover and reshaped into a V drain to allow for drainage back into the cell.



Eastern wall face before and after sealing and reshaping of V drain and wall face.

It was insightful for the team to attend the workshop and catchup with the Council Reps, and DIA. Discussions and advise was well received on site.

Appendix 1

Te One Waste Record

Owenga Waste Record

4. Works & Services

4.5 Roughness Survey

Date of meeting	8 May 2025
Agenda item number	4.5
Author/s	Paul Eagle, Chief Executive

Purpose

Information paper.

Recommendations

THAT the report be received.

Background

On behalf of Stantec, Fulton Hogan regularly do drive-over surveys of the road network to monitor the overall condition, and identify deterioration of the Chatham Islands roading network.

Attached to this report is the latest roughness survey.

Roughness Survey – Summer 2025 Update

Rev. No.	Date	Description	Prepared By	Reviewed By	Approved By
1	23/04/2025	Seasonal Update	R Tinga	N Lister	N Lister

1 Background

Regular pavement roughness surveys are a helpful tool to monitor the overall condition and allow identification of any trends on the roading network. As part of the Maintenance Contract, we have Fulton Hogan undertake regular drive-over surveys of the roading network to complete both video recordings and to measure road roughness. The target frequency of the network roughness surveys is four surveys per year, one in each season.

The roughness survey outputs are used to monitor trends in the roughness of the road from season to season and identify if there are any areas of the network which may require additional targeted maintenance. Roughness readings do not fully indicate structural pavement deterioration, as it only records the surface roughness/ride, and is not used as the sole measure of road condition, but by comparing repeated roughness survey results an indication is given of areas which potentially have underlying structural issues. It is most useful as a direct measure of ride quality and therefore the customer experience of the road.

2 General Information

The Chatham Island roughness surveys are carried out using a ute, a smartphone, and a software application called Roadroid. The smartphone is mounted in the ute, and the ute is driven over the network at a relatively constant speed. The accelerometer in the smartphone measures the vehicle displacement caused by irregularities in the road surface, and a profile of the smoothness of the road is created. The average roughness of each 100m section of road is calculated, which allows for a comparison over time between each season's results.

The unit for roughness is the International Roughness Index, which is a comparison of the cumulative slope change along the longitudinal profile of a section of road. The average slope changes over a 10m interval are used to create the roughness profiles for each road, where the cumulative slope is measured in meters (height change) per kilometre (travelled). IRI score bands, as follows, have been established to qualitatively assess roughness:

- IRI 0 – 2 = "Excellent"
- IRI 2 – 4 = "Good"
- IRI 4 – 6 = "Fair"
- IRI 6 – 10 = "Poor"
- IRI 10 – 14 = "Bad"

For the Chathams network we are targeting a "Fair" or better result on the unsealed roads and "Good" or better on the sealed roads.

There are several variables that can affect roughness results that are not directly related to the pavement condition, which are important to keep in mind when considering the roughness survey results each season. These include:

- changes to the phone handset / vehicle mounting system and hence accelerometer sensitivity used for the survey,
- differences between the vehicles used to undertake the survey such as suspension compliance/hardness and tyre pressures,
- season, with a higher occurrence of potholing during the typically wetter Winter period,
- time since last maintenance metal application, as the roughness surveys are a snapshot in time differing results are recorded depending on how close the survey is completed to the last maintenance metal application.



A check calculation using a standard section of North Road has been added to calibrate the surveys and ensure that measurement error is minimised and reduce the number of caveats that apply to the interpretation of the results. This calibration took effect from the Spring 2023 survey

3 Summer Survey Results

Table 1 contains a summary of the roughness ratings for the key Chatham Islands roads. The full profiles are shown in Appendix 1.

ROAD	Average IRI	Excellent	Good	Fair	Poor	Bad	Rating
WHAREKAURI ROAD (G3)	7.1	0.0%	2.2%	28.3%	63.0%	6.5%	Poor
WAITANGI WEST ROAD (G3)	4.7	0.9%	34.5%	49.6%	14.2%	0.9%	Fair
MAIPITO ROAD (G2)	3.5	0.0%	68.4%	31.6%	0.0%	0.0%	Good
KAINGAROA ROAD (uns) (G2)	6.0	7.7%	10.8%	29.2%	49.2%	3.1%	Poor
TUKU ROAD (uns) (G2 & G3)	4.6	0.0%	40.6%	42.9%	14.9%	1.7%	Fair
PORT HUTT ROAD (G1 & G2)	6.4	0.0%	15.3%	32.5%	44.2%	8.0%	Poor
AIR BASE ROAD (G1)	4.0	0.0%	55.2%	32.8%	12.1%	0.0%	Fair
WW-O ROAD (uns) (G1 & G3)	5.4	0.0%	26.4%	42.1%	27.5%	3.9%	Fair
NORTH ROAD (uns) (G1 & G2)	5.5	1.1%	14.9%	47.8%	35.2%	0.9%	Fair
TUKU ROAD (sealed) (G1)	2.3	40.0%	60.0%	0.0%	0.0%	0.0%	Good
OWENGA SEAL EXTENSION (G1)	2.3	55.6%	38.9%	5.6%	0.0%	0.0%	Good
WW-O ROAD (sealed) (G1)	2.7	24.4%	66.7%	8.9%	0.0%	0.0%	Good
NORTH ROAD (sealed) (G1)	2.3	37.0%	60.9%	2.2%	0.0%	0.0%	Good
CHATHAM ISLANDS NETWORK	5.2	3.7%	26.9%	38.8%	28.1%	2.4%	Fair

Table 1: Roughness scores across key Chatham Islands Routes

The Summer Survey results are generally unremarkable. The average scores reflect the very changeable conditions over the summer, where periods of wetness or dryness affected the ability to undertake grading and replenish wearing course material at regular intervals, leading to variations in ride quality across the network.

The network overall is riding in a fair to good condition, which is a typical result for a summer survey. The strengthening work on North Road does not seem to have a meaningful impact on the roughness trend on that route. The areas of localised roughness observed on each route are equally as likely to be from loose material after the replenishment of wearing course, as they are to be from sundried hard surfaces riding roughly while waiting on favourable conditions for remediation. Neither of these conditions are especially concerning as an indication of overall asset condition, and the results are still within the bounds of acceptable performance.

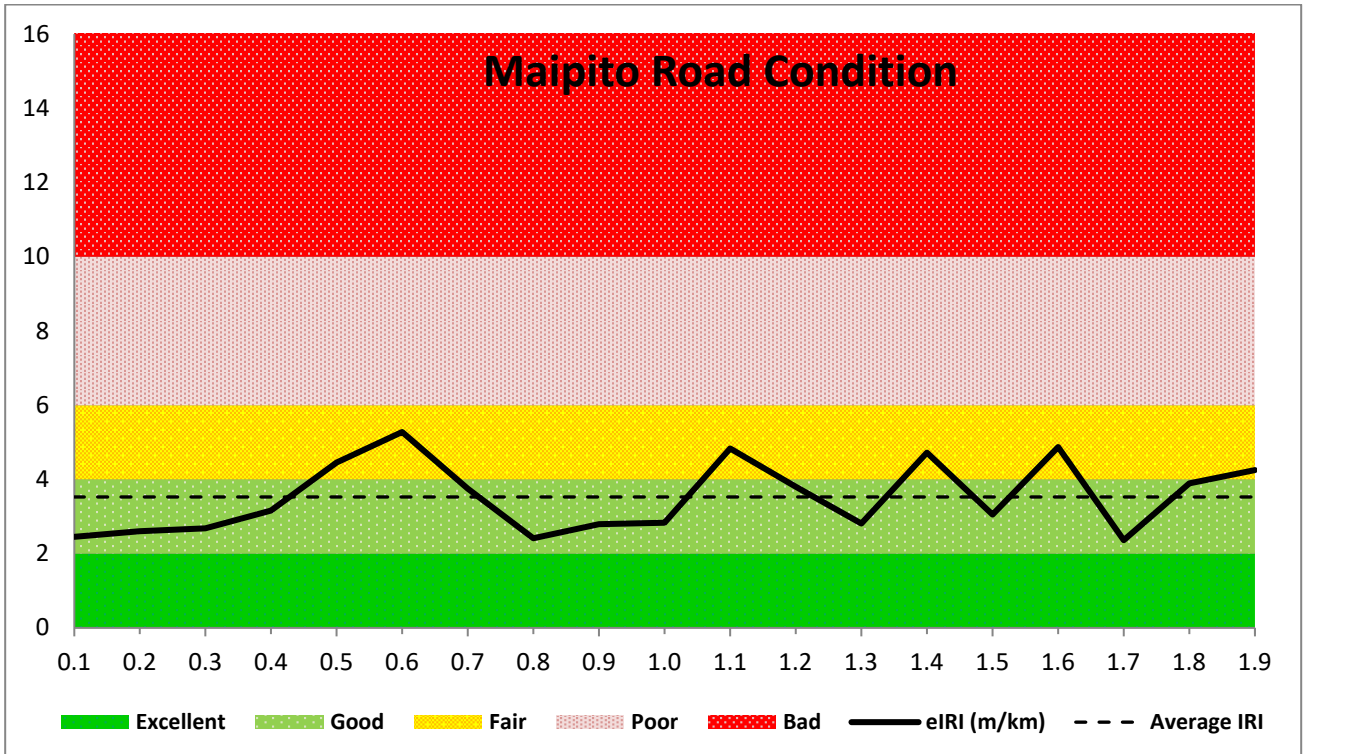
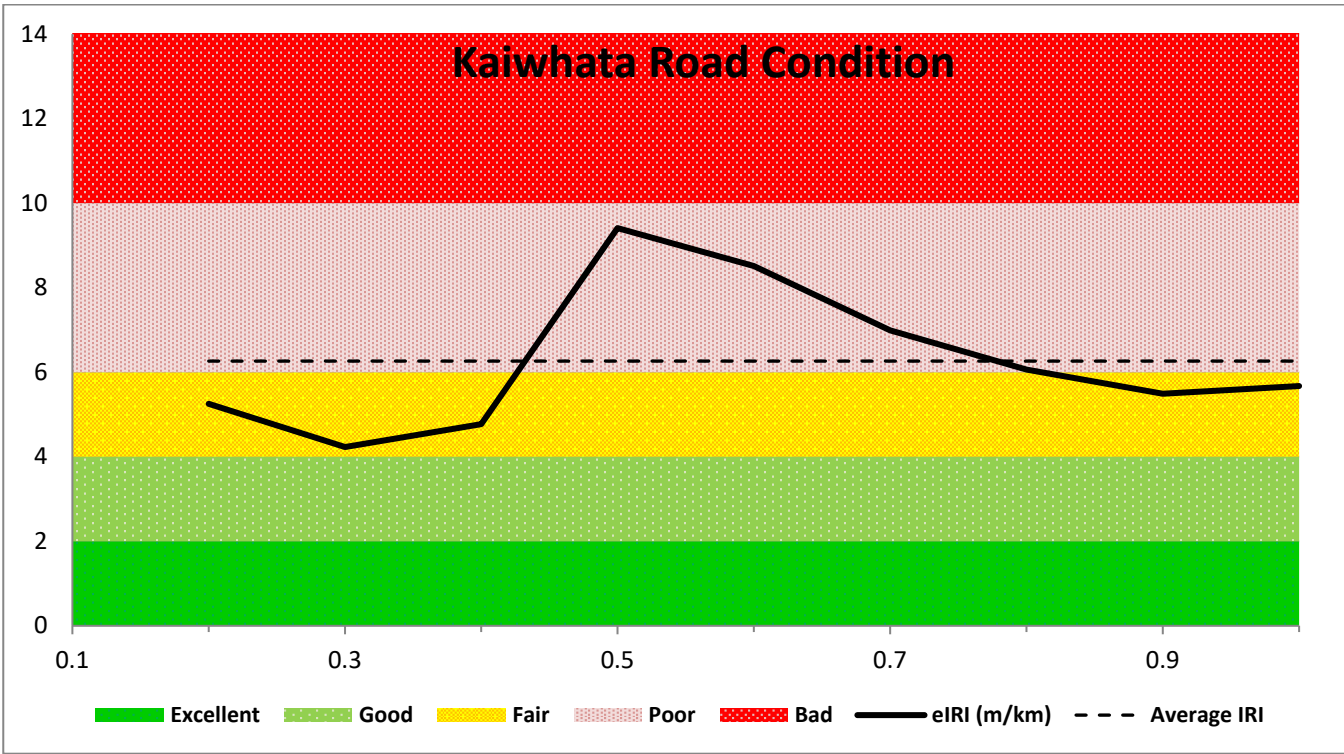
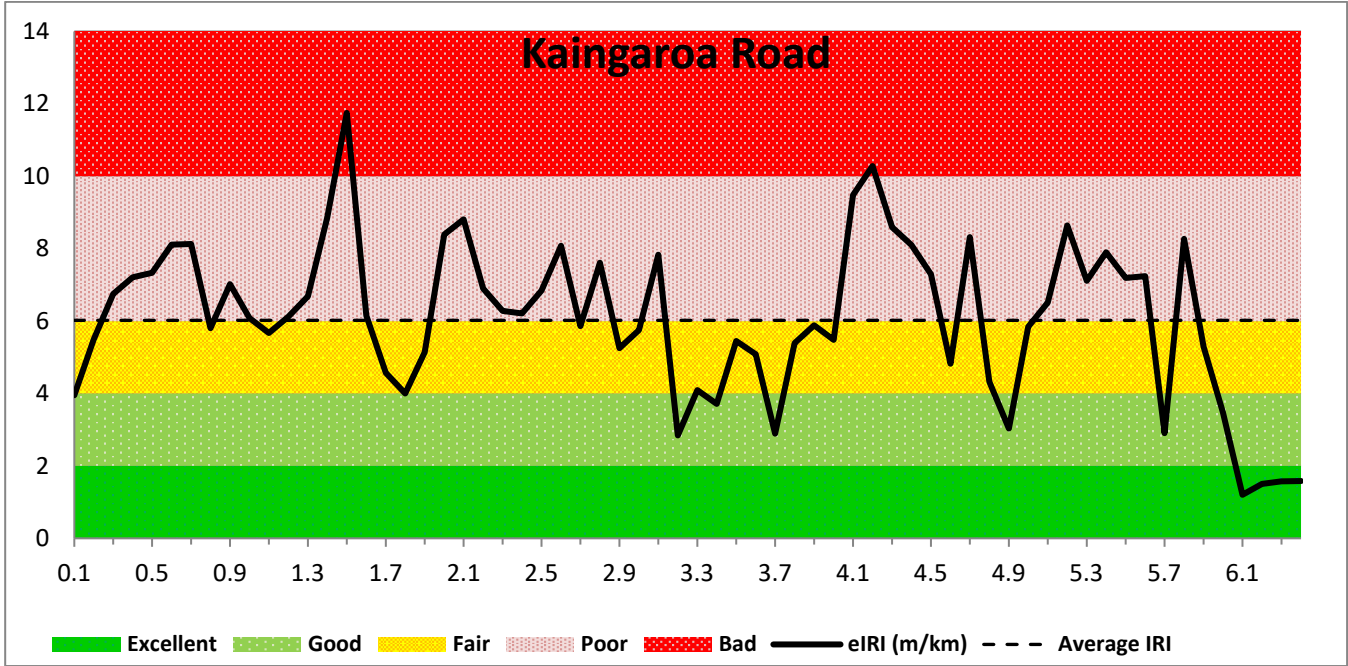
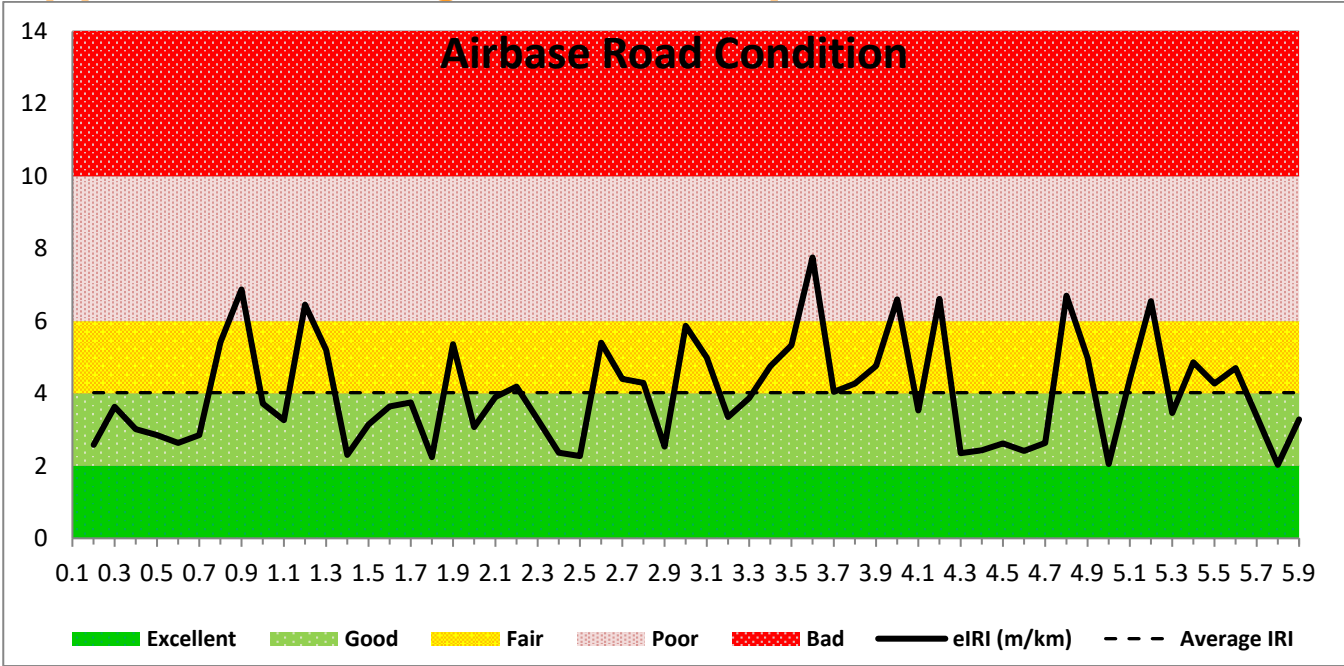
4 Roughness Results by Road, and Long-Term Trends

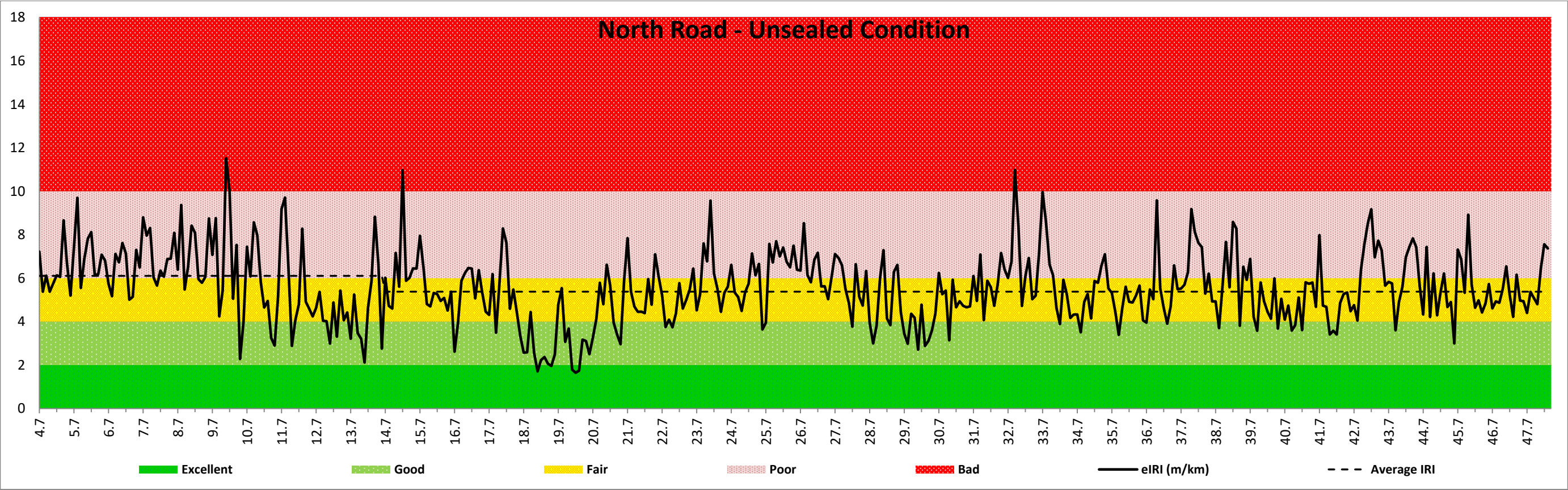
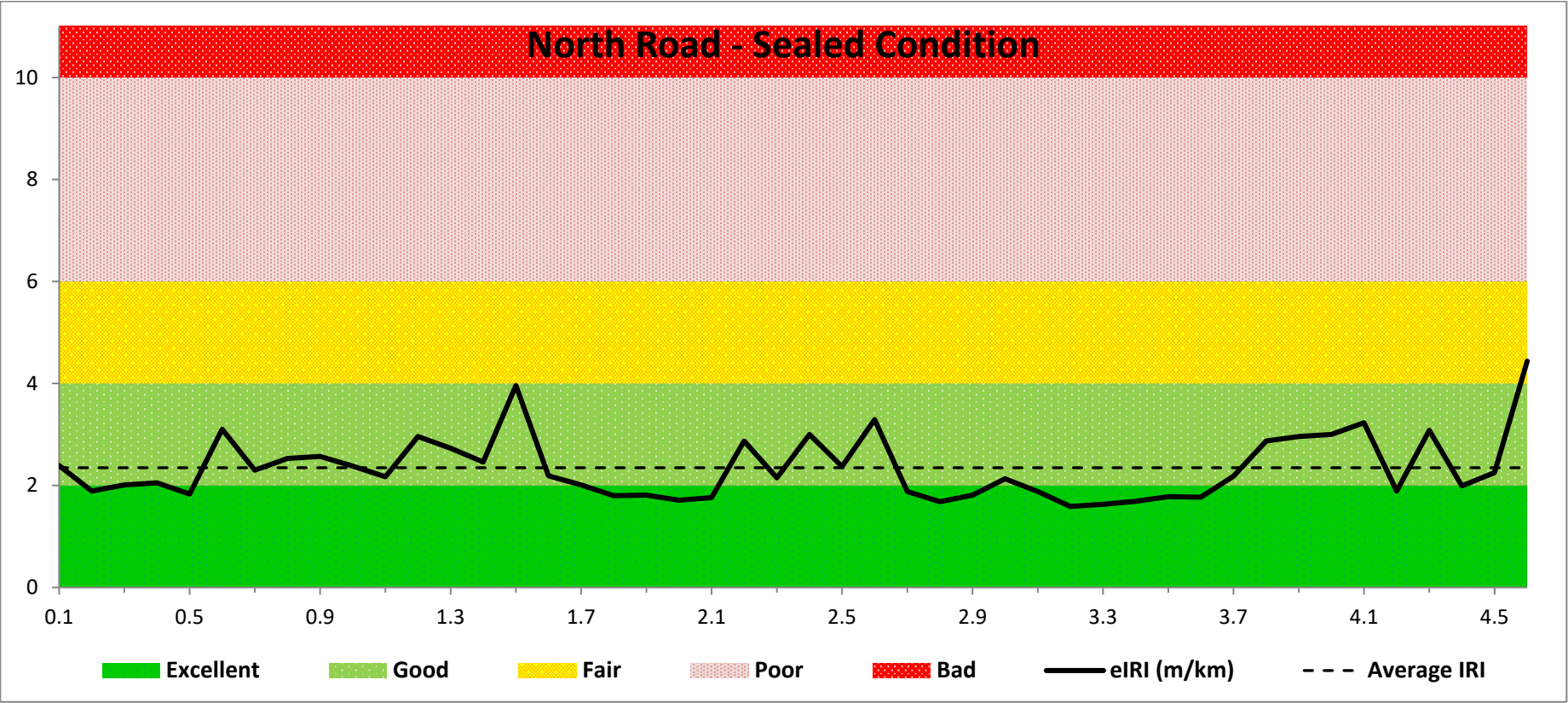
Appendix 1 contains the season roughness results over each of the main roads surveyed.

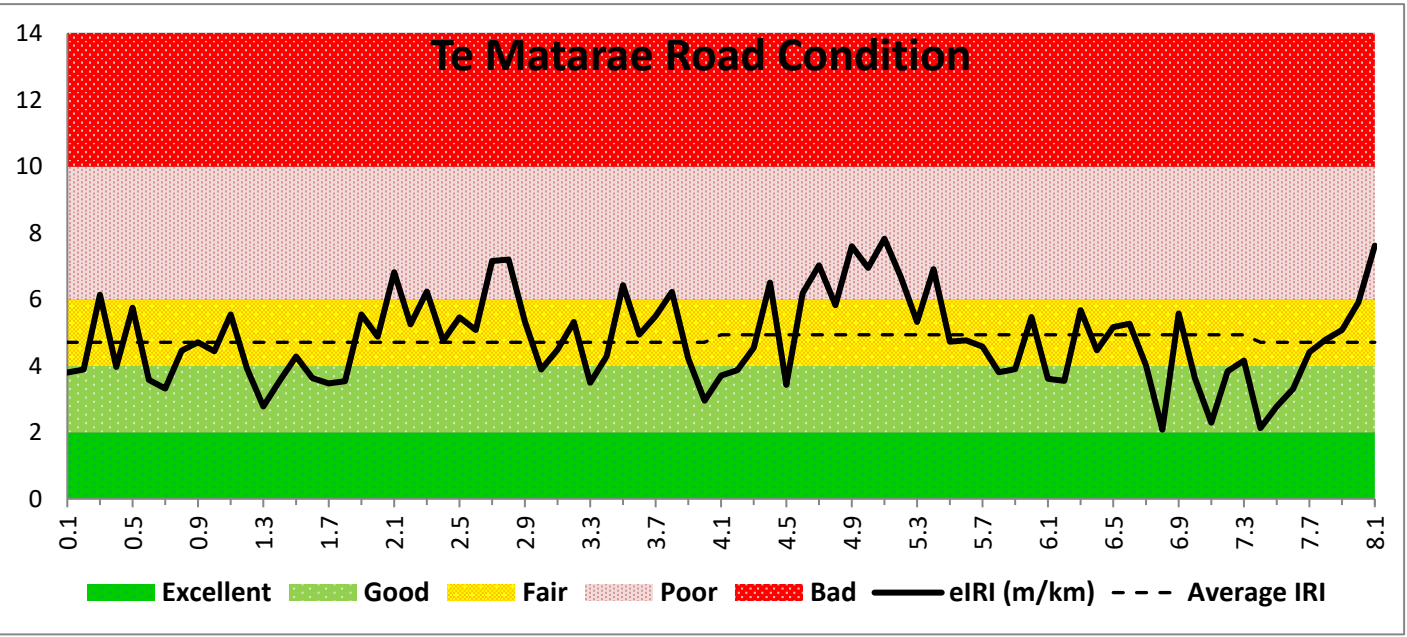
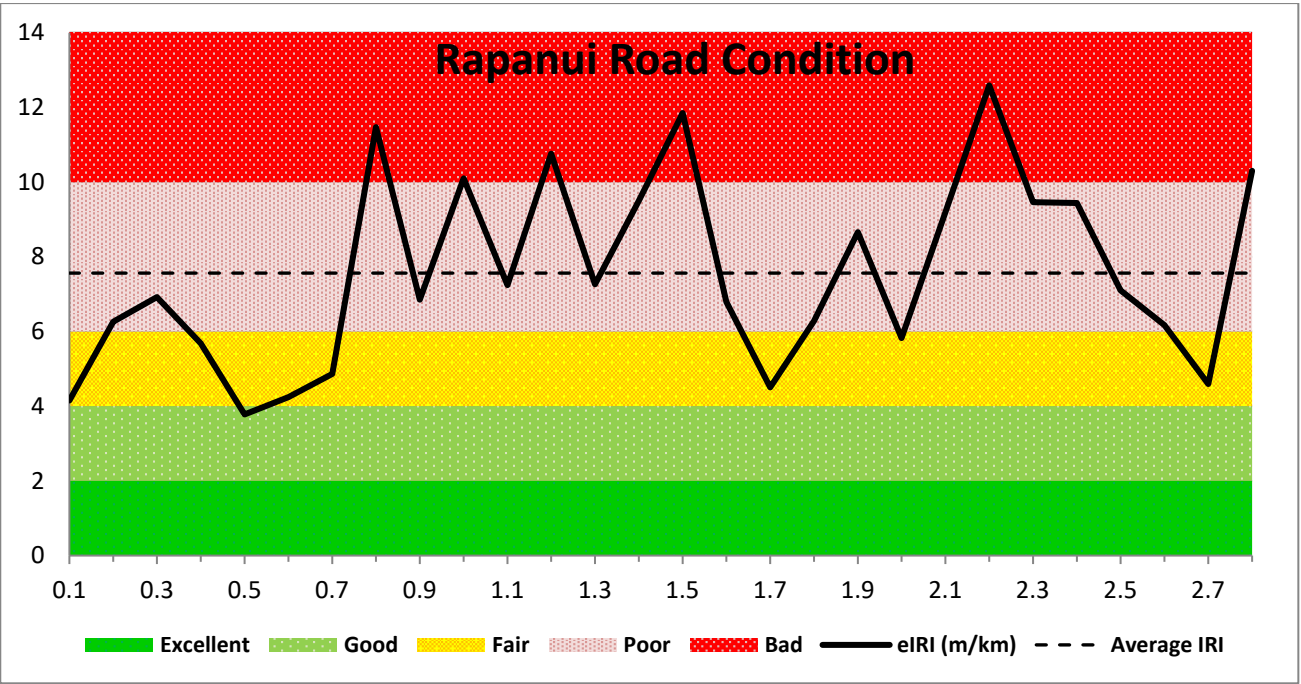
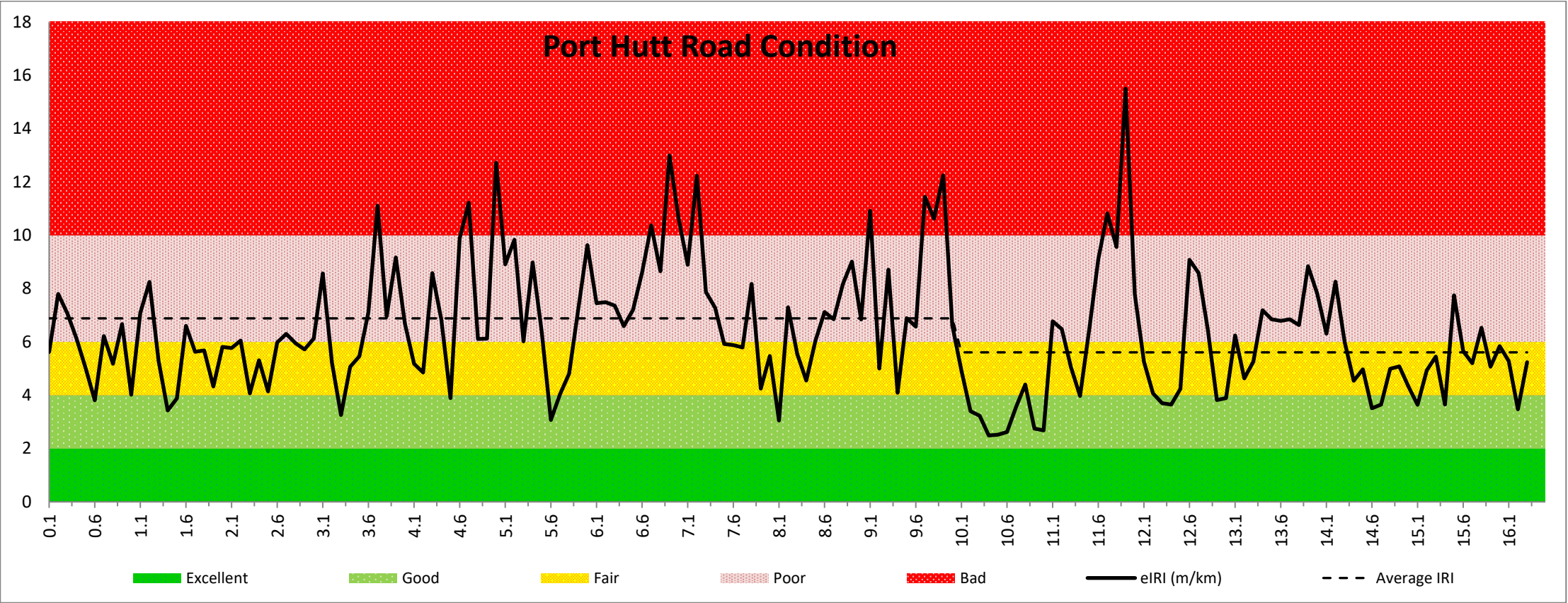
Appendix 2 contains the average condition trends observed over the last 5 years for each road.

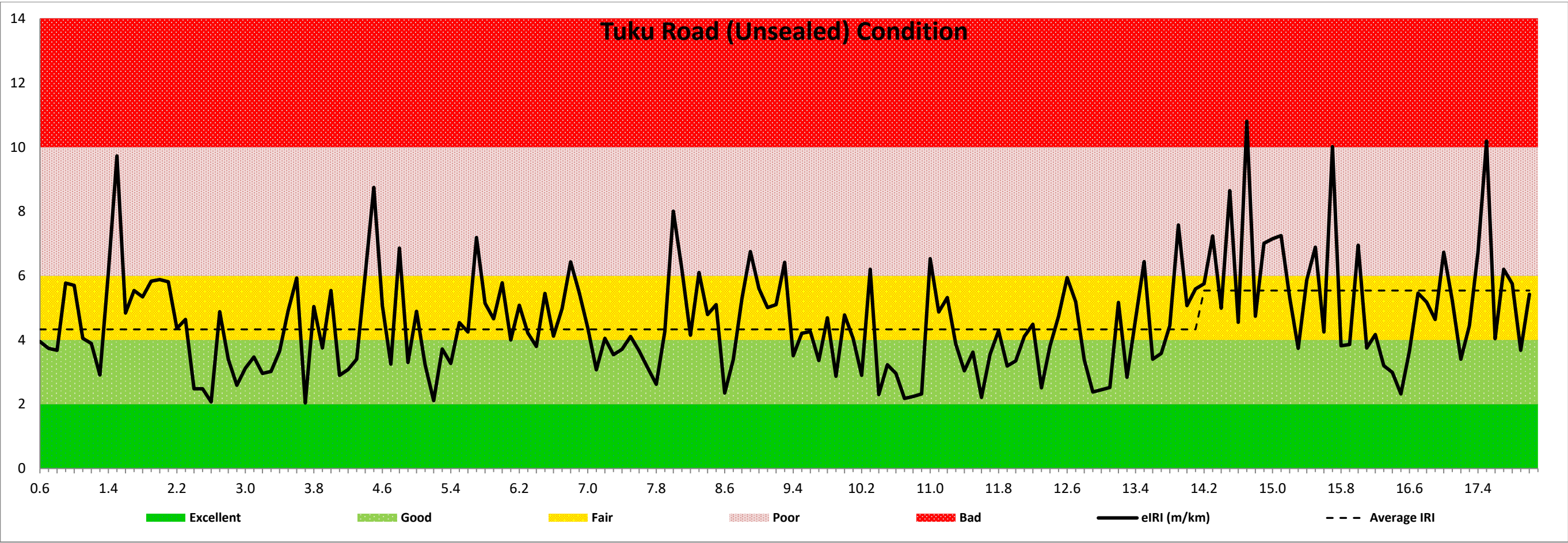
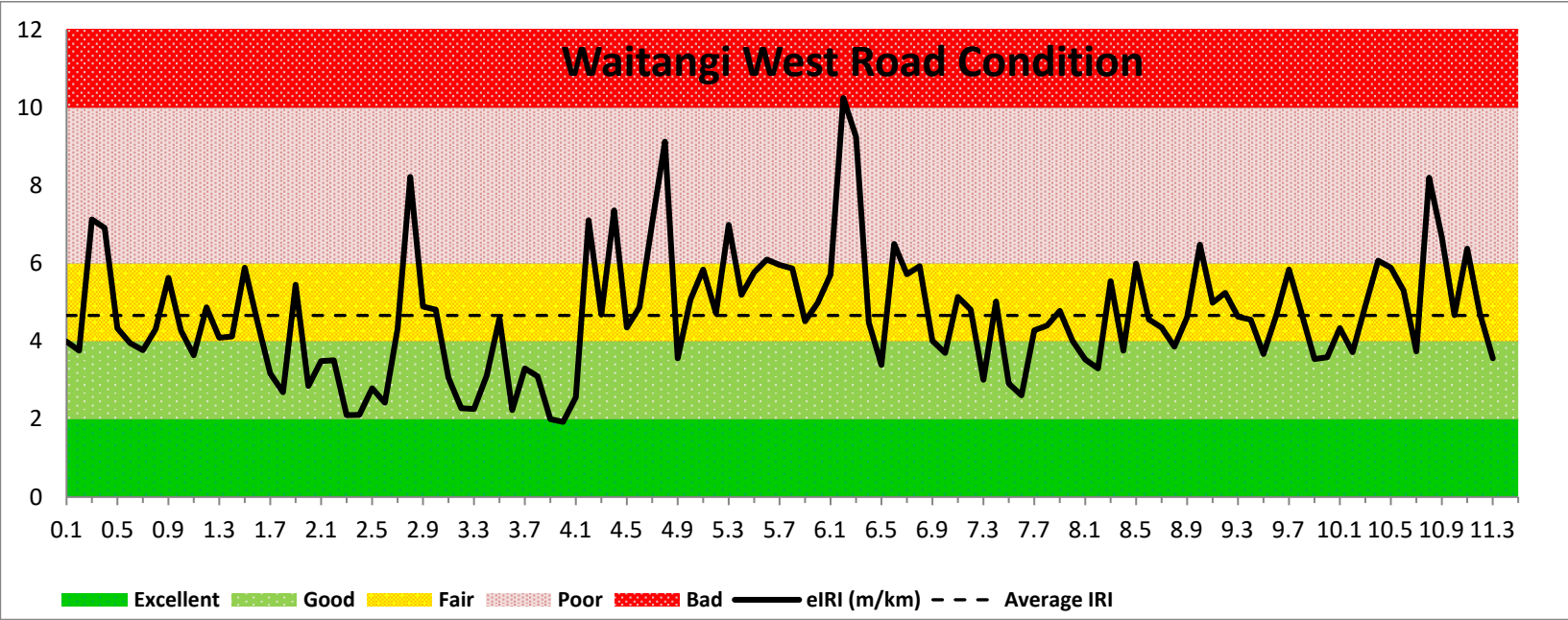
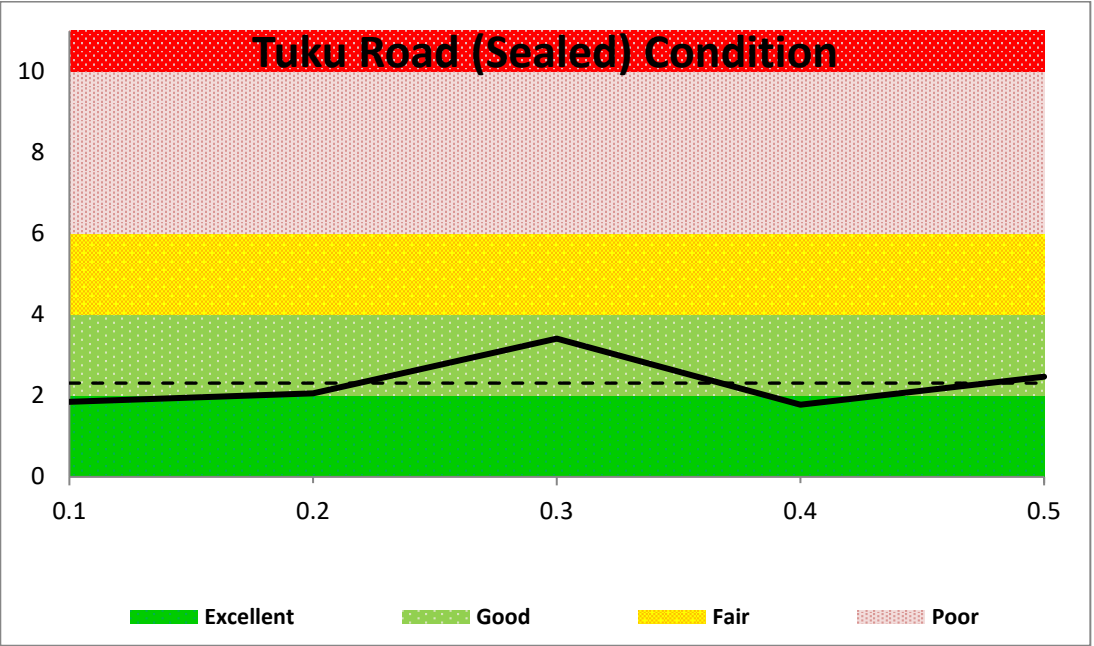


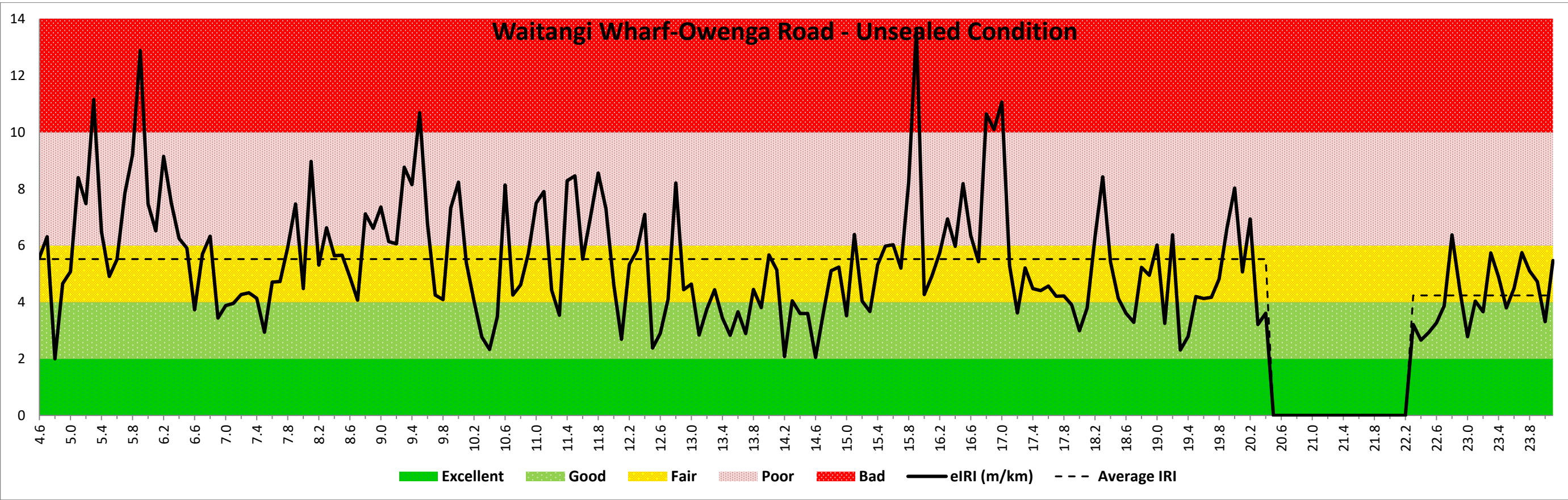
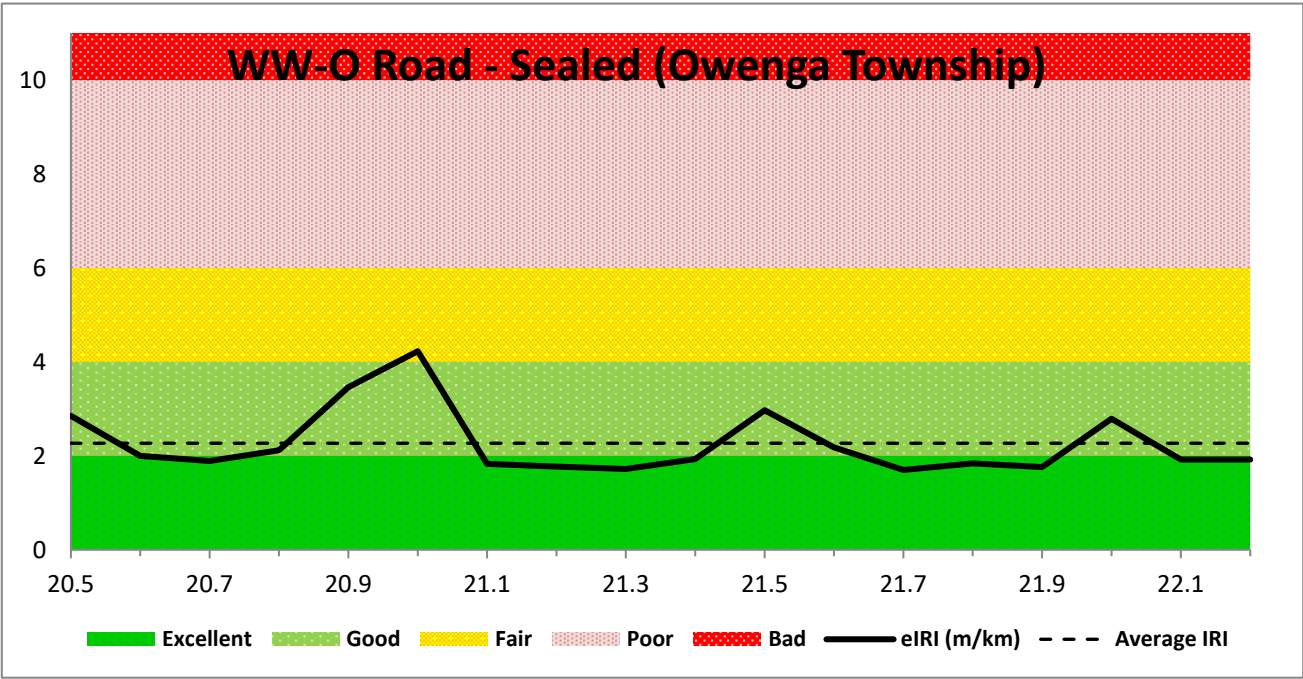
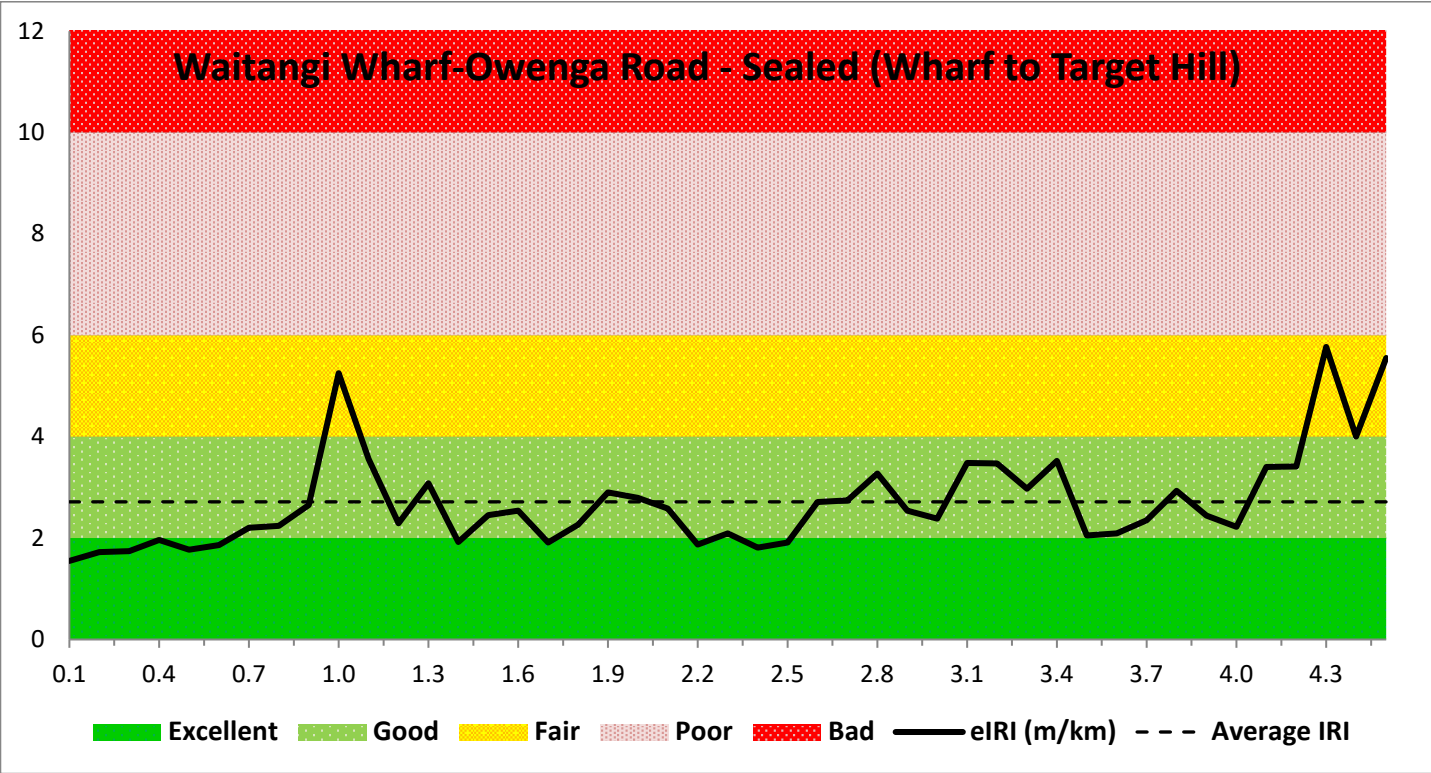
Appendix 1: Roughness Survey – Summer 2025 Results

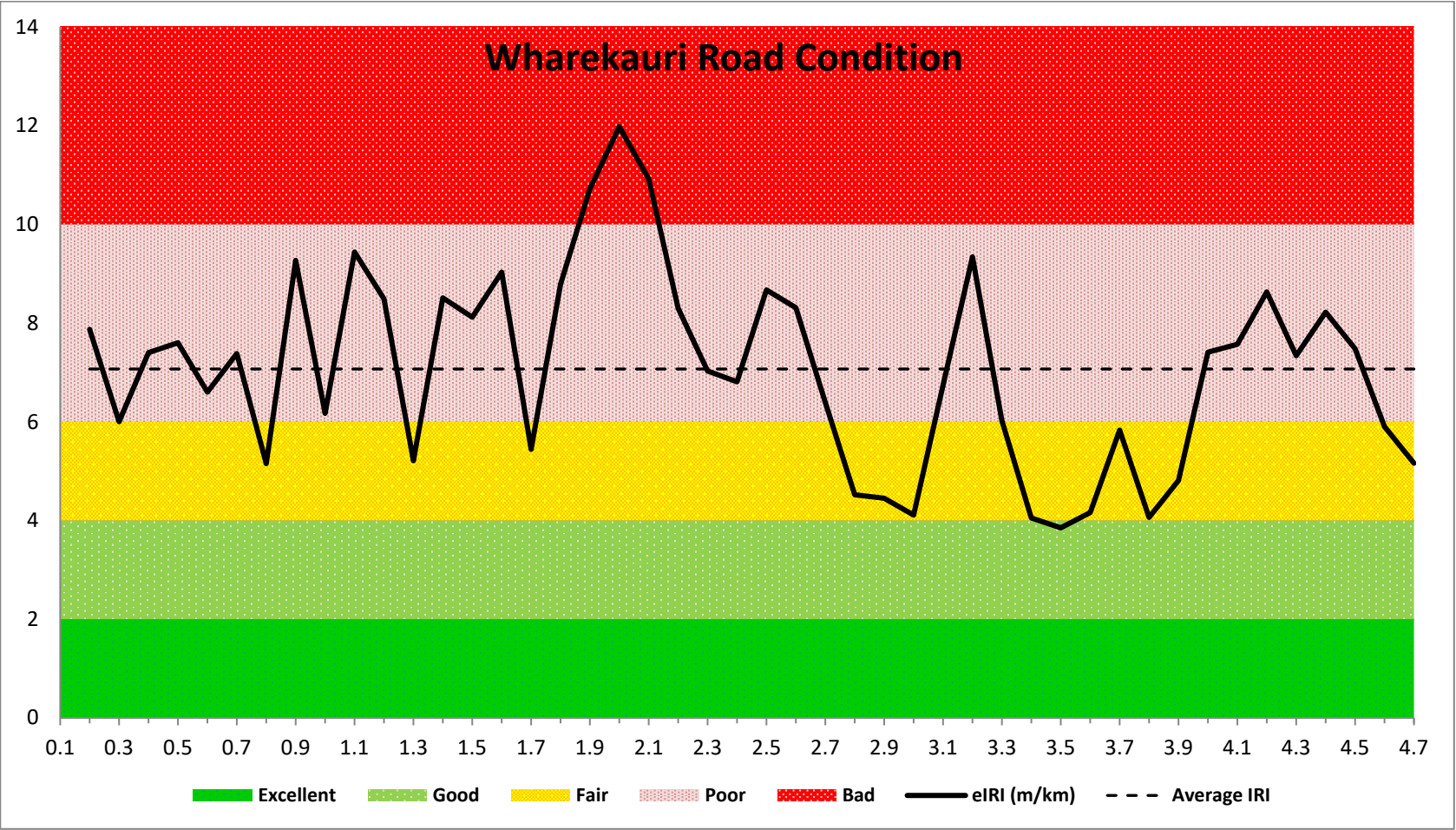






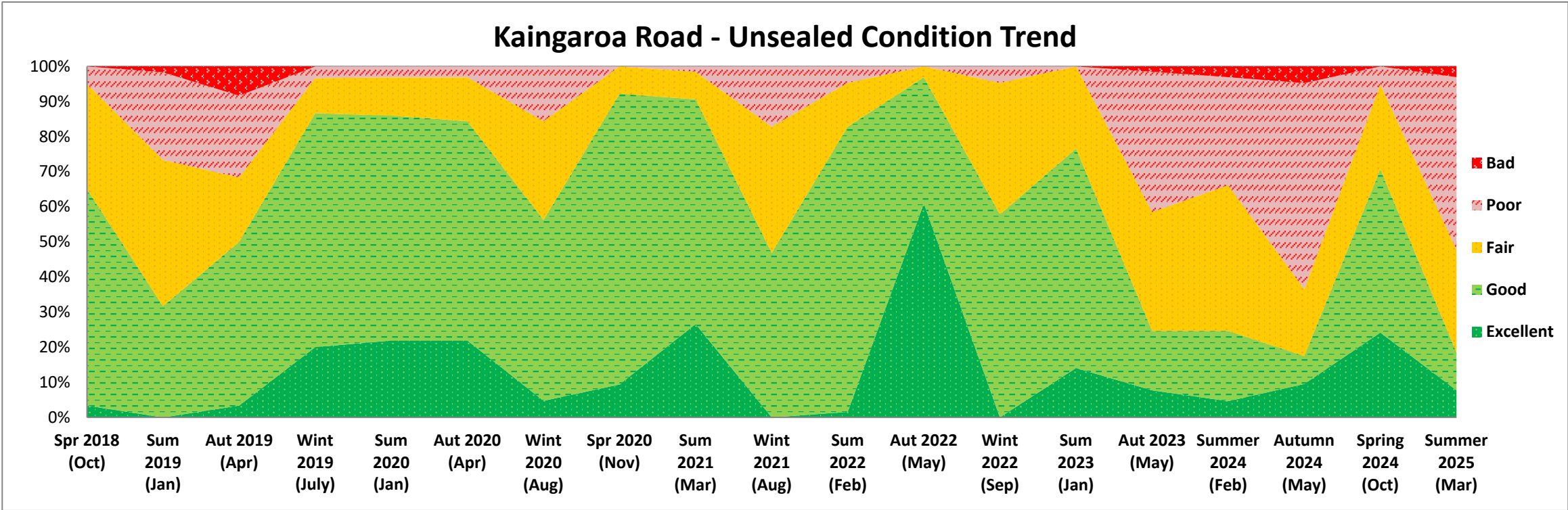
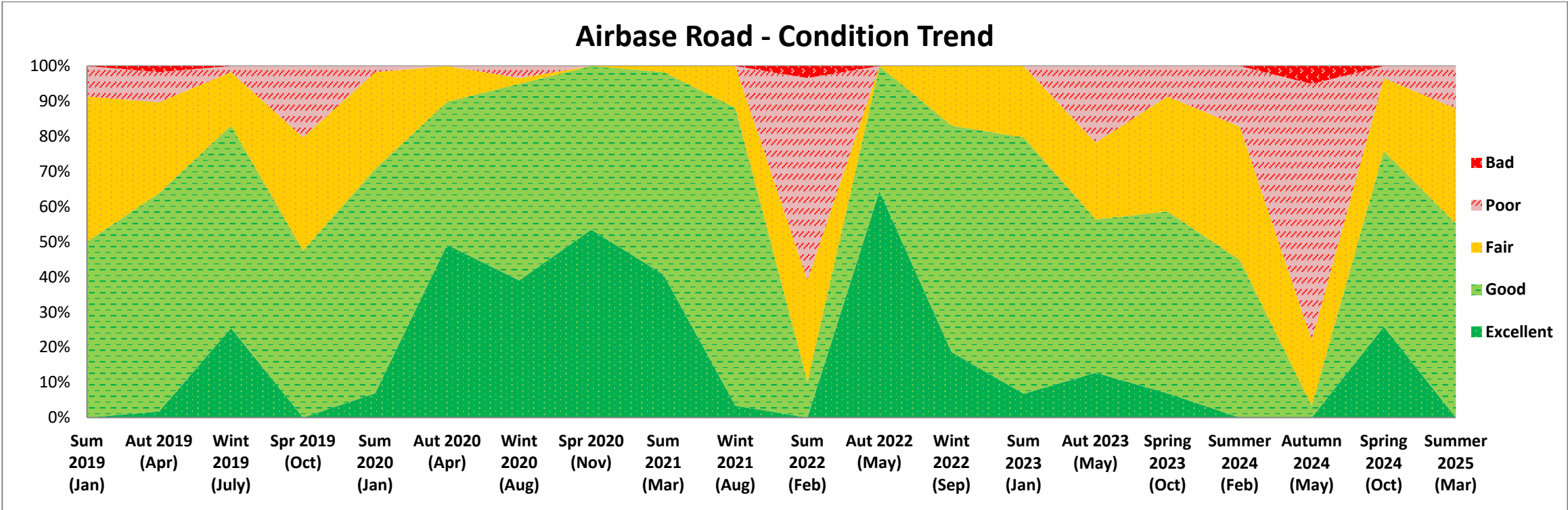


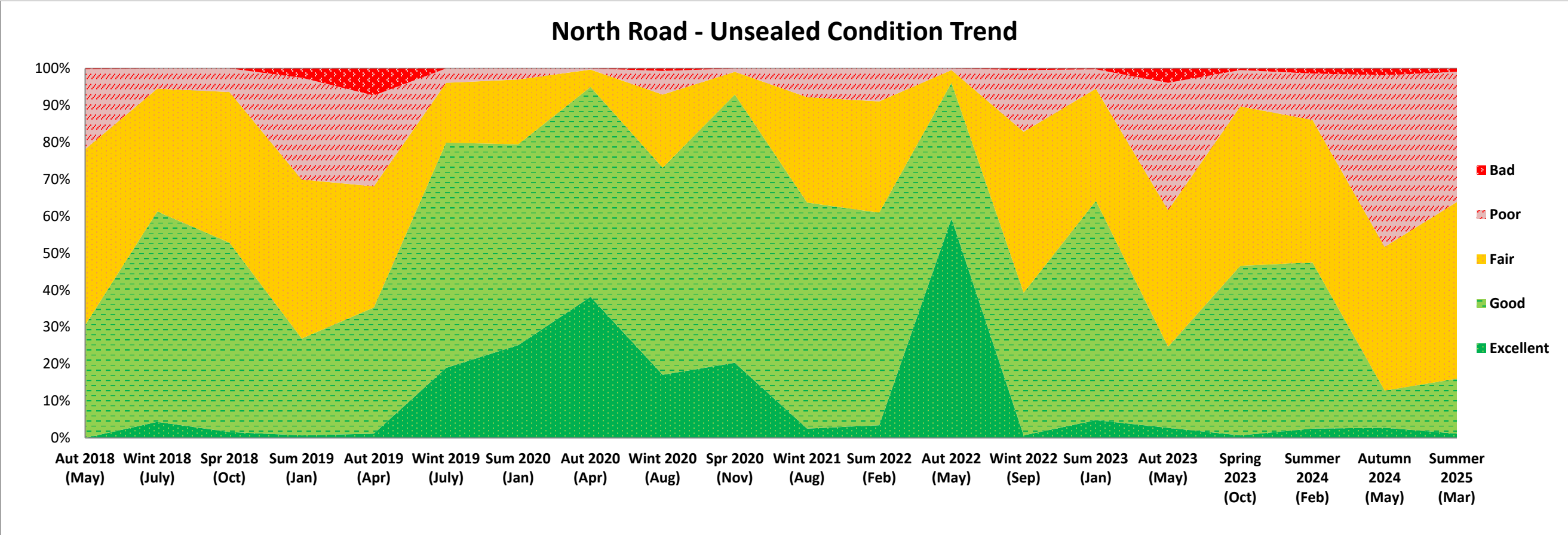
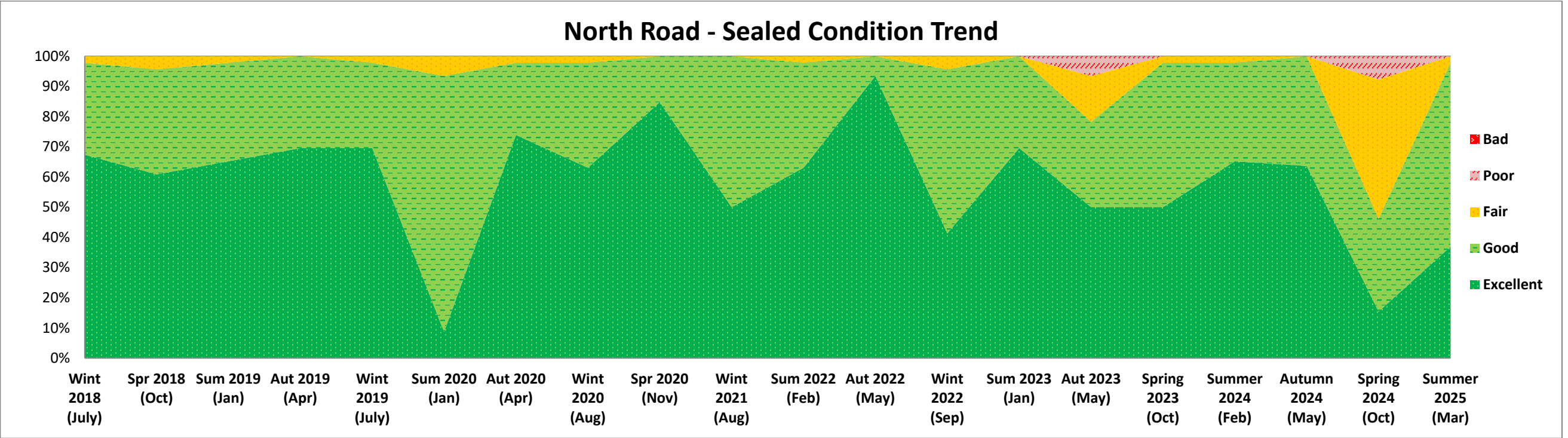


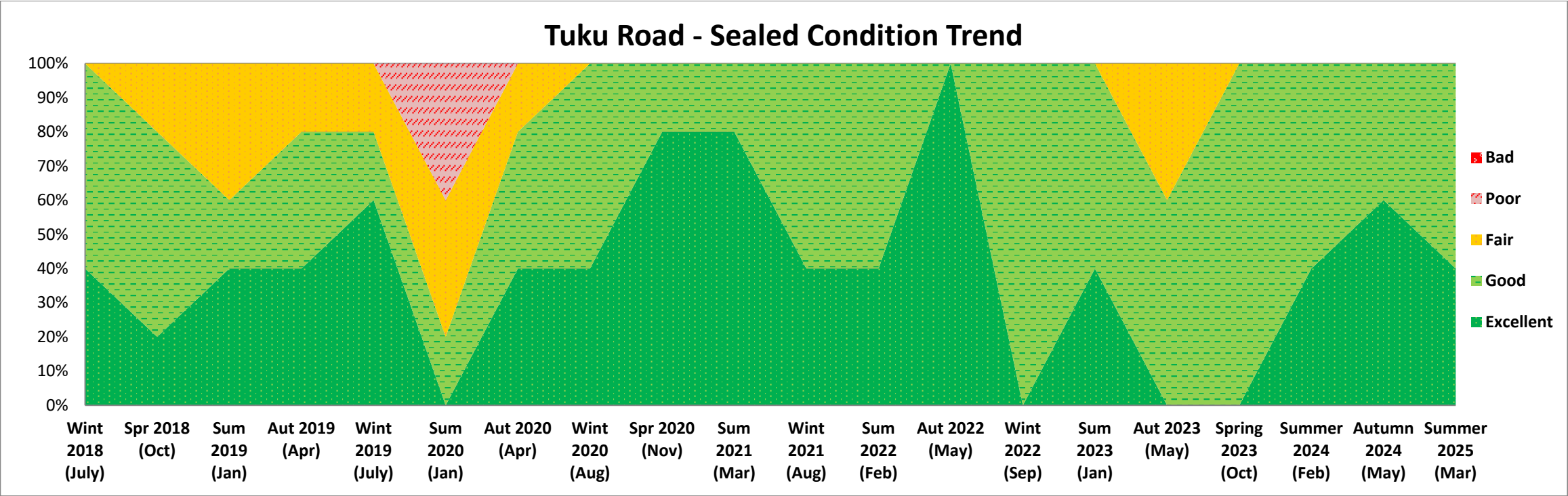
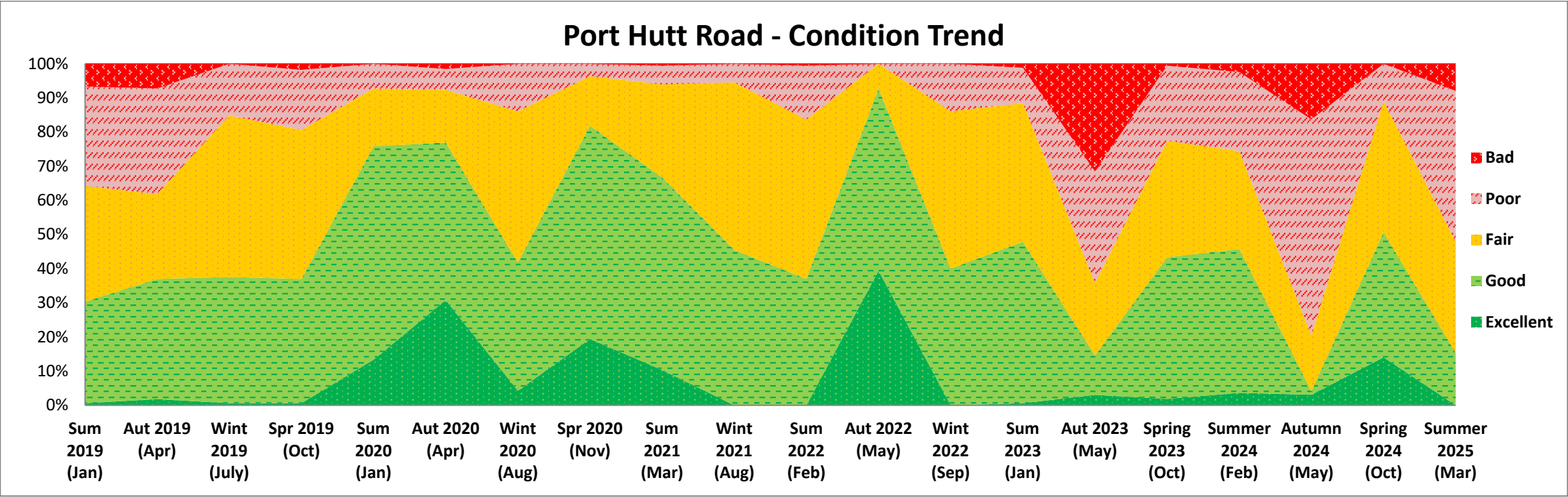


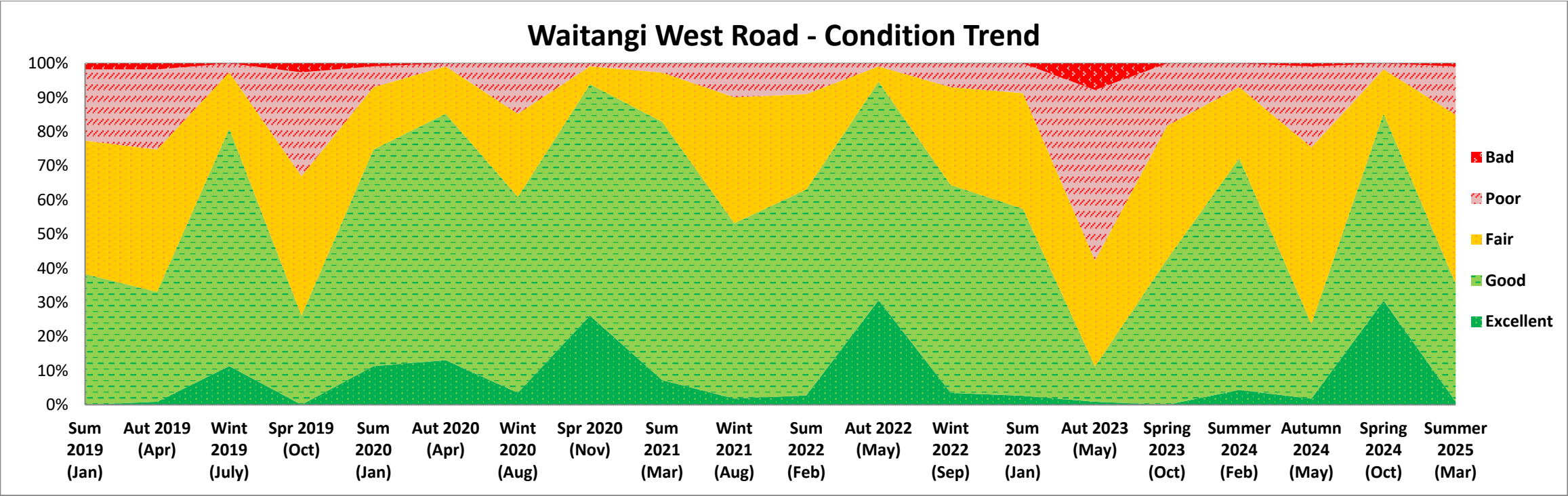
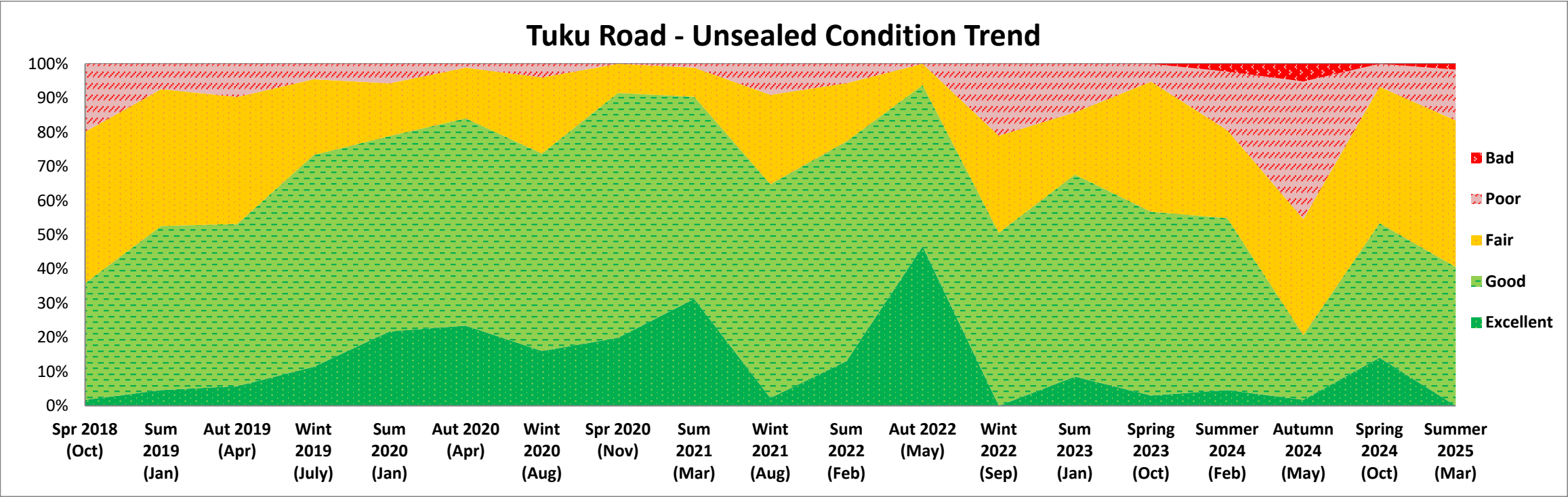


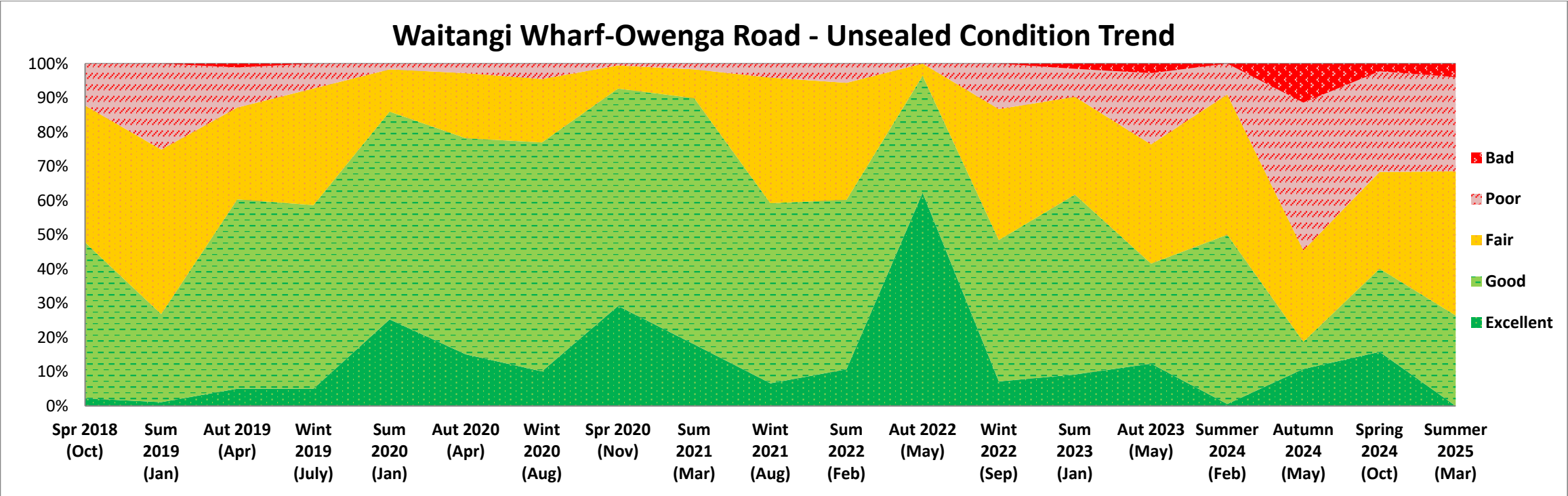
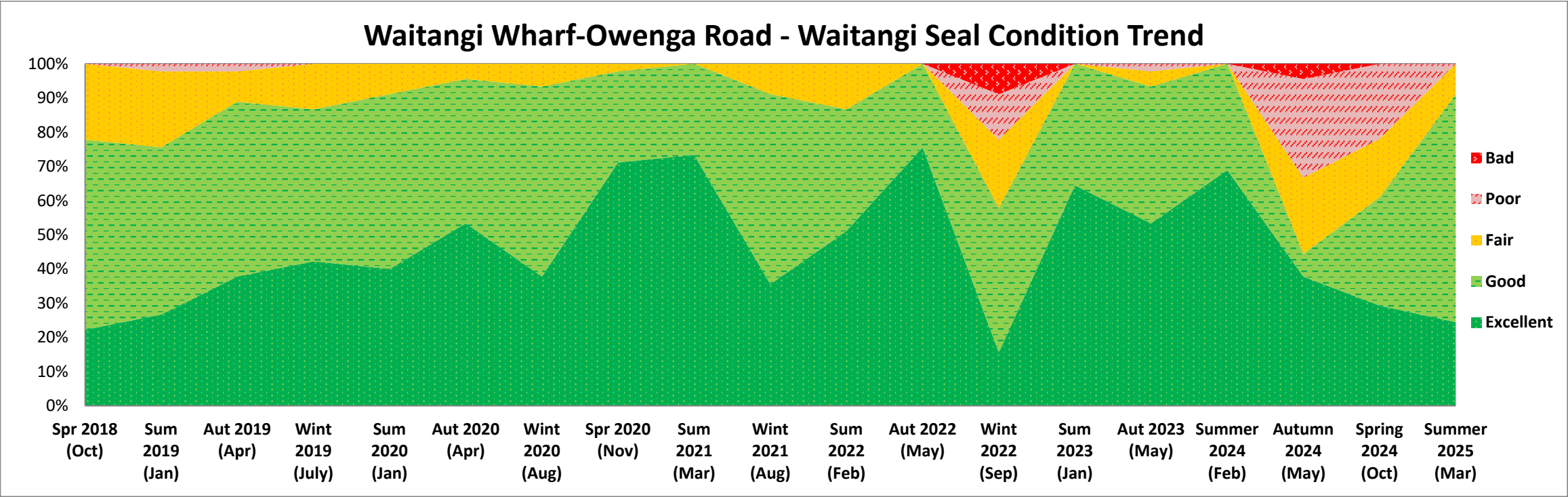
Appendix 2: Roughness Survey Trends

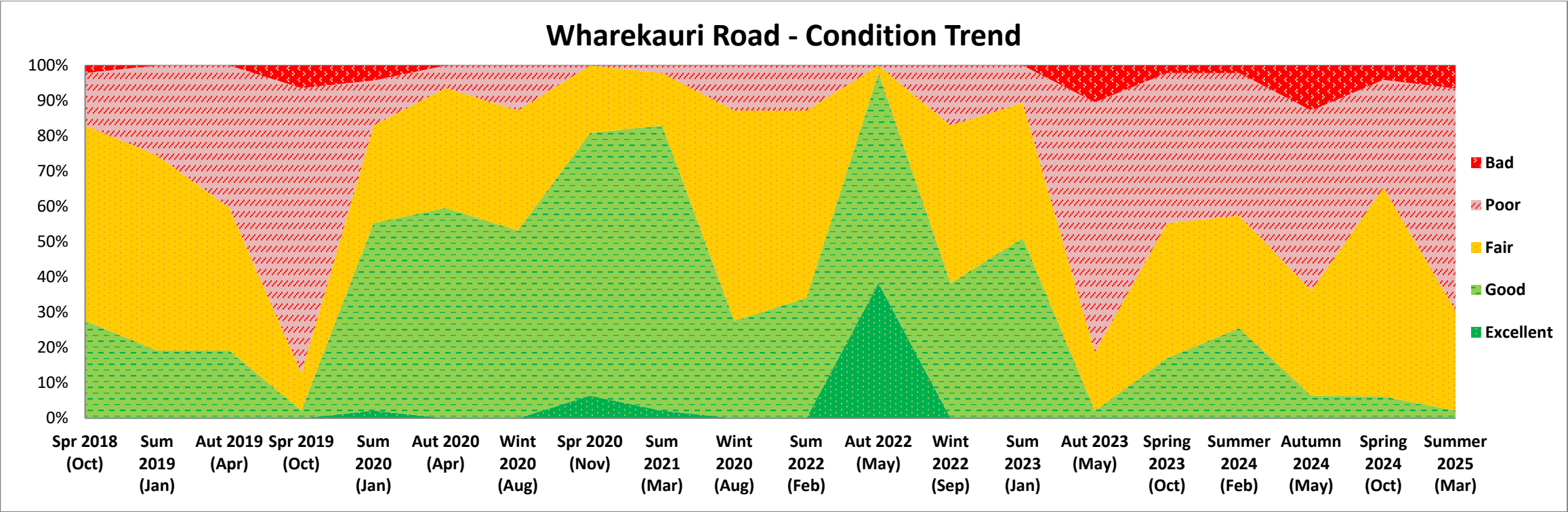
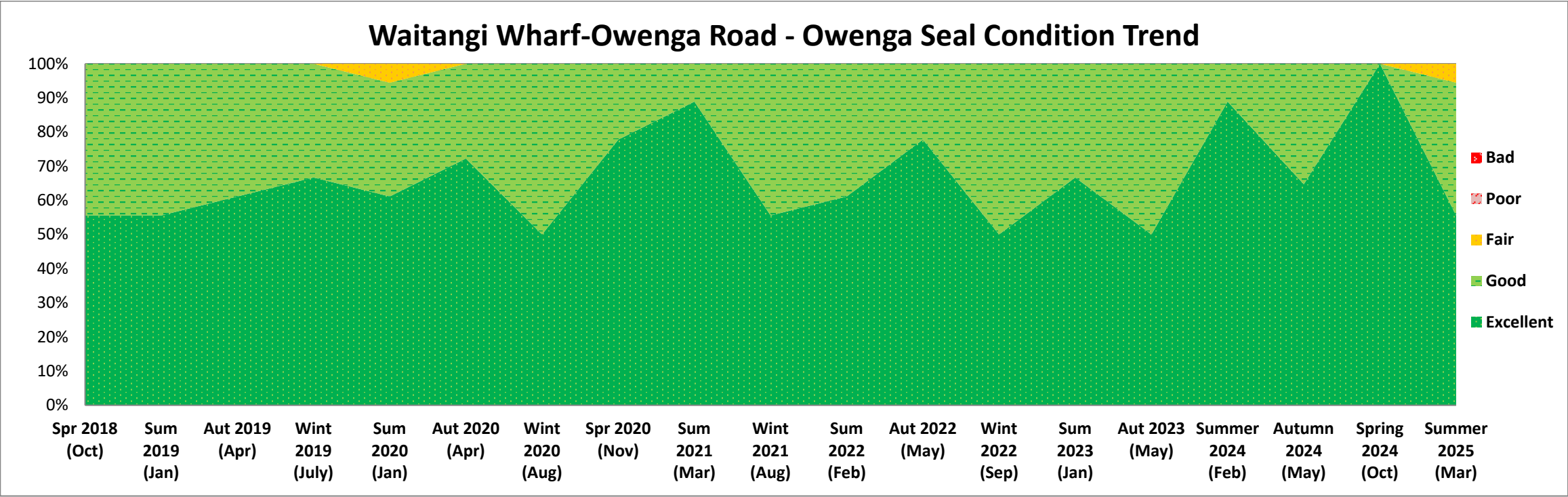


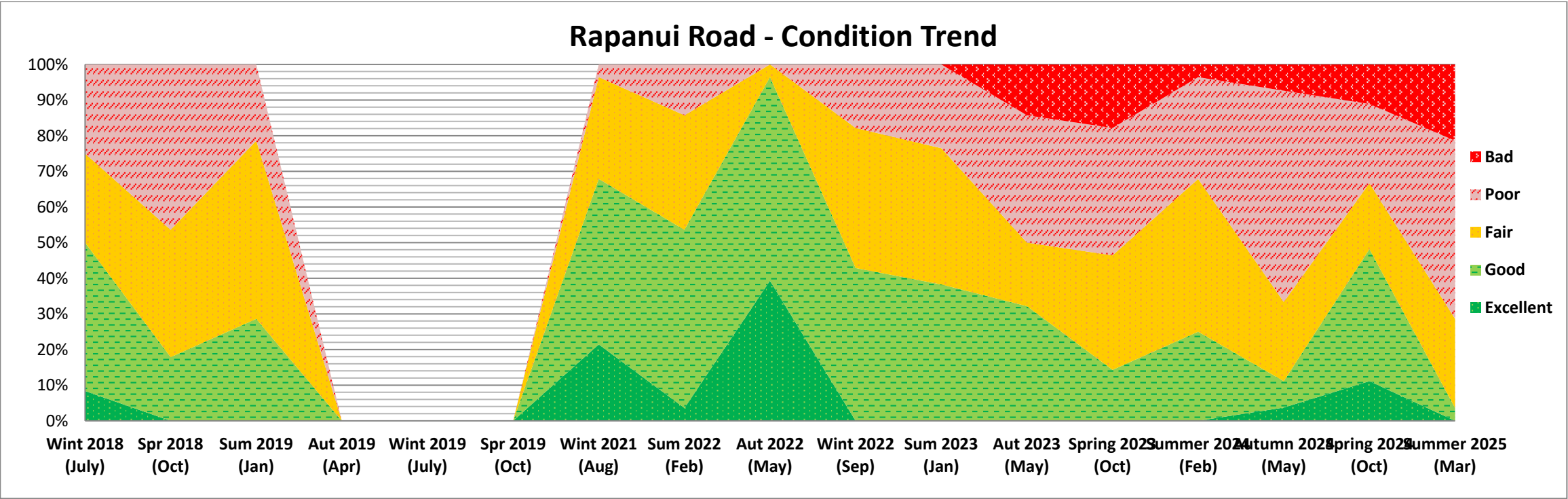
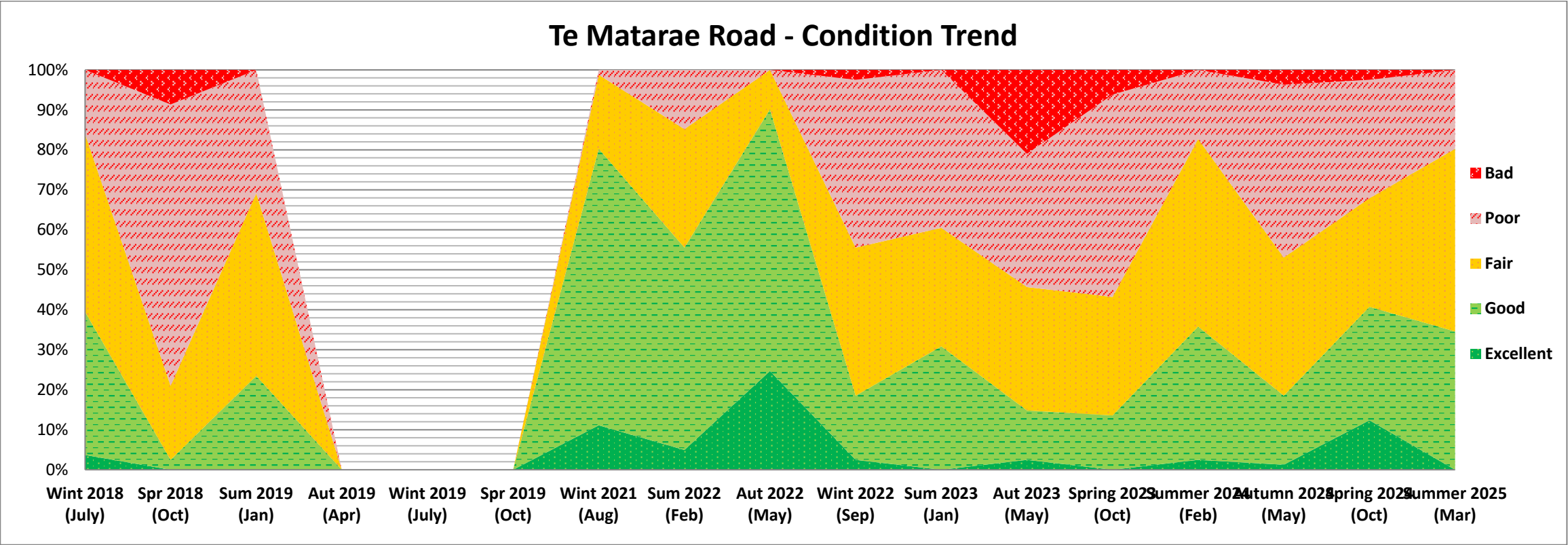


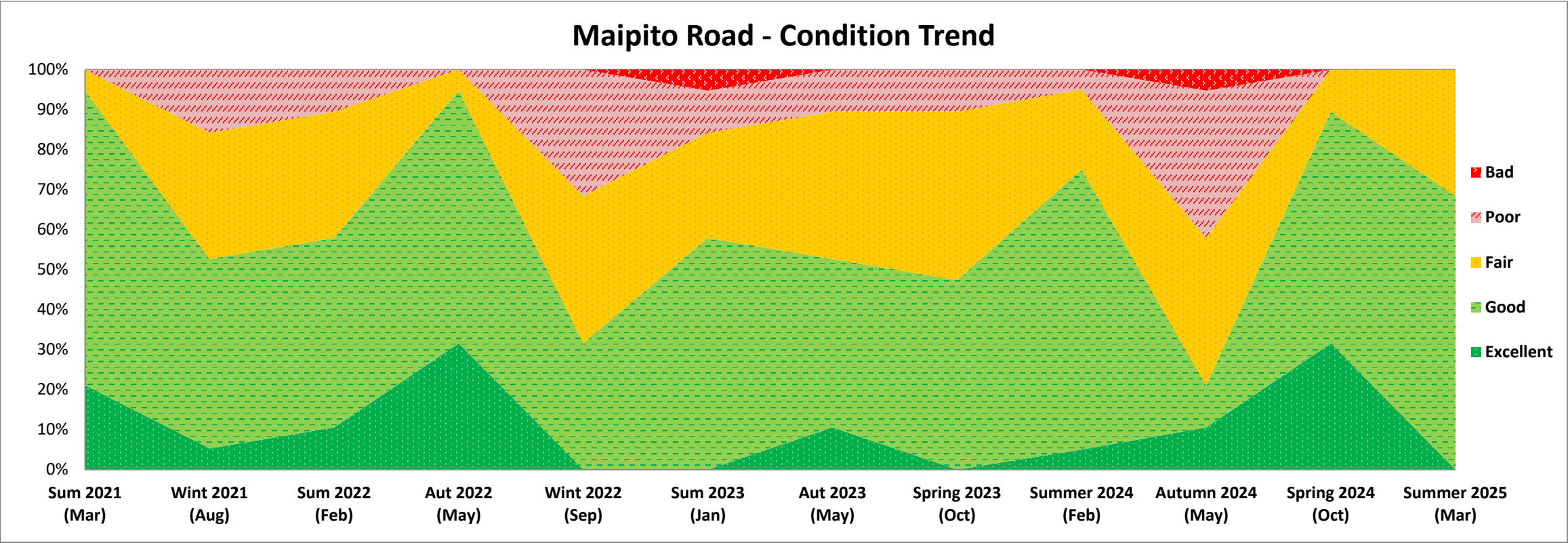












4. Works & Services

4.6 Owenga Loading Barge Facility Operations Memo

Date of meeting	8 May 2025
Agenda item number	4.6
Author/s	Colette Peni, Operations Manager

Purpose

Information paper.

Recommendations

THAT the report be received.

Background

As discussed at the March 2025 Council meeting, Stantec have provided a memo providing details around the identified operational issues at the Owenga Barge landing facility.

Bryan Peters (Stantec) will be in attendance at the meeting to respond to any questions.

To:	Stantec	Attention:	Chatham Islands Council
Project:	Owenga Barge Loading Facility Issues	Project No:	310206344
From:	Bryan Peters	Date:	29/04/2025

Revision Schedule

Revision No.	Date	Description	Prepared by	Quality Reviewer	Independent Reviewer	Project Manager Final Approval
Rev 1		Draft	Bryan Peters	Rebecca Tinga	Nigel Lister	Hanna Lallu
Rev 2	29/04/25	Final	Bryan Peters	Rebecca Tinga	Nigel Lister	Hanna Lallu

RE: Owenga Barge Loading Facility Issues

1. Introduction

Chatham Islands Council have now completed construction of the new barge loading facility at Owenga. The Pitt Island Barge Society have been using the new facility for several months. Recent discussions with a number of stakeholders have indicated that there are some particular issues with the loading of heavy equipment and high weight cargo. Stantec has been requested to consider the issues and formulate some recommendations for interventions that may attenuate the worst of the issues and improve the usability of the structure.

This memo provides a summary of some of the challenges, along with several recommendations that could help reduce or offset some of the challenges.



Figure 1 New barge loading facility and fender system

2. Issues

2.1 Heavy Freight Loads

Before construction of the new loading ramp, the barge was typically loaded in a fully or partially beached configuration, preventing the barge hull from dropping as a vehicle drove onto the deck. The process of loading and unloading while the barge is fully afloat is a relatively new process to the Chathams that stakeholders are still becoming familiar with and working to develop suitable operating procedures for.

We have been advised of issues arising during the recent loading of heavy machinery. In recent attempts, the bow of the barge drops down under the weight of the first axle set coming onto the deck, causing the hinged barge ramp-door to pivot up on the concrete ramp edge, often catching the underside of the load as it moves onto the barge.



Figure 2 Vehicle loading examples

Figure 2 shows how the barge shifts against the landing as heavy loads are transferred onto the deck of the barge, and the resulting movement of the hinged barge ramp-door. Note first picture is at a high tide, second at a mid-low tide.

These issues result from a combination of factors including but not limited to:

- Buoyant uplift and movement of the centre of buoyancy from the off-centre vehicle loading, causing the barge hull to rotate in a vertical plane,
- Mooring forces and rope stretch to the front, rear, and side mooring points, allowing the barge to move excessively during the loading process,
- The height of the tide at the time of loading alters the angle of the hinged barge ramp-door onto the concrete loading ramp and affects the amount of angular change in the hinged ramp-door as the vehicle moves onto the deck,
- The length of overlap of the hinged barge ramp-door over the concrete ramp impacts the amount by which the ramp-door's front edge rotates upward (see-saws) and catches on the underside of the load as it passes onto the barge.

There are several possible options to consider to reduce or offset this problem:

- Improvements to the mooring and loading methodology
- Modification of the barge hull
- Modification of the hinged ramp-door on the barge
- Modifications to the concrete loading ramp
- Alternative loading methodologies

We have discussed the above issues and options with several parties, developed options to explore, and these discussions are included later in the memo.

2.2 Barge bow to ramp contact

We understand that the barge has reduced manoeuvring control when approaching the dock, and that the bow may occasionally make contact with the concrete ramp with the potential to cause damage. This issue is further compounded during rough conditions that cause the barge to move more erratically.

We understand that the barge operator prefers not to collide the barge with the landing facility more than absolutely necessary, to avoid damage to the craft. The concrete blocks used in the construction of the landing are made of high strength concrete, but they are unreinforced, which makes them relatively easy to damage. The front edge of the landing may need be protected with some form of sacrificial or compressible buffer to avoid damage to the barge and the landing structure.

2.3 Barge ramp-door to Interbloc clash

It appears that the alignment of the barge and the new fender system creates some overlap between the hinged barge ramp-door and the Interbloc upstand. In order for the hinged ramp-door to sit flat on the concrete ramp the barge needs to sit out from the fender and cannot currently be tightly roped in position.



Figure 3 Interbloc to barge door ramp clash location

There are several options that may address this challenge, and they are discussed later in the memo.

3. Stakeholder Discussions

3.1 Barge Society

We have contacted Brent Mallinson of the Pitt Island Barge Society to ask for feedback. Brent has provided the following comments:

- The landing ramp is still relatively new so still trialling different loading methods,
- Better success when loading at full high tide due to the reduction in upward rotation of the hinged ramp-door,
- Currently the demand for large vehicle transport is mainly from Fulton Hogan's road maintenance vehicles (1x grader, 2x trucks, 2x diggers), travelling there and back to complete Pitt Island works once every two to three years (i.e. 10 trips per visit) and for any new heavy machinery purchased by Pitt Islanders,
- They are considering the option of a clip-on ramp that attaches to the front edge of the hinged boat door to provide lifting of the 2nd set of axles and reduce catching,
- The day fuel tank (usable) is 1000 litres capacity,
- The bunker tanks (storage and transport) have 20,000 litres capacity and are typically empty when carting large vehicles and payloads.

3.2 Fulton Hogan

We have contacted Phil Holt of Fulton Hogan to ask for feedback. Phil has provided the following comments:

- The main issue is the upward rotation of the hinged barge ramp-door catching on the underside of vehicles and causing damage,
- Grader has to be loaded in reverse due to weight distribution. Forward loading brings props above water line,
- Better success was achieved at full high tide as this means the ramp-door was always on a downward angle with no upward rotation of the hinged ramp-door,
- At mid to low tides the hinged ramp-door was overlapping half-way onto the concrete ramp, but the barge slides away as the load comes onto the deck with the risk of losing the overlap support,
- Brand new Nylon mooring ropes were being used,
- He suggested the use of one or more concrete-filled tyres or equivalent buffer placed on the seabed to provide support to the underside of the bow during vehicle loading,
- He suggested the use of spud props on the front of the barge to reduce vertical movement.

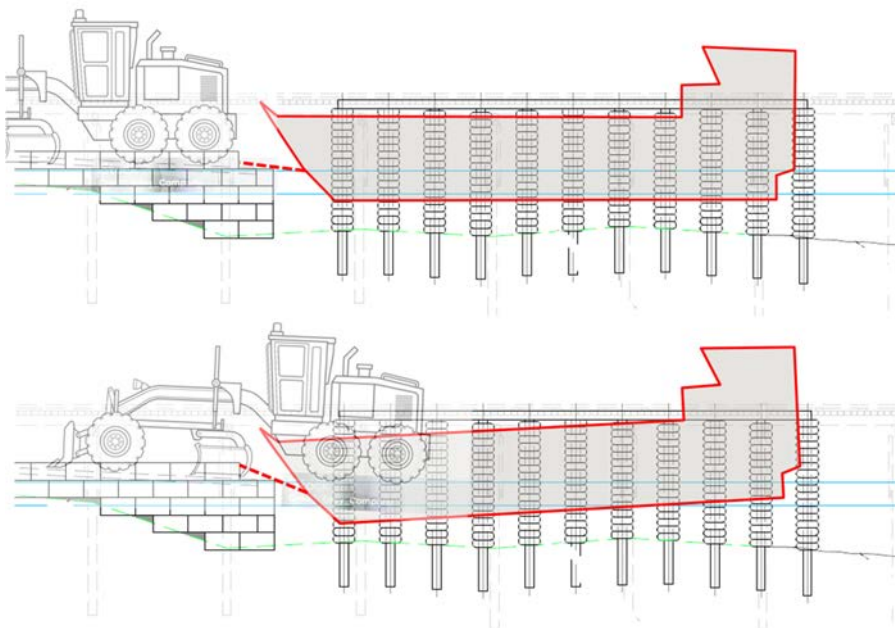


Figure 4 Barge & ramp-door rotation schematic

3.3 Coast Design

We have contacted Alan Walker of Coast Design to ask for feedback. Alan designed the barge and has provided the following comments:

- It is okay for the rear of the barge hull to lift out of the water during loading, in fact this is preferable as the centre of buoyancy finds a natural balance to the vehicle load as it moves onto the deck,
- An underwater shelf/packer could be installed on the seabed for the front of the barge to sit on and partially support the bow while the vehicle is loading. It may be worthwhile installing some wearing strips on the hull to reduce the risk of damage from sitting on a shelf/packer,
- Installing vertical props (spud props) to sit on the seabed and stabilise the hull during loading could help, however, a retrofit may cause damage to the internal hull structure which was not designed to transfer load in this way,
- He suggested that we find and read the 'Stability Book' for this vessel, which may provide further guidance.

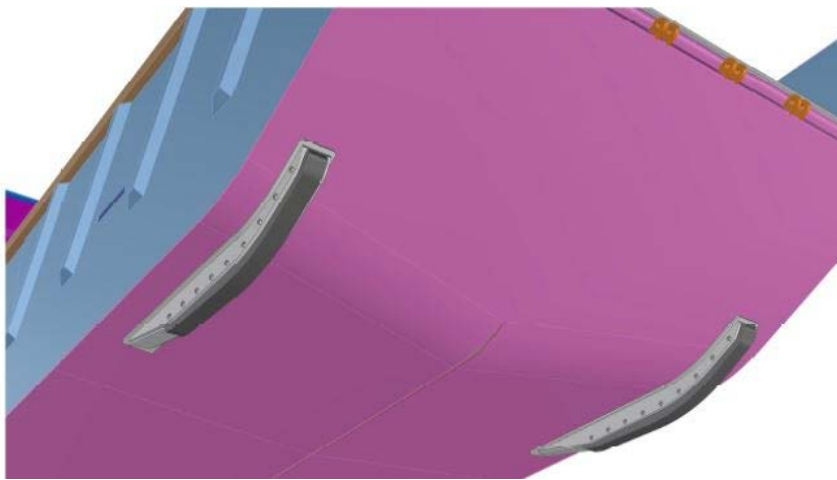


Figure 5 Barge grounding protection

3.4 Q-West Boat Builders

We have contacted Colin Mitchell of Q-West Boat Builders to ask for feedback. Colin and his team built the barge, and he has provided the following comments:

- A longer barge ramp-door would make loading easier, however this is a major modification,
- Colin provided a contact at Marine Services NZ (Picton) who operate a similar (larger sized) non-motorised barge which Q-West built and may be able to provide some guidance,
- Colin provided a copy of the designer's approval document, and drawings showing the location of the barge's day fuel tank.

3.5 Marine Services NZ

We have contacted Richard McLean of MSNZ to ask for feedback. Richard operates a non-motorised barge, similar (larger sized) to the Onoua, in and out of Picton moving materials and large plant and is an associate of Colin Mitchell at Q-West. He has provided the following comments:

- The hinged ramp-door on the Pitt barge is very short (2.3m), theirs is much longer (8m) and adjusts with minimal rotation as loads move on and off the barge,
- Their barge ramp-door has a load limit of 10 tonne but needs to be heavily built due to its long span,
- It is common to use mooring chains (26mm) in place of rope to limit the movement of the barge when loading,
- Rather than using nylon mooring rope, PPE rope has less stretch and should help hold the barge in position compared to the concrete ramp.



Figure 6 Marine Services Picton based barge

3.6 Stability Book

Brent Mallinson has supplied a copy of the Stability Book for the Onoua barge. The following items were noted:

- Operational restrictions list a 'max digger mass' of 20t (the FH Volvo grader has a mass of 22 tonne).
- Operating conditions for the 20t digger typically show actual stability measures that are at least twice the acceptable minimums. The angle of maxGZ is less than 25 degrees but is acceptable under rule (f)(iv).

There appears to be some spare capacity in the stability limits when carrying a 20t vehicle, however, this may require further checking and certification by a ship surveyor if a 22t vehicle is to be carried.

The design drawings for the barge show a change in displacement (from minimum to maximum) of 25t, indicating a theoretical maximum payload well in excess of 20t.

4. Options

4.1 Mooring methodology

Several observations of the barge during loading have indicated that it moves back and forward to such a degree that the ramp-door support overlap could be lost if it is not a significant proportion of the door length (e.g. 50% on and 50% off). The large overlap percentage is also a key cause of the hinged ramp-door rotating upward (see-sawing) and catching on the underside of a vehicle. It is noted in several of the loading photos provided that the front mooring ropes are often slack, and there appears to be no aft mooring ropes, apart from side fixing to the fender.

We believe that a more restrictive mooring technique may offer some advantage by keeping the barge from moving excessively and also allowing the ramp overlap to be reduced so as to minimise upward rotation. We therefore suggest the following changes in mooring methodology may be considered by the Barge Society:

- All fore and aft mooring points are used and kept tensioned (the blue lines in Figure 7 below)
- Trial one or several side mooring points in addition to fore/aft
- Use of PPE mooring ropes with less stretch, especially the fore ropes
- Use of mooring chains on the fore mooring points with no stretch
- Positioning the barge further from the concrete ramp to reduce the ramp-door overlap with the concrete ramp by having the barge better restrained (e.g. 400mm on and 1900mm off)
- Trial different tide heights for better barge restraint geometry
- Hanging additional buffer tyres on the port side of the barge, to position the barge further off the new fenders next to the Owenga wharf

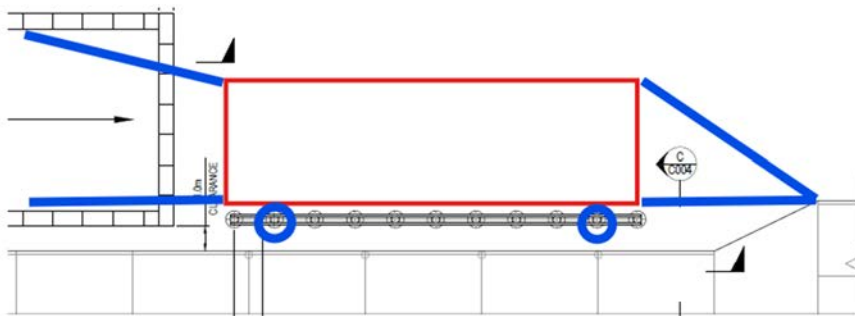


Figure 7 Barge mooring restraint (fore, aft, side)

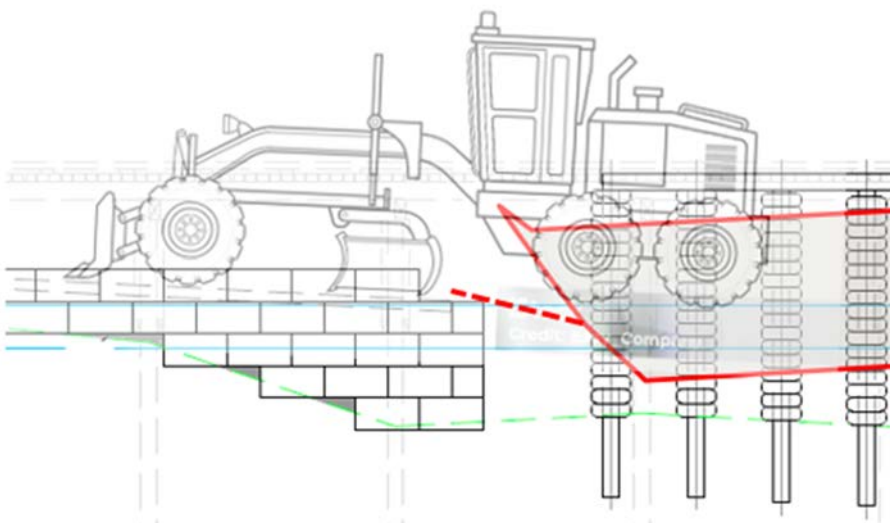


Figure 8 Reduced ramp-door overlap

4.2 Landing Modification

Discussions with stakeholders have led to some suggestions for minor modifications to the concrete landing structure that may additionally attenuate or offset some of the loading challenges.

To ease the challenge of avoiding damage to the barge and the concrete landing from collision, some buffering equipment may be added to the exposed front edge of the landing to allow the barge to approach closer to the structure and nose against a softer material to avoid damage.

A simple approach would be to install a rub-strip along the front edge of the ramp. This could be either a sacrificial timber strip or a manufactured D-type rubber fender. A more complex approach would be to install an additional fender system (similar to the new side fender along the Owenga Wharf) or hanging-type rubber fender blocks, placed along the front of the ramp.

These options would likely be more expensive and also more prone to damage from storm wave action. Even the D-type rubber anchors would need to be deep-drilled and chemically set into the concrete to transfer any impact loads deep into the centre of the blocks.



Figure 9 Front edge protection (D-type shown in the left image, hanging-type in the right image)

Attaching any additional structure to the blocks should be done with caution as they need to be anchored in such a way to avoid causing damage to the blocks. A further complication of any construction at the front of the ramp is that this area is subject to extreme wave uplift and any additional structure may be damaged during stormy conditions.

The stakeholder discussions also identified that the width of the Interbloc upstands prevents the barge from being able to be cinched tightly against the fenders next to the wharf. There are three simple options for modifications to alleviate this problem:

- Remove the Interbloc upstand
- Add additional packing material to the fenders
- Hang additional buffer tyres on the port side of the barge

The Interbloc upstand is acting as a kerb at the front of the landing and does not form a significant part of the structure, and would therefore not undermine the integrity of the landing if it is removed flush with the ramp. The removal of the Interbloc upstand requires specialist equipment and may be costly. It would be done by carefully breaking out the top of the blocks with a demolition hammer, and trimming the reinforcement rod with a suitable cutting disc to ensure the surface is smooth and safe.

Additional buffer material can be added to the fender and the port side of the barge to reduce some amount of the overlap between the upstand and the side of the barge. This option has the benefit of getting better alignment of the barge with the ramp bollards, and it can be undertaken fairly easily using cheap materials that are likely on island. It may reduce the HIAB's operational effectiveness when loading from the adjacent wharf as it moves the barge slightly further away from the timber wharf itself.

4.3 Bow Propping

From the stakeholder feedback there are several suggestions for propping of the barge bow or the barge ramp-door to limit rotation as the vehicle drives on. There is a chance that propping the barge ramp-door itself may make the problem worse rather than better, however propping of the barge hull itself could be more effective at limiting the rotation.

The barge sits 0.4m lower in the water with a full load than it does when empty. If a propping shelf was built on the seabed and positioned just below the 0.4m maximum displacement for the hull, then under a maximum rotation of between 0.8 and 1.0m at the front of the barge, the rotation of the barge may be reduced by around half.

This shelf would be positioned to suit low tide loading only, so as not to prevent loading of lighter goods during other tidal conditions. The shelf would be exposed to high uplift pressures from wave loading making it prone to damage and movement during storm events.

Several stakeholders suggested the use of 'Spud' props, which is a type of hydraulic ram that can be retrofitted to the sides of the barge bow. These would be lowered to the seabed to directly support the bow and limit vertical movement as load comes onto the deck. However, in further discussions with the boat designer, he advised that the barge hull and framing was not designed for these sorts of concentrated loads and that it could result in damage to the barge, without proper design and associated upgrade to retrofit.

Although bow propping could provide some benefits, we believe these are likely to be outweighed by the disbenefits.

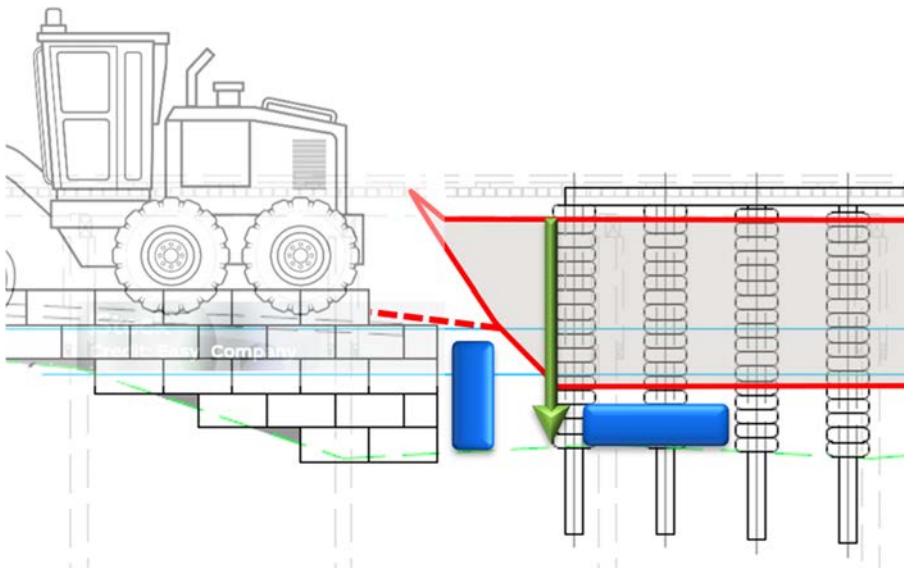


Figure 10 Bow propping options

4.4 Ramp-door Length

A longer ramp-door would help to reduce the angle of ramp-door rotation under the current 1m overlap configuration with the landing. A longer ramp-door would also be of value at the Pitt Island slipway to reduce loading and unloading challenges at that end of the journey.

The MSNZ barge uses an 8m ramp-door, though this length is likely to be too large to be retrofitted to the Pitt barge. A 4m ramp-door could still provide a reasonable upgrade without adding too much additional weight.

A retrofit of this kind would need to be designed and built by a suitable boat building contractor (e.g. Coastal Design and Q-West) and the barge would need to be recertified for the additional deadload being carried. The new barge ramp-door would also end up significantly heavier than the existing ramp-door, as having approximately twice the length means that structural load effects can be 4 times as much and the new ramp-door would require more material to achieve the required strength.

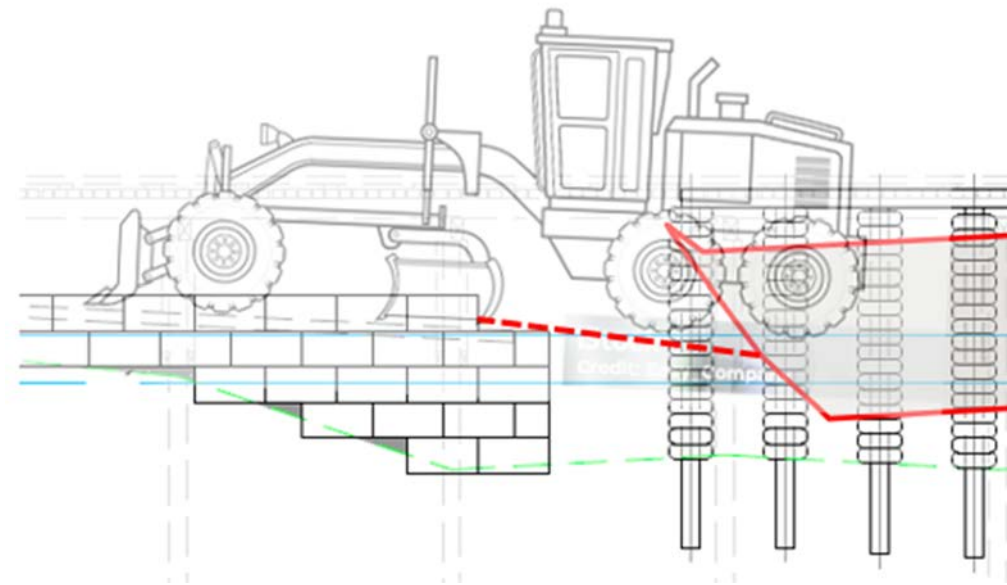


Figure 11 Longer barge ramp-door

There were a couple of suggestions for some form of clip-on or slide-out ramp that could increase the effective length of the door ramp and help reduce the problem of the ramp kicking up under load transfer.

A clip-on or extendible solution may have an advantage of being easier to retrofit onto the existing barge door, but may be more challenging to design, manufacture and certify.

4.5 Continued Use of Beach

It may be preferable to default to beach-loading for the larger items of freight if they are being carried very infrequently.

The main demand for transport of very heavy loads comes from Fulton Hogan, as they are required to send several items of plant to Pitt Island to carry out road maintenance. Typically, this requires the barge to make 5 return trips to carry the grader, 2 trucks and 2 diggers. So far, only the grader and trucks have difficulty negotiating the barge ramp-door geometry, but the diggers, being shorter, are able to be loaded to and from the landing.

Beach loading has several additional challenges:

- The barge needs to time arrival and departure to suit the tides,
- Construction of a sand access ramp requires additional plant and effort,
- Wave action on the rear of the barge can still cause it to move erratically during loading, as there are no tie-off points



Figure 12 Beach loading process

5. Summary and recommendations

The new barge landing facility at Owenga is experiencing some initial challenges. This memo has been provided to document the discussions that underpin the following recommendations, which are intended for consideration by the Barge Society as the barge operators, and Council as the asset owner of the Landing Facility.

Currently there are four main issues creating challenges to the operation of the facility:

- The transfer of especially heavy loads is causing the barge to rotate and become unstable, and is leading to the barge ramp-door lifting up and contacting the underside of loads as they move onto the barge,
- The barge ramp-door overlaps with the Interbloc kerb on the wharf side of the landing, preventing the barge from mooring tightly against the fenders for stability and alignment,
- The barge occasionally runs into the front edge of the concrete ramp with the potential to damage both the barge hull and landing,
- The short barge ramp-door limits the achievable overlap onto the concrete landing, and creates overly steep ramp angles under hull rotation.

Several options are discussed in the memo as considerations to help reduce the challenges in using the facility. The following recommendations for adoption are put forward as the most cost-effective options to both Council and the Barge Society (and by effect the wider community).

The following initial recommendations are suggested to the Barge Society as modifications to the operating procedures that may reduce the operating challenges:

- The addition of buffer tyres to the port side of the barge,
- Firmer mooring methodologies to reduce the amount of barge movement at the landing,
- The replacement of the nylon ropes with lower stretch PPE rope or chains (if able to do so without damage to the barge),
- Trialling different tide height and barge ramp-door overlap distances to optimise the ideal loading configuration,
- Checking if the barge's Stability Book needs updating to include loads in excess of 20 tonnes.

It would be worth the Barge Society considering replacing the current door ramp with a longer door to aid the loading and unloading processes at both ends of the journey. We appreciate that this recommendation is likely to be costly to the Barge Society, but should be considered as a long-term solution that provides ease at both ends of the journey.

The following modifications to the landing structure are suggested to Council as the asset owner to increase the usability of the landing:

- Additional packing or buffer material be installed on the fender piles next to the structure,
- Installation of the D-type rubber front edge protection.

4. Works & Services

4.7 Physical Works Maintenance Contract Procurement

Date of meeting	8 May 2025
Agenda item number	4.7
Author/s	Colette Peni, Operations Manager

Purpose

Decision paper.

Recommendations

THAT the Chatham Islands Council -

- 1. Receives the report.**
- 2. Confirms the development of a Procurement Plan based on a multi-stage Contract Procurement approach and the proposed timeline;**
- 3. Approve that Stantec proceed to negotiate with Fulton Hogan over a 3-month contract extension to the current CIC 15/01 Contract.**

Background

The current Roding, Water and Wastewater Physical Works Maintenance Contract (CIC 15/01) comes to the end of the ten year contract period on Monday the 5th January 2026 and will need to be retendered. The New Zealand Transport Agency have confirmed that CIC are able to extend the existing works agreement by 3 months without requiring any special permissions to be granted. The effective end date will be Sunday 29th March 2026.

Attached to this report is a summary of the proposed timelines and covers some details to be agreed with Council during this period.

To:	Stantec	Attention:	Chatham Islands Council
Project:	CIC 26/01 Physical Works Maintenance Contract Procurement	Project No:	310206344
From:	Nigel Lister	Date:	29/04/2025

Revision Schedule

Revision No.	Date	Description	Prepared by	Quality Reviewer	Independent Reviewer	Project Manager Final Approval
Rev 1	29/04/25	Final	Nigel Lister	Rebecca Tinga	n/a	n/a

CIC 26/01 Physical Works Maintenance Contract Procurement

1. Introduction

The current Roding, Water and Wastewater Physical Works Maintenance Contract (CIC 15/01) comes to the end of the ten year contract period on Monday the 5th January 2026 and will need to be retendered. The New Zealand Transport Agency have confirmed that CIC are able to extend the existing works agreement by 3 months without requiring any special permissions to be granted. The effective end date will be Sunday 29th March 2026.

The following provides a summary of the proposed timelines and covers some details to be agreed with Council during this period.

2. Proposed Procurement Method

It is proposed to use a multi-stage procurement method, this is consistent with the previous two Maintenance Contracts that have been tendered.

The first stage is a Registration of Interest (ROI), where potential Suppliers are invited to express their interest in tendering for the Contract and provide feedback on how the Tender could be made more attractive to competition.

The results of the ROI will be used to inform the second stage and how the main Contract Tendering process will be completed. This process will be explained in more detail in a Procurement Plan presented to Council at the June Council Meeting.

For the previous three contract iterations this process resulted in the following procurement methods being used:

- 2005 – Direct negotiation with the incumbent supplier, following an open competitive tender process which received one response,
- 2010 – Direct negotiation with the incumbent supplier, after a single response was received through the ROI process,
- 2015 – An Open competitive tender, after two positive and one “possible” responses were received to the ROI.

3. Proposed Procurement Timeline

The following timeline summary provides broad details on the expected timeframes for delivery of the new Physical Works Maintenance Contract (CIC 26/01)

- 8th May Council Meeting – Presentation of initial procurement timeline memo,
- May to June – Development of CIC 26/01 Procurement Plan,
- 19th June Council Meeting – Presentation of Finalised Procurement Plan to CIC,
- Mid-June – ROI issued to market via GETS,
- 31st July Council Meeting – Results for ROI presented to Council with recommendation of tender procurement method,
- August to Mid-October – Development of CIC 26/01 Tender Documentation,
- Mid-October – Advertisement of Request for Tender (RFT) via GETS with a 4 week tender period (if required),
- 4th December – Tender evaluation completed and presented to Council with recommendation of award,
- 5th December – Contract 26/01 Awarded,
- Monday 30th March 2026 – New Contract commences.

4. Current Contract Extension

The current 5th January 2026 CIC 15/01 Contract end date would have the new CIC 26/01 Contract establishment period occurring over the Christmas and New Years period. This creates a barrier to entry for a potential new supplier, is likely to result in difficulties with the required movement of plant, materials and staff, and an inefficient handover.

A proposed 3-month Contract extension has been discussed internally with CIC staff and externally with NZTA. It has been confirmed that we are able to complete this extension under the existing Procurement Rules without requesting specific permission or approval from NZTA.

5. Recommendations

Stantec recommends the following:

- Council confirms the development of a Procurement Plan based on a multi-stage Contract Procurement approach and the above proposed timeline,
- Council approve that Stantec proceed to negotiate with Fulton Hogan over a 3-month contract extension to the current CIC 15/01 Contract.



4. Works & Services

4.8 Submission - Taumata Arowai Wastewater Standards

Date of meeting	8 May 2025
Agenda item number	4.8
Author/s	Colette Peni, Operations Manager

Purpose

Information paper.

Recommendations

THAT the Chatham Islands Council -

- 1. Receives the report.**

Background

Attached to this report is a submission prepared by Rachel Tutty (ECan) on behalf of Chatham Islands Council in response to the Taumata Arowai consultation on proposed wastewater environmental performance standards.



chatham islands council

9 Tuku Road
PO Box 24
Waitangi
CHATHAM ISLANDS 8942

Phone: 03 3050 033
Email: info@cic.govt.nz
www.cic.govt.nz
facebook.com/cicnz/

24 April 2025

Taumata Arowai
Level 2, 10 Brandon Street
Wellington 6140, New Zealand
PO Box 628

Tēnā koutou,

Chatham Islands Council submission on the Wastewater Environmental Performance Standards

The submission has been lodged online at [Have Your Say - Wastewater Environmental Performance Standards](#).

The Chatham Islands Council welcomes the opportunity to provide feedback on the proposed standards.

Alongside our submission points, we seek continued engagement with Taumata Arowai on the Standards as they progress, and to continue discussion on the development of a workable solution to Wastewater Standards for the Chatham Islands.

Yours sincerely,

Monique Croon
Mayor, Chatham Islands Council



chatham islands council

9 Tuku Road
PO Box 24
Waitangi
CHATHAM ISLANDS 8942

Phone: 03 3050 033
Email: info@cic.govt.nz
www.cic.govt.nz
facebook.com/cicnz/

Submission to Taumata Arowai

Wastewater Environmental Performance Standards

Introduction

1. The Chatham Islands Council (the Council) welcomes the opportunity to submit on the proposed Wastewater Environmental Performance Standards.
2. The Council supports the intent of the proposed standards for wastewater discharges to improve public health and environmental outcomes. However, the Council raises several matters for consideration.
3. The delivery of wastewater standards on the Chatham Islands faces significant financial challenges that are in many ways unique to the Chatham Islands situation. Those difficulties are outlined throughout this submission.
4. The Council is fully committed to complying with the proposed wastewater standards, ensuring that those standards align with customer expectations and desired environmental outcomes and are financially sustainable in the long term. Assistance (both financial and technical) will be needed to ensure that this commitment is met, as the Council is unable to deliver those services on its own.
5. The Council's water services are not compliant with existing legislation because of a lack of funding. The additional requirements introduced under the wastewater standards will necessitate even greater funding. Without sufficient funding, the Council will not be able to comply, and there is a potential for this to have an impact on public health.
6. This submission comprises a summary of key areas most important to this council.

Chatham Islands Context

7. The Chatham Islands are home to around 700 people and lie around 860 km East of Christchurch. The extreme isolation and very small population size are responsible for the unique challenges faced by the Council in carrying out its functions and servicing the community.

8. The Council was set up under the Chatham Islands Council Act 1995. Under that Act, the Council has the functions, duties, and powers of a territorial authority under all public Acts, of a regional council under the Resource Management Act 1991, and of a regional authority under the Building Act. As such, the Council will have the functions, duties, and powers of territorial authority under the provisions of the Water Services Bill once it is enacted, which these proposed wastewater standards come under.
9. The Council is over 90% reliant on Government funding to deliver Council services and meet compliance requirements.
10. The Council provides water services to some of the community (about 40% with reticulated drinking water, 30% with reticulated wastewater treatment, and less than 10% with piped stormwater).
11. In 2004 Council obtained funding from central government to assist in the administration of the Chatham Islands. This funding included monies to address resource management issues on the islands, including upgrading of infrastructure including the Waitangi Wastewater Treatment Plant (WWTP).

General position on the wastewater environmental performance standards

12. The Chatham Islands Resource Management Document (CIRMD) does not currently include specific treated wastewater quality, monitoring or reporting requirements related to wastewater management, including discharge to water, discharge to land, network overflows and plant bypasses or beneficial use of biosolids. The Council has resource consents that expire in 2040 for its wastewater treatment plant (WWTP) and land application system. The Council supports that proposed standards will only apply to new consents, not existing consents.
13. In the CIRMD, the discharge of contaminants to water or land is considered a permitted activity unless it fails to meet the following conditions, in which case it is classified as a discretionary activity:
 - i. Discharge of a contaminant or water into water or the discharge of a contaminant to or into land which may result in that contaminant entering water is permitted if
 1. the discharge is for stormwater, water supply or freshwater purposes; and
 2. the discharge after reasonable mixing shall not give rise to any of the following effects:
 - a. the production of any conspicuous scums or foams on floatable or suspended materials;

- b. any conspicuous change in colour or visual clarity;
 - c. any emission of objectionable odour;
 - d. the rendering of freshwater unsuitable for consumption by farm animals;
 - e. any significant adverse effects on aquatic life.
14. The Council supports in principle the proposed activity statuses for networks overflows and treatment plant bypasses and beneficial reuse of biosolids. The Council is also supportive in principle of the standard defining an appropriate activity status for discharge to water and discharge to land. See comments below regarding specific standards.
 15. Whilst 35-year term is discussed for wastewater discharges from WWTPs to water and land, it is not discussed for other standards. The Council supports a term of 35 years apply to all consents granted under the standards.
 16. The Council agrees that how we manage wastewater on the Chatham Islands must change. Our current investment needs and funding situation continue to preclude the Council achieving financially sustainable service delivery. An inability to raise or secure sufficient funding has meant the Council has had to defer critical renewals and all capital works and that depreciation on assets is also not funded. Funding is insufficient to meet legislative standards and minimum good practice.
 17. The Chatham Islands are reliant on groundwater and dune lakes for potable water supplies. These supplies must be protected for continued reliable drinking water availability on the islands but there is not enough data to manage critical risks to them. See comment within section on discharge to land and water.
 18. The Council would like to remind the Water Services Authority of the Crown's partnership with iwi/Māori and imi/Moriori and encourage the government to enable those relationships and protection of iwi/Māori values and Treaty obligations through active participation and consideration of cultural effects in the consenting process.
 19. The Council supports the establishment of an ongoing work programme to evaluate how standards have been implemented and to consider where additional standards may be appropriate or whether amendments are necessary. The standards need to ensure resilience against specific climate change impacts (including sea-level rise and altered weather patterns) and seismic events, particularly in the Chatham Islands context.

Submission points

Network Overflows and Plant Bypasses

20. The Council supports in principle the proposed risk-based monitoring and reporting arrangements for wastewater network overflows and plant bypasses. A risk-based approach that provides network operators the tools to prioritise addressing overflows and bypasses based on the risk, impact and likelihood of overflows, within their means is valuable. However, the Council does not currently have sufficient funding to support additional investigations, consenting, monitoring and reporting that would be required. The Council seeks that any requirements, including implementation timeframes, in the standard reflect practicalities, including affordability, for small, remote wastewater schemes.

Biosolids

21. Whilst the Council's wastewater plant currently generates sludge, rather than biosolids, the Council supports in principle the proposed biosolids grading system and associated activity statuses for beneficial use of biosolids.

Discharge to Land

22. The Council supports in principle prioritising treated wastewater discharges to land as a preference to, and a priority over discharges to water.
23. The Council supports in principle a small plant standard for public wastewater scheme discharges to land, similar to that for discharges to water. Not having a clear pathway for smaller plants (<1000 PE), may inadvertently incentivise land-based schemes going back to discharge to water (especially if costs are less for discharge to water).
24. The Council supports in principle a risk-based approach to discharging treated wastewater to land and intention of receiving environment monitoring. However, seeks clarity on consenting pathway for existing, consented land application systems for small plants that do not meet the requirements in the proposed standards. Council also seeks that monitoring and reporting requirements reflect practicalities, including affordability, for small, remote wastewater schemes.
25. The Council supports in principle exclusions of treated wastewater discharge into groundwater source protection zones to protect drinking water sources. Noting the Council currently has limited data (or funding to obtain data) about the islands' groundwater sources to assess new discharges.

Discharge to Water

26. Whilst the Council's wastewater plant discharge to land, the Council supports in principle the proposed approach for a small plant standard for public wastewater scheme discharges to water. Nutrient limits proposed under the 'primary' standard would most likely be cost-prohibitive for the Council if the existing wastewater scheme was required to discharge to water (e.g., if the existing land application system was no longer consentable under the standards) or the Council established a new scheme to protect public health (e.g., Te One or Kaingaroa).

27. Whilst the Council's wastewater scheme currently discharges to land, the Council supports in principle exclusions of treated wastewater discharge near drinking water source abstraction points in rivers and lakes to protect community drinking water sources.
28. The Council supports a maximum of monthly monitoring of treated wastewater, as is currently done for the Council's treated wastewater discharge to land. However, the Council seeks reporting that is more appropriate and affordable for a small, remote wastewater scheme (e.g., less frequent reporting, routine reporting only required through Annual Report rather than publicly available website).

Other

29. See comments under 'General Position on Wastewater Environmental Performance Standards, including term of consent and activity statuses.
30. The Council seeks that the standards, including small plant standards, apply to wastewater systems that service new or existing housing developments not connected to a Council system. This is to provide certainty to Councils if they are required to take-over such systems in future.
31. The Council seeks that if a treated wastewater discharge does not meet the relevant discharge to land or water standard, the Council can apply for a resource consent via the conventional consenting process and that the consent may be granted.

Resourcing

32. The Council's current practice of deferring capital investment so that our services are affordable in the short term is not sustainable. The rating base on the Islands is very small and cannot fund the necessary work to maintain and upgrade essential water services infrastructure or enforce treatment requirements. The Council cannot borrow money because it could not service the debt without government funding guarantee. Funding issues must be resolved to achieve financially sustainable water services delivery.
33. The Council's water services are not compliant with existing legislation because of a lack of funding. The additional requirements introduced under the wastewater standards will necessitate even greater funding. Without sufficient funding, the Council will not be able to comply, and there is a potential for this to have an impact on public health.
34. Households currently connected to water and wastewater services pay substantial targeted rates for those services. In the Council's 2024-34 Long Term Plan, those rates have been increased by an additional 3% above expected inflationary movements. The Council considers that this level of increase strikes a reasonable balance between rates affordability and financial

prudence. There is no viable option to further increase income from rates beyond this level.

35. The Council has developed a prioritised 30-year three waters investment programme. This sets out both short to medium term requirements (which are in the Council's Long-Term Plan) as well as longer term strategic requirements. None of the much-needed priorities set out in the plan are currently funded.

Timeframes

36. As outlined above, work towards compliance with the requirements of the standards will need to be funded by the Government. Negotiating such funding takes considerable time and will impact all delivery dates. The Council requests that allowance is made for this whenever the Council is required to meet requirements imposed by the standards.

The Chatham Islands Council Act

37. The Council is unique in that bespoke legislation (Chatham Islands Council Act 1995) was used to dissolve the Chatham Islands County Council and establish the Chatham Islands Council. The Chatham Islands Council Act could be utilised to exempt the Council from some of the requirements of the standards. This should be done to reflect the practicalities of delivering wastewater services in a remote location, however, not at the expense of protecting public and environmental health. The Chatham Islands Council Act has been utilised previously to allow the Council to levy council dues and to enable the preparation and use of a single resource management document rather than separate policy statements, regional plans and district plan.

Additional points on this consultation

Consultation with Māori and Moriori (iwi and imi)

38. The Chatham Islands are unique in that they are home to both Māori and Moriori. These groups are represented by the Ngāti Mutunga o Wharekauri Iwi Trust (iwi) and the Hokotehi Moriori Trust (imi) respectively.
39. The Council considers that engagement with both iwi and imi, and also with the community in general, is essential to ensure that wastewater standards meet the needs of the Chatham Islands community.

5. Community

5.1 Waitangi Hall – Final decision for future

Date of meeting	08 May 2025
Agenda item number	5.1
Author	Paul Eagle, Chief Executive

Purpose:

To confirm Council's decision for the future of Waitangi Hall, given legal liabilities, unaffordable upgrade costs, and the requirements of Council's 2025/26 Cost Reduction Programme.

Recommendation:

That the Chatham Islands Council:

1. **Confirms its decision to proceed with removal** of Waitangi Hall, in line with the 15 August 2024 resolution.
2. **Notes** the results of public consultation and building reports.
3. **Notes** that legal risks associated with partial or full transfer cannot be adequately mitigated without unaffordable investment.
4. **Directs** the Chief Executive to complete procurement for safe demolition and site reinstatement, including any required communications with stakeholders and public notices.

Background:

Waitangi Hall was part of Council's former premises until January 2022. It is now vacant, severely deteriorated and legally uninhabitable. Community consultation in late 2023 demonstrated strong public interest, with most submissions favouring repair. However, independent building inspections have confirmed that the costs to upgrade or partially repair the building are high, with significant unknowns and risks of structural failure.

In March 2024, Council resolved to explore legal and financial options for community-led ownership and redevelopment of the Hall. Legal advice received in April 2024 concluded that Council could not fully eliminate liability unless the Hall was brought to a minimum standard prior to any transfer. This is unaffordable.

In August 2024, Council formally resolved to seek expressions of interest to tender for removal of Waitangi Hall; and on 13 February 2025, Council communicated the rationale for their decision to those supporting the redevelopment.

Previous Council decisions:

- **June 2023:** Consult the community on options for the Hall.
- **March 2024:** Seek legal advice and, conditionally, expressions of interest for transfer.

- **August 2024:** Resolve to proceed to tender for building removal.

Community feedback:

- 107 submissions received during consultation:
 - **57** in favour of full repair
 - **10** in favour of partial repair
 - **40** in favour of removal
- Many submitters wished to see the Hall used again as a community venue, sports centre or cultural facility.

While Council acknowledges the strong community connection to the Hall, feedback was gathered without the financial and legal context governing Council's operations.

Building condition:

Two independent building assessments (April 2023 and February 2024) found:

- Significant water damage, structural decay, and subfloor failure in Areas 1 and 2.
- Moderate remedial work needed in Areas 3 and 4.
- Estimated cost to fully repair: **\$1.15m–\$1.45m+GST**, excluding services, consent, transport, and trades.
- Cost to partially repair: **\$200k–\$245k+GST**, plus unknown demolition and reinstatement costs.

The inspections advise that full rebuild is more economical than refurbishment due to the extent of deterioration.

Legal risk:

Legal advice confirms that transferring the Hall (even under leasehold) does **not fully eliminate Council's liability**, particularly if:

- Known health and safety issues are not addressed before transfer.
- Council retains influence or control under the Health and Safety at Work Act 2015.
- Liability sits with the role of Chief Executive

Without significant remedial investment, Council remains legally exposed — even if the Hall is handed over.

Affordability and financial context:

Council's 2025–26 Cost Reduction Programme, aligned with Audit New Zealand and Department of Internal Affairs guidance, requires:

- Zero-based budgeting.
- Deferral of all non-core infrastructure upgrades.
- Exit from non-essential buildings and services.

Waitangi Hall is classified as non-essential infrastructure. Funding its upgrade would breach Council's fiscal sustainability principles and require an unsupportable rates

increase (estimated \$200 per ratepayer/year for 20 years). The maintenance and depreciation costs would also make the project untenable.

Additionally, Council has no resources to pursue grant funding and therefore none has been secured, and it is untenable for it to carry the financial or legal risk of partial transfer or delayed demolition.

6. Regulatory

6.1 Biosecurity Update

Date of meeting	08 May 2025
Agenda item number	6.1
Author	Leanne Lye / Jase Seymour (ECan)

Purpose:

To update Council on recent biosecurity activities.

Recommendation:

That the Chatham Islands Council:

1. **Receives** the report.

Background:

Attached to this report is an update from Leanne Lye (ECan) on recent biosecurity activities.

Jase Seymour will also be in attendance.

Chathams Islands Council - Biosecurity update

05 May 2025

Biosecurity Staffing update

Alex Meikle has been working in the team for the past 12 months. As some may know, he has now headed back to mainland NZ to work for the next 4-6 months to enable him to spend more time with his son, who moved off the island at the beginning of the year. Alex has been our passionate pest plant expert and has been fantastic at getting out in the field to undertake control.

We are now in the process of employing a casual staff member to continue to support Jase with freight checks and undertake some pest plant control.

Border Biosecurity

Ecan engage SPS Biota to undertake checks at both the Timaru & Napier Depots to check for risk freight. This mainly includes vehicles, machinery and equipment.

Staff are looking for soil, plant matter including seeds and insects. These items all pose a risk to the islands. Staff will usually do a visual check, checking in and around equipment incl wheel arches, bash plates etc.

Secondary checks are undertaken by our on-island biosecurity staff on arrival at Waitangi Port.

These secondary checks are extremely important as sometimes freight will sit for a period between it being inspected in NZ and being loaded onto the boat.

In recent weeks staff have intercepted a generator that had quite a bit of debris in it as well as vehicles that had seed and dirt on them that required additional cleaning on arrival.

Chatham Islands Pest Management Plan (CIPMP)

The Pest Management Plan has programmes set up in order of priority, these are:

- Exclusion – pests we don't want to come to the Chathams territory or pests we have on Chatham Island /Rēkohu/Wharekauri and don't want them reaching Pitt island/Rangihau/Rangiauria
- Eradication – over the 20-year duration of the plan the aim is to eradicate these species from the islands.

- Progressive containment – to reduce the geographic distribution of these pests over the duration of the plan.
- Sustained control – these pests are widespread, and the objective is to ensure there is no increase in extent. There are only 2 plants in this programme gorse and Chilean Guava.

Staff have been working on controlling sycamore, willow, banana passionfruit and Gunnera. These pests sit within the eradication and progressive containment programmes.

We are also continuing to submit articles in the monthly CIC e-newsletter to raise awareness across the wider community about some of our biosecurity work and utilise local knowledge to understand the extent of some pests in these programmes including recently African Club moss.

8. Government

8.1 Replacement of the RMA - Correspondence from Hon Chris Bishop

Date of meeting	8 May 2025
Agenda item number	8.1
Author	Paul Eagle, Chief Executive

Purpose:

Inform elected members of the replacement of the Resource Management Act 1991.

Recommendations:

1. **Receive** the correspondence.

Background:

Attached to this report is correspondence from Hon Chris Bishop, Minister Responsible for RMA Reform, explaining the changes being made to the Resource Management Act 1991.

Minister of Housing
Minister for Infrastructure
Minister Responsible for RMA Reform
Minister of Transport
Leader of the House
Associate Minister of Finance
Associate Minister for Sport and Recreation



31 March 2025

Greetings,

I am writing to update you on the progress the Coalition Government is making to improve the resource management system, particularly in relation to Phase Three of our reform programme.

On 24 March 2025, Cabinet agreed to replace the Resource Management Act 1991 (RMA) with two new pieces of legislation:

- *The Planning Act* – focused on regulating the use, development and enjoyment of land
- *The Natural Environment Act* – focused on the use, protection and enhancement of the natural environment.

On Friday, I announced further detail on the approach to reform, including a refocused approach to national direction under the RMA through Phase Two of our reforms. You can read my speech on the Beehive website, at: <https://www.beehive.govt.nz/speech/speech-nz-planning-institute-conference>.

New Blueprint to replace the RMA

Last year, the Government set ten principles for the new resource management system. In September 2024, we established an Expert Advisory Group (EAG) to test and further refine these principles, and to develop a blueprint for reform.

The EAG delivered its blueprint earlier this year. It provides a workable package of 21 recommendations that address the main failings of the RMA and deliver a system that will make it easier to get things done in New Zealand, better recognise property rights, and improve environmental protection.

Cabinet has agreed that the EAG blueprint delivers a workable basis for a new planning system and has made in-principle decisions on a range of new features for the system, drawing upon the blueprint.

I encourage you to read the EAG blueprint which has been published on the Ministry for the Environment's (the Ministry's) website at: <https://environment.govt.nz/publications/blueprint-for-resource-management-reform/>.

The cabinet paper noting Cabinet's decisions on the EAG report can be read on the Ministry's website here: <https://environment.govt.nz/what-government-is-doing/cabinet-papers-and-regulatory-impact-statements/replacing-the-rma1991/>.

Next steps and further information

Over the next few months, detailed policy work will be undertaken by government agencies to implement Cabinet's decisions. As part of this process, agencies will be consulting with local government, iwi and key stakeholders to provide good advice to Ministers.

I would welcome your participation in this process.

This is a once-in-a-generation opportunity to get RMA reform done properly and comprehensively. I want to stress to you that the government is intent on serious reform. A shift from a precautionary to a more permissive approach to resource management will unlock development opportunities, streamline processes, and enhance New Zealand's ability to meet its housing, infrastructure, and environmental objectives.

We are aiming to introduce two Bills in Parliament in late 2025 with a view to Parliament enacting these in mid-2026. We intend to engage with the Opposition during this process.

Rescoped National Direction

Cabinet has also reconsidered the scope of the national direction programme in light of the swift progress we have made on Phase Three of our reform programme. Last year I announced that we had decided to progress proposals on 21 national direction instruments.

Given the complexity of Phase Three reform, we will now be focusing on targeted proposals for 16 instruments that will have immediate impact on the resource management system while the new resource management system is developed and implemented.

We expect to release consultation documents relating to the national direction programme by mid-year 2025. You can find a fact sheet on the national direction on the Ministry's website here: <https://environment.govt.nz/publications/national-direction/>.

Thank you for your engagement on this important programme of reform.

Yours sincerely,



Hon Chris Bishop

Minister for Responsible for RMA Reform

Cc: Simon Court MP, Parliamentary Under-Secretary to the Minister Responsible for RMA Reform

Public Excluded Agenda

8 May 2025

Mayor to Move

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

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

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
PE.1	PE Minutes 27 March 2025	Good reason to withhold exists under Section 7	Section 48(1)(a)

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

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON	PLAIN ENGLISH REASON	WHEN CAN REPORTS BE RELEASED
PE.1.	PE Minutes 27 March 2025	7(2)(b)(ii) 7(2)(h) 7(2)(i)	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information To maintain legal professional privilege. To enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities.		

and that appropriate officers remain to provide advice to the Committee.