



chatham islands council

Chatham Islands Council

BOARD PACK

for

Council Meeting

Thursday, 27 March 2025

9:00 am (+1345)

Held at:

Chatham Islands Council

13 Tuku Road, Chatham Islands

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AGENDA

COUNCIL MEETING



Name:	Chatham Islands Council
Date:	Thursday, 27 March 2025
Time:	9:00 am to 11:00 am (+1345)
Location:	Chatham Islands Council, 13 Tuku Road, Chatham Islands
Board Members:	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:	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

1. Opening Meeting

1.1 Meeting Opening 9:00 am (5 min)

Mayor Monique Croon

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
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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
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2. Confirmation of Minutes

2.1 Ordinary Meeting Minutes **19 December 2024** 9:14 am (3 min)

For Decision

Review and confirm the minutes of the previous meeting.

Supporting Documents:

2.1.a	2.1 Minutes 13 February 2025.pdf	12
2.1.b	Public 13 Feb 2025 Minutes Council Meeting.pdf	13

2.2 Minutes - Kāhui Manu Tāiko

9:17 am (3 min)

For Information

Supporting Documents:

2.2.a	2.2 Minutes KMT 12 February 2025.pdf	24
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3. Finance

3.1 Financial Report

9:20 am (10 min)

Ms Tanya Clifford

For Information

The financial report will be circulated prior to the meeting.

Information to be received.

Supporting Documents:

3.1.a	3.1 Financial Report.pdf	28
3.1.b	Financial Report to Feb 25.pdf	29

3.2 Financial Update Annual Planning and Local Public Service Reform

Paul Eagle

For Decision

Supporting Documents:

3.2.a	LATE ITEM - 3.2 Financial Update Annual Planning and Public Service Reform.pdf	32
3.2.b	3.2 CIC Financial Update Annual Planning and Local Public Service Reform_27Mar25.pdf	33

4. Works & Services

4.1 Stantec Report

9:30 am (5 min)

For Information

Information to be received.

Supporting Documents:

4.1.a	4.1 Stantec Report1.pdf	40
4.1.b	100_feb25_claim.pdf	41

4.2 Fulton Hogan Road Maintenance Report

9:35 am (5 min)

For Information

Information to be received.

Supporting Documents:

4.2.a	4.2 Fulton Hogan Road Maintenance Report .pdf	49
4.2.b	Feb 2025 SP1.pdf	50

4.3 Fulton Hogan Water & Wastewater Report 9:40 am (5 min)

[For Information](#)

Information to be received.

Supporting Documents:

4.3.a	4.3 Fulton Hogan Water & Wastewater Contract .pdf	64
4.3.b	Feb 2025 SP2.pdf	65

4.4 Fulton Hogan Waste Management Report 9:45 am (5 min)

Supporting Documents:

4.4.a	4.4 FH Waste Management Report.pdf	69
4.4.b	CIC Waste Management February 2025.pdf	70
4.4.c	Summary of Te One and Owenga Qtr 1 2025.pdf	75

4.5 Water and Wastewater Summary Report 9:50 am (15 min)

Mr Jack Boyd

Supporting Documents:

4.5.a	4.5 CIC Stantec Water and Wastewater Schemes Report_27Mar25.pdf	76
4.5.b	CIC Stantec Water and Wastewater Schemes Report_27Mar25_6mth JulDec2024_DFC_Issued.pdf	78

5. Community

6. Regulatory

6.1 CIC ECAN Q1 and Q2 Summary Report 10:05 am (30 min)

Paul Eagle

[For Information](#)

Supporting Documents:

6.1.a	6.1 CIC ECAN Q1 and Q2 Report_27Mar25.pdf	128
6.1.b	CIC ECAN Q1 and Q2 Report_SUMMARY_27Mar25.pdf	130

7. Emergency Management

8. Governmennt

8.1 LGNZ Meetings 2025 10:35 am (5 min)

Paul Eagle

For Information

Supporting Documents:

8.1.a	8.1 CIC LGNZ Meetings 2025_27Mar25.pdf	153
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8.2 CIC Regional Growth Summit Report

10:40 am (5 min)

Paul Eagle

Supporting Documents:

8.2.a	8.2 CIC Regional Growth Summit Report_27Mar25.pdf	157
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8.3 CIC City and Regional Deals Report

10:45 am (20 min)

Paul Eagle

Supporting Documents:

8.3.a	8.3 CIC City and Regional Deals Report_27Mar25.pdf	161
8.3.b	Chatham Islands Council_C&R Island Deal_Light Touch Proposal 28Feb25.pdf	163

9. Chatham Islands

10. Bylaws & Policies

11. Move to Public Excluded

11.1 Move to Public Excluded

Supporting Documents:

11.1.a	PE Cover Page 27 March 2025.pdf	184
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12. Public Excluded

12.1 Public Excluded Minutes19 December 2024

11:05 am (2 min)

For Decision

For Approval

Supporting Documents:

12.1.a	PE.1 PE Minutes 13 February 2025.pdf	186
12.1.b	PE - 13 Feb 2025 Minutes Council Meeting.pdf	187

12.2 CIC Judicial Review Proceedings

11:07 am (10 min)

Paul Eagle

For Information

Supporting Documents:

12.2.a	PE.2 Judicial Review Proceedings.pdf	190
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12.3 CI Emergency Services Hub

11:17 am (30 min)

Supporting Documents:

12.3.a	PE.3 CIC Council Meeting_27Mar25_CI Emergency and Services Hub.pdf	196
12.3.b	CIC Council Meeting_27Mar25_CIE&SHub_BUSINESS CASE v2 - Feb 2025.pdf	199
12.3.c	CIC Council Meeting_27Mar25_CIE&SHub_Appendix C_Feasibility Design Dec 2024.pdf	247

12.4 Close the meeting

11:47 am

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

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

Interests Register

Chatham Islands Council



As of: 27 Mar 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: 20 Mar 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**In Progress**

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:

There are no requirements for visiting yachts to notify the Harbourmaster prior to visiting. For navigation safety, section 6.2 of the Bylaw - Notification of Vessel Movements; requires that any person in charge of a vessel that is over 25m in length shall give at least 24 hours notice to the Council. Part 2.1.1 covers how this notification can be provided.

Ms Jo Guise | 20 Mar 2025



2. Democracy

2.1 Minutes of Ordinary Meeting 19 December 2024

Date of meeting	27 March 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 13 February 2025.

Recommendations

1. **THAT the minutes from the Ordinary meeting held on 13 February 2025 be a true and accurate record.**

MINUTES (in Review)

COUNCIL MEETING



Name:	Chatham Islands Council
Date:	Thursday, 13 February 2025
Time:	9:00 am to 11:00 am (+1345)
Location:	Chatham Islands Council, 13 Tuku Road, Chatham Islands
Board Members:	Cr Amanda Seymour, 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, Mr Phil Holt, Mr Jase Seymour, Mr Nigel Lister, Mr Jack Boyd
Apologies:	Cr Celine Gregory-Hunt
Guests/Notes:	Denise Thomas (CIC Financial Lead), Jackie Gurden (CI Tourism), Rachel Tutty (ECan), Kate Williman (ECan), Punya Chardi (ECan), Kate Graham and Paul Whyte (Beca)

1. Opening Meeting

1.1 Meeting Opening

Mayor Croon opened the meeting acknowledging the recent passing of both David Johnston and Cale Wills.

1.2 Apologies



Apologies

THAT the apology be received.

Decision Date:	13 Feb 2025
Mover:	Cr Amanda Seymour
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
6 Feb 2025	Waste Management - Scrap Metal Status: In Progress	Paul Eagle

2. Confirmation of Minutes

2.1 Ordinary Meeting Minutes 19 December 2024



Minutes 19 December 2024

THAT the Minutes from the meeting on 19 February 2025 be a true and accurate record.

Decision Date: 13 Feb 2025
Mover: Cr Steve Joyce
Seconder: Cr Keri Day
Outcome: Approved

3. Finance

3.1 Financial Report



Financial Report December 2024

THAT the Chatham Islands Council -

1. receive the report; and
2. instruct the Chief Executive to invest some of the \$2m in the current account in to short term investment,

Decision Date: 13 Feb 2025
Mover: Cr Greg Horler
Seconder: Cr Judy Kamo
Outcome: Approved

Council recommended that some of the \$2m in the current account into short term investments, which would provide some income to Council.



Investment Account

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

Due Date: 27 Mar 2025
Owner: Paul Eagle

3.2 Audit Management Report



Audit Management Report

THAT the Chatham Islands Council receive the report.

Decision Date: 13 Feb 2025
Mover: Cr Nigel Ryan
Seconder: Cr Keri Day
Outcome: Approved

The Chief Executive noted the biggest concern was the 'Going Concern and Financial Viability' with Audit's recommendations focusing on processes.

4. Works & Services

4.1 Stantec Report



Stantec Report

THAT the reports be received.

Decision Date: 13 Feb 2025
Mover: Cr Steve Joyce
Seconder: Cr Amanda Seymour
Outcome: Approved

Nigel Lister and Jack Boyd gave an update to the report.

Nigel advised that members of the Stantec team had been on the island in January. They had inspected the seal under the Nairn River bridge which was an improvement on the previous seal. The remainder seal would be kept on the island for touch ups.

4.2 Fulton Hogan Road Maintenance Report



FH Road Maintenance Report

THAT the report be received.

Decision Date: 13 Feb 2025
Mover: Cr Judy Kamo
Seconder: Cr Nigel Ryan
Outcome: Approved

Phil Holt gave a verbal update to the report.

4.3 Fulton Hogan Water & Wastewater Report



FH Water & Wastewater Report

THAT the reports be received.

Decision Date: 13 Feb 2025
Mover: Cr Graeme Hoare
Seconder: Cr Keri Day
Outcome: Approved

Phil Holt gave a verbal update to the report.

He advised water meters would be installed at Kaingaroa for clarity on water leakages.

5. Community

5.1 Surf Boat

Jackie Gurden (Chatham Islands Tourism) updated Council on the Surf Boat Project.

Jackie advised the next step was to relocate the surf boat to allow the surf boat to dry out prior to repairs being undertaken.



Surf Boat Project

THAT the Chatham Islands Council -

1. Endorse the findings of the *Condition Assessment and Repair Recommendations for Conservation of the Chatham Islands Surfboat* prepared by Mike Gillies of Southern Preservation and the undertakings of the work proposed in the report.
2. Support the relocation of the surfboat to John and Judy Kamo's shed temporarily for drying and the preservation work to be undertaken undercover.
3. Support Judy Kamo and those assisting with the project to seek funding through grants, sponsorship, donations and any other sources, for the cost of the project.
4. Support an application to LEH for the remaining funding if required.
5. Support the surf boat be relocated back to the sand dunes unless some other location becomes the preferred option.

Decision Date: 13 Feb 2025
Mover: Cr Greg Horler
Seconded: Cr Steve Joyce
Outcome: Approved

6. Regulatory

6.1 Waitangi Wharf Monitoring Report



Waitangi Wharf Monitoring Report

THAT the report be received.

Decision Date: 13 Feb 2025
Mover: Cr Nigel Ryan
Seconded: Cr Graeme Hoare
Outcome: Approved

6.2 Water Services Bill Submission



Water Services Bill Submission

THAT the Chatham Islands Council:

1. Agrees to lodge a submission to central Government on the Water Services Bill, based on key points identified during discussion on 13 February 2025.

Decision Date: 13 Feb 2025
Mover: Cr Graeme Hoare
Seconded: Cr Keri Day
Outcome: Approved

Rachel Tutty gave an overview of the Water Services Bill and explained it covered how councils were to manage drinking water, stormwater and wastewater replacement for Three Waters.

The Chief Executive advised a water services delivery plan with the Crown by early September.

Rachel would prepare a draft submission and circulate to council for feedback. She asked for feedback prior to 23 February 2025.

6.3 Resource Consent Application CIC/2023/008



Kaiara Subdivision CIC-2023-008

THAT the Chatham Islands Council:

Subdivision Consent (CIC/2023/008)

1. That pursuant to sections 104, 104B and 108 of the RMA Council grants consent:
To subdivide Part Otonga 1C2 Block contained in Record of Title (RT) WN123/95 into proposed Lots 1 -11, 100 and 101 in two stages, Stage 1 comprising Lots 1-3 and 100 and Stage 2 comprising Lots 4-11 and 101, subject to the following conditions:

Stage 1

General

1. The proposed activity must be undertaken in general accordance with the information and plans provided with the resource consent application and further information received by the Council.

Easements

2. All easements shown on the subdivision plan shall be duly granted and reserved.

Access

3. The design and construction of the shared accessway to Lots 1, 2 and 3 shall be in general accordance with Council's standard drawing 005 (attached) or an otherwise applicable standard at the time of application. The access shall be a single shared accessway, located at the shared boundary of Lots 2 and 3 and in general accordance with the approved Scheme Plan (N230005.04 – V200 – Revision B).
4. Any culvert crossings and inlet / outlet structure to be constructed for each lot must adhere to Council's standard drawings for rural accessways, with culvert pipe size and length to be agreed with the Council Engineer prior to construction. Culvert construction shall be in general accordance with Council's standard drawings 004 and 005 (attached). If a culvert is not required, approval from the Council Engineer shall be required prior to construction.

Electricity Connection

5. The consent holder shall ensure that confirmation be supplied from an electrical supply network operator that an electricity supply network has been provided to or at the boundary of Lots 1-10 or confirmation that an electricity supply from other means is available and able to be provided in respect of Lots 1-3.

Consent Notices

6. Pursuant to Section 221 of the Resource Management Act 1991 a consent notice shall be registered on the Record of Title of Lots 1, 2, and 3 advising that:

Building Development Geotechnical Requirements

- (i) All future building development, including earthworks, on Lots 1-3 shall be consistent with a geotechnical report prepared by a suitably qualified geotechnical engineer that is to be provided at the time of the development on

the site. This report shall address as a minimum, building siting and design, storm water runoff, and the location of wastewater disposal systems.

Residential Units/Buildings

- (ii) A maximum of one residential unit per allotment is permitted.
- (iii) Any residential unit shall in general and as far as practicable be located within the Restrictive Land Covenants Building Platforms identified on approved Scheme Plan (N230005.04 – V200 – Revision B), or as otherwise approved by the Chatham Islands Council at the time of application for Building Consent.
- (iv) The maximum height of any residential unit or accessory building shall be 8m.

Water Supply

- (v) At the time a building consent application is submitted for the residential units on Lots 1-3, it must be demonstrated that:
 - (a) Sufficient water volume, pressure & flow will be provided in accordance with NZFS Fire Fighting Water Supplies Code of Practice (CoP) SNZ 4509:2008 (or an otherwise applicable standard at the time of application) and that this water supply is accessible for firefighting purposes. Should the water supply be provided by way of tank storage, this storage must be located a safe distance away from any habitable dwelling in accordance with the relevant standard. If an alternative fire-fighting water supply is to be provided the written approval of that system from Fire and Emergency New Zealand (or the equivalent body at the time of application) must be provided with the building consent application and
 - (b) Sufficient water storage will be provided onsite for uses other than firefighting supply having regard to such relevant matters as number of people living in the dwelling, roof area and Chatham Islands rainfall.

Wastewater

- (vi) The discharge from residential lots shall only be treated domestic wastewater originating from each individual lot.
- (vii) The volume of treated wastewater discharged at each residential lot shall not exceed 1.45m³ per day or shall be within the limits specified in relevant regulatory standards as applicable. Anything exceeding these limits shall require resource consent.
- (viii) The level of wastewater treatment and method of disposal to land (including land area) at each residential lot shall be consistent with the requirements set out in AS/NZS 1547:2012 (or an otherwise applicable standard of the time) and confirmed during design of each individual wastewater system by a suitably qualified engineer.
- (ix) Subject to confirmation during design by a suitably qualified engineer, the treated wastewater at each residential lot shall be discharged to land as shown on the ENGCO Wastewater Plan, dated 5 July 2024 attached to and forming part of approved consent CIC/2023/008. Alternative discharge locations may be suitable subject to design by a suitably qualified engineer.
- (x) As far as practical, the treated wastewater at each individual lot shall be evenly dosed over the land application area, at a rate that is consistent with the confirmed infiltration capacity of the soils.
- (xi) As a general guide, the vertical separation distance between the base of a secondary treated wastewater dripline system and the highest groundwater level, shall be at least 0.3m for each individual lot. If a primary level wastewater quality is shown to be sustainable for individual lots, through design by a suitably qualified engineer, a minimum vertical separation distance between the base of the disposal system and the highest groundwater level shall be at least 0.6m.
- (xii) There shall be no ponding or overland flow of wastewater on the land surface at any residential lot.

(xiii) The minimum separation distances from the wastewater disposal field, at each lot shall be:

- 20m from any surface water body including wetland.
- 50m from any authorised or existing water supply bore or well.
- 1.5m from all boundaries.
- 3m from house foundations

(xiv) Within three months of the installation of the wastewater treatment and disposal system, at each lot, the landowner shall provide to the Chatham Islands Council, Attention Chief Executive Officer, with;

- A signed copy of a compliance certificate attesting that the installation of the wastewater treatment system, land disposal system and any ancillary devices and pipework, has been installed by a suitably qualified person in accordance with the final design and the conditions of approved consent CIC/2023/008.

- A maintenance and monitoring programme of the treatment system recommended by a suitably qualified person. The programme shall be approved by the Chatham Islands Council and be the responsibility of the owner.

- A copy of an "as built plan" which has been signed by the Design Engineer which clearly shows the location of the installed wastewater treatment and disposal system and the minimum separation distances required in accordance with Condition (xiii).

Stormwater

(xv) Stormwater from the roof of the residential units shall primarily be directed to storage tanks on each site. Other stormwater shall be directed to ground and that, as far as practical, site stormwater flows shall be conveyed;

- at least 10m away from the building foundations (or as otherwise determined by a suitably qualified engineer) and
- away from wastewater disposal fields.

Stormwater disposal to ground shall be contained within each lot.

Stage 2

General

7. The proposed activity must be undertaken in general accordance with the information and plans provided with the resource consent application and further information received by the Council.

Easements

8. All easements shown on the subdivision plan shall be duly granted and reserved.

Access

9. Access to Lots 4-10 shall be by a Private Lane, constructed as an unsealed pavement with a minimum width of 4m. Specific pavement layer details shall be provided to the Council Engineer for approval prior to construction.

10. Access to Lots 4-10 from Waitangi Tuku Road, shall be at right angle to the centre of the curve of the road, to reinforce the priority of Waitangi Tuku Road over the Private Lane. A General Arrangement Plan shall be provided to the Council Engineer for approval prior to construction.

11. Maintenance of the Private Lane shall remain the responsibility of the landowners of Lots 4-10.

12. The design and construction of the crossing point between the Private Lane and Waitangi Tuku Road shall be in general accordance with Council's standard drawing 005 (attached) or an otherwise applicable standard at the time of application.

13. Any culvert crossings and inlet / outlet structure to be constructed at the crossing point must adhere to Council's standard drawings for rural accessways, with culvert pipe size and length to be agreed with the Council Engineer prior to construction. Culvert construction shall be in general accordance with Council's standard drawings 004 and 005 (attached) or an otherwise applicable standard at the time of application. If a culvert is not required, approval from the Council Engineer shall be required prior to construction.

Electricity Connection

14. The consent holder shall ensure that confirmation be supplied from an electrical supply network operator that an electricity supply network has been provided to or at the boundary of Lots 4-10 or confirmation that an electricity supply from other means is available and able to be provided in respect of Lots 4-10.

Vesting

15. Lot 101 shall vest in Chatham Islands Council as Road.

Planting

16. Prior to the application for certification under Section 224(c) of the Resource Management Act 1991, Lot 11 shall be planted in general accordance with the attached Plan CIC/2023/008 Planting.

Consent Notices

17. Pursuant to Section 221 of the Resource Management Act 1991 a consent notice shall be registered on the Record of Title of Lots 4, 5, 6, 7, 8, 9 and 10 advising that:

Building Development Geotechnical Requirements

(i) All future building development, including earthworks, on Lots 14-10 shall be consistent with a geotechnical report prepared by a suitably qualified geotechnical engineer that is to be provided at the time of the development on the site. This report shall address as a minimum, building siting and design, storm water runoff, and the location of wastewater disposal systems.

Residential Units/Buildings

(ii) A maximum of one residential unit per allotment is permitted.

(iii) Any residential unit shall in general and as far as practicable be located within the Restrictive Land Covenants Building Platforms identified on approved Scheme Plan (N230005.04 – V200 – Revision B), or as otherwise approved by the Chatham Islands Council at the time of application for Building Consent.

(iv) The maximum height of any residential unit or accessory building shall be 8m.

(v) A residential unit or residential accommodation is not permitted on Lot 11.

Water Supply

(vi) At the time a building consent application is submitted for the residential units on Lots 4-10, it must be demonstrated that:

(c) Sufficient water volume, pressure & flow will be provided in accordance with NZFS Fire Fighting Water Supplies Code of Practice (CoP) SNZ 509:2008 (or an otherwise applicable standard at the time of application) and that this water supply is accessible for firefighting purposes. Should the water supply be provided by way of tank storage, this storage must be located a safe distance away from any habitable dwelling in accordance with the relevant standard. If an alternative fire-fighting water supply is to be provided the written approval of that system from Fire and Emergency New Zealand (or the equivalent body at the time of application) must be provided with the building consent application and:

(d) Sufficient water storage will be provided onsite for uses other than firefighting supply having regard to such relevant matters as number of people living in the dwelling, roof area and Chatham Islands rainfall.

Wastewater

(vii) The discharge from residential lots shall only be treated domestic wastewater originating from each individual lot.

(viii) The volume of treated wastewater discharged at each residential lot shall not exceed 1.45m³ per day or shall be within the limits specified in relevant regulatory standards as applicable. Anything exceeding these limits shall require resource consent.

(ix) The level of wastewater treatment and method of disposal to land (including land area) at each residential lot shall be consistent with the requirements set out in AS/NZS 1547:2012 (or an otherwise applicable standard of the time) and confirmed during design of each individual wastewater system by a suitably qualified engineer.

(x) Subject to confirmation during design by a suitably qualified engineer, the treated wastewater at each residential lot shall be discharged to land as shown on the ENGCO Wastewater Plan, dated 10 January 2024 attached to and forming part of approved consent CIC/2023/008. Alternative discharge locations shall be suitable subject to design by a suitably qualified engineer.

(xi) As far as practical, the treated wastewater at each individual lot shall be evenly dosed over the land application area, at a rate that is consistent with the confirmed infiltration capacity of the soils.

(xii) As a general guide, the vertical separation distance between the base of a secondary treated wastewater dripline system and the highest groundwater level, shall be at least 0.3m for each individual lot. If a primary level wastewater quality is shown to be sustainable for individual lots, through design by a suitably qualified engineer, a minimum vertical separation distance between the base of the disposal system and the highest groundwater level shall be at least 0.6m.

(xiii) There shall be no ponding or overland flow of wastewater on the land surface at any residential lot.

(xiv) The minimum separation distances from the wastewater disposal field, at each lot shall be:

- 20m from any surface water body including wetland.
- 50m from any authorised or existing water supply bore or well.
- 1.5m from all boundaries.
- 3m from house foundations

(xv) Within three months of the installation of the wastewater treatment and disposal system, at each lot, the landowner shall provide to the Chatham Islands Council, Attention Chief Executive Officer, with;

- A signed copy of a compliance certificate attesting that the installation of the wastewater treatment system, land disposal system and any ancillary devices and pipework, has been installed by a suitably qualified person in accordance with the final design and the conditions of approved consent CIC/2023/008.
- A maintenance and monitoring programme of the treatment system recommended by a suitably qualified person. The programme shall be approved by the Chatham Islands Council and be the responsibility of the owner
- A copy of an "as built plan" which has been signed by the Design Engineer which clearly shows the location of the installed wastewater treatment and disposal system and the minimum separation distances required in accordance with Condition (xv).

Accesses

(xvi) Maintenance of the Private Lane serving Lots 4-10 shall remain the responsibility of the landowners of Lots 4-10 (refer to Condition 11 of CIC/2023/008).

Stormwater

(xvii) Stormwater from the roof of the residential units shall primarily be directed to storage tanks on each site. Other stormwater shall be directed to ground and that, as far as practical, site stormwater flows shall be conveyed;

- at least 10m away from the building foundations (or as otherwise determined by a suitably qualified engineer) and
- away from wastewater disposal fields.

Stormwater disposal to ground shall be contained within each lot.

Decision Date: 13 Feb 2025
Mover: Cr Greg Horler
Seconder: Cr Nigel Ryan
Outcome: Approved

Paul Whyte and Kate Graham addressed council and explained the application, noting neighbouring properties had approved the application.

6.4 LATE ITEM - Biosecurity Activities Update



Biosecurity Activities Update

THAT the report 'Biosecurity Activities Update' be approved as a late item.

Decision Date: 13 Feb 2025
Mover: Cr Graeme Hoare
Seconder: Cr Keri Day
Outcome: Approved

Jase Seymour updated council on biosecurity activities.

- Spraying weed at Owenga and South Coast
- Wasp survey later in month
- Unexpected yacht arrival



Biosecurity Activities Update

THAT the verbal report be received.

Decision Date: 13 Feb 2025
Mover: Cr Nigel Ryan
Seconder: Cr Judy Kamo
Outcome: Approved



Rules for Visiting Yachts

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

7. Emergency Management

8. Government

- 9. Chatham Islands
- 10. Bylaws & Policies
- 11. 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.	Minutes / Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Chief Executive	Public Excluded Minutes 19 December 2024	Good reason to withhold exists under Section 7	Section 48(1)(a)
2.	Chief Executive	ECan Work Programme 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 Nos	
1.	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information. 7(2)(b)(ii) To maintain legal professional privilege. 7(2)(h) To enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities. 7(2)(i)
2	Would be likely to prejudice the commercial position of the person or persons who are the subject of the information. 7(2)(b)(ii) To maintain legal professional privilege. 7(2)(h) To enable the Council holding the information to carry out, without prejudice or disadvantage, commercial activities. 7(2)(i)

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

Decision Date: 13 Feb 2025
Mover: Mayor Monique Croon
Seconder: Cr Steve Joyce
Outcome: Approved



2. Democracy

2.2 Minutes of Kahui Manu Taiko 12 February 2025

Date of meeting	27 March 2025
Agenda item number	2.2
Author/s	Jo Guise, Executive Assistant

Purpose

For the Council to receive the minutes from the Kahui Manu Taiko meeting held on 12 February 2025.

Recommendations

1. **THAT the minutes from the Kahui Manu Taiko meeting held on 12 February 2025 be received.**

MINUTES (in Review)

KĀHUI MANU TĀIKO MEETING



Name:	Kāhui Manu Tāiko
Date:	Wednesday, 12 February 2025
Time:	10:15 am to 11:25 am (NZDT)
Location:	Default Location, Chatham Islands, New Zealand
Board Members:	Mayor Monique Croon (Chair), Hamish Chisholm, Hayden Preece, Paul Eagle, Ricki Hapi, Melodie Fraser
Attendees:	Barby Joyce, Ms Colette Peni, Ms Jo Guise, Jorge Bolanoslopez, Marie Ward, Natalie Smith, Rebecca Hibbert, Ruth Kibble
Apologies:	Ward Kamo, Levi Lanauze, Toni Gregory-Hunt, Megan Lanauze-King
Guests/Notes:	Melanie Cosford, Brigid Kean and Scott Miller (Corrections), Peri Zee (Agite)

1. Opening Meeting

1.1 Karakia / Welcome

Kāhui Manu Taiko 4 Dec 2024, the minutes were confirmed as presented.

Welcome by Monique Croon. Karakia by Melodie Fraser.



Minutes

THAT the minutes from the meeting on 4 December 2024 be received.

Decision Date:	12 Feb 2025
Mover:	Hayden Preece
Seconder:	Ricki Hapi
Outcome:	Approved

1.2 Apologies

2. Conflict of Interests

2.1 Interests Register

3. Actions from Previous Meetings

3.1 Action List

Due Date	Action Title	Owner(s)
10 Mar 2025	Remaining funding of \$19,429.43 Status: In Progress	Ward Kamo
10 Mar 2025	Working Groups – Additional houses (NMOWIT) – Insulation & heating (Warmer Kiwi Homes Initiatives) Status: In Progress	Marie Ward

4. Agenda Items

4.1 Working Group Updates

The latest Summary of Working Groups is situated in Governance Documents in Board Pro and would be a permanent agenda item.

Levi Lanauze advised they had been working alongside NMOWIT with education and trying to get some of both cultures in to the school.

He had also met with social worker Liam Cunnah while he was on the island, and discussed drug and alcohol addiction and what they could do in that space. Liam was eager to further engage and would be invited to the next KMT hui.

Hamish noted that at the end of 2024 they had a workshop on biosecurity and refreshed the strategy to make it a 'whole of island' approach. Andrew Robinson had emailed a report from the meeting.

Paul Eagle updated the following -

- Water - ACC assisting to meet local Water Done Well - plan for whole of island not just reticulated network
- Places and Spaces - Sport NZ had completed a report and fulfills initiatives in the Strategy about spaces for cohesion. It would be open for comment and they were committed to funding things, once reached agreement.

Monique Croon advised NMOWIT were focusing on settlement, but Ward had been doing some work around education and health.

Heartlands - Noted others working were already working on the island in the mental health field, but Levi clarified that Liam would be working mainly in implementation and in strategic thinking.



Connect with Liam Cunnah

Connect with Liam Cunnah (Service Development Manager, Te Whatu Ora) and invite to next KMT hui online, and then invite to Stakeholders Forum

Due Date: 11 Mar 2025

Owner: Hayden Preece

4.2 Community Development Officer

After the Stakeholder Forum, there had been discussions about hiring a support staff member to help secure funding.

Helena Patuwai is bringing four members of the DIA funding sector to the island. Holding a public meeting would be encouraged to outline the various funds and how it all fits.

In the past the DIA had supported a Community Development officer at Council and an application had been completed around support for KMT.



Community & Economic development role

Community & Economic development role on next agenda

Due Date: 11 Mar 2025

Owner: Paul Eagle

4.3 KMT Budget Update

Monique Croon had received an update on the budget which was now sitting at \$24,980.65 (\$5,000 over budget). She noted there were items still missing off the budget and would discuss with Ward.

4.4 Corrections Catch Up

Melanie Cosford, Brigid Keen and Scott Miller from Corrections joined the meeting.

Melanie gave an overview of current corrections activities on the island.

- 1 x Full time employee (Senior Community Work Supervisor) whose responsibility is to oversee anyone doing community work
- On the island the judiciary has options of community work, and people sentenced to supervision and intensive supervision
- Electronic monitoring is not available on the Chatham Islands - moderate and high level sentences must be undertaken on mainland
- Community projects are done as needed e.g. planting trees, helping at local schools and anything required by local authorities or charities are of interest to them
- Community work is reparative in nature, so giving back to the community they have wronged, building mana
- Currently situated in the Judges chambers at the courthouse - interested in a shared hub in the future
- Have arranged for data to be shared in the future - created a separate Chatham Islands service unit so data accurately collected
- Generally have 8-10 people doing community work, but currently have 4

4.5 Regional Deal

Peri Zee gave a report on progress towards a Regional Deal. A report 'Regional Deals - Strategic Framework' was distributed.

Peri explained the Regional Deals framework had been taken from an overseas model and had been used effectively in the UK to help drive economic growth. The proposal was to be submitted by 28 February however proposals were expected to be negotiated over time.

Members gave initial feedback but written feedback was invited.

5. Close Meeting

5.1 Close the meeting

Next meeting: Kāhui Manu Tāiko Meeting - 11 Mar 2025, 11:00 am

Closing karakia by Ricki Hapi

Signature: _____

Date: _____



3. Finance

3.1 Financial Report

Date of meeting	27 March 2025
Agenda item number	3.1
Author/s	Tanya Clifford, ECan

Purpose

To present to the Performance, Audit & Risk Committee the financial report as at 28 February 2025.

Recommendations

That the Chatham Islands Council receives the report.

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

Report to 28 February 2025

Year to date 'cash' transactions for twelve months	Revenue	Expenditure	Net surplus/ (loss)	Capital	Cash surplus/ (loss)
Leadership & community partnerships	-	158,084	(158,084)	-	(158,084)
Transportation, roading & coastal networks	3,357,066	1,233,101	2,123,965	2,374,836	(250,871)
Roading	3,336,098	1,175,650	2,160,448	2,374,836	(214,388)
Coasts	20,968	57,451	(36,483)	-	(36,483)
Three waters supply & treatment - potable water	524,999	147,113	377,886	-	377,886
Three waters supply & treatment - wastewater	105,312	117,522	(12,211)	-	(12,211)
Waste management & minimisation	103,175	609,986	(506,811)	-	(506,811)
Community development & emergency response	793,972	1,036,366	(242,394)	-	(242,394)
Community services	434,434	538,671	(104,237)	-	(104,237)
Petrol	359,538	323,034	36,504	-	36,504
Emergency services	-	174,661	(174,661)	-	(174,661)
Environmental protection, compliance & planning	115,012	447,949	(332,937)	-	(332,937)
Biosecurity and animal control	15,465	381,514	(366,049)	-	(366,049)
Resource management and regulatory	99,547	66,436	33,112	-	33,112
Corporate services and other overheads	4,803,040	1,386,712	3,416,327	24,087	3,392,241
Corporate services	600,040	1,386,712	(786,673)	24,087	(810,759)
Annual appropriation	4,203,000	-	4,203,000	-	4,203,000
Totals	9,802,576	5,136,834	4,665,742	2,398,923	2,266,819

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 increase 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 expenditure in the prior financial year was significantly higher than budgeted levels, which could be a reflection of new activities being included and therefore difficult to estimate ongoing costs.
Community development & emergency response	Primarily, Council office rental expenditure and the water tank project remain ongoing, these costs were not incorporated into the budget for 2024/25. Petrol transactions are positive for the year, but 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 28 February 2025

Remaining 'cash' difference to budget for nine months	Revenue	Expenditure	Net Surplus/ (loss)	Capital	Cash surplus/ (loss)
Leadership & community partnerships	-	122,945	(122,945)	-	(122,945)
Transportation, roading & coastal networks	1,707,997	639,490	1,068,507	1,373,164	(304,657)
Roothing	1,669,889	603,184	1,066,705	1,373,164	(306,459)
Coasts	38,108	36,306	1,802	-	1,802
Three waters supply & treatment - potable water	-	196,381	(196,381)	-	(196,381)
Three waters supply & treatment - wastewater	3,368	79,954	(76,585)	-	(76,585)
Waste management & minimisation	1,374	143,668	(142,294)	-	(142,294)
Community development & emergency response	19,599	756,230	(736,631)	-	(736,631)
Community services	-	398,547	(398,547)	-	(398,547)
Petrol	-	-	-	-	-
Emergency services	19,599	357,683	(338,084)	-	(338,084)
Environmental protection, compliance & planning	106,086	637,362	(531,276)	-	(531,276)
Biosecurity and animal control	106,086	325,620	(219,534)	-	(219,534)
Resource management and regulatory	-	311,742	(311,742)	-	(311,742)
Corporate services and other overheads	-	602,947	(602,947)	-	(602,947)
Corporate services	-	602,947	(602,947)	-	(602,947)
Annual appropriation	-	-	-	-	-
Totals	1,838,424	3,178,976	(1,340,552)	1,373,164	(2,713,716)
Expected annual transactions	11,641,000	8,315,810	3,325,190	3,772,087	(446,897)
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, Water tank installation project.

Chatham Islands Council - Council financial report benchmarks (continued)

Report to 28 February 2025

Ratio or measure of sustainability	Achieved?	Target	February	December	September
<i>Cash management:</i>					
Available cash (overdraft)	Yes	> -\$150k	833,772	1,538,808	2,792,886
Total cash (overdraft)	Yes	> \$200k	1,253,985	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	1,365,229	2,070,744	2,959,822
Operating performance (cash flow) ratio	Yes	> 5%	13%	22%	43%
Adjusted balanced budget (cash) ratio	Yes	> 100%	130%	148%	325%
<i>Asset replacement:</i>					
Asset sustainability ratio	Yes	> 85%	171%	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 \$966k.

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 \$400k for the year ended 30 June 2025. Council will face serious cashflow pressures in the future.

A cost savings plan to identify areas of potential expenditure reduction for consideration and implementation by Council, will have major impacts on the levels of service Council to the community, and compromise the Council's ability to deliver statutory obligations. Historically, Council had excess funds invested in term deposits, including an 'Emergency Management' fund, these term deposits have all matured and have been absorbed into the Council's current operating account. Council may wish to investigate apportioning some of the current account monies into short term investments, which will provide some interest income to Council.

Formulas:

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

Highlighting rules:

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



3. Finance

LATE ITEM – 3.2 Financial Update Annual Planning and Public Service Reform

Date of meeting	27 March 2025
Agenda item number	3.2
Author/s	Paul Eagle, Chief Executive

Purpose

The attached report is tabled as a late item for your consideration at the meeting on 27 March 2025.

Reason for lateness:

The information was not available in time for inclusion in the agenda.

Recommendation

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

3. Finance

3.2 Financial Update, Annual Planning and Local Public Service Reform

Date of meeting	27 March 2025
Agenda item number	3.2
Author	Paul Eagle, Chief Executive

Purpose:

This report provides elected members with a comprehensive update on the Council's financial position, annual planning process, audit outcomes, and progress on the Local Public Service Reform.

It outlines the proposed amendments to the Long-Term Plan (LTP), the impact of recent audit recommendations, and strategic actions required to ensure a sustainable local government presence on the Chatham Islands.

The report also highlights the funding constraints imposed by the Crown, the need for operational and structural reform, and the Council's ongoing engagement with central government agencies and local stakeholders.

Recommendations:

1. **Receive** the report.
2. **Note** that Council Officers are proposing 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.

1.0 Background

Local authorities follow a structured **annual planning process** to ensure financial sustainability, service delivery, and community engagement. This process is set out in the Local Government Act 2002 and supports the Long-Term Plan (LTP). This process requires a balancing act to ensure councils remain responsive to community needs while maintaining financial and statutory obligations.

The **annual audit** by Audit New Zealand assesses a local authority's financial statements, performance information, and compliance with legal and accounting requirements. It ensures councils operate transparently, efficiently, and in accordance with the Local Government Act 2002 and other relevant legislation.

Council and the Chatham Islands Enterprise Trust (CIET) have initiated a review – **local public service reform** – to assess the current governance and service delivery structure of the Islands. The goal is to explore whether alternative models could improve efficiency, reduce costs, and enhance long-term sustainability.

1.1 Government direction for local government

The New Zealand Government has been clear in its directive to local government on "getting back to basics" or in our Council's case, "getting up to basics" so we can deliver basic services "brilliantly". Therefore the priority focus should be on:

- Prioritising core services
- Fiscal prudence
- Addressing wasteful spending
- Enhancing transparency and accountability

Council has long standing and fundamental issues with its funding construct, arising from:

- the Crown appropriation being fixed at \$4.203m (until 30 June 2027),
- business as usual costs rising (eg. inflation),
- unplanned costs related to new regulatory obligations and legal advice, and;
- costs associated to projects for future sustainability that address issues relating to change, improvements and transitions.

The need for reform on how Council currently operates needs to take place regardless of the outcome of Local Public Service Reform work. The recommendations from the annual audit by Audit New Zealand give further weight for this need.

The Department of Internal Affairs manages the 'appropriation' (the funding that the Council receives) on behalf of the Crown. They have been clear that there is no appetite from the Government for additional funding despite the known issues. Therefore, they will

not advocate on our behalf to Ministers but are of the understanding that we will advocate for ourselves on this matter. Council has actively developed a relationship with key Ministers to enable direct advocacy.

Two substantial reports were commissioned by DIA that specifically focussed on Council's financial assistance requirements in 2017 and 2021 which in summary concluded:

- Council remains financially fragile, requiring sustained Crown funding and alternative governance and financial models.
- Reforms are needed to address compliance issues, improve asset management, and reduce reliance on external funding.
- A review of governance and financial structures is necessary to ensure long-term sustainability and resilience.
- Exploring shared services, cost-saving measures, and funding models will be crucial in maintaining effective local government functions on the Chatham Islands.

No additional funding was provided by the previous Government, despite the clear evidence of need presented. Although the Chatham Islands Council Act 1995 presents a unique opportunity to assist the situation (eg. exempting the Council from complying with a range of legislation), this has not been explored further, primarily due to the lack of resourcing required to make legislative change.

Therefore, the funding challenges mean significant reform will need to take place to develop a sustainable local government presence for the Chatham Islands.

Council Officers have approached the Public Service Commissioner, Sir Brian Roche, for assistance in this respect. The formation of a local government experts' group is also being brought together from across the mainland local authorities and other entities.

2.0 Annual Planning Process

Council Officers will be proposing to amend the Long-Term Plan (LTP) for three reasons:

- (1) to commit to more realistic levels of service within our current funding constraints,
- (2) to support the water services delivery plan, and;
- (3) to modify to Council's planned spending, funding sources and financial forecasts that were originally set for the 10-year period covered by the LTP. This includes an initial expectation to save over \$500k in Year 2 which needs to be considered.

This requires a formal amendment process and adherence to specific legislative procedures to ensure transparency and community involvement. The Local Government Act 2002 (LGA 2002) and the Local Government (Water Services Preliminary Arrangements) Act 2024 outline these requirements.

2.1 Amending the Long-Term Plan (LTP)

Under the LGA 2002, an LTP remains effective for three years but can be amended at any time if necessary. Significant changes, such as the intentions highlighted above, necessitate an amendment to the LTP. Section 97 of the LGA 2002 specifies that

decisions significantly altering the intended level of service for any significant activity must be provided for in the LTP.

2.2 Consultation Requirements

When proposing amendments to the LTP, Council is obligated to consult with the community. This process ensures that residents have the opportunity to provide input on decisions that may impact them. The consultation must be conducted in accordance with the principles set out in the LGA 2002, which emphasise providing clear information, encouraging participation, and considering community feedback.

2.3 Water Services Delivery Plans

The Local Government (Water Services Preliminary Arrangements) Act 2024 requires Council to prepare a water services delivery plan by 3 September 2025. The plan will identify the current state of our water services and demonstrate our commitment to delivering these services in compliance with regulatory standards and financial sustainability.

If amendments to the water services delivery plan involve significant changes to service levels, the council must follow the procedures outlined in the LGA 2002 for amending the LTP, including public consultation. This ensures that any substantial modifications to water services are made transparently and with community involvement.

2.4 Timing considerations

Approaching Year 2 of the LTP, Council will prepare an annual plan. If the proposed changes are significant and not already included in the LTP, then an amendment to the LTP is required, accompanied by a formal consultation process. This process allows the community to be informed and provide feedback on the proposed changes.

In summary, to amend or change the LTP to reduce levels of service and to deliver our water services delivery plan approaching Year 2, council must:

1. **Determine significance:** Assess whether the proposed changes are significant enough to require an LTP amendment.
2. **Prepare the amendment:** Draft the proposed changes to the LTP, detailing the alterations to service levels or water services delivery.
3. **Consult the community:** Conduct a public consultation process in line with legislative requirements to gather community feedback on the proposed changes.
4. **Adopt the amendment:** Consider the feedback received and formally adopt the LTP amendment through a council resolution.

By following these steps, Council ensures that any changes are made transparently and with due consideration of community input.

3.0 Audit

3.1 Annual audit

Audit New Zealand is conducting their annual audit from the end of May but the process will begin this week. Their focus areas include:

- Going concern assumption of accounting
- Fair value assessment of property, plant and equipment
- Local Water Done Well – Water Services Delivery Plan
- Effectiveness, efficiency, waste and probity
- Risk of management override of internal controls
- Material performance measures

3.2 Recommendations from 2024

Additionally, Audit New Zealand issued the following recommendations from its 2024 annual audit:

- Ensure Council can deliver required levels of service in a way that is financially sustainable, supports the community's needs and meets relevant legislation.
- Council should develop a credible plan for enabling itself to invest in critical assets that are at high risk of asset failure and where asset failure could result in adverse public health and environmental outcomes.
- Prioritise the development of a cost reduction programme, including using a bottom-up and/or zero-based approach, and considering implications for levels of service.
- Improve asset management planning with the aim of achieving a basic level of asset management maturity for, as a minimum, critical infrastructure assets, including roading and three waters.
- Improve the development and presentation of the significant forecasting assumptions to include robust risk assessment and review and involvement of the Council and management in relation to significant assumptions.

It should be noted that there are no dedicated existing resources to progress initiatives relating to change, improvements and transitions in response to the recommendations from Audit New Zealand; and the Canterbury Regional Council see it outside their remit.

Council has set-up an internal audit function to better prepare and project manage the relationship with Audit New Zealand. The process last year caused severe disruptions to 'business as usual' due to resourcing the requests and the lack of expertise about the process. Council Officers and contractors will also be documenting the time put into delivering the work required, with the aim of a better outcome for both parties. The cost of the work is still considered to be excessive for an organisation of our size.

3.0 Local Public Service Reform

For the first time in over 30 years, Chatham Islanders have been given a say on how they want to be democratically governed and public services to be delivered. Work began in early 2024 and is continuing through 2025, with consultation being extended to Friday 28 March. On 28 November 2024, a Memorandum of Understanding (MOU) between Council and CIET was signed setting out an agreed way of working together through the reform. Key objectives of the process outlined in the MOU include effectiveness and efficiency in service delivery, reduced duplication and financial sustainability.

3.1 Consultation:

Public meetings at Kaingaroa, Owenga, Waitangi and on Pitt Island took place with strong community participation and valuable feedback collected. The four potential options for future governance structures were presented:

- **Option 1: Greater collaboration** between the Council and Trust.
- **Option 2: Creation of a single entity** to own and manage public assets.
- **Option 3: Outsourcing asset management** through contracted services.
- **Option 4: Amalgamation with a mainland Council.**

The community asked a number of questions and provided feedback on preferred approaches. A summary of the feedback will be provided once the consultation has closed. A selection of feedback relating specifically related to Council is provided below with a response that clarifies the actual nature of the situation:

- **“We’re doing this because the Council initiated it”** – Council was approached by CIET as the issues they were having were the similar to ours.
- **“Council is broke, and isn’t there an investigation?”** – Council isn’t broke, but we’re on a fixed budget, are permitted to have an overdraft but legally can’t go into debt. There’s no investigation, however, we are audited annually like every other local authority in New Zealand and unlike CIET, are subject to the official information requiring us to be fully transparent at all times.
- **“We can just do away with the Council”** – We’re aware the Crown has turned the taps off to both entities now; the loss of confidence with CIET delivering a shipping service has resulted in a global search for an alternative provider; Minister Hon Mark Patterson advised on 2 October 2024 that his Cabinet colleagues felt funding had gone into a “black hole”, and Hon Shane Jones further advised on 19 November 2024 that “the Island needs to unify, have a plan (the City and Regional Deal – Island Deal) and articulate its strategic relevance to New Zealand spearheaded by the Mayor”. From a governance perspective, the alternative is the Chatham Islands will be managed by a mainland local authority and go from having its own Mayor and Council to one ‘Ward Councillor’. Legally the Crown cannot interfere in CIET, however, Crown funding would remain inaccessible and asset renewal would be dependent on their balance sheet, loans and dividends otherwise trading would eventually come to a halt.
- **“Council has an image problem”** – We’re aware we face significant challenges due to a range of issues. Some highlighted the failure to deliver the water tanks in a timely and customer focussed manner, the lack of compliance enforcement means we perceived as “weak” when financial constraint and limited revenue sources prevent Council delivering effectively. The positive parts of the operation, like our roading function for example, need to be co-branded with the provider so Council enjoys the benefits of the work we’re responsible for.
- **“Council is New Zealand, the Trust is Chatham Islands”** – We have a democratically elected membership and the council is operated on-Island for Chatham

Islanders. While the Local Government Act 2002 provides the legal definition and framework for local authorities in New Zealand, there are mechanisms in place to adapt and reorganise local governance structures to better serve community needs: that's exactly what this process is, Chatham Islanders determining how it wants itself governed.

3.2 Costs:

Council's contribution to the reforms is being split 50/50 with CIET.

- **Phase One and Two (set up project, options report and agree MOU):** Council contribution \$32,250.00 (excl. GST) – work up until December 2024.
- **Phase Three and Four (consultation and preliminary decision):** Council contribution \$46,500.00 (excl. GST).
- **Phase Five onwards (due diligence on an option):** Council contribution \$200,000.00 (approx.) – this is subject to change and depending on what option is explore for due diligence.

We are currently in phase **Three**.

The costs to cover **phases Three and Four** relate to the overall project management and community engagement materials (printing, advertising, and venue hire) plus the technology and survey costs to support consultation efforts.

In terms of **phase five onwards**, the costs are an estimate only. Without knowing what the final option or options to consider are, the exact amount is unknown. However, it is prudent that these are explored at this stage. A meeting between the Department of Internal Affairs, Council and CIET took place on Monday 3 February to outline the possible costs post consultation. Feedback was sought from DIA officials on the costs with the expectation they peer review the projected work and costs and feedback options for a way forward both financial and non-financial as we acknowledged there maybe other ways of achieving what's required. No feedback has been received to date.

3.3 Project timeline

- **01 April 2025** – Survey feedback submission deadline.
- **April to June 2025** – Due diligence assessment and specialist input.
- **July 2025** – Decision-making phase based on assessment results.
- **Mid-to-late 2025** – Final decision on preferred governance model.



4. Works & Services

4.1 Stantec Report – February 2025

Date of meeting	27 March 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 February 2025



CIC Engineering Services Contract: Monthly Report

Financial update – February 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.

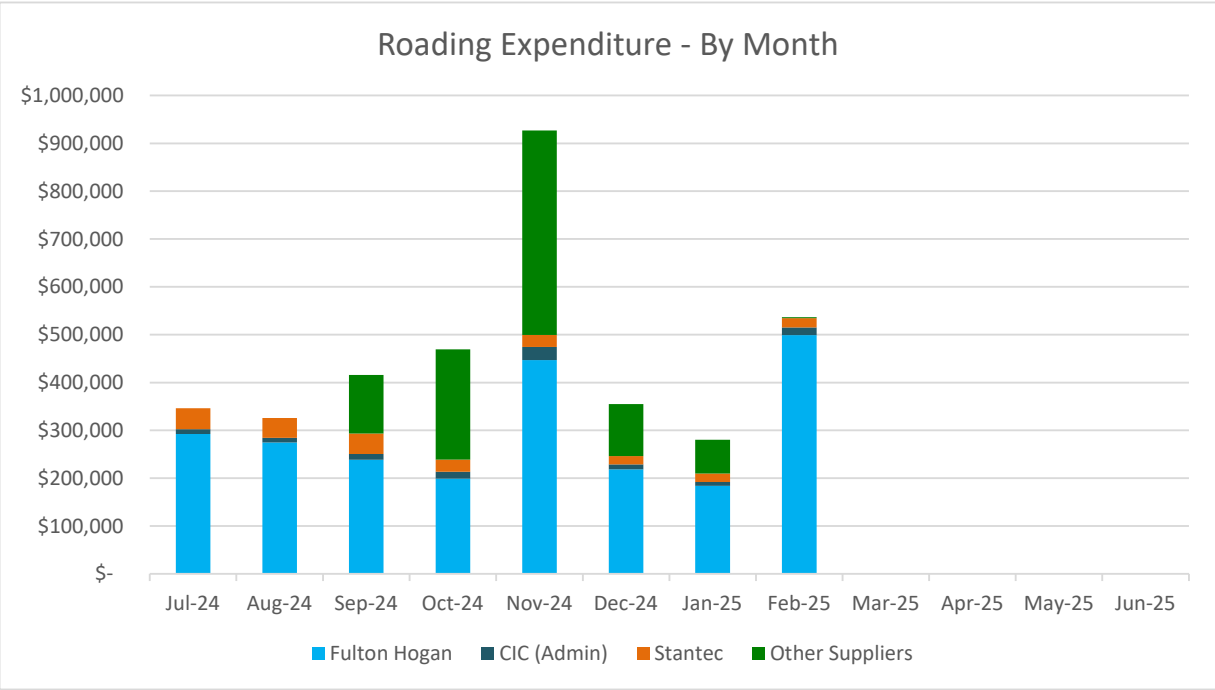
The February claim totalled \$537k.

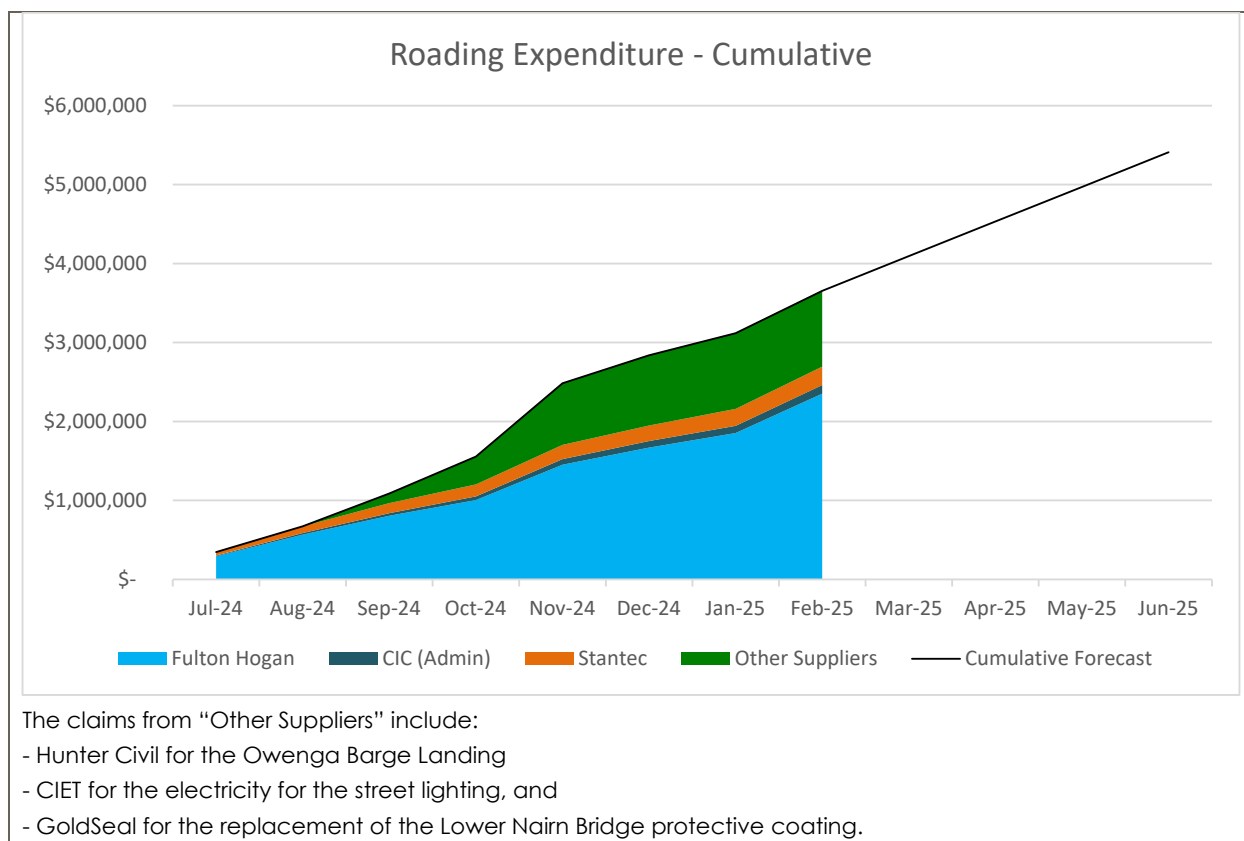
Expenditure of the Continuous Programme has used 62% of the funding allocated for 24/25 and we are 67% of the way through the 2024/25 financial year.

The largest construction cost in February was for the pavement rehabilitation work between the Quarry and Taupeka. The largest engineering cost was for planning work 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

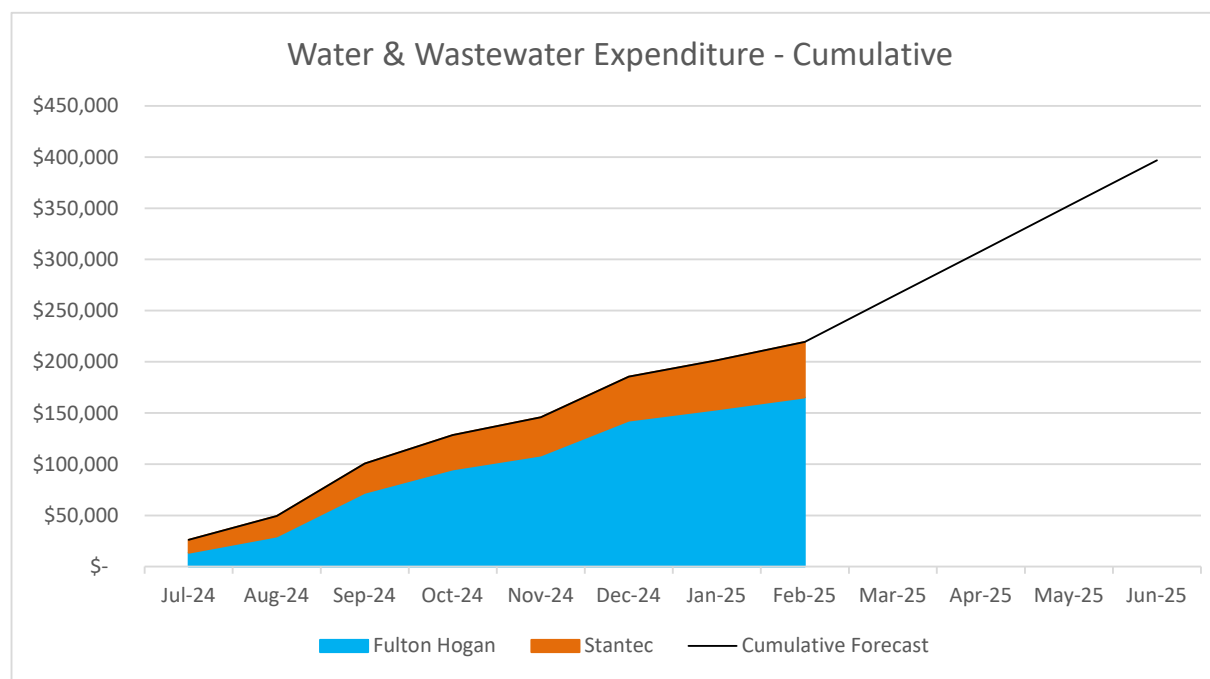
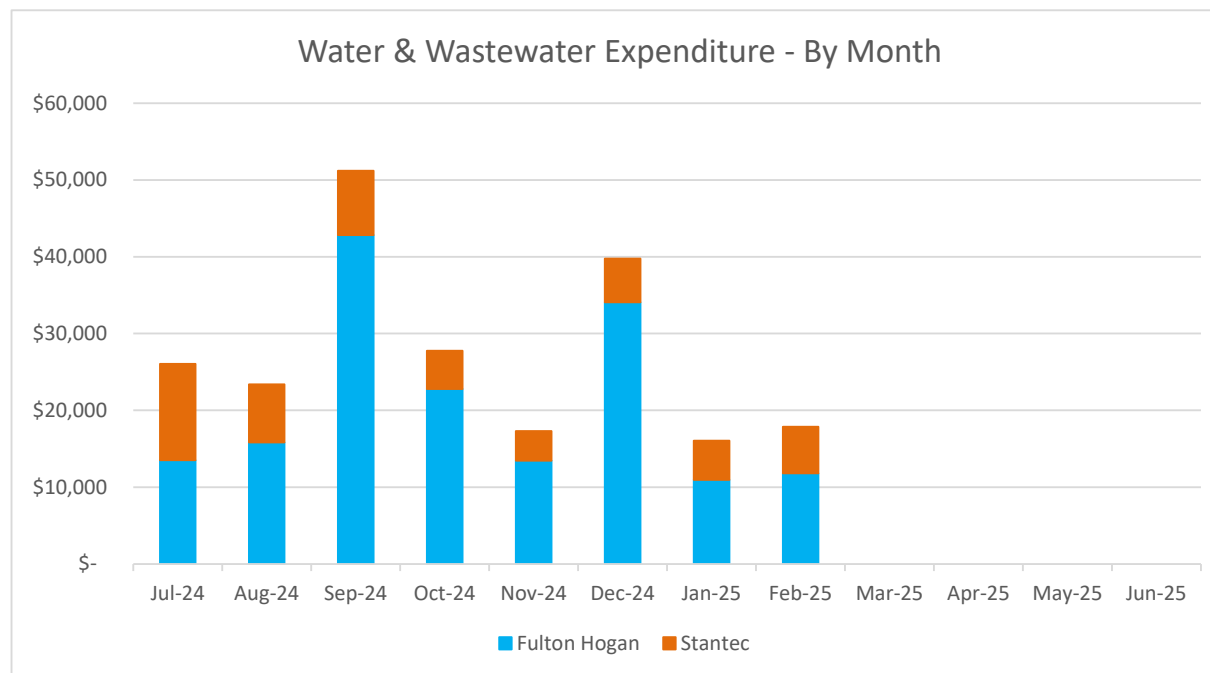
The operational expenditure for W+WW allocated in the 2024-34 LTP for 2024/25 is \$391,000.

The February claim totalled \$17.8k

The main construction cost was for the repairs on the Kaingaroa UV unit. The main engineering cost was for the TM21 updates.

Expenditure Tracking of Water & Wastewater Funding

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



Roading Update – February 2024

Short- & Medium-Term Roothing Forward Work Programme	
Pavement Maintenance	- Undertake scheduled pavement repairs and maintenance on Pitt Island, - Develop the detailed schedule for sealed pavement rehabilitation and maintenance for next summer
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: - Fulton Hogan are planning to head to Pitt Island in February to undertake the scheduled pavement and drainage maintenance - Ongoing general maintenance across the island	Updates: Pavement maintenance work is underway on Pitt Island

Drainage Maintenance	
Previous Status: - Roadside drainage on Pitt Island will be renewed while FH are over there. Culverts will be inspected for condition and cleared or replaced as necessary - Clearing of roadside drains completed North of Waitaha Quarries	Updates: Drainage maintenance is being undertaken while on Pitt Island

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: None



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: None
Network & Asset Management	
Previous Status: Ongoing minor Asset Management works and forward planning	Updates: - 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
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.	Updates: The next site visit will be in May 2025.
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 will shortly return 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



Solid Waste Update – February 2024

Landfill Operation	
Current Status. • Council has approved for Stantec to prepare the Annual Report under current budgets. It is being reviewed internally by Stantec staff before issuing it to CIC. • Stantec has completed a Memo on assessing the effectiveness of the pilot leachate treatment plan, as required under a consent condition. The recommendation is to continue the trial for a further two years. • 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.	Current Status. • Council has approved for Stantec to prepare the Annual Report under current budgets. It is being reviewed internally by Stantec staff before issuing it to CIC. • Stantec has completed a Memo on assessing the effectiveness of the pilot leachate treatment plan, as required under a consent condition. The recommendation is to continue the trial for a further two years. • 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.
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". • Dealing with scrap metal is a pressing issue at Te One. Council has advertised that scrap metal is no longer being accepted until a solution can be found. • 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.	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". • Dealing with scrap metal is a pressing issue at Te One. Council has advertised that scrap metal is no longer being accepted until a solution can be found. • 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.
Other Waste Management Matters	
Current Status. • Monthly solid waste matters meetings have been re-scheduled for 1st Wednesday of each month. • Stantec has prepared an issues and options memo on the situation at Kaingaroa RTS, with FH input. • FH staff to continue documenting issues at Kaingaroa TS.	Current Status. • Monthly solid waste matters meetings have been re-scheduled for 1st Wednesday of each month. • Stantec has prepared an issues and options memo on the situation at Kaingaroa RTS, with FH input.



• 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. • CIC, FH and Stantec staff have been advised of the upcoming visit to the island by DIA staff, and the intention to hold a Councillor Solid Waste Workshop on 12th March 2025.	• 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. • CIC, FH and Stantec staff have been advised of the upcoming visit to the island by DIA staff, and the intention to hold a Councillor Solid Waste Workshop on 12th March 2025.
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4. Works & Services

4.2 Fulton Hogan Road Maintenance Report

Date of meeting	27 March 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 February 2025 monthly reports from Fulton Hogan.

Recommendation

THAT the report be received.



Loading Truck In Waitaha Schist Quarry

CHATHAM ISLANDS ROAD MAINTENANCE CONTRACT MONTHLY REPORT FEBRUARY 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.

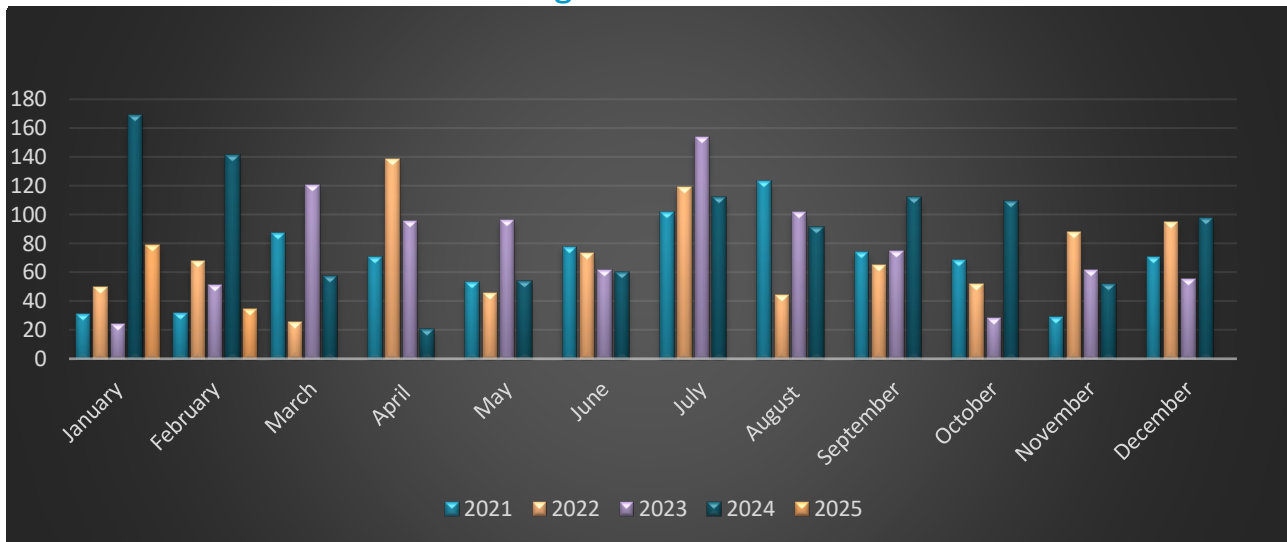
Summary of Monthly Progress Claim by Work Category

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

Photos

Work Summary

Outline of work carried out during the month.



34.5mm rainfall recorded for 1st – 28th February in the Waitangi yard.

Routine Maintenance and Operations:

Another average rainfall month that has seen conditions dry out a bit more allowing us to get onto a couple of delayed projects.

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.

Sealed Road Resurfacing:

Drainage Renewals:

Watertabling, high shoulders and culvert works done in conjunction with the pavement strengthening.

Bridge and Structure Renewals:

Traffic Services:

Last of the new signage installed at intersections.

Minor Improvements:

Vegetation Control:

Roadside verge mowing where and as required.

Spraying of gorse on roadside verges and along the edges of the sealed network as weather allows.

Dayworks:

Programmed Work for following month:

More strengthening sites to be done as budget allows.

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

Digouts on the sealed & unsealed networks.

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	5700	21	4590	48508	15948
KAINGAROA ROAD	5705	126	0	5994	5994
KAPITO ROAD	5708	122	0	332	332
MAIPITO ROAD	5709	101	0	1841	1841
PORT HUTT ROAD	5711	51	0	16615	16615
WAITANGI WEST ROAD	5721	61	0	11570	11570
AIR BASE ROAD	5728	71	0	5860	2400
				Total	54700m
					54.70km

2. Unsealed Maintenance Metaling

Road	Dispatch	Road ID	Start RP	End RP	Quantity m3
NORTH ROAD	5701	21	4590	20395	144
PORT HUTT ROAD	5702	51	0	16615	72
TUKU ROAD	5716	111	4300	10570	48
WAITANGI WEST ROAD	5724	61	0	10500	72
NORTH ROAD	5726	21	20395	48508	88
		Totals		This Month	424
				Revised Target	56000
				Contract TD	54702

Next Month's Target

1298m3 behind at this stage.

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
March 2024	Day	Drive around the network to access and work out a 3-month program of works required.	Phil
April 2024	Day	Drive around the network. Some damage occurring due to the works on North Road.	Tomby
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

Monthly Safety Report and Statistics

Nothing to report.

1. Safety Engagements

Date	Near Miss	Incident	Lost Time Injury	Plant Damage	Depot/Worksite Inspections
22/08/22	N	N	N	N	HSQES site audit carried out while crew clearing culvert ends = all ok.
12/09/22	N	N	N	N	Target Hill counterfort drains = making sure correct installation procedure being followed = all ok.
7/12/22	N	N	N	N	Reseal site inspection = all TM in place and sufficient.
29/3/23	N	N	N	N	Tiki Tiki water plant check with Kirsten.
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.

Metal Stockpiles

28/02/2025							
Site	AP40 Schist	AP65	AP32 Basalt	AP100 Schist	AP20	G3 Chip	G5 Chip
Waitaha Schist	1,875	0	0	0	0		
Waitaha Basalt	0	2,164	0	0	128	315	271
Paritu	1,805	0	0	513	0		
Stoney Crossing	0	696	7,874	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
	6,848	2,860	7,874	1,361	2,648	677	612

CIC Owned Materials

Signs

Item Description	Unit	Purchased	Used November 2024	End Measure	Comments
Signs					
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	
Marker pegs					
EMP	ea.			622	
CULVERT MARKERS	ea.			45	
WHITE RAPID MARKERS	ea.			60	
Misc. Items					
ACROW PROPS	ea.			6	
ROAD COUNTER	ea.			1	
ROUGHOMETER	ea.			1	

Culvert Pipes

ALUFLOW

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

Civilboss

225mm	m			24
300mm	m			54
375mm	m			30
450mm	m			23.2
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
14/03/22	WW-O Rd Culvert Installation	Y	N	N	Phil
27/06/22	Stoney Crossing Quarry	Y	N	N	Phil
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

Stakeholder Complaints Register

Month	Council/ Public Complaint	Complaint	Repair Undertaken	Response Time
May 24	Public	Parent from Pitt Island complained to council about state of Flowerpot-Glory Road.	Inspection and Roadroid completed. Repairs to be completed in November.	2 weeks.
July 24	Public	Road soft where strengthening work is being carried out.	Strengthening material got too wet while being placed. Site needs to dry out before work continues.	When weather allows.
July 24	Public	Numerous potholes throughout the unsealed network.	Very wet conditions graders doing the best they can.	Ongoing.
July 24	Public	Grader making roads rough causing punctures in tyre.	Roads inspected and nothing out of the ordinary found.	3 days.

Public Relations & Community Involvement

Innovation

Summary of Monthly Progress Claim by Work Category

	February 25	Separable Portion One - Roading			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
1	P&G Other	\$200,118.61	\$1,183,665.90	\$1,500,000.00	78.91%
2	Routine Maintenance and Ops	\$57,734.33	\$471,362.04	\$810,000.00	58.19%
3	Pavement Renewals	\$227,061.54	\$528,383.67	\$662,000.00	79.81%
4	Sealed Road Resurfacing	\$0	\$0	\$9,000.00	0%
5	Drainage Renewals	\$0	\$42,996.13	\$405,000.00	10.62%
6	Bridge Renewals	\$0	\$1,129.08	\$50,000.00	2.26%
7	Traffic Services	\$8,858.19	\$40,579.78	\$86,000.00	47.19%
8	Minor Improvements	\$0	\$16,320.57	\$50,000.00	32.64%
9	Vegetation Control	\$5,408.41	\$51,363.13	\$55,000.00	93.39%
11	Dayworks	\$0	\$5,530.20	\$150,000.00	3.68%
	Total	\$499,181.08	\$2,341,328.55	\$3,770,000.00	62.10%

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

Gear waiting at Owenga wharf for a weather window to be barged over.

4. Wind Damage

No reported or visible signs of damage this month.







North Road Strengthening Works



4. Works & Services

4.3 Fulton Hogan Water and Wastewater Operation Contract Report

Date of meeting	27 March 2025
Agenda item number	4.3
Author/s	Fulton Hogan Contracts Manager

Purpose

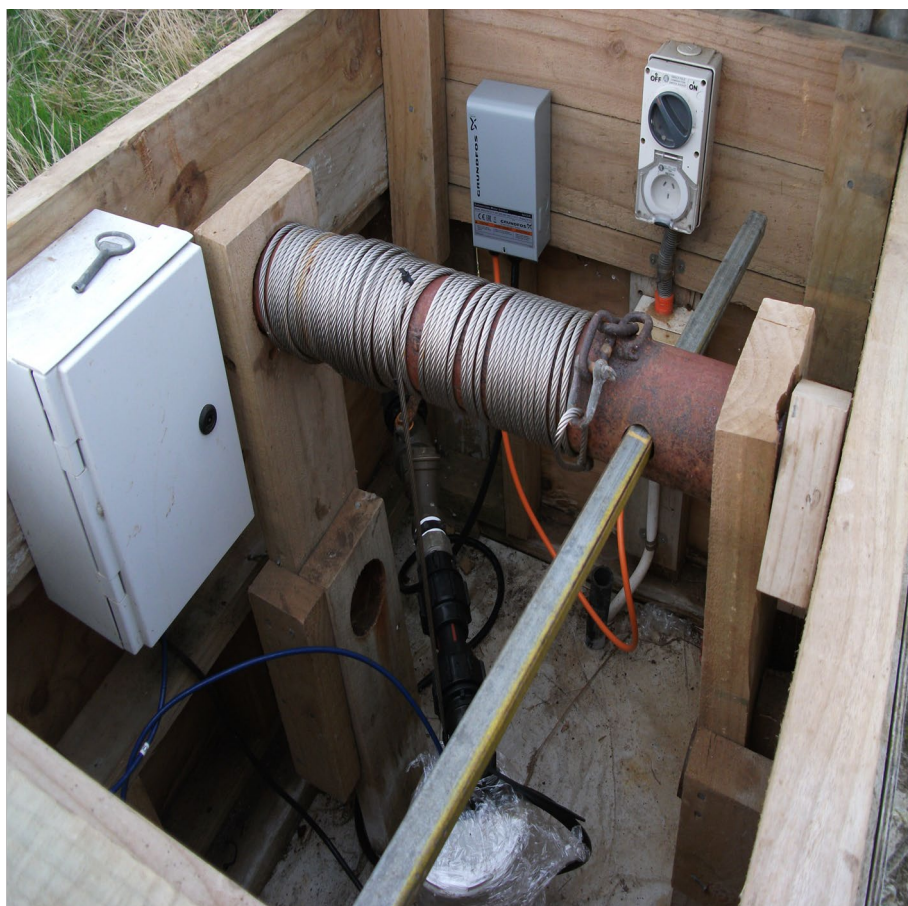
To inform and update the Council on the Chatham Islands Water and Wastewater Operation programme.

Recommendations

THAT the reports be received.

Background

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

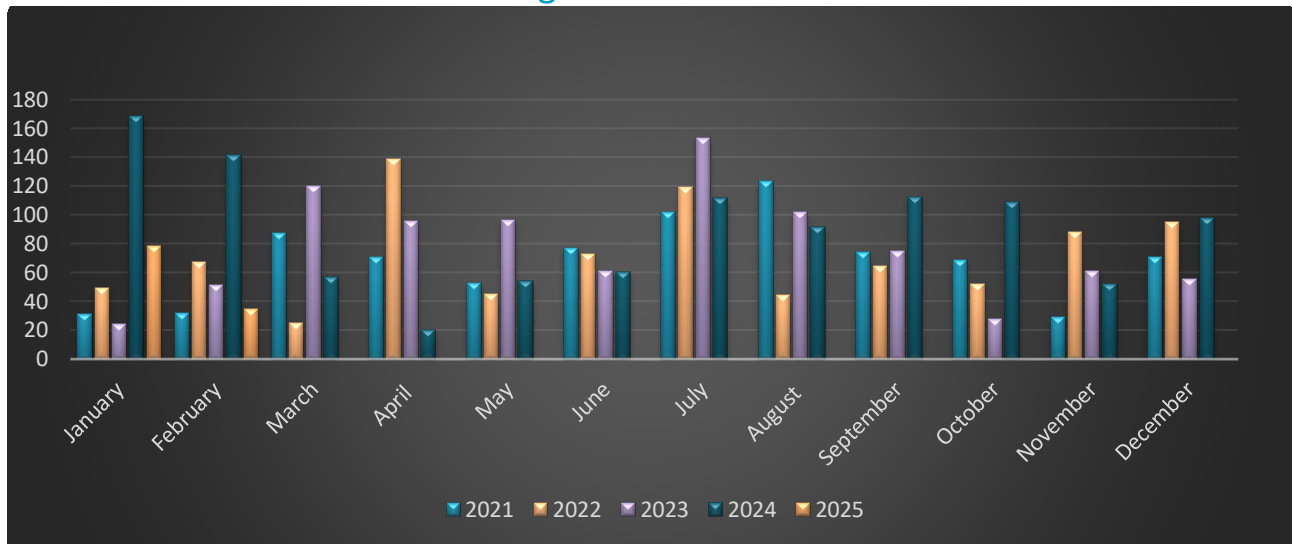


Tiki Tiki Bore

CHATHAM ISLANDS WATER AND WASTEWATER OPERATION CONTRACT MONTHLY REPORT FEBRUARY 2025

Work Summary

Outline of work carried out during the month:



34.5mm rainfall recorded for 1st – 28th February in the Waitangi yard.

Water Supply Operation & Maintenance:

Town has seen an influx of tourists over the month of February which has led to an increase in the daily usage of water and more wastewater through the system.

With the dryish month the bore level remains low however there were no problems throughout the month.

Water Treatment:

Tiki Tiki plant = The bore level is low but plant coping ok.

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, with the balance and irrigation tanks maintaining steady levels.

Dayworks – Water:

Just a few minor problems that required attention.

Dayworks – Wastewater:

Repaired a few broken and not working sprinklers in the irrigation fields.

Water and Wastewater Reticulation Network:

Network all good the past month with no issues.

Water and Wastewater Treatment Plant: Monitoring:

Chatham Islands Monthly Report

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:

	February 25	Separable Portion Two - Water and Wastewater			
Item	Work Category	Value for Month	Value YTD	Annual Budget	% of Annual Budget
13	Preliminary and General	\$4,235.55	\$63,229.06	0	0%
14	Water Supply Ops and Maint	\$922.32	\$7,378.56	0	0%
15	Water Treatment	\$2,947.89	\$27,087.97	0	0%
16	WWTP Waitangi	\$922.32	\$7,378.56	0	0%
17	Dayworks - Water	\$1445.07	\$17,545.70	0	0%
18	Dayworks - Wastewater	\$131.13	\$32,098.87	0	0%
19	Water and Wastewater Reticulation	\$0	\$461.16		
20	Treatment Plant Monitoring	\$1,188.52	\$9,502.16	0	0%
	Total	\$11,792.80	\$164,688.04	\$140,000.00	117.63%

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 March 25.

Irrigation Dosing:

Evaporation has been good with very little if any runoff evident.

Quality Assurance:

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.

Chatham Islands Monthly Report

19/03/24	N	N	N	N	Water & WWWT plant checks after services.
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Environmental Non-Compliance:

Monthly Stocktake of Supplies:

General Supplies Stockpile – Month Ending February 2025

	Stock Purchased	Stock End of Previous Month	Stock Used	Stock Remaining End of Month
Salt	50	123 Bags	10	153bags
Chlorine	60	40lts	20L	100lts

PHOTOS



4. Works & Services

4.4 Fulton Hogan Waste Management Operation Contract Report

Date of meeting	27 March 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 February 2025 Waste Management report from Fulton Hogan.



New signs now in place regarding Scrap Metal

CHATHAM ISLANDS WASTE MANAGEMENT CONTRACT MONTHLY REPORT FEBRUARY 2025

Introduction
 Te One Transfer Station
 Owenga Landfill
 Appendix 1

Introduction

This report provides a summary of waste management activities through the month of February to mid-March 2025

Staff

- Waimarina Wairua started with us in end of Feb/March. Wai will assist our team mainly on our open public days. - With a focus on the upkeep and collection of items for the Mitre 12 facility and support with the processing and sorting of our recycling area.
- Maintenance team support from Damion and Bob Howat.

Te One Transfer Station

Te One is looking sharp with the installation of the big scrap metal signs. We have repurposed some old tyres and are using this option so that we can move the signage around the site to the best viewing areas for public to see as they enter the site.

The scrap metal bins are in desperate need of an upgrade. We are currently looking at pricing and management will compile the costs and share with council for new/replacement bins. Meanwhile we have sorted through the skips that are still user friendly. We used salvaged paint to label each skip for public to easily identify where to place waste items.



Kaingaroa Transfer Station:

Week after week Kaingaroa Transfer Station continues to present ongoing challenges. From overloading allocated skip bins with mixed bagged and unbagged wastes. Tonnes of rope, pallets, and so on. Our maintenance crew have been well supportive with regular Hiab lifts, we even implemented an extra run within the week in the hopes we were able to handload a reasonable amount of waste as normal with the compactor truck. We noticed that this was in-effective as no sooner would we clear the site the next day the skip would be full again.



Owenga Landfill

We are checking off a good number of tasks that needed to be done. We have carted more soil cover onto the cell. We are carefully placing cover and sealing the sides of the sloped faces as we continue to fill over time we will keep sealing. This ensures the V Shape Between the waste and bladder liner remains, to allow for leachate and surface water run off to flow back into the landfill and through to the leachate treatment pond.

Bobby has made lite work of clearing the east and western drains of blown out litter.



The application field, surrounding fire walls and the driveways got their annual mow, great mahi from Bruce.

Up and coming tasks include

Weeding and refilling the leachate treatment drum



Annual pump out of the leachate Pond – allowing access to the inlet pipes to clear the tadpoles and sludge!

Digging up the North Western corner – expose the end pipe that stretches the length of the landfill cell. Attach a smaller down pipe to it so that we will be able to blow water through to test and make sure any leachate and surface water is draining through freely and into the treatment pond.

Appendix 1

Te One Waste Record

Owenga Waste Record

Te One	Quarter 1- 2025			
	Jan-25	Feb-25	Mar-25	Total
Residential	20.79	19.259		40.049
Commercial	4.425	4.22		8.645
Construction	1.84	0.27		2.11
	27.06	23.75	0	50.80

Te One - Breakdown	Jan-25	Feb-25	Mar-25
General solid waste	14.84	14.129	
Glass	2.09	2.36	
Cardboard	2.4	2.04	
Plastic 1,2,5	0.15	0.15	
Tin	0	0.07	
Aluminium	0.485	0.1	
Woody Waste	6.37	3.42	
Scrap Metal	0.51	0	
Tyres	0	1.1	
Rope	0.16	0.38	
Batteries	0	0	
Oil containers	0	0	
Gas cannisters	0.05	0	
Paint	0	0	
Total amount	27.055	23.749	0

Owenga	Jan-25	Feb-25	Mar-25
Residential	16.88	10.299	
Commercial	0	0.27	
Construction	4.24	1.77	
Total Amount	21.12	12.339	0

Owenga - Breakdown	Jan-25	Feb-25	Mar-25
General Solid Waste	14.91	8.519	
Woody Waste	5.5	2.96	
Foam	0	0	
Glass	0.71	0.86	
Soil	0	0	
Scrap Metal	0	0	
Cardboard	0	0	
Total Amount	21.12	12.339	0
Glass cover	3.136	0	
Soil Cover	9.856	60.928	
Total Cover	12.992	60.928	0

4. Works & Services

4.5 Report on Chatham Islands' Water and Wastewater systems (July–December 2024)

Date of meeting	27 March 2025
Agenda item number	4.5
Author	Paul Eagle, Chief Executive

Purpose:

Update elected members on the performance of the water and wastewater systems on the Chatham Islands for the reporting period from 1 July to 31 December 2024, and recommend actions to protect public health, minimise adverse environmental effects, and ensure efficient and effective operation of the schemes, as funding allows.

Recommendations:

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.

Background:

This report reviews the performance of the Chatham Islands' water and wastewater systems, which serve selected communities. The systems are owned by the Council, managed by Stantec, and operated by Fulton Hogan. The focus is on ensuring safe drinking water, protecting public health, and maintaining compliance with regulations. Key findings from the report are summarised for elected members below.

Water Schemes:

- **Waitangi Water Supply:** Not fully compliant with drinking water rules due to inadequate monitoring. However, no E. coli detected, and the UV system is working well.
- **Kaingaroa Water Supply:** Also non-compliant due to inadequate treatment. A "Do Not Drink" notice due to chlorate risks was lifted in October 2024, but further improvements are needed.
- **Te One Transfer Station Water:** No E. coli detected. A water safety plan is recommended.
- **Council Office/Museum Water:** A private supply with no detected E. coli. The landlord should assess compliance requirements.

- **Kaingaroa Non-Potable Water:** Now operational with a public filling point. Signage and community education needed.
- **Owenga Non-Potable Water:** Used for a Council shed, currently not in use. Signage to be maintained.

Wastewater and Stormwater:

- **Waitangi Wastewater:** Non-compliant with resource consent due to inadequate monitoring. Some treatment parameters (solids and organics) are within limits, but nitrogen and E. coli levels are too high. Upgrades and funding are needed.
- **Waitangi Stormwater:** Infrastructure is in poor condition and is not actively maintained. Funding is required for upgrades.

Recommended actions:

- Improve monitoring and compliance for drinking water schemes.
- Secure funding for treatment plant upgrades.
- Implement a water safety plan for key supplies.
- Address wastewater and stormwater infrastructure issues through funding and consent variations.
- Continue educating the community on safe water use.

Conclusion:

While drinking water quality is generally safe, improvements are needed to meet compliance standards. Wastewater and stormwater systems require investment to prevent environmental risks. The Council should prioritise securing funding and implementing necessary upgrades to ensure long-term sustainability of water services.

Water and Wastewater Schemes

Summary Report July to December 2024

PREPARED FOR Chatham Island Council | February 2025

We design with community in mind

Revision schedule

Rev No	Date	Description	Signature of Typed Name (documentation on file)			
			Prepared by	Checked by	Reviewed by	Approved by
1	18/02/2025	Draft for client review	O. Hall	J. Costa	J. Boyd	A. Wong

This document was prepared by Stantec New Zealand ("Stantec") for the account of Chatham Islands Council (the "Client"). The conclusions in the Report titled *Water and Wastewater Schemes Summary Report July to December 2024* are Stantec's professional opinion, as of the time of the Report, and concerning the scope described in the Report. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. The Report relates solely to the specific project for which Stantec was retained and the stated purpose for which the Report was prepared. The Report is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

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Quality statement

Project manager	Project technical lead
Hanna Lallu	Kirsten Norquay

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STATUS Final | Project No 310205557



Executive summary

The Chatham Islands Council (Council) provides drinking water, non-potable water, wastewater and stormwater services to selected communities on Chatham Island. The schemes are owned by Council, managed by Stantec and operated and maintained by Fulton Hogan. Council Office primarily uses a private drinking water supply.

The purpose of this report is to summarise the performance of the schemes for the reporting period from 1st July 2024 to 31st December 2024 and recommend actions to protect public health, minimise adverse environmental effects, and ensure efficient and effective operation of the schemes, as funding allows. Key findings, progress and recommended actions for this reporting period are summarised below.

Scheme	Key findings	Progress	Recommended actions
Waitangi Water	Non-complying with DWQAR, primarily due to inadequate monitoring. No E. coli detected in raw, treated or reticulated water.	Based on monitoring results, UV system providing adequate protozoa treatment barrier.	Identify 'best practicable' approach for compliance. Complete commissioning of new plant and telemetry system. Seek funding for upgrades
Kaingaroa Water	Non-complying with DWQAR, primarily due to inadequate treatment. Do not drink notice due to risk of chlorate was lifted in October 2024.	GAC filtration has improved UVT, but not consistently above 70% and not to a level that enables reliable chlorination. Additional GAC unit likely required. Intake extension pending low lake water level.	Identify 'best practicable' approach for compliance. Complete intake extension. Seek funding for upgrades. Prepare water safety plan
Te One Transfer Station Water	No E.coli detected in treated water.		Prepare water safety plan.
Council Office/Museum Water	Private supply to Council leased building. No E.coli detected in treated water	n/a	Continue monitoring. Request landlord assesses regulatory requirements (e.g. registration, compliance).
Kaingaroa Non-Potable Water	Operational.	Public filling point installed.	Install appropriate signage and educate community of the relative benefits of this type of facility.
Owenga Non-Potable Water	Building supply to Council shed, not currently in use.	n/a	Maintain signage.
Waitangi Wastewater	Non-complying with resource consent, primarily due inadequate monitoring. Solids and organics below consent limit; elevated total nitrogen, ammonia-N and E. coli.	New UV sleeves and UV tubes have been installed.	Finalise and lodge application to vary consent. Seek funding for upgrades.
Waitangi Stormwater	Storage tanks and pipes in state of disrepair.	System is not maintained.	Seek funding for upgrades.

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Abbreviations

Abbreviation	Full Name
Ammonia N	Ammonia Nitrogen
BOD	Biochemical Oxygen Demand
BWN	Boil Water Notice
cfu	Coliform Forming Unit
CCP	Critical Control Point
CIC	Chatham Island Council
COD	Chemical Oxygen Demand
DIA	Department of Internal Affairs
DOC	Dissolved Organic Carbon
DWA	Drinking Water Assessor
DWQAR	Drinking-water Quality Assurance Rules
DWSNZ	Drinking-water Standards for New Zealand 2005 (Revised 2018)
ECan	Environmental Canterbury
E. coli	Escherichia coliform (E. coli)
FAC	Free Available Chlorine
FH	Fulton Hogan
GAC	Granular Activated Carbon
LTP	Long Term Plan
MAV	Maximum Acceptable Values
MPN	Most Probable Number
O&M	Operation and Maintenance
RBC	Rotating Biological Contactor
TOC	Total Organic Carbon
TSS	Total Suspended Solids
UV	Ultraviolet
UVT	Ultraviolet Transmittance
VSC	Very Small Communities
WSP	Water Safety Plan (formerly called Public Health Risk Management Plan, PHRMP)

Abbreviation	Full Name
WTP	Water Treatment Plant
WWTP	Wastewater Treatment Plant
WSEs	Water Services Entities

1 Introduction

1.1 Background

The Chatham Islands Council (the Council) provides the following on Chatham Island:

- Drinking water – reticulated supply for the Waitangi and Kaingaroa communities, community filling station in Waitangi, and building supply at the Te One Transfer Station
- Non-potable water – community filling station at Kaingaroa and building supply at the Owenga Landfill
- Wastewater – reticulated scheme for the Waitangi community
- Stormwater – reticulated scheme for a small part of Waitangi.

A large proportion of Chatham Island residents are not connected to a Council water or wastewater scheme (about 60% and 70% respectively) and are serviced by an individual or private system. The Council Office / Museum Building in Waitangi is physically connected to the Council water supply, however, is mainly serviced by the private building supply.

The Council schemes are owned by the Council, managed by Stantec under a professional services contract, and operated and maintained by Fulton Hogan under an operations and maintenance (O&M) contract. Both contracts are combined water/wastewater and roading contracts, and do not include maintenance of the reticulated stormwater system. The professional services contract has recently been extended to 31 October 2026, while the 10-year O&M contract ends on 31 December 2026.

1.2 Purpose and Scope of Report

The purpose of this 6-monthly summary report (Summary Report) is to:

- Summarise information recorded for the Council schemes under the O&M contract
- Identify the degree of compliance with the Drinking Water Quality Assurance Rules (DWQAR) for Council drinking water supplies and with the resource consent for the Waitangi wastewater scheme
- Recommend actions to protect public health, minimise adverse environmental effects, and ensure the efficient and effective operation of the schemes, as funding allows.

This Summary Report covers the period from 1st July 2024 to 31st December 2024 ('the reporting period'). The report is structured to align with the current drinking water compliance framework.

2 Waitangi Drinking Water Supply

An overview of the Waitangi drinking water supply, regulatory requirements and monitoring results is presented in Appendix A. This section summarises compliance, operation and maintenance of the supply for the reporting period.

Table 1 summarises the quarterly compliance as reported to Taumata Arowai. A review of compliance with all DWQAR rules will be carried out in the next reporting period to develop a 'best practicable' approach for Waitangi Water Supply.

Table 1: Waitangi Drinking Water Supply Quarterly Compliance Reporting

DWQAR Rule	Supply ID	Q3 Jul – Sep		Q4 Oct - Dec		Notes
		Complies	Non-Compliant Periods	Complies	Non-Compliant Periods	
S2.1	G01394	TRUE	0	TRUE	0	N/A
T2.1	TP02307	FALSE	1	FALSE	3	Treated water quality data (turbidity, UV dose, flow, FAC and pH) from online meters automatically uploaded to cloud-based portal. UV reactor in fault condition from 11 June to 17 July 2024. Instantaneous flow rate data is measured higher than the flow restrictor limit. However, the flow rate data is collected from a flow meter after the Treated Water Tank, which excludes the UV reactor flow restrictor. Treated water FAC was not consistently above 0.5 mg/L.
D2.1	WAI158WA	FALSE	1	FALSE	3	Network FAC is measured and recorded on operator log sheets, but not transcribed electronically. Working with operator to digitise the data.

Table 2 summarises operation and maintenance of the supply for the reporting period and recommended actions.

Table 2: Waitangi Drinking Water Supply Summary

Element	Key Findings, Progress and Recommended Actions
Type of Supply	- Reticulated, community drinking water supply. Registered with Taumata Arowai. - Community filling station in network accessible to public during working hours - Classified as a medium supply as it serves more than 100 but less than 500 people.
Water Demand	- Water demand during reporting period: - Exceeded sustainable yield (65 m³/day) on 16 days; maximum of 78 m³/day. 30-day moving average ranged from 42 to 66 m³/day; average of 48 m³/day. - Average daily demand of 283 L/p/day, based on 48 m³/day and 170 people. - Average daily water use by all connections are below the residential limit, except for four commercial connections.
Customer Complaints and Level of Service	- Overall, Waitangi drinking water supply was non-compliant with the DWQAR for treatment (T2) and distribution (D2) rules, primarily due to inadequate monitoring. Regards to the source (S2) rule, Waitangi was compliant on both the third and fourth quarter of the year. See Table 1. - No boil water notices (BWN) were issued.

Improvements and Maintenance	• Council has reviewed 30-year 3Water financial forecast in context of proposed legislation • Stantec issued a variation request for additional monitoring of the Waitangi Drinking Water Supply scheme.
Recommended Actions	• Council reviews all DWQAR as planned to identify “best practicable” compliance approach and, where appropriate, amends monitoring • Council completes commissioning of new plant and telemetry system. • Council explores funding sources for unfunded projects in LTP and 30-year forecast. • Council approves the variation request for additional monitoring of the Waitangi Drinking Water Supply scheme

3 Kaingaroa Drinking Water Supply

An overview of the Kaingaroa drinking water supply, regulatory requirements and monitoring results is presented in Appendix B. This section summarises compliance, operation and maintenance of the supply for the reporting period.

Table 3 summarises the quarterly compliance with DWAQR as reported to Taumata Arowai. A review of compliance with all DWQAR rules will be carried out in the next reporting period to develop a ‘best practicable’ approach for Kaingaroa Water Supply.

Table 3: Kaingaroa Drinking Water Supply Quarterly Compliance Reporting

DWQAR Rule	Supply ID	Q3 Jul – Sep		Q4 Oct - Dec		Notes
		Complies	Non-Compliant Periods	Complies	Non-Compliant Periods	
S1.1	S00858	TRUE	0	TRUE	0	N/A
T1.1	TP02306	TRUE	0	TRUE	0	N/A
D1.1	KAI041KA	TRUE	0	TRUE	0	N/A
• Notes: Do not drink water notice due to risk of chlorate was lifted in October 2024. • Protozoal barrier (UV disinfection) is not fully compliant. Additional organics removal required to improve the UV transmittivity (UVT) of the treated water, so it is consistently within the validation envelope for the UV system.						

Table 4 summarises operation and maintenance of the supply for the reporting period and recommended actions.

Table 4: Kaingaroa Drinking Water Supply Summary

Element	Key Findings, Progress and Recommended Actions
Type of Supply	• Reticulated, community drinking water supply. Registered with Taumata Arowai. • Classified as a small supply as it serves less than 100 people.
Water Demand	• Water demand during the reporting period: - Maximum daily flow was 37 m³/day. - Average daily flow was 11 m³/day. - Average daily demand of 176 L/p/day, based on 11 m³/day and 60 people.
Customer Complaints and Level of Service	• Overall, the Kaingaroa Water Supply was compliant with the DWQAR in both the third and fourth quarter of the year. See Table 3. • A do not drink water notice due to risk of chlorate placed in May 2024 was lifted on the 15th of October 2024. • UV lamp arrived and installed in July 2024. • No other customer complaints about supply (quantity or quality) in reporting period.
Improvements and Maintenance	• Stantec reviewed and discussed with Council 30-year 3Water financial forecast in context of proposed legislation. Refer to Tech Memo 18.



	• Stantec issued a variation request for additional monitoring of the Kaingaroa Drinking Water Supply scheme. • In July 2024, the WTP had an issue with the float switch that was not allowing the plant to start automatically. This has been fixed and the plant has returned to its normal operation. • Chlorate levels have decreased in the network.
Recommended Actions	• Council reviews all DWQAR as planned to identify “best practicable” compliance approach and, where appropriate, amends monitoring • Council completes water intake extension when lake level drops and completes commissioning of new plant and telemetry system. • Council explores funding sources for unfunded projects in LTP and 30-year forecast. • Council approves the variation request for additional monitoring of the Kaingaroa Drinking Water Supply scheme. • Council updates the drinking water safety plan.

4 Te One Transfer Station Water Supply

An overview of the Te One Transfer Station building water supply, regulatory requirements and monitoring results are presented in Appendix C.

Table 5 summarises quarterly compliance as reported to Taumata Arowai.

Table 5: Te One Transfer Station Water Supply Quarterly Compliance Reporting

DWQAR Rule	Supply ID	Q3 Jul – Sep		Q4 Oct - Dec		Notes
		Complies	Non-Complaint Periods	Complies	Non-Complaint Periods	
VSC.1	TP100336	TRUE	0	TRUE	0	N/A

Table 6 summaries operation and maintenance of the supply for the reporting period and recommended actions.

Table 6: Te One Transfer Station Water Supply Summary

Element	Key Findings, Progress and Recommended Actions
Type of Supply	- Council owned building drinking water supply only used by staff. No public access. - Classified as a very small supply as it serves less than 25 people.
Building Occupant Complaints and Level of Service	- Overall, the Te One Transfer Water Supply was compliant with the DWQAR. See Table 5. - No complaints from building occupants about supply (quantity or quality) in reporting period.
Improvements and Maintenance	Stantec issued a variation request to add ongoing O&M of the Te One Transfer Station Water Supply to the O&M Contract
Recommended Actions	- Council prepares a water safety plan for the supply. - Council approves the variation request to add ongoing O&M of the Te One Transfer Station Water Supply to the O&M Contract

5 Council Office/Museum Water Supply

This section is for information only. The Council does not own or operate the water supply.

An overview of the privately owned Council Office / Museum building water supply and monitoring results is presented in Appendix D. Table 7 summarises key matters for the reporting period and recommended actions.

Table 7: Council Office/Museum Water Supply Summary

Element	Key Findings, Progress and Recommended Actions
Type of Supply	- Privately owned and operated building drinking water supply; Council is not responsible for meeting regulatory requirements. - Council leases the building, which is primarily serviced by a private building water supply but can use the Waitangi drinking water supply if required (e.g., if insufficient rainwater captured). - Water supply is used by Council staff, Councillors and the public when at the Council Office and Museum.
Monitoring	- Council carries out monthly monitoring of the treated water as it has a duty of care under the Health and Safety at Work Act. - Elevated concentrations of zinc have been detected in the Annual Report for 2024. Council will continue to monitor zinc annually and liaise with the building owner as required. - No E.coli or total coliforms detected.
Recommended Actions	- Council requests the landlord assess its regulatory requirements (including any registration, compliance monitoring and reporting) and carries out all required maintenance. - Council continues to carry out monthly monitoring in the interim.

6 Kaingaroa Non-Potable Water Scheme

An overview of the Kaingaroa non-potable water scheme is presented in Appendix E. Table 8 summarises key matters for the reporting period and recommended actions.

Table 8: Kaingaroa Non-Potable Water Scheme Summary

Element	Key Findings, Progress and Recommended Actions
Type of Supply	- Council owned community non-potable water filling station. - DWQAR do not apply as it is not a drinking water supply. - Council does not carry out water quality or quantity monitoring.
Improvements and Maintenance	- Public filling point has been installed, and Kaingaroa Non-Potable Water Scheme fully operational. - Stantec issued a variation request to add ongoing O&M of the Kaingaroa Non-potable Water Scheme to the O&M Contract.
Recommended Actions	- Council installs appropriate signage (i.e., 'not for drinking') and educates community on its benefits of use. - Council approves the variation to add ongoing O&M of the Kaingaroa Non-potable Water Scheme to the O&M Contract.

7 Owenga Non-Potable Water Supply

Table 9 summarises key matters for the reporting period and recommended actions.

Table 9: Owenga Non-Potable Water Supply Summary

Element	Key Findings, Progress and Recommended Actions
Type of Supply	- Council owned non-potable building water supply at Owenga Landfill only accessible by staff. No public access. - Supply comprises a rainwater collection tank that supplies a tap in the site shed. Shed is not currently in use. Appropriate signage maintained at tap to advise the water is not suitable for drinking. - DWQAR do not apply as it is not a drinking water supply. - Council does not carry out water quality or quantity monitoring.
Recommended Actions	Council to ensure appropriate signage is maintained at the tap.

8 Waitangi Wastewater Scheme

An overview of the Waitangi wastewater scheme, regulatory requirements and monitoring results is presented in Appendix F. This section summarises compliance, operation and maintenance of the scheme for the reporting period.

Table 10 summarises compliance for Waitangi Wastewater Treatment Plant (WWTP) for this reporting period for resource consent conditions with monitoring requirements as well as rationale for conditions the Council proposes to vary. The consent condition number given in Table 10 refers to the consent to discharge treated wastewater to land, and numbers marked by asterisk that refer to the consent for the discharge of contaminants to air.

Table 10: Waitangi Wastewater Scheme Six Monthly Consent Compliance

Consent Condition	Item	Consent Compliance	Notes and Recommended Actions
8, 12	UV intensity	UV intensity and UV alarms reviewed several times per week as required.	New UV sleeves and UV tubes were installed.
5, 18	Treated wastewater Quality	Annual median for TSS, COD, BOD less than consent limit. Annual median for total nitrogen, ammonia-N and E.coli exceeded consent limit.	Recommend continue with application to vary consent. The land application system will further reduce solids, organics, nitrogen and micro-organisms prior to treated wastewater discharge reaching groundwater. No adverse environmental effects have been observed. See UV system notes above
6	Treated wastewater volume	All daily flows less than consent limit.	Recommend new online discharge flow metering installed, as funding allows.
7	Irrigation Rate	Insufficient data to determine irrigation rates. Operators manually rotate the area of land irrigated on a given day.	Recommend continue with application to vary consent and pursuing funding for upgrades to maximise land application area.
15	Groundwater quality	No groundwater sampling has been carried out. The shallow groundwater monitoring bores were installed at time of construction. However, as groundwater has never been present in the bores, sampling has not been able to be carried out.	Recommend continue with application to vary consent. Surrounding land use is mainly agricultural and no downstream potable groundwater takes

Consent Condition	Item	Consent Compliance	Notes and Recommended Actions
17	Soil conditions	No soil sampling, baseline or subsequent sampling, has been carried out.	Recommend continue with application to vary consent. Land application area supports lush vegetative growth.
23, 5*	Complaints Log	No complaints were received this reporting period related to operations, wastewater run-off, or odour.	

Table 11 summarises operation and maintenance of the scheme for the reporting period and recommended actions.

Table 11: Waitangi Wastewater Scheme Summary

Element	Key Findings, Progress and Recommended Actions
Type of Scheme	Reticulated, community wastewater scheme, with discharge of treated wastewater to Council owned land adjacent to the Waitangi WWTP.
Complaints and Level of Service	- Overall, the Waitangi WWTP was non-compliant with the resource consent, primarily due to inadequate monitoring. See Table 10. As any adverse environmental impacts are considered to be no more than minor, no abatement notices, infringement notices, enforcement orders, or convictions were issued. The Council is preparing an application to vary the resource consent conditions. - No customer complaints about wastewater network, WWTP or land application system (i.e., odours, ponding, blockages) - A dry weather overflow occurred at the solids tank, downstream of the Waitangi WWTP in September due to a pump failure - A wet weather overflow occurred at the solids tank, downstream of the Waitangi WWTP in September due to a pump failure and high network infiltration
Improvements and Maintenance	- Appropriate plants have been propagated locally and planted to mitigate risk of surface water ponding/runoff from land application system. - New UV sleeves and UV tubes were installed. - Stantec issued variation request for additional monitoring of the Waitangi Wastewater Scheme. - Council reviewed 30-year 3Water financial forecast in context of proposed legislation. - In October 2024, two new pumps arrived and were installed in the Waitangi solids tank.
Recommended Actions	- Council rectifies issues identified in targeted CCTV of sewerage network, installs new online discharge flow metering, and extends land application system as funding allows. - Council progresses application to vary resource consent conditions - Council explores funding sources for unfunded projects in LTP and 30 year forecast. - Council approves variation request for additional monitoring of the Waitangi Wastewater Scheme

9 Waitangi Stormwater Scheme

An overview of the Waitangi Stormwater Scheme is presented in Appendix G. Table 12 summarises operation and maintenance of the scheme for the reporting period and recommended actions.

Table 12: Waitangi Stormwater Scheme Summary

Element	Key Findings, Progress and Recommended Actions
Type of Scheme	• Reticulated, stormwater scheme for part of Waitangi, that discharges into a watercourse. • No regulatory reporting requirements.
Improvements and Maintenance	• Due to budget constraints, system is not managed or maintained under the existing professional services or O&M contracts. • Storage tanks and pipework in state of disrepair. • Council reviews 30-year 3Water financial forecast in context of proposed legislation
Recommended Actions	• Council explores funding sources for unfunded projects in LTP and 30 year forecast.

Appendices

We design with community in mind



Appendix A Waitangi Water

A.1 Historical Context

The Waitangi community is serviced by a treated, reticulated water supply. Key historical background is:

- Prior to 2005 the Waitangi community was serviced by a mixture of small community schemes, rainwater building supplies and private bores.
- The Ministry of Health (MoH) funded a major upgrade in 2005 to provide a single water scheme for Waitangi, with an extended piped network, a new water treatment plant (some plant was second-hand to reduce costs), and new treated water storage at Met Station. The existing community rainwater supply at Hight Place was converted into a reticulated stormwater system, with the treatment plant and treated water storage abandoned.
- MoH funding and Three Waters Stimulus funding from Department of Internal Affairs (DIA) was used to carry out critical replacements and urgent upgrades in 2021 – 2022 to mitigate public health risks, with new online monitoring and cloud-based data capture, improved filter backwashing, new UV disinfection system, new network toby boxes (flow meters and valves), and new backflow preventers on key water users.
- Further funding is required to address outstanding issues, including upgrading the Waitangi Water Supply with a new bore source as the current demand exceeds the sustainable yield of the existing aquifer during summer, a new treatment plant, and extending the reticulation to Te One.

A.2 Process Overview

Waitangi water supply is shown schematically in Figure 1. Raw water is drawn from the Tikitiki Bore at Tikitiki Hill. The raw water enters the water treatment plant (WTP) and is pumped through a multimedia filter (sand and anthracite media) to remove particulate matter. The water is softened to reduce scaling in pipes from excessive hardness in the water. Disinfection is provided via UV (Critical Control Point, CCP; provides protozoa protection) and sodium hypochlorite dosing (CCP; provides residual disinfection in the reticulation network). The Tikitiki Reservoir provides more than 30 minutes contact time prior to treated water being pumped into the network. The four, interconnected Met Station Reservoirs are within the network for storage. Most properties have a header tank and some also have a booster pump. A community filling point is located with the O&M Contractor's yard and is accessible during normal working hours.

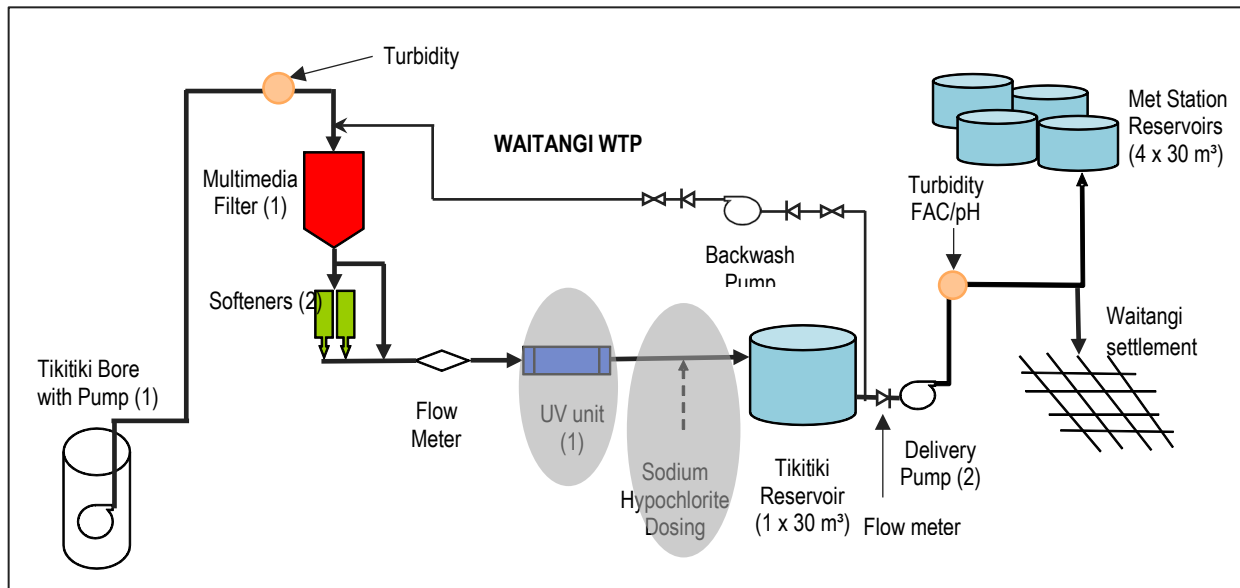


Figure 1: Waitangi Water Supply System schematic. CCPs shaded grey. The orange circles represent locations of online monitoring instruments.

A.3 Regulatory Overview

Key information about the Waitangi Water Supply is:

- Registered with Taumata Arowai as a water supply ID WAI158.
- Classified as a medium supply (i.e., greater than 101, less than 500 people) under Drinking Water Quality Assurance Rules (DWQAR), which means rules G, S2, T2, D2 apply.
- Due to remote location and associated transport logistics, CIC has adopted a 'best practicable' approach for routine compliance monitoring. This means the monitoring requirements under DWQAR are not being fully met.



- Water Safety Plan (WSP) and Critical Control Points (CCPs) have been submitted to Taumata Arowai. The CCPs were updated to reflect the 2021/22 WTP upgrades, however external funding is required to update the main body of the WSP. The current CCPs for UV disinfection and residual chlorination are provided below. The CCPs need to be updated once the cloud-based reporting systems are fully commissioned.

Table 13: Critical Control Points Process Control Summary – UV Disinfection**Process objectives:**

1. Provide a **primary disinfection Critical Control Point** to inactivate bacterial, viral, and protozoan pathogens that may have entered upstream of dosing point.

Operational day-to-day monitoring of control process:		
What	• UV dose in mJ/cm² • Turbidity in NTU	• Flow restricted to 37 L/min
When	• Manually recorded at least 5 days per week from the instrument displays. • UV dose and turbidity data logged continuously to a local RTU and uploaded to a cloud-based platform at regular intervals (weekly)*.	
Where	• UV reactor display (COMMcenter module) • UV outlet turbidity instrument display (Hach SC200)	
How	• UV dose calculated and displayed by COMMcentre using UVI and maximum rated flow (based on flow restrictor) (Trojan UVMaX Pro50). • NTU measured by turbidimeter and displayed on transmitter (Hach 1720E/SC200).	
Who	• Water Treatment Plant Operator	
Records	• Logbook hard copy kept at the WTP. Contract Manager inputs data straight away into WaterOutlook, a proprietary database that the Water Engineer can access remotely. • All monitoring data is uploaded automatically at regular intervals to a cloud-based platform via local RTU. There are alarm setpoints that will notify Operator by text message when the water quality does not comply. *	
Process performance criteria at monitoring point:		Correction if performance criteria are not met:
Target Range:	• UV dose: 40-100 mJ/cm² • NTU: <1.0 (Treated Water) ◦ NTU Operational Target: <0.3	• Operator to check filters are operating normally (Multimedia, Softener); filters backwash automatically based on run time. • Perform UV reactor sensor and lamp check during routine inspections. • Check UV dose and turbidimeters.
Action Limits:	• UV dose: <40 mJ/cm² • NTU: 1.0-2.0 (>15 min) Alarm sent to Operator via text message to carry out corrective actions (Tier 2 Alarm). *	• Operator to check alarm condition of the UV reactor and rectify if required. • Operator to check filter pressures and turbidity instruments. • Operator to manually backwash filters (Multimedia, Softener) to achieve the target UV dose and turbidity. • Operator to notify Contract Manager • Review online data.*
Critical Limits:	• UV dose: <40 mJ/cm² • NTU: >2 (>3 min) Alarm sent to Operator via text message to shut down plant (Tier 1 Alarm). *	• Operator to shut down network pump. • Operator to undertake troubleshooting identified in 'Action Limits' above and then restart plant. If issues are not resolved, shutdown WTP. • Operator to notify Contract Manager • Contract Manager to notify Water Engineer. • Water Engineer to notify CEO and DWA if water outside of critical limits needs to be supplied or has been supplied and follow Contingency Plan 3: Failure of Treatment Process in the Water Safety Plan. • Review online data.*

Notes:

* Once online monitoring and cloud-based system is fully commissioned

Supporting programs:

1. **Monthly analysis for E. coli and total coliforms by accredited laboratory of raw, treated, and distribution network grab samples, and UVT of the treated water only.** Laboratory reports sent directly to Contract Manager and Water Engineer. Water Engineer reports monthly to CEO, and Water Engineer reports exceedances as soon as practicable to CEO and DWA if results are outside DWSNZ.
2. **Annual WTP servicing by service agent (FILTEC)**, which includes instrument servicing and equipment maintenance.
3. **Annual refresher training** of Operator in operation, maintenance and troubleshooting of treatment process units and instrumentation (i.e., calibrations) by service agent (FILTEC).
4. **Monthly monitoring instrument checks** and calibration by Operator.
5. ECan quarterly raw water chemistry sampling programme.
6. Flow Restrictor on UV unit limits process flow so hydraulic design capacity is not exceeded.
7. Minimum six-monthly water meter reading frequency.

Planned programs:

1. Upgrade of Waitangi Water Supply, including a new bore, new treatment plant, and modifications to the network.
2. Install telemetry and cloud-based reporting system for monitored parameters. Reliant on provision of cell phone coverage to Chathams via the government's rural connectivity project.



Table 14: Critical Control Points Process Control Summary – Residual Chlorination

Process objectives:		
1.	Provide a primary disinfection Critical Control Point to inactivate bacterial and viral pathogens that may have entered upstream of dosing point.	
2.	Provide residual disinfection Control Point to help inactive pathogens entering downstream of the dosing point.	
Operational day-to-day monitoring of control process:		
What	- Free Available Chlorine (FAC) mg/L pH in pH units. (Not able to be adjusted if outside ideal range) Turbidity in NTU	
When	- Manually recorded at least 5 days per week from the instrument displays. - FAC, pH, and turbidity data logged continuously to a local RTU and uploaded to a cloud-based platform at regular intervals (weekly)*.	
Where	- Treated Water Reservoir outlet FAC and pH instrument (Depolox 400M display) - UV outlet turbidity instrument (Hach SC200)	
How	- FAC and pH measured and displayed by instrument (Depolox 400M with FC2 and pH sensors). The instrument corrects the FAC at pH unit range of 6-8.75. - NTU measured by turbidimeter and displayed on transmitter (Hach 1720E/SC200).	
Who	Water Treatment Plant Operator	
Records	- Logbook hard copy kept at the WTP. Contract Manager inputs data straight away into Water Outlook, a proprietary database that the Water Engineer can access remotely. - All monitoring data is uploaded automatically at regular intervals to a cloud-based platform via local RTU. There are alarm setpoints that will notify Operator by text message when the water quality does not comply. *	
Process performance criteria at monitoring point:		Correction if performance criteria are not met:
Target Range:	- FAC: 0.2 - 0.5 mg/L - pH: 6-8 - NTU: <1.0 (Treated Water) - NTU Operational Target: <0.3	- Operator to adjust chlorine dosing system to achieve target range. - Operator to check filters are operating normally and manually backwash filters (Multimedia, Softener) as required; filters backwash automatically based on run time. - Check turbidity, FAC and pH instruments during routine inspections.
Action Limits:	- FAC: < 0.2 mg/L or > 0.6 mg/L - pH: 6-8 - NTU: 1.0-2.0 (>15 min) Alarm sent to Operator via text message to carry out corrective actions (Tier 2 Alarm). *	- Operator to adjust chlorine dosing to within targets. - Operator to undertake troubleshooting (e.g., dosing pump function, age of solution, filters, pressure, turbidity, chlorine, and pH check/calibration). - Operator to manually backwash filters (Multimedia, Softener) and reduce flow to achieve the target NTU. - Operator to notify Contract Manager. Review online data.*
Critical Limits:	- FAC: < 0.1 mg/L or > 1 mg/L - NTU: >2 (>3 min) - pH: >8 Alarm sent to Operator via text message to shut down plant (Tier 1 Alarm). *	- Operator to shut down network pump and adjust chlorine level. - Operator to undertake troubleshooting identified in 'Action Limits' above and then restart plant. - If issues are not resolved, shutdown WTP. - Operator to notify Contract Manager. - Contract Manager to notify Water Engineer. - Water Engineer to notify CEO and DWA if water outside of critical limits needs to be supplied or has been supplied and follow Contingency Plan 3 in the Water Safety Plan. Review online data.*
Notes:		
* Once online monitoring and cloud-based system is fully commissioned		
Supporting programs:		
1.	Monthly analysis for E. coli and total coliforms by accredited laboratory of raw, treated at the WTP, and distribution network grab samples. Laboratory reports sent directly to Contract Manager and Water Engineer. Water Engineer reports monthly to CEO, and Water Engineer reports exceedances as soon as practicable to CEO and DWA if results are outside DWSNZ.	
2.	Annual WTP servicing by service agent (FILTEC) , which includes instrument servicing and equipment maintenance.	
3.	Annual refresher training of Operator in operation, maintenance and troubleshooting of treatment process units and instrumentation by service agent (FILTEC).	
4.	Monthly monitoring instrument checks and calibration by Operator. FAC/pH to also be crossed-checked using a handheld meter (eXact Micro 20 Photometer)	
5.	ECan raw water chemistry sampling programme.	
6.	Flow Restrictor limits process flow so hydraulic design capacity is not exceeded.	
7.	Minimum six-monthly water meter reading frequency.	
Planned programs:		
1.	Upgrade of Waitangi water supply, including a new bore, new treatment plant, and modifications to the network.	
2.	Install telemetry and cloud-based reporting system for monitored parameters. Reliant on provision of cell phone coverage to Chathams via the government's rural connectivity project.	



A.4 Monitoring Data

The average daily water abstraction flows, based on manual readings of the WTP meter, are shown in Figure 2.

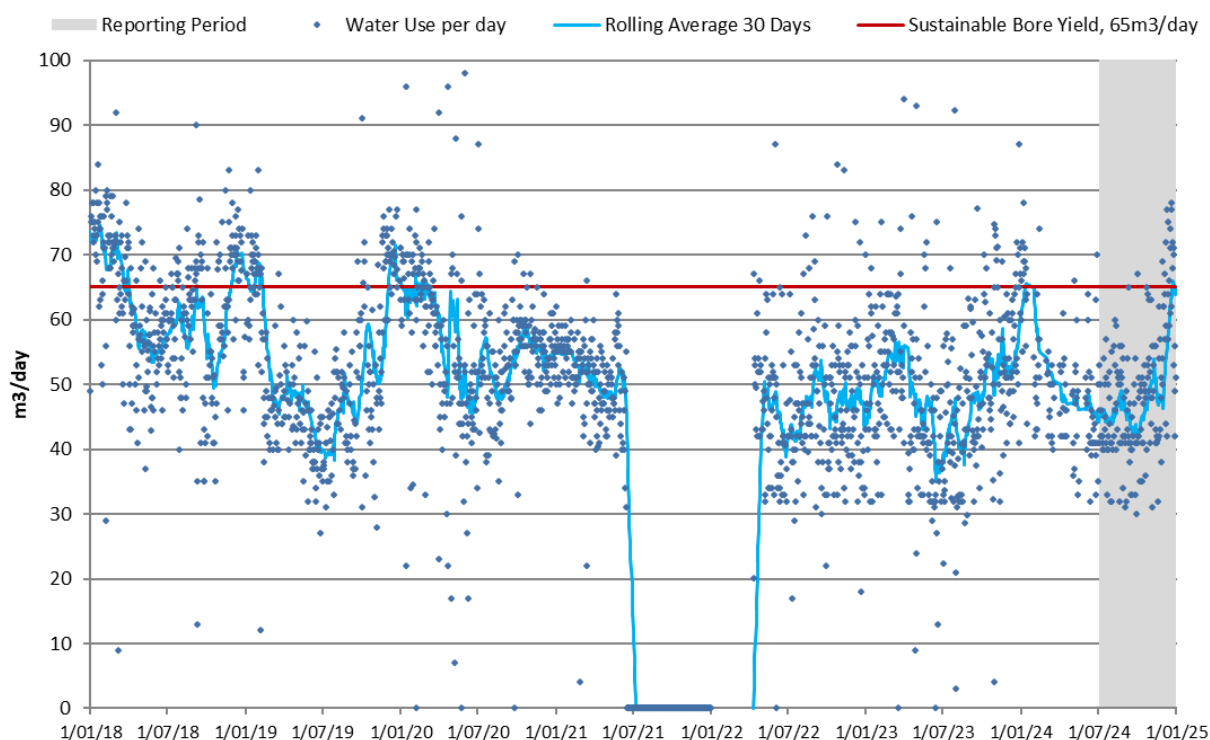


Figure 2: Average Daily Water Abstraction for Waitangi

Key points to note about the historic water abstraction data are:

- Prior to 2019 there was a higher demand due to on-island construction workers for the Waitangi Wharf Project.
- Demand returned to typical levels from mid-2019 when construction ended.
- No data is available from 2021 to 2022 due to a faulted flow meter.
- From 2021, demand increased due to more domestic tourists associated with COVID-19 travel restrictions.
- Demand returned to more typical levels from late 2022 – 2023 when COVID-19 restrictions were lifted with an increase in demand during the summer period.

Figure 3 summarises the average daily water use across the community for this reporting period. Meter readings are typically taken on a quarterly basis in January, April, June, and September. Most connections used less than the residential connection limit of 1.5 m³/day (Chatham Island Water Strategy, December 2010). Those above the limit are commercial connections. Fulton Hogan continues to monitor water usage and investigates atypically high usage.

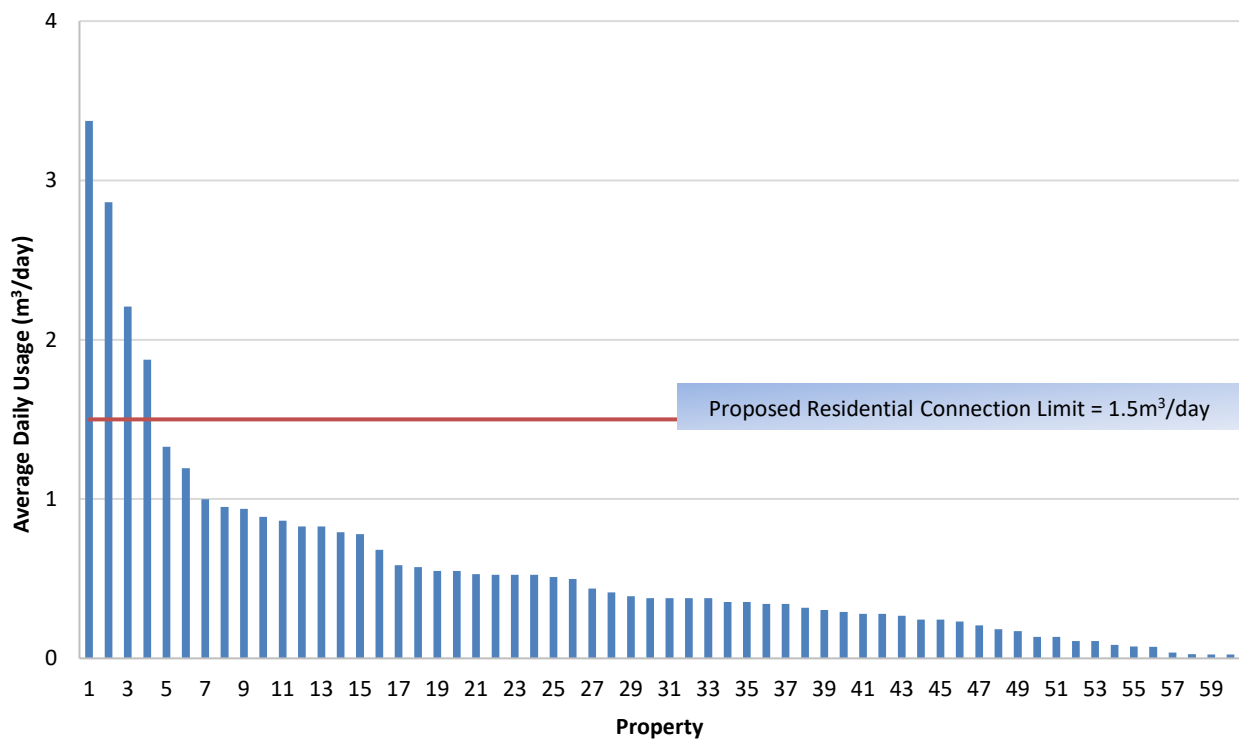


Figure 3: Average Daily Water Usage for Waitangi Connections During this Reporting period

Figure 4 presents treated water quality data, with pH and free available chlorine (FAC) based on on-site readings and turbidity based on analysis by Hill Laboratories.



Figure 4: Waitangi treated water pH, FAC and turbidity



Table 15 presents E.coli and total coliform concentrations from raw, treated and reticulation water samples based on analysis by Hill Laboratories from 2018. Previous data are recorded in previous reports, and they are stored in spreadsheet maintained by Stantec. Reticulation samples were taken from following locations and are identified with these respective colours: Council Office, Works Yard, Wilson Place, Council House, Hotel Chatham.

Table 15: Waitangi microbiological data

Date of Sampling	Days between samples	E.coli (MPN/ 100mL)			Date of Sampling	Days between samples	Total Coliforms (MPN/100mL)		
		Raw	Treated	Reticulation			Raw	Treated	Reticulation
30/01/2018	42	<1	<1	<1	30/01/2018	42	<1	<1	<1
20/02/2018	21	<1	<1	<1	20/02/2018	21	<1	<1	<1
20/03/2018	28	<1	<1	<1	20/03/2018	28	<1	<1	<1
17/04/2018	28	<1	<1	<1	17/04/2018	28	<1	<1	<1
15/05/2018	28	<1	<1	<1	15/05/2018	28	<1	<1	<1
20/06/2018	36	<1	<1	<1	20/06/2018	36	<1	<1	<1
17/07/2018	27	<1	<1	<1	17/07/2018	27	<1	<1	<1
21/08/2018	35	<1	<1	<1	21/08/2018	35	<1	<1	<1
18/09/2018	28	<1	<1	<1	18/09/2018	28	<1	<1	<1
16/10/2018	28	<1	<1	<1	16/10/2018	28	<1	<1	<1
20/11/2018	35	<1	<1	<1	20/11/2018	35	<1	<1	<1
18/12/2018	28	<1	<1	<1	18/12/2018	28	<1	<1	<1
15/01/2019	28	<1	<1	<1	15/01/2019	28	<1	<1	<1
19/02/2019	35	<1	<1	<1	19/02/2019	35	<1	<1	<1
19/03/2019	28	<1	<1	<1	19/03/2019	28	<1	<1	<1
16/04/2019	28	<1	<1	<1	16/04/2019	28	<1	<1	<1
21/05/2019	35	<1	<1	<1	21/05/2019	35	6	<1	<1
18/06/2019	28	<1	<1	<1	18/06/2019	28	1	1	<1
16/07/2019	28	<1	<1	<1	16/07/2019	28	2	<1	<1
20/08/2019	35	<1	<1	<1	20/08/2019	35	3	<1	<1
17/09/2019	28	<1	<1	<1	17/09/2019	28	<1	<1	<1
22/10/2019	35	<1	<1	<1	22/10/2019	35	<1	<1	<1
19/11/2019	28	<1	<1	<1	19/11/2019	28	<1	<1	<1
24/12/2019	35	<1	<1	<1	24/12/2019	35	<1	1	<1
21/01/2020	28	<1	<1	<1	21/01/2020	28	<1	<1	34
18/02/2020	28	<1	<1	2	18/02/2020	28	<1	<1	>200
21/02/2020	3	<1	<1	<1	21/02/2020	3	<1	<1	<1
24/02/2020	3	<1	<1	<1	24/02/2020	3	<1	<1	<1
25/02/2020	1	<1	<1	<1	25/02/2020	1	<1	<1	<1
3/03/2020	7	<1	<1	<1	3/03/2020	7	<1	<1	<1
17/03/2020	14	<1	<1	<1	17/03/2020	14	<1	<1	<1
21/04/2020	35	<1	<1	<1	21/04/2020	35	<1	<1	<1
19/05/2020	28	<1	<1	<1	19/05/2020	28	<1	<1	<1
16/06/2020	28	<1	<1	<1	16/06/2020	28	<1	<1	<1
21/07/2020	35	<1	<1	<1	21/07/2020	35	<1	<1	<1
18/08/2020	28	<1	<1	<1	18/08/2020	28	<1	<1	<1
15/09/2020	28	<1	<1	<1	15/09/2020	28	<1	<1	<1
20/10/2020	35	<1	<1	<1	20/10/2020	35	<1	<1	<1
17/11/2020	28	<1	<1	<1	17/11/2020	28	<1	<1	<1
15/12/2020	28	<1	<1	<1	15/12/2020	28	3	<1	<1
26/01/2021	42	<1	<1	<1	26/01/2021	42	<1	<1	<1
16/02/2021	21	<1	<1	<1	16/02/2021	21	<1	<1	<1
16/03/2021	28	<1	<1	<1	16/03/2021	28	<1	<1	<1
20/04/2021	35	<1	<1	<1	20/04/2021	35	<1	<1	<1
18/05/2021	28	<1	<1	<1	18/05/2021	28	<1	<1	<1
16/06/2021	29	<1	<1	<1	16/06/2021	29	<1	<1	<1
20/07/2021	34	NT	<1	<1	20/07/2021	34	NT	<1	<1
24/08/2021	35	NT	<1	<1	24/08/2021	35	NT	<1	<1

* NT – Not Taken

Reticulation sample location: Council Office, Works Yard, Wilson Place, Council House, Hotel Chatham



Date of Sampling	Days between samples	E.coli (MPN/ 100mL)			Date of Sampling	Days between samples	Total Coliforms (MPN/100mL)		
		Raw	Treated	Reticulation			Raw	Treated	Reticulation
21/09/2021	28	<1	<1	<1	21/09/2021	28	<1	<1	<1
19/10/2021	28	<1	<1	<1	19/10/2021	28	<1	<1	<1
16/11/2021	28	<1	<1	<1	16/11/2021	28	<1	<1	<1
21/12/2021	35	<1	<1	<1	21/12/2021	35	5	<1	<1
18/01/2022	28	<1	<1	<1	18/01/2022	28	NT	NT	NT
25/01/2022	7	<1	<1	<1	25/01/2022	7	<1	<1	<1
15/02/2022	21	<1	<1	<1	15/02/2022	21	<1	<1	<1
22/03/2022	35	<1	<1	<1	22/03/2022	35	<1	<1	<1
19/04/2022	28	<1	<1	<1	19/04/2022	28	2	<1	<1
17/05/2022	28	<1	<1	<1	17/05/2022	28	<1	<1	<1
21/06/2022	35	<1	<1	<1	21/06/2022	35	5	<1	<1
19/07/2022	28	<1	<1	<1	19/07/2022	28	<1	<1	<1
30/08/2022	42	<1	<1	<1	30/08/2022	42	<1	<1	<1
20/09/2022	21	<1	<1	<1	20/09/2022	21	<1	<1	<1
19/10/2022	29	<1	<1	<1	19/10/2022	29	<1	<1	<1
16/11/2022	28	<1	<1	<1	16/11/2022	28	<1	<1	<1
14/12/2022	28	<1	<1	<1	14/12/2022	28	<1	<1	<1
23/01/2023	40	<1	<1	<1	23/01/2023	40	<1	<1	<1
20/02/2023	28	<1	<1	<1	20/02/2023	28	<1	<1	<1
4/04/2023	43	<1	<1	<1	4/04/2023	43	<1	<1	<1
2/05/2023	28	<1	<1	<1	2/05/2023	28	<1	<1	<1
30/05/2023	28	<1	<1	<1	30/05/2023	28	<1	<1	<1
26/06/2023	27	<1	<1	NT	26/06/2023	27	<1	<1	NT
18/07/2023	22	<1	<1	<1	18/07/2023	22	<1	<1	<1
15/08/2023	28	<1	<1	<1	15/08/2023	28	<1	<1	<1
19/09/2023	35	<1	<1	<1	19/09/2023	35	<1	<1	<1
23/10/2023	34	<1	<1	<1	23/10/2023	34	<1	<1	<1
20/11/2023	28	<1	<1	<1	20/11/2023	28	<1	<1	<1
18/12/2023	28	<1	<1	<1	18/12/2023	28	<1	<1	<1
15/01/2024	28	<1	<1	<1	15/01/2024	28	<1	<1	<1
19/02/2024	35	<1	<1	<1	19/02/2024	35	<1	<1	<1
18/03/2024	28	<1	<1	<1	18/03/2024	28	<1	<1	<1
16/04/2024	29	<1	<1	<1	16/04/2024	29	<1	<1	<1
28/05/2024	42	<1	<1	<1	28/05/2024	42	<1	<1	<1
26/06/2024	29	<1	<1	<1	26/06/2024	29	<1	<1	<1
23/07/2024	27	<1	<1	<1	23/07/2024	27	<1	<1	<1
13/08/2024	21	<1	<1	<1	13/08/2024	21	<1	<1	<1
17/09/2024	35	<1	<1	<1	17/09/2024	35	<1	<1	<1
22/10/2024	35	<1	<1	<1	22/10/2024	35	<1	<1	<1
19/11/2024	28	<1	<1	<1	19/11/2024	28	<1	<1	<1
17/12/2024	28	<1	<1	<1	17/12/2024	28	<1	<1	<1

** NT – Not Taken

Reticulation sample location: Council Office, Works Yard, Wilson Place, Council House, Hotel Chatham

Table 16: Waitangi UVT

Date of Sampling	Days between samples	Turbidity		UVT	
		Raw	Treated	Raw	Treated
16/11/2021	-	0.20	0.09	NT	96.8
14/12/2021	28	0.15	0.41	NT	93.8
21/12/2021	7	0.17	0.48	NT	94.7
25/01/2022	35	0.20	0.06	NT	98.5
15/02/2022	21	0.31	0.39	NT	96.9
22/03/2022	35	0.19	0.19	NT	97.5
17/05/2022	56	0.21	0.65	NT	97.8
21/06/2022	35	0.13	0.07	NT	98.4
19/07/2022	28	0.10	0.29	NT	98.0
30/08/2022	42	0.12	<0.05	NT	98.5
20/09/2022	21	<0.05	<0.05	NT	98.3
19/10/2022	29	0.29	0.26	NT	98.1
16/11/2022	28	0.17	0.27	NT	97.3
13/12/2022	27	<0.05	<0.05	NT	89.8
23/01/2023	41	<0.05	NT	NT	NT
20/02/2023	28	0.08	0.07	NT	89.9
4/04/2023	43	<0.05	<0.05	NT	98.1
30/05/2023	56	0.13	0.15	NT	98.0
19/06/2023	20	0.08	0.12	NT	97.7
26/06/2023	27	0.18	0.06	NT	97.4
18/07/2023	29	0.11	0.12	NT	97.9
15/08/2023	50	0.09	0.50	NT	98.0
19/09/2023	35	0.14	0.37	NT	97.9
23/10/2023	34	0.14	0.14	NT	98.0
20/11/2023	28	0.22	0.06	NT	97.5
18/12/2023	28	0.22	0.05	NT	97.9
15/01/2024	28	0.24	0.05	NT	98.2
19/02/2024	35	0.72	0.07	NT	96.0
18/03/2024	28	0.30	0.47	NT	97.9
16/04/2024	29	0.35	0.68	NT	98.3
28/05/2024	42	0.18	0.34	NT	95.8
26/06/2024	29	0.08	<0.05	NT	98.1
23/07/2024	27	<0.05	<0.05	NT	98.2
13/08/2024	21	0.09	<0.05	NT	98.2
17/09/2024	35	0.15	0.11	NT	98.0
22/10/2024	35	0.05	0.06	NT	93.0
19/11/2024	28	0.09	0.05	NT	97.9
17/12/2024	28	0.12	0.07	NT	96.9

* NT – Not Taken

Appendix B Kaingaroa Water

B.1 Historical Context

The Kaingaroa community is serviced by a treated, reticulated water supply. Key historical background is:

- The Kaingaroa supply was owned, built, operated by Moana Pacific Fisheries Ltd to service the fish processing factory and the community until it closed down. All assets were transferred to Hokotehi Moriori Tust, which requested the Council take over the supply. Due to lack of funding, the system fell into a state of disrepair.
- The Council took over ownership of the supply in 2009 and identified major upgrades required.
- The Ministry of Health (MoH) funded a major upgrade in 2014, with a new raw water intake pump, raw water storage, water treatment plant and treated water storage. Organics removal (required for effective UV disinfection and chlorine dosing), chlorine dosing and reticulation replacement was not included due to funding.
- MoH funding and Three Waters Stimulus funding from Department of Internal Affairs (DIA) was used to carry out critical repairs and urgent upgrades in 2021 -2022 to mitigate public health risks, including extending intake pipeline in to deeper water (construction pending due to high lake levels), new online monitoring and cloud-based data capture, new GAC filters (for organic removal) and chlorine dosing, and a new community non-potable rainwater harvesting scheme (to reduce demand; see Appendix E).
- Further funding is required to address outstanding issues, including replacing the reticulation as it is now at the end of its useful life, resulting in frequent pipe breakages and leakage. The network is of unknown design, location or condition.

B.2 Process Overview

The schematic of Kaingaroa Water Supply is shown on Figure 5. Raw water is pumped from Lake Rangitai to the raw water reservoirs at the water treatment plant (WTP). This raw water is then pumped through a set of multimedia filters as preliminary treatment, and then a Macrolite filter to further remove particulate matter and for protozoa protection. In future the filter media will be replaced with Aqualite media, as Macrolite media is no longer available commercially, which provides 2-log protozoal removal based on AS/NZS 4348:1995. The water is softened and then passes through granular activated carbon (GAC) filters to reduce the concentration of dissolved organics. The water is then disinfected with UV (CCP, provides protozoa protection) and dosed with sodium hypochlorite (CCP, provides residual disinfection in reticulation network). The UV disinfection unit was validated for 4-log protozoa inactivation under NSF/ANSI 55 Class A at 70% UVT for flows up to 189 L/min; the flow through the reactor is restricted to 37 L/min. GAC filters and chlorine dosing were installed in 2021; however, commissioning of some aspects, including telemetry and alarms, is ongoing.

The three treated water reservoirs provide storage and chlorine contact time at the WTP site. Most properties also have a header tank, and some have a booster pumps.

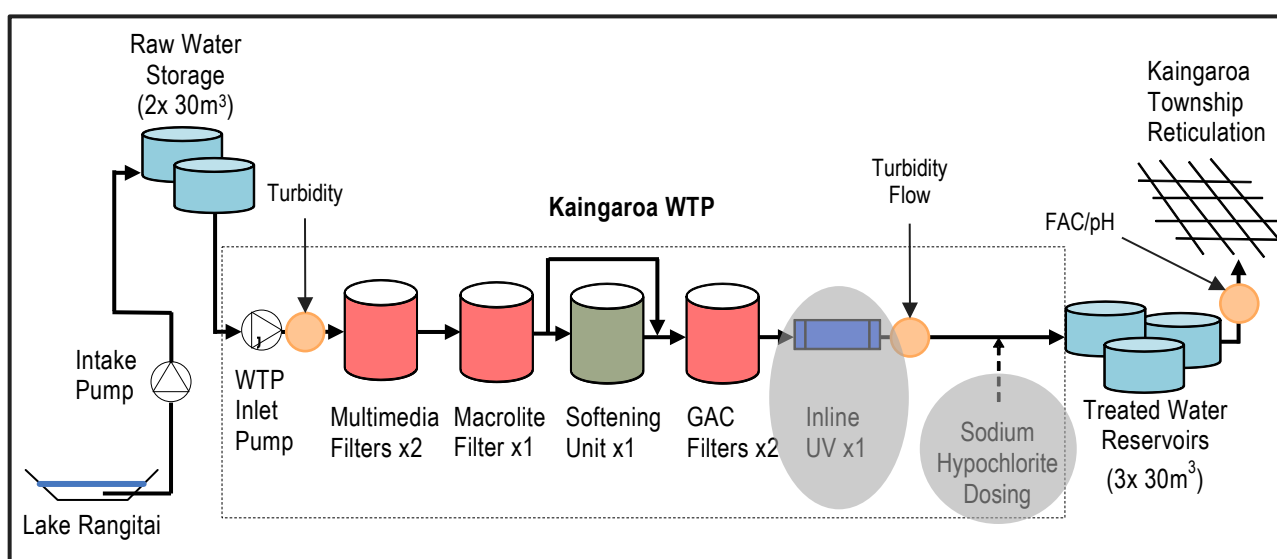


Figure 5: Kaingaroa Water Supply System schematic. CCPs are shaded grey. The orange circles represent locations of online monitoring instruments.

B.3 Regulatory Overview

Key information about the Kaingaroa Water Supply is:

- Registered with Taumata Arowai as a water supply ID KAI041.
- Classified as a small supply (i.e., greater than 26, less than 100 people) under the DWQAR, which means rules G, S1, T1, D1 apply.
- Due to the remote location of the supply and the associated transport logistics, monitoring carried out by Council will be reviewed to identify the 'best practicable' approach for compliance. Therefore, the system does not fully comply with the DWQAR presently.
- Water Safety Plan (WSP) and Critical Control Points (CCPs) have been submitted to Taumata Arowai. The CCPs were updated to reflect the 2021/22 WTP upgrades, however external funding was required to update the main body of the WSP. The current CCPs for UV disinfection and residual chlorination are provided below. The CCPs are to be updated once the cloud-based reporting systems are fully commissioned.



Table 17: Critical Control Points Process Control Summary – UV Disinfection

Process objectives:	
1. Provide a primary disinfection Critical Control Point to inactivate bacterial, viral, and protozoan pathogens that may have entered upstream of dosing point.	
Operational day-to-day monitoring of control process:	
What	• UV dose in mJ/cm² • Turbidity in NTU • Flow restricted to 37 L/min
When	• Manually recorded at least 5 days per week from the instrument displays. • UV dose and turbidity data logged continuously to a local RTU and uploaded to a cloud-based platform at regular intervals (weekly)*.
Where	• UV reactor display (COMMcenter module) • UV outlet turbidity instrument display (Hach SC200)
How	• UV dose calculated and displayed by COMMcentre using UVI and maximum rated flow (based on flow restrictor) (Trojan UVMax Pro50). • NTU measured by turbidimeter and displayed on transmitter (Hach 1720E/SC200).
Who	• Water Treatment Plant Operator
Records	• Logbook hard copy kept at the WTP. Contract Manager inputs data straight away into WaterOutlook, a proprietary database that the Water Engineer can access remotely. • All monitoring data is uploaded automatically at regular intervals to a cloud-based platform via local RTU. There are alarm setpoints that will notify Operator by text message when the water quality does not comply. *
Process performance criteria at monitoring point:	
Correction if performance criteria are not met:	
Target Range:	• UV dose: 40-100 mJ/cm² • NTU: <1.0 (Treated Water) ◦ NTU Operational Target: <0.3
Action Limits:	• Operator to check filters are operating normally (Multimedia, Macrolite, Softener, GAC); filters backwash automatically based on run time. • Perform UV reactor sensor and lamp check during routine inspections. • Check UV dose and turbidimeters.
Critical Limits:	• UV dose: <40 mJ/cm² • NTU: >2 (>3 min) Alarm sent to Operator via text message to carry out corrective actions (Tier 2 Alarm). * Alarm sent to Operator via text message to shut down plant (Tier 1 Alarm). *
	• Operator to check alarm condition of the UV reactor and rectify if required. • Operator to check filter pressures and turbidity instruments. • Operator to manually backwash filters (Multimedia, Macrolite, Softener, GAC) to achieve the target UV dose and turbidity. • Operator to notify Contract Manager. • Review online data*.
	• Operator to shut down network pump. • Operator to undertake troubleshooting identified in 'Action Limits' above and then restart plant. If issues are not resolved, shutdown WTP. • Operator to notify Contract Manager • Contract Manager to notify Water Engineer. • Water Engineer to notify CEO and DWA if water outside of critical limits needs to be supplied or has been supplied and follow Contingency Plan 3: Failure of Treatment Process in the Water Safety Plan. • Review online data*.
Notes:	
* Once online monitoring and cloud-based system is fully commissioned	
Supporting programs:	
1. Monthly analysis for E. coli and total coliforms by accredited laboratory of raw, treated, and distribution network grab samples, and UVT of the treated water only. Laboratory reports sent directly to Contract Manager and Water Engineer. Water Engineer reports monthly to CEO, and Water Engineer reports exceedances as soon as practicable to CEO and DWA if results are outside DWSNZ.	
2. Annual WTP servicing by service agent (FILTEC) , which includes instrument servicing and equipment maintenance.	
3. Annual refresher training of Operator in operation, maintenance and troubleshooting of treatment process units and instrumentation (i.e., calibrations) by service agent (FILTEC).	
4. Monthly monitoring instrument checks and calibration by Operator.	
5. ECan quarterly raw water chemistry sampling programme.	
6. Flow Restrictor on UV unit limits process flow so hydraulic design capacity is not exceeded.	
Planned programs:	
1. Extend raw water intake into deeper water of Lake Rangitai.	
2. Install telemetry and cloud-based reporting system for monitored parameters. Reliant on provision of cell phone coverage to Chathams via the government's rural connectivity project.	

Table 18: Critical Control Points Process Control Summary – Residual Chlorination

Process objectives:	
1. Provide a primary disinfection Critical Control Point to inactivate bacterial and viral pathogens that may have entered upstream of dosing point.	
2. Provide residual disinfection Critical Control Point to help inactive pathogens entering downstream of the dosing point.	
Operational day-to-day monitoring of control process:	
What	- Free Available Chlorine (FAC) mg/L - pH in pH units. (Not able to be adjusted if outside ideal range) - Turbidity in NTU
When	- Manually recorded at least 5 days per week from the instrument displays. - FAC, pH, and turbidity data logged continuously to a local RTU and uploaded to a cloud-based platform at regular intervals (weekly)*.
Where	- Treated Water Reservoir outlet FAC and pH instrument (Depolox 400M display) - UV outlet turbidity instrument (Hach SC200)
How	- FAC and pH measured and displayed by instrument (Depolox 400M with FC2 and pH sensors). The instrument corrects the FAC at pH unit range of 6-8.75. - NTU measured by turbidimeter and displayed on transmitter (Hach 1720E/SC200).
Who	Water Treatment Plant Operator
Records	- Logbook hard copy kept at the WTP. Contract Manager inputs data straight away into Water Outlook, a proprietary database that the Water Engineer can access remotely. - All monitoring data is uploaded automatically at regular intervals to a cloud-based platform via local RTU. There are alarm setpoints that will notify Operator by text message when the water quality does not comply. *
Process performance criteria at monitoring point:	
Target Range:	- FAC: 0.2 - 0.5 mg/L - pH: 6-8 - NTU: <1.0 (Treated Water) - NTU Operational Target: <0.3
Action Limits:	- FAC: < 0.2 mg/L or > 0.6 mg/L - pH: 6-8 - NTU: 1.0-2.0 (>15 min) Alarm sent to Operator via text message to carry out corrective actions (Tier 2 Alarm). *
Critical Limits:	- FAC: < 0.1 mg/L or > 1.5 mg/L - NTU: >2 (>3 min) - pH: >8 Alarm sent to Operator via text message to shut down plant (Tier 1 Alarm). *
Correction if performance criteria are not met:	
- Operator to adjust chlorine dosing system to achieve target range. - Operator to check filters are operating normally and manually backwash filters (Multimedia, Macrolite, Softener, GAC) as required; filters backwash automatically based on run time. - Check turbidity, FAC and pH instruments during routine inspections.	
- Operator to adjust chlorine dosing to within targets. - Operator to undertake troubleshooting (e.g., dosing pump function, age of solution, filters, pressure, turbidity, chlorine, and pH check/calibration) - Operator to manually backwash filters (Multimedia, Macrolite, Softener, GAC) and reduce flow to achieve the target NTU. - Operator to notify Contract Manager. Review online data.*	
- Operator to shut down network pump and adjust chlorine level. - Operator to undertake troubleshooting identified in 'Action Limits' above and then restart plant. - If issues are not resolved, shutdown WTP. - Operator to notify Contract Manager. - Contract Manager to notify Water Engineer. - Water Engineer to notify CEO and DWA if water outside of critical limits needs to be supplied or has been supplied and follow Contingency Plan 3 in the Water Safety Plan. Review online data.*	

Notes:

* Once online monitoring and cloud-based system is fully commissioned

Supporting programs:

- Monthly analysis for E. coli and total coliforms by accredited laboratory of raw, treated at the WTP, and distribution network grab samples.** Laboratory reports sent directly to Contract Manager and Water Engineer. Water Engineer reports monthly to CEO, and Water Engineer reports exceedances as soon as practicable to CEO and DWA if results are outside DWSNZ.
- Annual WTP servicing by service agent (FILTEC),** which includes instrument servicing and equipment maintenance.
- Annual refresher training** of Operator in operation, maintenance and troubleshooting of treatment process units and instrumentation by service agent (FILTEC).
- Monthly monitoring instrument checks** and calibration by Operator. FAC/pH to also be cross-checked using a handheld meter (eXact Micro 20 Photometer)
- ECan raw water chemistry sampling programme.
- Flow Restrictor limits process flow so hydraulic design capacity is not exceeded.

Planned programs:

- Extend raw water intake into deeper water of Lake Rangitai.
- Install telemetry and cloud-based reporting system for monitored parameters. Reliant on provision of cell phone coverage to Chathams via the government's rural connectivity project.



B.4 Monitoring Data

The average daily treated water flows, based on manual and online readings of the WTP meter, are shown in Figure 6.

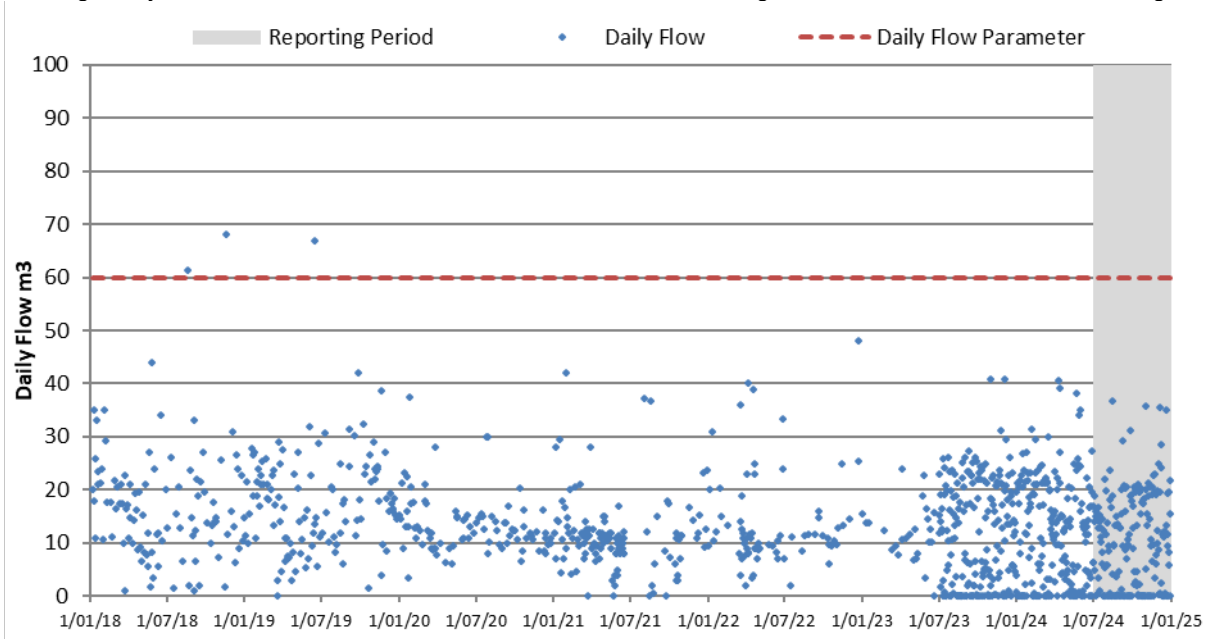


Figure 6: Kaingaroa treated water daily flow

Figure 7 presents treated water turbidity based on analysis by Hill Laboratories.

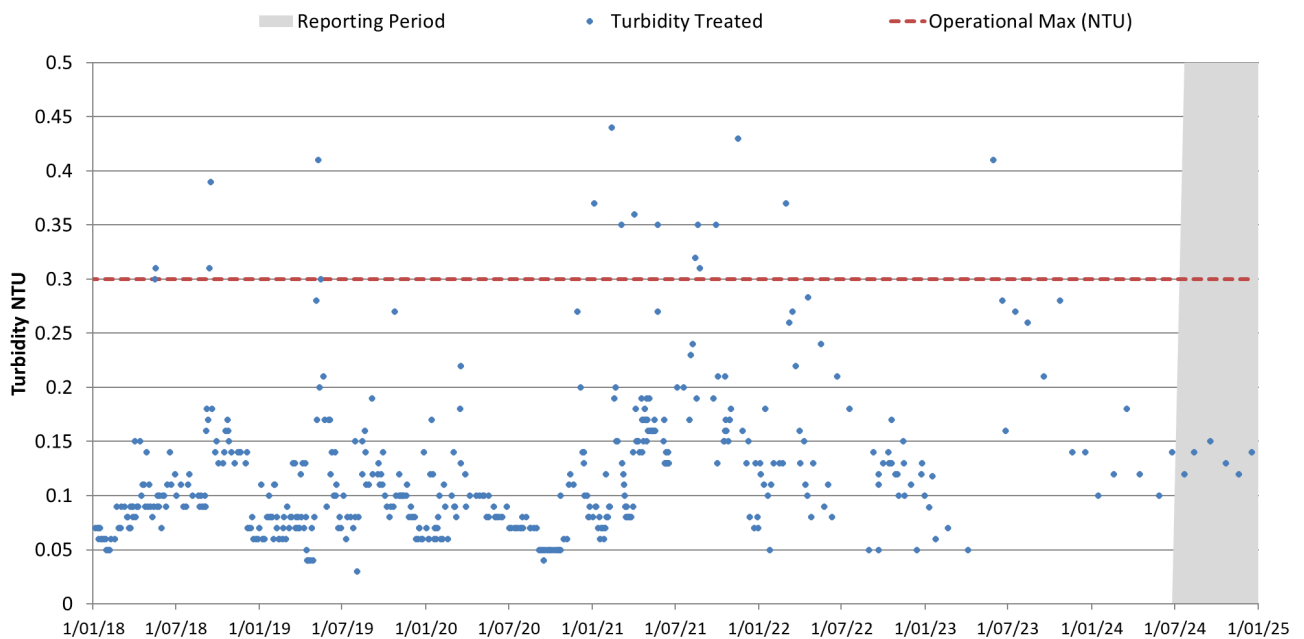


Figure 7: Kaingaroa treated water turbidity

Table 19 presents E.coli and total coliform concentrations from raw, treated and network water samples based on analysis by Hill Laboratories from 2018. Previous data are recorded in previous reports, and they are stored in spreadsheet maintained by Stantec. Network samples were taken from the following locations and are identified with the respective colours: Club and North Whaitiri.

Table 19 Kaingaroa microbiological data

Date of Sampling	Days between samples	E.coli (MPN/ 100mL)			Total Coliforms (MPN/100mL)		
		Raw	Treated	Network*	Raw	Treated	Network*
30/01/18	42	14	<1	<1	109	3	2
20/02/18	21	12	<1	<1	>200	1	<1
20/03/18	28	1	<1	<1	16	31	19
27/03/18	7	1	<1	<1	15	16	3
17/04/18	21	8	<1	<1	36	16	12
15/05/18	28	<1	<1	<1	<1	1	<1
20/06/18	36	2	<1	<1	9	9	6
17/07/18	27	3	<1	<1	5	4	9
21/08/18	35	4	<1	>200	14	<1	>200
28/08/18	7	11	2	1	27	2	1
28/08/18	0			3			4
11/09/18	14	3	<1	<1	8	<1	<1
11/09/18	0			<1			1
18/09/18	7	8	<1	<1	9	<1	<1
18/09/18	0			<1			1
16/10/18	28	1	<1	<1	3	<1	<1
20/11/18	35	<1	<1	<1	5	<1	1
18/12/18	28	16	<1	<1	45	<1	200
15/01/19	28	<1	<1	<1	2	2	5
19/02/19	35	18	<1	<1	83	<1	1
19/03/19	28	16	<1	<1	130	<1	6
16/04/19	28	11	<1	<1	130	19	25
23/05/19	37	16	<1	<1	109	4	10
28/05/19	5	10	>200	<1	48	>200	<1
4/06/19	7	2	<1	<1	12	<1	8
11/06/19	7	8	<1	<1	21	<1	<1
18/06/19	7	8	<1	<1	>200	2	5
16/07/19	28	5	<1	<1	15	2	<1
20/08/19	35	5	<1	<1	18	<1	<1
17/09/19	28	5	<1	<1	165	<1	1
22/10/19	35	6	<1	<1	16	<1	<1
19/11/19	28	12	<1	<1	29	<1	<1
24/12/19	35	3	<1	<1	11	3	<1
21/01/20	28	8	<1	<1	94	<1	<1
18/02/20	28	<1	<1	<1	43	<1	<1
17/03/20	28	9	3	<1	74	53	8
23/03/20	6	1	<1	<1	>200	36	1
24/03/20	1	4	<1	<1	62	27	6
21/04/20	28	1	<1	<1	88	3	4
5/05/20	14	<1	5	<1	<1	70	1
19/05/20	14	<1	<1	<1	4	<1	1
26/05/20	7	21	<1	<1	34	11	4
9/06/20	14	2	<1	<1	6	<1	<1
16/06/20	7	5	<1	<1	19	2	<1
21/07/20	35	<1	<1	<1	3	<1	<1
18/08/20	28	<1	<1	<1	3	<1	<1
15/09/20	28	1	<1	<1	8	<1	<1
20/10/20	35	1	<1	<1	3	<1	<1

* NT – Not Taken

Reticulation sample location: Club and North Whaitiri

Date of Sampling	Days between samples	E.coli (MPN/ 100mL)			Total Coliforms (MPN/100mL)		
		Raw	Treated	Network*	Raw	Treated	Network*
17/11/2020	28	32	<1	<1	38	<1	<1
15/12/2020	28	1	<1	<1	4	<1	<1
26/01/2021	42	165	<1	<1	165	<1	<1
16/02/2021	21	31	<1	<1	118	<1	<1
16/03/2021	28	2	<1	<1	32	1	3
20/04/2021	35	<1	<1	<1	11	4	<1
18/05/2021	28	1	<1	<1	15	<1	<1
16/06/2021	29	<1	<1	<1	4	<1	<1
20/07/2021	34	1	<1	<1	3	<1	<1
24/08/2021	35	45	<1	<1	66	<1	<1
21/09/2021	28	32	<1	<1	>200	<1	1
19/10/2021	28	2	<1	<1	19	27	15
26/10/2021	7	<1	<1	<1	4	8	10
16/11/2021	21	130	<1	<1	200	<1	<1
21/12/2021	35	NT	<1	<1	NT	<1	<1
18/01/2022	28	45	<1	<1	NT	NT	NT
25/01/2022	7	50	<1	<1	2	<1	<1
15/02/2022	21	32	8	2	43	12	2
22/02/2022	7	32	<1	<1	70	<1	<1
1/03/2022	7	NT	1	1	NT	2	1
8/03/2022	7	8	<1	<1	19	<1	1
15/03/2022	7	25	<1	<1	>200	2	2
22/03/2022	7	83	<1	<1	109	<1	<1
19/04/2022	28	15	<1	<1	43	2	<1
17/05/2022	28	1	<1	NT	8	<1	NT
21/06/2022	35	29	<1	<1	>200	<1	<1
19/07/2022	28	4	<1	<1	29	<1	<1
30/08/2022	42	43	<1	<1	130	<1	<1
20/09/2022	21	4	<1	<1	10	<1	<1
19/10/2022	29	3	<1	<1	6	<1	1
16/11/2022	28	31	<1	<1	165	<1	<1
14/12/2022	28	<1	1	<1	2	8	1
10/01/2023	27	2	<1	<1	12	<1	<1
16/01/2023	6	1	<1	<1	11	<1	<1
23/01/2023	7	3	<1	<1	26	<1	<1
20/02/2023	28	1	<1	<1	1203	<1	<1
4/04/2023	43	1	<1	<1	99	<1	<1
2/05/2023	28	2	<1	<1	12	<1	<1
30/05/2023	28	40	<1	<1	55	<1	<1
19/06/2023	20	7	NT	NT	17	NT	NT
26/06/2023	7	1	<1	NT	9	<1	NT
17/07/2023	21	3	<1	<1	20	<1	<1
14/08/2023	28	27	<1	<1	166	<1	5
18/09/2023	35	9	<1	<1	28	<1	<1
23/10/2023	35	2	<1	<1	22	<1	1
20/11/2023	28	5	<1	<1	131	<1	<1
18/12/2023	28	28	<1	<1	96	<1	<1
15/01/2024	28	17	<1	<1	27	<1	<1
19/02/2024	35	14	<1	<1	19	<1	<1
18/03/2024	28	82	<1	<1	148	<1	<1
16/04/2024	29	5	<1	<1	16	<1	<1
28/05/2024	42	15	<1	<1	39	1	<1
25/06/2024	28	2	<1	<1	3	<1	<1

* NT – Not Taken

Reticulation sample location: Club and North Whaitiri

Date of Sampling	Days between samples	E.coli (MPN/ 100mL)			Total Coliforms (MPN/100mL)		
		Raw	Treated	Network*	Raw	Treated	Network*
23/07/2024	28	5	<1	<1	13	<1	<1
13/08/2024	21	5	<1	<1	10	<1	<1
17/09/2024	35	4	<1	<1	14	<1	<1
22/10/2024	35	<1	<1	<1	6	<1	<1
19/11/2024	28	2	<1	<1	5	<1	<1
17/12/2024	28	<1	<1	<1	9	<1	<1

* NT – Not Taken

Reticulation sample location: Club and North Whaitiri



Table 20 presents the DOC, TOC and UVT of the raw and treated water based on analysis by Hill Laboratories.

Table 20: DOC, TOC and UVT of Kaingaroa Treated Water

Date of Sampling	Days between samples	Turbidity (NTU)		DOC (g/m ³)		TOC (g/m ³)		UVT (%)	
		Raw	Treated	Raw	Treated	Raw	Treated	Raw	Treated
26/10/2021	-	NT	NT	NT	NT	NT	NT	NT	63.4
14/12/2021	49	NT	0.28	NT	NT	NT	NT	NT	67.2
21/12/2021	7	NT	0.15	NT	NT	NT	NT	NT	68.2
25/01/2022	35	NT	<0.05	NT	NT	NT	NT	NT	70.3
15/02/2022	21	NT	0.18	NT	NT	NT	NT	NT	66.9
22/02/2022	7	0.32	0.13	NT	NT	NT	NT	68.3	71.9
1/03/2022	7	NT	0.37	NT	NT	NT	NT	NT	69.9
8/03/2022	7	10.70	0.26	NT	NT	NT	NT	53	71.5
15/03/2022	7	0.60	0.27	NT	NT	NT	NT	63.1	70.9
22/03/2022	7	0.44	0.22	NT	NT	NT	NT	63.8	70.9
17/05/2022	56	0.85	0.24	NT	NT	NT	NT	63.2	74.2
21/06/2022	35	6.30	0.16	7.70	7.80	13.20	8.3	60.3	78.1
21/06/2022	0	2.20	0.21	NT	NT	NT	NT	77.3	60.4
19/07/2022	28	0.58	0.18	NT	NT	NT	NT	58.5	70.5
30/08/2022	42	5.70	<0.05	NT	NT	NT	NT	53.2	62.9
20/09/2022	21	0.67	<0.05	NT	NT	NT	NT	61.3	66.2
19/10/2022	29	2.70	0.17	NT	NT	NT	NT	62.1	70.1
16/11/2022	28	1.42	0.10	NT	NT	NT	NT	64.2	67.8
13/12/2022	27	1.10	<0.05	NT	NT	NT	NT	61.4	64.9
10/01/2023	28	0.59	0.09	NT	NT	NT	NT	58.4	63.1
16/01/2023	6	0.22	0.12	NT	NT	NT	NT	60	61.9
23/01/2023	7	0.29	0.06	NT	NT	NT	NT	49.4	75.5
20/02/2023	28	0.42	0.07	9.40	NT	10.30	NT	43.6	80.4
4/04/2023	43	0.25	<0.05	7.60	6.30	11.50	7.8	61.8	80.3
30/05/2023	56	0.48	0.41	11.60	6.40	12.30	12	54.2	69
19/06/2023	20	0.22	0.28	11.30	12.50	10.80	14	54.9	60.9
26/06/2023	7	0.38	0.16	9.50	9.70	11.00	9.6	54.6	67.1
17/07/2023	21	1.13	0.27	10.00	8.20	12.40	12.3	44	54.1
14/08/2023	28	1.76	0.26	10.1	7.4	13.1	8.6	43.5	52.6
18/09/2023	35	0.82	0.21	9.1	9.7	12.3	10	48.1	49.5
23/10/2023	35	0.99	0.28	11.2	8.1	11.4	11.5	43.5	50.4
20/11/2023	28	0.94	0.14	8.9	9.3	13.1	10.6	56.3	60.8
18/12/2023	28	0.38	0.14	8.8	10.6	16	10.2	57.2	65.4
15/01/2024	28	0.21	0.1	10	8.4	11.2	8.9	61.9	68.4
19/02/2024	35	0.68	0.12	9.0	6.6	10.2	7.9	59.1	67.1
18/03/2024	28	0.39	0.18	-	-	-	-	64.2	73.7
16/04/2024	29	0.32	0.12	8.3	7.8	10.4	7	63.9	79
28/05/2024	42	0.25	0.1	8.8	9.8	12.4	9.6	63.2	66.7
25/06/2024	28	1.65	0.14	10	9.4	14	8.2	66.8	72.5
23/07/2024	28	0.34	0.12	8.6	5.8	8.1	5.9	69.4	76.4
13/08/2024	21	0.45	0.14	9.9	9.3	10.5	8.5	60.4	66.2
17/09/2024	35	1.44	0.15	8.5	7.3	10	9.2	57.4	66.1
22/10/2024	35	0.28	0.13	11.2	8.8	11.5	10	55.8	62.6
19/11/2024	28	0.23	0.12	7.5	10.1	9.3	7	61	66.1
17/12/2024	28	0.26	0.14	9.6	6	10.4	6	59.7	62.7

* NT – Not Taken



Environment Canterbury analyses water from Lake Rangitai four times per year. The sampling point is from the lakeshore near the Kaingaroa raw water intake or, if lake levels are low, from the intake trench. The available data from 2018 is provided in Table 21 to augment raw water quality data obtained as part of the water supply monitoring. The data from 2005 to 2017 are recorded in the previous reports are stored in spreadsheet maintained by Stantec.

Table 21: Data for Lake Rangitai (SQ34846) from December 2017 to date. Source: Environment Canterbury

Site Name	Date	Time	Sample Parameters		Sample Comment	Site is dry	Water Clarity	Water Colour	Wind Direction	Wind Strength	Ammoniacal Nitrogen (mg/L)	Chlorophyll a (planktonic) (ug/L)	Clarity Tube (cm)	Conductivity (Field) (mS/m)	Dissolved Organic Carbon (mg/L)	Dissolved Oxygen (mg/L)	Dissolved Oxygen % Saturation (%)	Dissolved Reactive Phosphorus (mg/L)	E. coli (MPN/100 ml)	Enterococci	Nitrate-N + Nitrite-N (g/m3)	Salinity (Field) (ppt)	Total Nitrogen (g/m3)	Total Phosphorus (g/m3)	Water Temperature (Field) (C)	pH	Comments	
Rain	Rain Previously																											
Site Name: Lake Rangitai (Chathams) east shore off Tala-Happu Rd																												
SQ34846	11/12/17	13:56:00	not raining	nil		no	clear	no colour	NW	strong	<0.010	0.30	100.00	129.80	6.00	8.06	94.90	<0.0040	3.00		<0.002	0.65	0.42	<0.004	23.30	8.00	Lab mistakenly did not test for Enterococci	
SQ34846	12/03/18	13:54:00	not raining	nil		no	clear	no colour	NE	light	<0.010	0.20	100.00	154.20	7.30	9.29	98.30	<0.0040	4.00		<0.002	0.78	0.47	0.01	18.20	8.20	Lab mistakenly did not test for Enterococci	
SQ34846	7/06/18	10:11:00	not raining	light		no	clear	colourless	SW	light	0.02	0.40	100.00	90.80		12.08	105.00	<0.0040			<0.002	0.43	0.37	0.01	8.60	8.30	Lab mistakenly did not test for E.coli, Enterococci and DOC	
SQ34846	17/09/18	14:30:00	not raining	light		No	clear	coffee	W	moderate	<0.010	0.80	96.00	121.50	9.60	9.38	93.80	<0.0040			0.00	0.61	0.43	0.01	15.60	8.10		
SQ34846	17/09/18	14:48:00	not raining	light		No	clear	coffee	N	moderate									7.00									
SQ34846	10/12/18	15:20:00	not raining	light		No	clear	no colour		strong	<0.010	0.50	100.00		6.10	9.30	104.40	<0.0040	126.00		<0.002		0.45	0.00	20.50	8.10	ProODO used = no EC or Salinity	
SQ34846	18/03/2019	16:24:00									0.011	0.3	100	187.1	10.7	8.32	84	<0.0040	27		0.003	0.96	0.63	<0.004	16.1	8.1		
SQ34846	30/05/2019	15:00:00									0.35	0.5	100	153.6	13.2	7.67	75.5	<0.0040			0.018	0.78	0.86		14.2	8.3	E.coli sample frozen- not able to be processed by lab.	
SQ34846	12/02/2019	3:16:00 pm	not raining	nil			clear	no colour											291									
SQ34846	18/03/2019	4:24:00 pm	not raining	nil			clear	no colour			0.011	0.3	100		10.7	8.32	84	<0.0040				0.96	0.63	<0.004	16.1	8.1		
SQ34846	18/03/2019	4:26:00 pm	Not raining	Nil			Clear	No colour											27									
SQ34846	30/05/2019	3:00:00 pm	not raining	nil			clear	no colour			0.35	0.5	100		13.2	7.67	75.5	<0.0040				0.78	0.86	0.008	14.2	8.3		
SQ34846	3/06/2019	3:54:00 pm	not raining	moderate			clear	no colour																				
SQ34846	16/09/2019	2:48:00 pm	not raining	light			clear	no colour			<0.010		3	82		12.8	7.93	79.5	<0.0040				0.62	0.63	0.015	15.2	8.2	
SQ34846	16/09/2019	2:56:00 pm	not raining	light			clear	no colour											63									
SQ34846	2/12/2019	3:16:00 pm	not raining	nil			clear	no colour			0.015	1.2	100		9.2	6.23	70.9		0.006			0.71	0.35	<0.004	21.3	8.4		
SQ34846	16/09/2020	3:03:00 pm	Lake level very low	Not Raining	Nil		Opaque	Green	E	Light	0.121	1	11	151.7	8.5	11.42	114.9	<0.0040	20		0.007	0.77	0.72		0.022	15.4	8.2	
SQ34846	15/06/2020	2:45:00 pm	Water level low	Not Raining	Nil		Clear	Colourless		Calm	0.105	0.4	100	155.8	6	11.83	100.2	<0.0040	137		<0.002	0.79	0.54	<0.0040		8.6	8.2	
SQ34846	14/09/2020	2:19:00 pm	Not raining	Light		No	Colourless	Clear			0.01	0.5	100	152.6	9.91	105.6	105.6	0.004			0.002	0.77	0.34	0.004	18.5	8.6		
SQ34846	14/09/2020	2:45:00 pm	Not raining	Nil		No	Colourless	Clear	NW	Light									10									
SQ34846	11/12/2020	11:17:00 am	Not raining	Moderate		No	Colourless	Clear	N	Light			100	151.6	0.02		86.5		28			0.77				18		
SQ34846	8/03/2021	15:16:00	Not Raining	Heavy			Opaque	Colourless	SW	Strong	0.30	3.6	12	122.9	14.8	7.65	81.7	<0.0040			0.4	0.62	1.65	0.048	17.3	8		
SQ34846	8/03/2021	15:21:00	Not Raining	Heavy			Opaque	Colourless	SW	Strong									>2420									
SQ34846	3/06/2021	15:21:00	Not Raining	Light			Clear	Colourless	SW	Moderate	0.34	0.6	55	177.2	15.8	11.46	102	<0.0040			0.025	0.9	1.04	0.008	10.2	8.1		
SQ34846	7/06/2021	14:46:00	Not Raining	Nil			Clear	Colourless	N	Calm									11									
SQ34846	25/10/2021	2:35:00 PM	Not Raining	Nil		No	Clear	Coffee	NW	Moderate	<0.010	0.7	61	134.2	12.3	10.98	118.2	<0.0040	9		<0.002	0.67	0.39	0.006	18.9	8.4		
SQ34846	3/12/2021	11:36:00 AM	Not Raining	Nil		No	Clear	Colourless	NE	Light	<0.010	0.6		149.3	12	10.73	106.6	<0.0040			<0.002	0.76	0.49	0.006	15.7	8.4		
SQ34846	13/12/2021	7:33:00 PM	Not Raining	Nil		No	Clear	Colourless		Calm									18									
SQ34846	25/10/2021	2:35:00 PM	Not Raining	Nil		No	Clear	Coffee	NW	Moderate	0.005	0.7	61	134.2	12.3	10.98	118.2	<0.0040	9		<0.002	0.67	0.39	0.006	18.9	8.4		
SQ34846	3/12/2021	11:36:00 AM	Not Raining	Nil		No	Clear	Colourless	NE	Light	0.005	0.6		149.3	12	10.73	106.6	<0.0040			<0.002	0.76	0.49	0.006	15.7	8.4		
SQ34846	13/12/2021	7:33:00 PM	Not Raining	Nil		No	Clear	Colourless		Calm									18									
SQ34846	15/03/2022	3:16:00 PM	Not Raining	Light		No	Clear	Colourless			0.005	3.7	100	175.8	13.1	8.16	87.7	<0.0040			<0.002	0.9	0.48	0.011	18.6	8.6	pH field result (9.61) suspected value and much higher than lab result, removed in QA, SianB 20221010.	
SQ34846	21/03/2022	2:16:00 PM	Not Raining	Nil		No	Clear	Colourless	E	Calm									613									
SQ34846	17/06/2022	11:59:00 AM	Not Raining	Light			Clear	Colourless	S	Moderate	0.056	2.8	60	108	8.3	10.24	82.3		0.009		0.013	0.8	0.71	0.013	8	8.3		
SQ34846	21/06/2022	7:11:00 AM	Not Raining	Light			Clear	Colourless	SW	Light									39									
SQ34846	15/09/2022	5:12:00 PM	Not Raining	Light		No	Clear	Colourless	NW	Moderate	<0.010	3.1		146.1	9.8	10.19	99	<0.0040			<0.002	0.7	0.58	0.008	11.2	8.3		
SQ34846	19/09/2022	3:17:00 PM	Not Raining	Nil		No	Clear	Colourless	N	Calm									2									
SQ34846	9/12/2022	12:22:00 PM	Not Raining	Nil		No	Clear	Colourless	N	Light	<0.010	0.6	100	137.7	9	7.45	87.1	<0.0040			<0.002	0.8	0.48	0.006	16.3	8.3		
SQ34846	13/12/2022	8:38:00 AM	Not Raining	Light		No	Clear	Colourless	N	Calm									46									
SQ34846	23/03/2023	12:24:00 PM	Not Raining	Light		No	Clear	Colourless	N	Moderate	<0.010	3.9	80	111.6	5.4	2.79	25.6	<0.0040			<0.002	0.6	0.53	0.011	18.3	8.4		
SQ34846	27/03/2023	2:04:00 PM	Not Raining	Moderate		No	Clear	Colourless	N	Calm									1									
SQ34846	16/06/2023	11:21:00 AM	Not Raining	Nil		No	Clear	Colourless	S	Light	<0.010	0.8	100	97.4	8.4	11.07	98.3	<0.0040			<0.002	0.7	0.42	0.006	10	8.4		
SQ34846	19/06/2023	2:16:00 PM	Not Raining	Light		No	Clear	Colourless	NE	Moderate									31									
SQ34846	18/09/2023	2:36:00 PM	Not Raining	Light		No	Clear	Red Brown	W	Strong	<0.010	1.6	47	94.1	9.1	9.39	91.6	<0.0040			<0.002	0.6	0.69	0.012	14.2	8.4		
SQ34846	18/01/2024	12:31:00 PM	Not Raining	Nil	Very warm	No	Clear	Colourless	W	Moderate	<0.010	2.8	100	147.5	10.7	7.85	95.7	<0.0040			0.007	0.74	0.61	0.007	25.5	8.7		
SQ34846	22/01/2024	1:46:00 PM	Not Raining	Light		No	Clear	Colourless												26								
SQ34846	23/04/2024	2:07:00 PM	Not Raining	Moderate		No	Clear	Colourless	SW	Moderate	<0.010	2.4	100	148.5	10.6	11.52	105.3	<0.0040			<0.002	0.76	0.53	0.009	11.4	8.3		
SQ34846	23/04/2024	2:17:00 PM	Not Raining	Moderate		No	Clear	Colourless	SW	Moderate									9									
SQ34846	14/06/2024	11:32:00 AM	Not Raining	Light		No	Clear	Colourless			0.022	0.6	100	136.6	4	11.05	95.7	<0.0040			<0.002	0.71	0.45	0.007	8.7	8.4		
SQ34846	18/06/2024	7:25:00 AM	Not Raining	Heavy		No	Clear	Colourless											201									
SQ34846	12/09/2024	10:36:00 AM	Not Raining	Light		No	Clear	Colourless			<0.010	2.5	100	120.9	9.3	12.14	109.2	<0.0040			<0.002	0.62	0.46	0.006	10.4	8.4		
SQ34846	17/09/2024	2:15:00 PM	Not Raining	Light		No	Clear	Colourless											20									
SQ34846	17/12/2024	1:52:00 PM	Not Raining	Light	No dissolved	No	Clear	Colourless			<0.010	4.4	100	123.1	11.3			<0.0040			<0.002	0.68	0.49	0.01	22.5	8.7		
SQ34846	17/12/2024	1:58:00 PM	Not Raining	Light		No	Clear																					

Appendix C Te One Transfer Station Water

C.1 Historical and Process Overview

At the Te One Transfer Station, roof water is collected in a tank and used to supply sinks, toilet and shower in the building. The treatment system was installed and commissioned in August 2023 and consists of cartridge filters and an UV reactor.

C.2 Regulatory requirements

Key information about the Te One Transfer Building Water Supply is summarised below:

- Registered with Taumata Arowai on 20th November 2023.
- Classified as a Very Small Community (i.e., up to 25 people) under DWQAR, which means VSC rules apply. Monthly monitoring for total coliforms and E. coli has been started, which is more frequent than required by VSC.1.
- Council has not developed a Water Safety Plan (WSP) for the supply.

C.3 Monitoring Data

The monitoring of this water supply started on May 2023. Table 22 shows the analysis results by Hill Laboratories.

Table 22: Te One Transfer turbidity, UVT, total coliforms and E. coli results

Date of Sampling	Days between samples	Turbidity	UVT	Total Coliforms	E. Coli
		NTU	%	MPN / 100mL	MPN / 100mL
16/05/2023	-	NT	NT	>200	56
6/06/2023	21	NT	NT	130	62
15/08/2023	70	NT	NT	<1	<1
19/09/2023	35	NT	NT	<1	<1
24/10/2023	35	NT	NT	<1	<1
20/11/2023	27	NT	NT	<1	<1
18/12/2023	28	NT	NT	<1	<1
15/01/2024	28	NT	NT	<1	<1
19/02/2024	35	NT	NT	<1	<1
18/03/2024	28	NT	NT	<1	<1
16/04/2024	29	NT	NT	<1	<1
28/05/2024	42	NT	NT	<1	<1
26/06/2024	29	NT	NT	<1	<1
23/07/2024	27	NT	NT	<1	<1
13/08/2024	21	NT	NT	<1	<1
17/09/2024	35	NT	NT	<1	<1
22/10/2024	35	NT	NT	<1	<1
19/11/2024	28	NT	NT	<1	<1
17/12/2024	28	NT	NT	<1	<1

* NT – Not Taken

Appendix D Council Office/Museum Water

D.1 Process Overview

Rainwater is collected from the building roof and is conveyed to below ground storage tanks. Raw water is treated as required for use, with raw water pumped through cartridge filters and a UV reactor, before being supplied to the Council Office/Museum on demand. There is no treated water storage.

If there is insufficient rainwater, then the Council Office/Museum can be supplied by the Waitangi reticulated drinking water supply.

D.2 Regulatory Requirements

The Council leases the building, which is primarily serviced by the private building water supply. Being a privately owned water supply, the Council is not responsible for meeting regulatory requirements. However, as the water supply is used by Council staff, Councillors and the public when at the Council Office and Museum, the Council carries out water quality monitoring.

D.3 Monitoring data

The monitoring of this water supply started on January 2023. Table 23 shows the analysis results by Hill Laboratories.

Table 23: Council Office/Museum turbidity, UVT, total coliforms and E. coli results

Date of Sampling	Days between samples	Turbidity	UVT	Total Coliforms	E. Coli
		NTU	%	MPN / 100m L	MPN / 100m L
23/01/2023	-	0	76.8	<1	<1
20/02/2023	28	0	80.4	<1	<1
4/04/2023	43	0	96.2	<1	<1
2/05/2023	28	NT	NT	<1	<1
30/05/2023	28	0	97.1	<1	<1
19/06/2023	20	0	97.3	<1	<1
18/07/2023	29	0	98.3	<1	<1
15/08/2023	28	0.16	98.4	<1	<1
19/09/2023	35	0.41	97.7	<1	<1
24/10/2023	35	0.80	93.2	<1	<1
20/11/2023	27	0.37	96.8	<1	<1
18/12/2023	28	0.27	97.4	<1	<1
15/01/2024	28	0.56	96.9	<1	<1
19/02/2024	35	0.20	97.6	<1	<1
18/03/2024	28	0.30	98.2	<1	<1
16/04/2024	29	0.26	97.2	<1	<1
28/05/2024	42	0.85	95.7	<1	<1
26/06/2024	29	0.12	98.6	<1	<1
23/07/2024	27	0.20	98.1	<1	<1
13/08/2024	21	0.22	98.1	<1	<1
17/09/2024	35	0.17	98.3	<1	<1
22/10/2024	35	0.19	94.7	<1	<1
19/11/2024	28	0.30	97.7	<1	<1
17/12/2024	28	0.28	95.4	<1	<1



Appendix E Kaingaroa Non-Potable Water

E.1 Historical Context

The Kaingaroa community is serviced by a non-potable rainwater harvesting scheme. Key historical background is summarised below:

- Kaingaroa is serviced by a treated, reticulated water supply, which sources raw water from Lake Rangitai. The catchment area for Lake Rangitai is relatively small and so, during periods of low rainfall (e.g., summer months), the water level of the lake recedes. Other nearby lakes are brackish and not suitable drinking water sources.
- In 2021 – 2022 the Three Waters Stimulus funding from Department of Internal Affairs (DIA) was used to improve water resilience for Kaingaroa by installing a new community non-potable rainwater scheme to enable potable water to be conserved for potable uses, particularly when Lake Rangitai levels are low, which providing an alternative for non-potable uses (e.g., wash-down).
- The downpipes, rainwater tanks and filling point are owned by the Council. The land, buildings and all other plant and equipment are owned by the private landowner. Whilst there is no formal agreement between the Council and the private landowner, the private landowner agreed the Council could construct and operate the non-potable rainwater harvesting scheme on the site for the greater good of the community. Formal mechanisms were explored by the Council at the time but were considered cost prohibitive given the private landowner has been the Kaingaroa water treatment plant operator for more than 20 years.
- The Council's O&M contractor will be required to carry out ongoing maintenance of the scheme from the point of entry to the tank (i.e., tanks and fill points). Components upstream of the tank inlet (e.g., gutters and roof) will not be maintained by the Council
- The roof of the shed was replaced in 2021 prior to the spouting, downpipes and rainwater tanks being installed.
- The community filling station is yet to be plumbed. Once operational, a "not for drinking" sign will be installed at the filling station and the community will be advised what the water can and cannot be used for.
- The fire truck filling connection is operational and has been used by Fire and Emergency New Zealand (FENZ).

E.2 Process Overview

Rainwater is collected on a private shed and conveyed to two, hydraulically connected 30,000L tanks. There is no treatment for this source, other than a leaf guard.

The tanks are yet to be plumbed to a single community filling station, that members of the community can access to fill portable water tanks by gravity. Once operational, a "not for drinking" sign will be installed at the community filling station and the community will be advised what the water can and cannot be used for.

The tanks are plumbed to a fire truck filling connection. FENZ have successfully used the connection.

E.3 Regulatory Overview

The Drinking Water Quality Assurance Rules (DWQAR) do not apply as the supply is non-potable.

E.4 Monitoring Data

Currently no monitoring data is being collected. The filling station is currently operational.

Appendix F Waitangi Wastewater

F.1 Process Overview

Raw wastewater is collected from the Waitangi Township via a reticulated sewer network. The wastewater flows by gravity to the Inlet Pump Station (Old Septic Tank) and is pumped approximately 600 m to the Waitangi Wastewater Treatment Plant (WWTP). At the WWTP (Figure 8), wastewater passes through the mechanical Inlet Screen into one Balance Tank, prior to being pumped to the Rotating Biological Contactor (RBC) units for biological treatment and clarification. In the clarification section of the RBC unit, particles in the wastewater settle to the bottom, while the clarified liquid gravity flows to the Final Holding Tank. The settled particles from the clarifier are pumped to the Sludge Tank, which is cleaned out periodically. The accumulated sludge is disposed off-site and the supernatant from the Sludge Tank is pumped to the Balance Tanks. From the Final Holding Tank, the wastewater is pumped via the Irrigation Pump through disc filters to further reduce the suspended solids before entering the UV unit. The UV unit requires low suspended solids to ensure effective transmittance of UV light through the wastewater. The UV reactor disinfects the wastewater, which is then irrigated to land at the WWTP site.

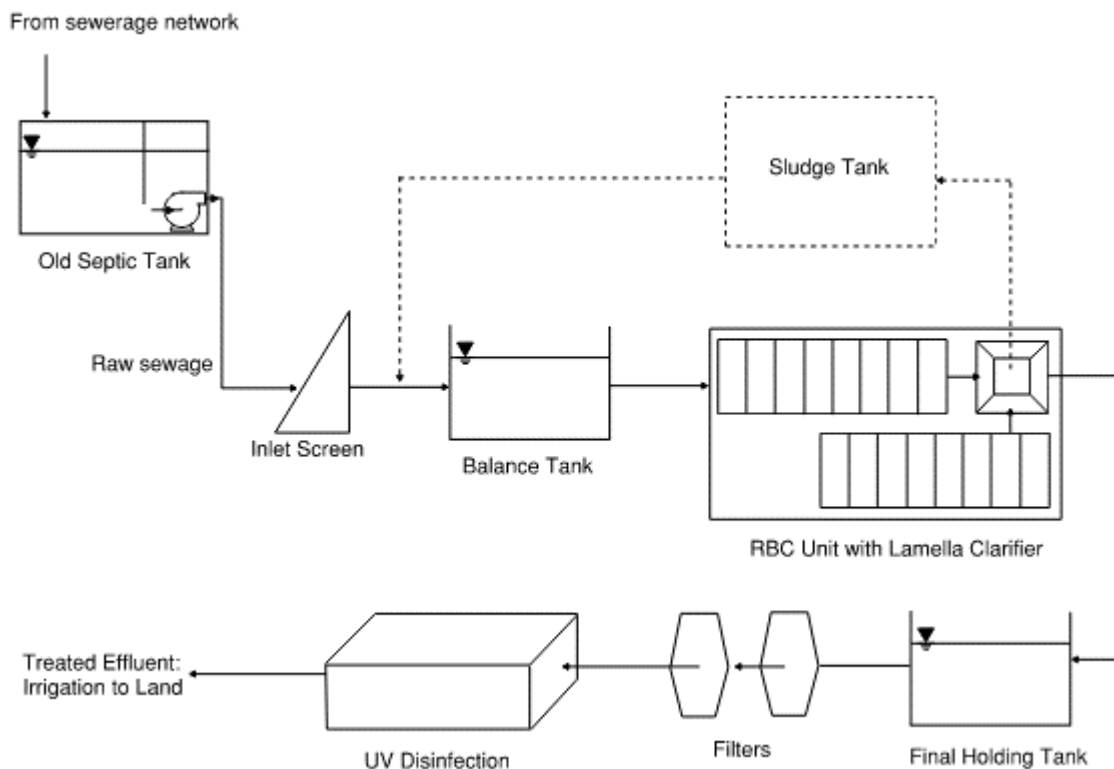


Figure 8 Waitangi Wastewater Treatment Plant Schematic

F.2 Regulatory Requirements

The resource consent for the Waitangi Wastewater Treatment Plant, granted in 2005 and expiring in 2040, gives the following key limits and monitoring requirements:

- The UV intensity should be monitored continuously online, and the results reviewed weekly.
- The treated wastewater parameters to be monitored monthly include:
 - Total suspended solids (TSS) not higher than 25 mg/L.
 - Ammonia N not higher than 25 mg/L, as a surrogate for total nitrogen not higher than 30 mg/L.
 - COD not higher than 75 mg/L, as a surrogate for BOD not higher than 25 mg/L.
 - E. coli not higher than 500 cfu/100mL.
- Volume on the discharge meter should be monitored daily and should not exceed 126 m³/d.
- The irrigation application depth should not be higher than 5mm over five consecutive days and not exceed 8mm each day.

F.3 Monitoring Data

The average daily treated wastewater flow irrigated to land, based on manual readings of the WWTP discharge flow meter, are shown in Figure 9.

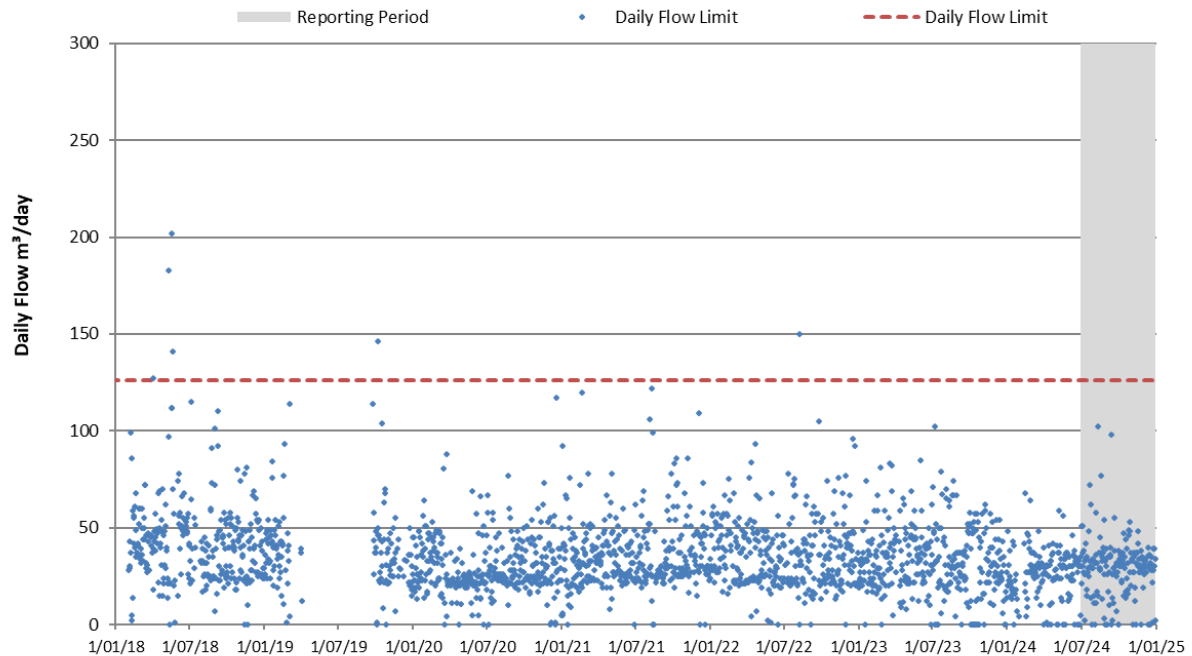


Figure 9: Waitangi treated wastewater irrigation flow from January 2018 to December 2024

Figure 10 presents the treated wastewater E. coli concentrations based on analysis by Hill Laboratories. Total coliform concentrations are also analysed but not presented in this report; this parameter has no consent limit and it is recommended this analysis is discontinued.

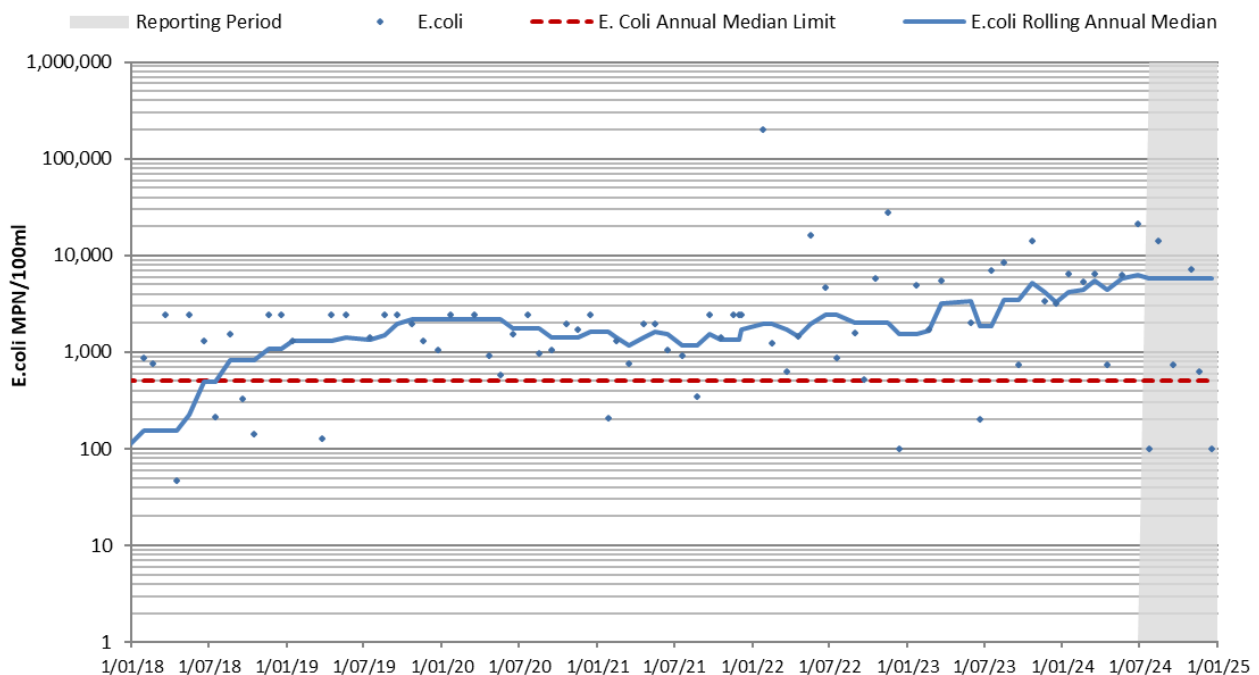


Figure 10: Waitangi treated wastewater E. coli concentrations from January 2018 to December 2024



The treated wastewater TSS, COD and BOD results based on analysis by Hill Laboratories are shown in Figure 11.

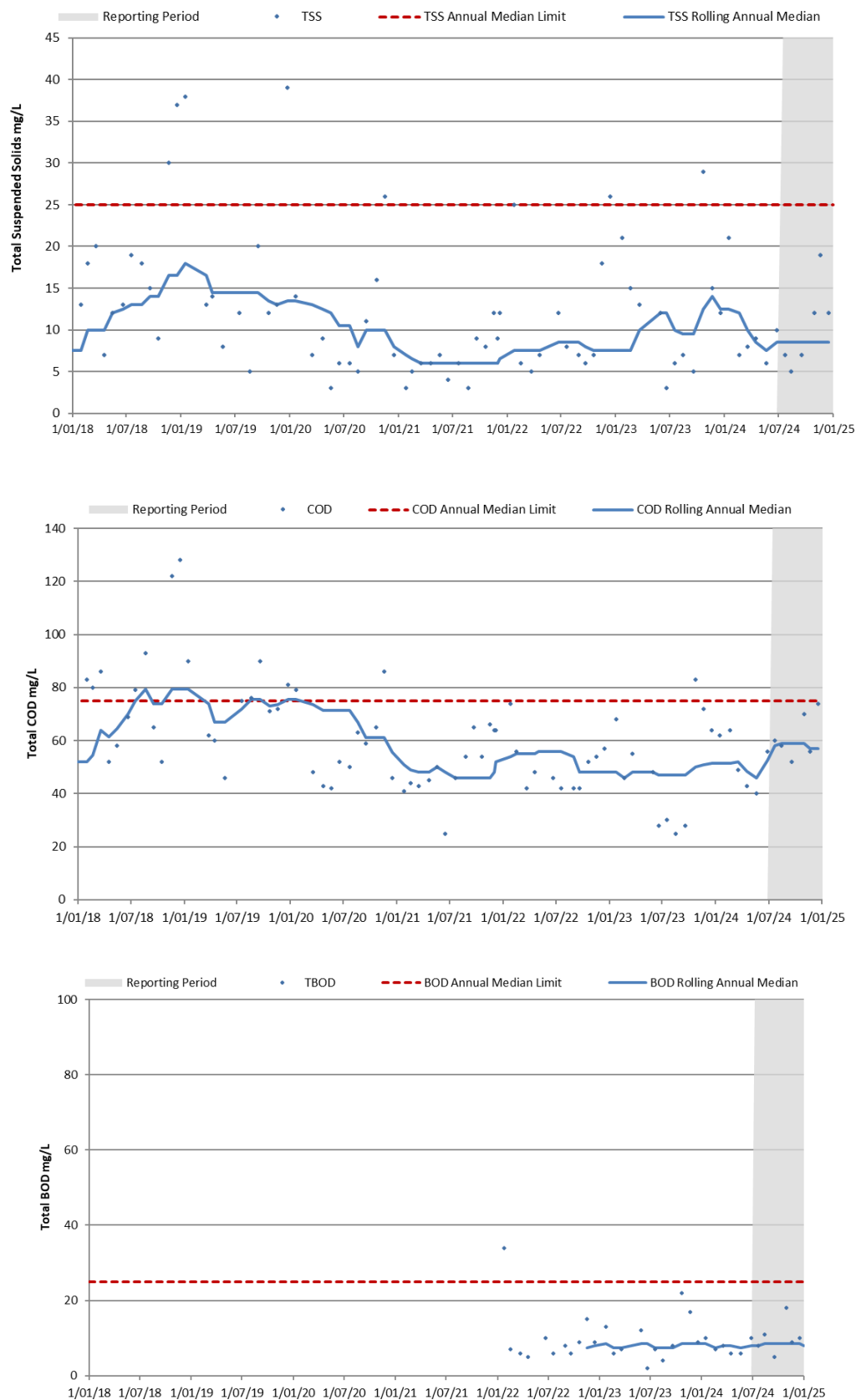


Figure 11: Waitangi treated wastewater TSS, COD and BOD concentrations from January 2018 to December 2024

Figure 12 presents the ammoniacal nitrogen, total nitrogen and pH analysis, respectively.

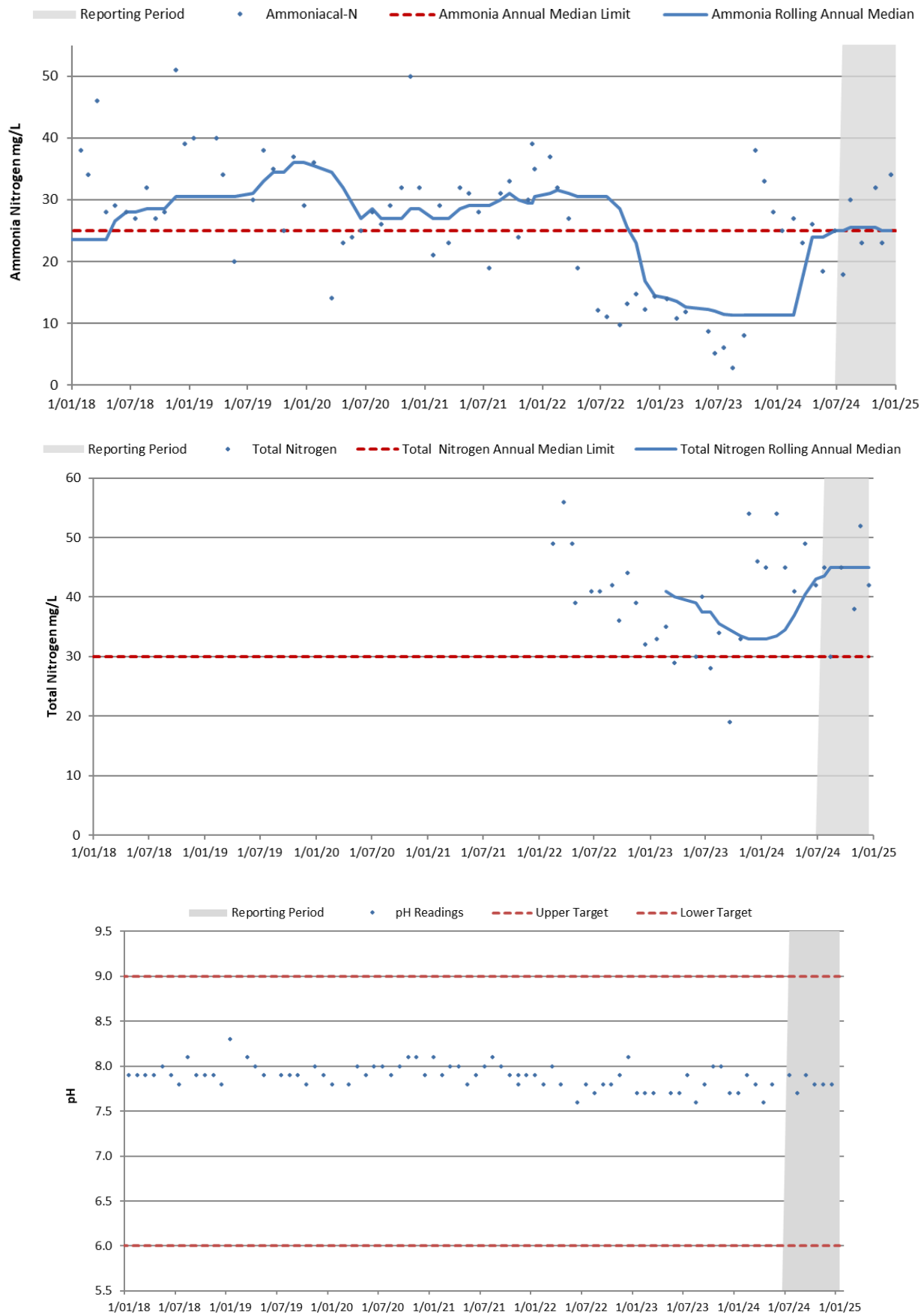


Figure 12: Waitangi treated wastewater ammonia-nitrogen, total nitrogen concentrations and pH from January 2018 to December 2024



The electrical conductivity measurements are shown in Figure 13.

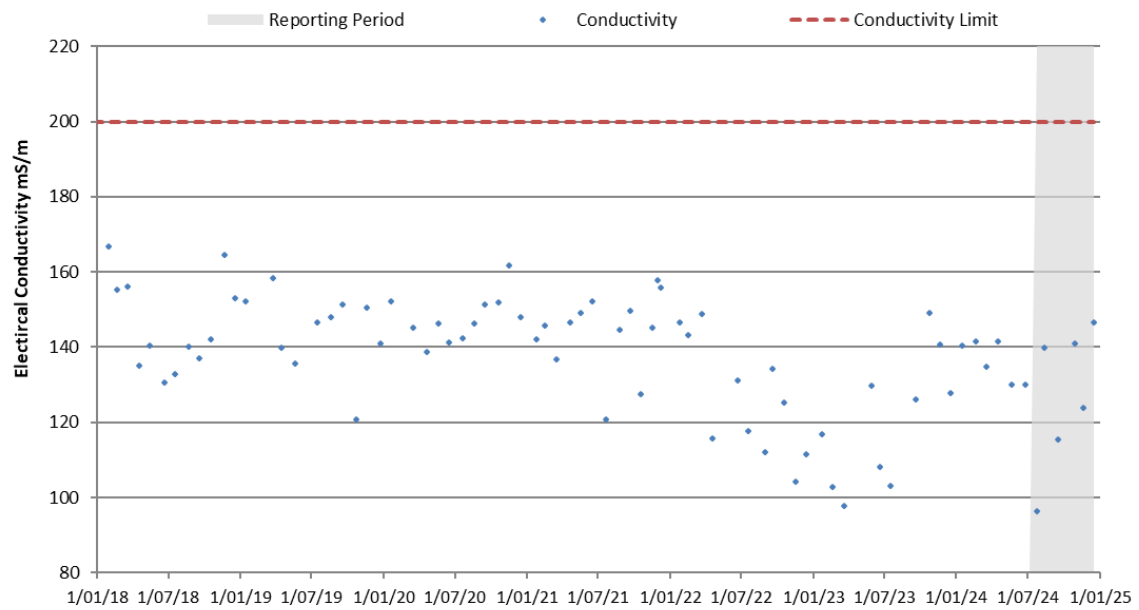


Figure 13: Waitangi treated wastewater electrical conductivity January 2018 to December 2024

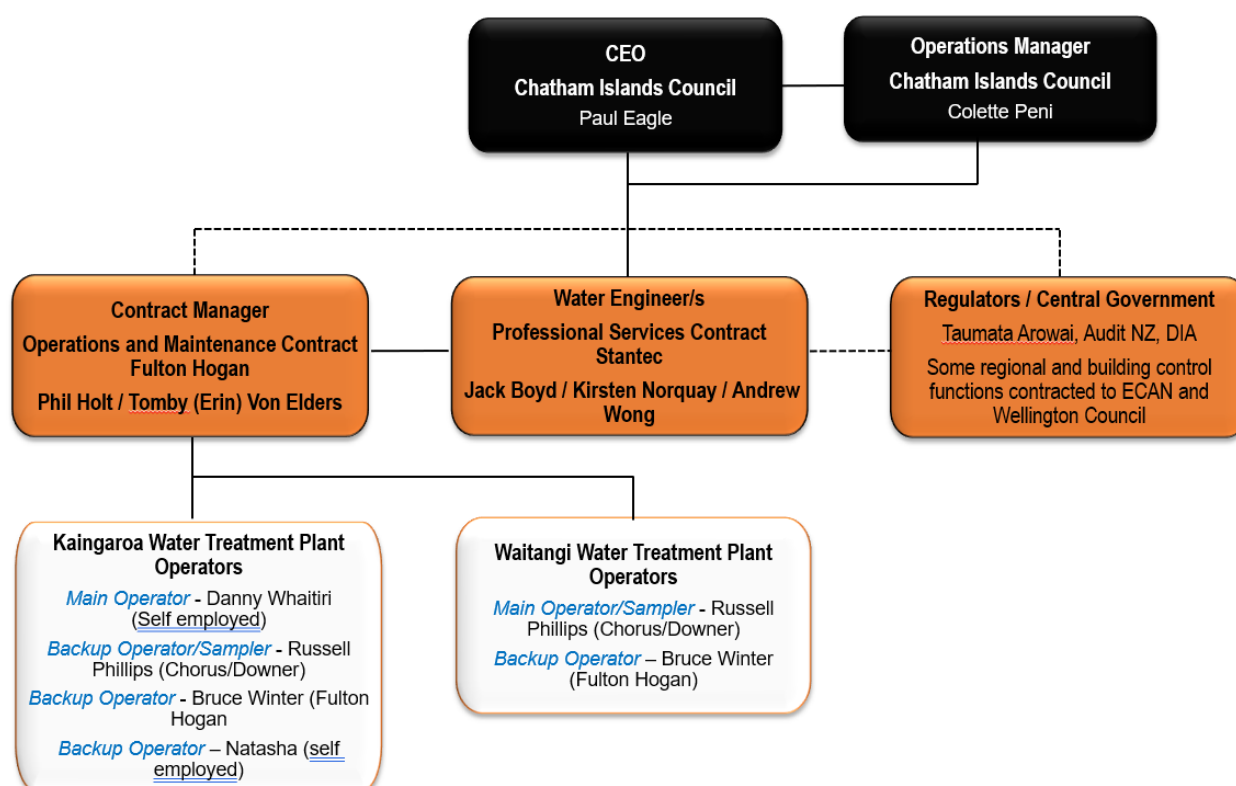
Appendix G Waitangi Stormwater

Council provides a reticulated stormwater scheme to part of Waitangi.

The infrastructure was originally installed by the Ministry of Works to provide a drinking water supply to some houses in Waitangi. Rainwater collected on the roof of each house was conveyed via a common drain to storage tanks, treated, pumped to treated water storage tanks, and then gravitated back to the houses for drinking water. When the current Waitangi reticulated drinking water scheme was installed, the original water treatment plant, treated water storage and drinking water mains were abandoned, but the stormwater collection and water storage tanks were retained, with all stormwater directed to the discharge structure at the neighbouring water course.

Due to budget constraints, the system is not being actively maintained and the storage tanks are in a state of disrepair.

Appendix H Organisation Information



Appendix I Reports Issued

The reports issued to the Council in this report period are summarised in Table 24. Note that 30-year investment spreadsheet has been sent to Council.

Table 24 - Report issued between July 2024 and December 2024

Report Name	Subject	Date Issued
Stantec-TM-16	Elevated Chlorate - Detection and Response	15/10/2024
Stantec-TM-17	Critical Works, Costs and Risks	3/07/2024
Stantec-TM-18	30-year 3 Waters Investment Needs	10/07/2024
Stantec-TM-19	Council Office Water Supply - Elevated Zinc	24/09/2024
Stantec-TM-20	24/25 Three Waters Budget Shortfall	12/08/2024

DESIGN WITH COMMUNITY IN MIND

Communities are fundamental. Whether around the corner or across the globe, they provide a foundation, a sense of place and of belonging. That's why at Stantec, we always design with community in mind.

We care about the communities we serve—because they're our communities too. This allows us to assess what's needed and connect our expertise, to appreciate nuances and envision what's never been considered, to bring together diverse perspectives so we can collaborate toward a shared success.

We're designers, engineers, scientists, and project managers, innovating together at the intersection of community, creativity, and client relationships. Balancing these priorities results in projects that advance the quality of life in communities across the globe.

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6. Regulatory

6.1 Activity report from Canterbury Regional Council (ECAN)

Date of meeting	27 March 2025
Agenda item number	6.1
Author	Paul Eagle, Chief Executive

Purpose:

Update elected members on the services being performed by contractor, Canterbury Regional Council (ECAN), from July to December 2024 – Quarters 1 and 2 of the approved 2024/25 work programme.

Recommendations:

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

Background:

This report summarises the work undertaken by ECAN for the Chatham Islands Council from July to December 2024. The focus was on navigation safety, biosecurity, civil defence, marine oil spill readiness, environmental data collection, compliance monitoring, resource management planning, and financial services. Key findings from the report are summarised for elected members below.

Navigation Safety

- ECAN supported Council with risk assessments and compliance advice for maritime safety.
- Work on the replacement shipping solution took more time than expected, reducing capacity for other tasks.
- Navigation bylaws and safety procedures were reviewed, with updated documents prepared for online access.
- ECAN helped maintain the Port and Harbour Marine Safety Code and provided simulation exercises for shipping safety.

Biosecurity

- Border control activities prevented new pest introductions, including stopping a dirty honey extractor and an unclean bulldozer from entering the islands.
- Marine biosecurity was identified as a key concern for the community.
- On-island pest control continued, focusing on Chilean Guava, reed sweet grass, banana passionfruit, and ragwort.

- A frog found on Pitt Island was identified as a Southern Brown Tree Frog, requiring monitoring.

Civil Defence and Emergency Management

- Planned training and community resilience programs were paused due to contract negotiations.
- No major emergency events required activation.

Marine Oil Spill Readiness

- Compliance work was delayed due to contract negotiations.
- An on-island audit is scheduled for March 2025.

Environmental Data Collection

- Water quality monitoring continued despite funding uncertainties.
- Some reductions in environmental monitoring were needed to fit the budget.
- A groundwater monitoring plan is in progress to assess risks like seawater intrusion.

Compliance Monitoring

- A biennial compliance audit is scheduled for March 2025.
- Consent monitoring and training programmes were paused due to funding constraints.

Resource Management Planning

- Changes were made to the Chatham Islands Resource Management Document (CIRMD) to align with national environmental regulations.
- A submission was made on proposed changes to the Biosecurity Act.

Financial Services

- ECAN supported Council with budget planning and financial reporting.
- The Annual Report 2023/24 was completed and published.
- Regular financial meetings and reporting continued to monitor financial sustainability.

Presentation:

The following Canterbury Regional Council officers are on-Island from Tuesday 25 March to Tuesday 1 April and will present to elected members:

- **Terri Huxtable, Senior Coastal Management Advisor** – Compliance Monitoring
- **Emma Parr, Coastal Response and Readiness Lead** – Marine Oil Spill Response and Readiness

Environment Canterbury | Chatham Islands Council

Quarterly Reporting Q1 & Q2 2024-25

SUMMARY – Much of Q1 & Q2 has been spent working with Chatham Islands Council to develop a work programme that best meets the needs of the Islands. The agreed programme of work needed to be achieved within a significantly reduced budget, outline clear responsibilities and accountabilities for both organisations and fit within the capacity of work able to be provided by Environment Canterbury.

The agreed work programme was finalised and signed in late December 2024. Due to this, only specific activities were undertaken during the period 1JUL24 - 31DEC24 with the explicit approval from the Environment Canterbury Director Corporate & Public Transport Services and Chatham Islands Council Chief Executive.

NAVIGATION SAFETY

2024-25 Environment Canterbury – Agreed Work Programme			
CIC has identified the following 2024-25 priorities: - Ensure ongoing safety and compliance advice is provided. <i>[This would be a continuation of 2023-24 programme]</i> - Support the development of short term and long-term shipping solutions to the Island by participating in relevant CIC-led project. <i>[Environment Canterbury is already providing advice]</i>			
Navigation Safety - 2024-25 Schedule of Services work programme			
		Status	Commentary
Risk Assessment and management	Support the CIC Harbourmaster by assessing and reviewing risks and maintaining a risk register. Providing advice on implementing and reviewing appropriate controls.		Risk assessments were provided for the replacement shipping solution project. A full onsite/on-island risk assessment was undertaken in early December 2024.
Navigation Safety Bylaws,	Support the CIC Harbourmaster to create, review and maintain appropriate Navigation Safety Bylaws and Harbourmaster's Direction by providing advice,		Production of a Q & A document on the requirements of the Bylaw and

HM Directions, and supporting documents	technical input and drafting of bylaws and Directions for consideration and approval.		Direction, relation to oversize vessels and local knowledge requirements. Preparation of documents for online review
Port and Harbour Marine Safety Code (PHMSC)	Support the CIC Harbourmaster to remain consistent with the code and to implement the requirements of the code. To cooperate and provide feedback with the code. To participate in panels and reviews where possible. Yearly meeting with PHMSC wider group, weekly comms, yearly self-assessment, panel visit every 4 years. Participation in a panel visit during February 2025.		Preparation arrangements for PHSMC and annual review of Safety Management System. Preparation of documents for online review and on-island review
SMS maintenance and administration	Support the Harbourmaster to create, review and maintain a Safety Management System appropriate to Navigation Safety and being consistent with the PHMSC. Environment Canterbury holds & maintains the system documentation for CIC currently.		System administration has increased due to the replacement shipping solution recording Preparation of documents for online review and on island review
General navigation safety support and advice	Provide the Harbourmaster and CIC Chief Executive with navigation safety support and advice. This will include input into the Replacement Shipping Solution project.		Provided support to CIC during the fuel crisis during 2024. Involvement in the replacement shipping solution project has required more time than was initially anticipated. To assist with managing the budget, work in other areas is being minimised to compensate for this.

			Project involvement has included; risk assessments, oversight of the production and loading of several simulation exercises (in conjunction with PrimePort Timaru), producing reports on results and providing recommendations to the CIC Chief Executive.
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BIOSECURITY

2024-25 Environment Canterbury – Agreed Work Programme

CIC has identified the following 2024-25 priorities:

- Border control activities and risk pathway management
- Effective implementation of the CI PMP
- Marine biosecurity management
- Ensuring we have an effective Biosecurity policy and regulatory framework, and operational plan that serves the islands into the future
- Working in partnership with iwi/imi
- Community awareness and engagement that promotes our biosecurity risks and services

Biosecurity 2024-25 Schedule of Services work programme

		Status	Commentary
Border Control	Risk pathways via Borders are appropriately managed, with the intent that no new pests arrive and establish on the Chatham Islands. If new pests are found to have arrived, to work with CIC, in the first instance, to inform MPI in accordance with accepted best practice of both central government and regional sector. Building awareness of border staff and contractors on specific Chatham Island biosecurity risks.		Border control inspections were undertaken at the mainland NZ border. This work was undertaken by our contractor. With a small number of inspections undertaken by ECan staff at the Christchurch airport when notified of potential risk goods. On-island border checks have been completed, these have focussed on priority risk items such as vehicles, machinery and equipment coming across on the boat. This work is undertaken by Environment Canterbury biosecurity staff. Two Examples of this work being successful during this period are: 1. on-island biosecurity staff prevented a dirty second-hand honey extractor being released on island. 2. Our NZ contractor stopped a dozer at the Timaru Port prior to Christmas that was dirty, the owner was advised to clean this

			before shipping. The costs of the cleaning treatment were paid for by the owner. A community member reported aggregate that has been sitting on-island is now showing some weeds have grown (this is to be expected) but poses problems if the aggregate isn't used on arrival. Staff are working with the community member on this. Staff attended a biosecurity hui on-island. This was focussed on border protection and provided some useful information and community views on this work. Marine border biosecurity was identified as being important to the Islanders, as it is the main income source for the local community. The hui also provided the opportunity for new contacts to be made and some options on improving the communication regarding the border risks as it relates to air freight including what community members and visitors to the island are carrying across from the mainland on the plane. Regular bait station checks were completed at key areas around the main island (including at the 4 ports and the airport) this work helps to prevent rats making their way to Pitt Island. Staff were notified of 2 unusual bugs being found at Tuuta airport on the tarmac, which were sent off island for ID but unfortunately degraded beyond the point of being able to ID them. Photos that had been taken prior suggest these could be bugs that are already present on the island not new incursions.
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			Following receipt of a solicitor's letter, (on behalf of a Chatham Islands landowner), Environment Canterbury is reviewing border documentation in relation to a potential breach of the Biosecurity Act. A frog was found on Pitt and had been sent back to biosecurity staff on the Chathams/Rekohu. The frog was identified as a <i>litoria ewingii</i> (southern brown tree frog).
Implementation of the CI PMP	On-going work relating to Pest Management, Marine Biosecurity and Regulatory Reviews will continue to be approved quarterly, <u>in advance</u>, by Environment Canterbury Director and Chatham Islands Chief Executive prior to work being undertaken. <i>Refer to Appendix 1 of the agreed work programme.</i>		Control and surveillance of eradication pests listed in CIPMP commenced in Q1 and ongoing work continued in Q2. ECan staff checked the eradication site of Chilean Guava to understand the extent and to look at some potential options for control. There is a need to explore this further as the site was larger than expected and would benefit from aerial control either via a spray drone or helicopter. If we do not undertake control at this site, there is a risk that the Chilean Guava will continue to spread and become a monoculture in the Owenga area like it has in the northern part of the island. Willow sites were checked and where necessary control occurred. Banana Passionfruit and old man's beard sites were checked, with ongoing control scheduled for Q3. Surveillance of reed sweet grass around Owenga has found the extent of the main site has increased. This is due to the diligence of the biosecurity staff who suspected reed sweet grass being present (prior to flowering) and sent it out to NZ for ID. Some control has already occurred and will be ongoing into Q3.

			The main ragwort site has been checked -, staff having been working with the landowner on this site. Prior to Christmas an historic broom site was checked and nothing found. The broom site near Port Hutt was also checked. While ECan staff were on island for the biosecurity hui, reviews of the new SOPs were undertaken with pleasing results from these. Providing a better level of assurance that they are effective. Environment Canterbury currently has a stop work notice on firearm use which impacts some work on the island. It is anticipated this stop work notice will be lifted during Q3. All work in this area continues to be signed off, in advance, by Environment Canterbury Director and Chatham Islands Chief Executive.
Marine Biosecurity	On-going work relating to Pest Management, Marine Biosecurity and Regulatory Reviews will continue to be approved quarterly, <u>in advance</u>, by Environment Canterbury Director and Chatham Islands Chief Executive prior to work being undertaken. <i>Refer to Appendix 1 of the agreed work programme.</i>	N/A	Diving work is currently under a stop work notice on the island, which impacts some of the maritime biosecurity activities. It is anticipated this activity will be permitted again during Q3 upon an approved H&S Plan and Statement of Work being in place.
Regulatory Reviews	On-going work relating to Pest Management, Marine Biosecurity and Regulatory Reviews will continue to be approved quarterly, <u>in advance</u>, by Environment Canterbury Director		A submission on the proposed changes to the Biosecurity Act was completed and lodged on behalf of CIC. Further prioritisation is required from CIC to direct the future work in the regulatory space.

	and Chatham Islands Chief Executive prior to work being undertaken. <i>Refer to Appendix 1 of the agreed work programme.</i>		
Community awareness and engagement	Support the CIC to communicate information about biosecurity risks and services to Chatham's communities through established Chatham Islands channels. Support community events (e.g. the pig hunt) that promote biosecurity outcomes.		In November Aorangi Vets were over to continue with the cat desexing programme, CIC/ECan supported this with funding. Other funders included DOC and The Chatham Islands Restoration Trust. Education and advice has been provided to the community via content within e-newsletters and via the Council's social media platform.
*Note: Priority of pest management species and agreed levels of pest control is required from Chatham Island Council to help direct the work to be undertaken.			

CIVIL DEFENCE & EMERGENCY MANAGEMENT**2024-25 Environment Canterbury – Agreed Work Programme****CIC has identified the following 2024-25 priorities:**

- Support implementation of the Chatham Island CDEM Group Plan
- Support and delivery of CDEM training to council staff, partner agencies, and volunteers on and off the Chatham Islands.
- Ensure effective capability exists on island to deliver resilience programs, and work with the community to improve preparedness.
- Re-focus on Island EM approach

Civil Defence & Emergency Management 2024-25 Schedule of Services work programme

		Status	Commentary
Work Programme development	Assist CIC in partnership with NEMA and other government agencies, to develop, maintain and implement the Chatham Islands CDEM Group Plan	N/A	Programme paused while contract negotiations completed.
Training and Exercises	Support and deliver CDEM training and exercising to the Chatham Islands in accordance with the Group Plan, including 1 on-island exercise this financial year. Support CIC to prepare for and assist its community in an emergency event. Work with CIC and NEMA to determine the best mix of support, including preparation and training in advance of an event.	N/A	Programme paused while contract negotiations completed.
Welfare and Civil Defence Centre	Assisting CIC to provide welfare services to the community during an emergency.	N/A	Programme paused while contract negotiations completed.
Community Resilience	Provide advice on Community Resilience Initiatives	N/A	Programme paused while contract negotiations completed.

Policy and Planning Support	Provide advice and support for CDEM and CEG meetings, Legislative changes, and to re-focus the CDEM on-Island activity	N/A	Programme paused while contract negotiations completed.
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MARINE OIL SPILL RESPONSE & READINESS**2024-25 Environment Canterbury – Agreed Work Programme****CIC has identified the following 2024-25 priorities:**

- To be compliant with Marine Protection regulatory requirements

Marine Oil Spill Response & Readiness 2024-25 Schedule of Services work programme

		Status	Commentary
Compliance	Support Tier 1 Oil Transfer Sites to gain and maintain compliance with the Marine Protection Rule 130B Support CIC to maintain and improve marine oil spill response and readiness capabilities including compliance with the Maritime Transport Act 1994.	N/A	Programme paused while contract negotiations completed. On-Island audit is scheduled for late March (Q3) in conjunction with the Compliance Audit.
Readiness	Build and maintain strong and enduring relationships with the Regional On-Scene Commander. Providing support and guidance while influencing the understanding of the importance of readiness and risks related to oil spills. This includes providing advice and guidance to the on-island ROSC during readiness exercises. Assist with Tier 2 contingency planning.	N/A	Programme paused while contract negotiations completed.

*Note: Agreed budget will allow remote assistance of oil transfer sites to gain compliance, however this budget will not allow for on-site audits. There may be opportunities to tie in with Consents Compliance/Monitoring work within the next 12 months to achieve this. If not, additional costs would be incurred for on-site audits. These will be identified and approved in advance by the Environment Canterbury Director and the Chatham Islands Council Chief Executive.

ENVIRONMENTAL DATA COLLECTION

2024-25 Environment Canterbury – Agreed Work Programme			
CIC has identified the following 2024-25 priorities: • Right-sizing the environmental data monitoring program to align with CIC's budget expectations, and the needs of the Chatham Islands based on risk. • Developing greater knowledge on the use of groundwater on the island, risks arising to public health and future groundwater saltwater intrusion, legal v illegal use, connection to shallow ground water and onsite wastewater disposal. • CIC must protect the catchment of the drink water supply on the island. This is critical.			
Environmental Data Collection 2024-25 Schedule of Services work programme			
		Status	Commentary
Air quality, soil quality, contaminated sites and hazardous substances	Support CIC by identifying and assessing the risks associated with the current lack of air quality, soil quality and contaminated sites and hazardous substances monitoring on the Islands.	N/A	Much of this work was paused while the contract was finalised.
Water quality/ quantity monitoring, Groundwater resource evaluation and monitoring	Implement the monitoring regime reductions <i>[as set out in Appendix 2]</i> for water quality/quantity, and provide additional monitoring of dune lakes and groundwater, to ensure the risk of seawater intrusion and public health is avoided, and to provide an early warning systems for CIC to act if either of those issues arises. Prepare a plan for CIC agreement including to define the sites to be monitored and implement the new regime. A new timeframe will need to be agreed by both parties.		Despite contract negotiations, quarterly surface water quality SoE monitoring and consent compliance monitoring of the Owenga Landfill site continued. This included one sampling event in September and again in December.
Training	Seek to upskill local CIC employees to minimize or reduce the number of fieldtrips to the Island for monitoring purposes where possible.	N/A	Sampling in September and December 2024 were undertaken by

			the on-island Biosecurity officer. While not a CIC employee, it meant that travel from mainland New Zealand to the islands was not required. Upskilling of CIC employees is yet to commence. This was paused while the contract was finalised.
*Note: There is concern about what is possible to achieve this financial year given it is already approximately six months into the year. There will be significant costs and time associated with decommissioning some current monitoring infrastructure before affording to implement new programmes/infrastructure. Priority will need to be provided by Chatham Islands Council taking account of priorities, time and budget.			

COMPLIANCE MONITORING

2024-25 Environment Canterbury – Agreed Work Programme

CIC has identified the following 2024-25 priorities:

- Assessment of Island wide Compliance with the RMA and the CIRMD.
- Enforcement actions necessary to be undertaken (by a warranted officer).
- Implementation of a specific compliance monitoring programme to right size program according to CIC needs.

Compliance Monitoring 2024-25 Schedule of Services work programme

		Status	Commentary
Biennial compliance audit	Biennial (every two years) assessment of Island wide Compliance with the RMA and the CIRMD. • Biennial sites visit to undertake assessment of private and civic activities, with a focus on civic activities if budget constraints exist. • Provide a biennial report that presents the results of the audit. <i>Previous assessment was Q3 2022/23 (Feb 2023), therefore the next Compliance assessment is due in Q3 2024/25 (Feb 2025).</i>	N/A	Programme paused while contract negotiations completed. On-island compliance audit scheduled for late March (Q3) in conjunction with Oil Spill compliance audit.
Consent monitoring	Ongoing compliance monitoring and advice as required.	N/A	Programme paused while contract negotiations completed.
Training	Provide an options report on the specifics of resourcing warrant training for additional for CIC staff working to ensure compliance and enforcement can occur.	N/A	Programme paused while contract negotiations completed.

*Note: A revised approach to the on-island compliance assessment was agreed by Chatham Islands Council Chief Executive on 13 December 2024. These are outlined below:

2. Only one Environment Canterbury staff member travels to conduct the audit. This will require the support of a Chatham Islands Council member of staff to assist each day. This could reduce costs to approximately \$21,500.

****This will require on-island support from a Chatham Islands Council staff member as only one Environment Canterbury officer will travel to the island.**

RESOURCE MANAGEMENT PLANNING

2024-25 Environment Canterbury – Agreed Work Programme

CIC has identified the following 2024-25 priorities:

- Advice on impact of national legislation reforms on the CIRMD
- Data, and other inputs to the 30-year strategy held by ECAN.
- Delivering on the Community Strategy, input into the City/Regional Deal, 30-year plan and review of CIC/CIET).

Compliance Monitoring 2024-25 Schedule of Services work programme

		Status	Commentary
National legislation reforms	Be prepared to provide advice to CIC relating to any Government changes in the Freshwater Farm Plan requirements, noting that these are on hold. Notify and inform CIC on specific and relevant consultation processes with Government so CIC can determine whether submissions need to be made or not. When required, prepare a submission for CIC consideration and approval		Submission prepared on behalf of CIC in relation to proposed changes to the Biosecurity Act. The submission was lodged on 29 November 2024.
Responding to national direction and regulations	Support CIC to ensure that the Chatham Islands Resource Management Document is amended as required to give effect to national direction		The recent RMA Amendment Act required changes to the Chatham Islands Resource Management Document (CIRMD) especially in relation to changes to the National Environmental Standards for Freshwater. These changes were made, however require public notification. This notification was actioned on the CIC website on 6 December 2024.

Long term Climate planning	Support CIC in the development of its 30-year plan and Climate Change Strategy.	N/A	No support has been provided in this area during Q1 & Q2.

COMMUNICATIONS

2024-25 Environment Canterbury – Agreed Work Programme

CIC has identified the following 2024-25 priorities:

- Supporting other CIC functions with communications and engagement activities as required.
- Website maintained as the go-to source for CIC information.
- Communications and engagement support for Island Deal project, Council and Trust review and reform process, and water and wastewater improvements required.
- Produce interesting and appealing stories for web and social that generate engagement and increase profile of the Chatham Islands, including on mainland New Zealand.
- Support the Chief Executive with additional internal comms to staff, contractors and others (including Environment Canterbury) as the CIC seeks to step up its operational effectiveness and performance.

Communications 2024-25 Schedule of Services work programme

		Status	Commentary
Communications BAU	Support CIC with social media key updates when appropriate, including those which celebrate the Chatham Islands through storytelling and imagery in digital/social media.		A community satisfaction survey was published 5 July 2024 Support was provided to CIC staff to deliver the first 'Hear from the Mayor' Facebook live event A small number of Facebook posts were published as required
E-newsletter	Publishing a monthly e-newsletter to share key council business with residents and interested stakeholders.		Monthly e-newsletters were produced and published

Website maintenance	Keep the website up to date and relevant to be a go-to source for council information.		The website is currently being upgraded in conjunction with the Environment Canterbury website upgrade. There have been some delays, however the project is now underway and is expected to be completed in April 2025.
Annual Report/ Annual Plan	Comms and design to support preparation and publication of the Annual Plan. Supporting CIC to deliver the annual plan and report		The Annual Report 2023/24 was completed and finalised by Audit New Zealand. It was published on the Council website in December 2024.
Note: Much of the pro-active work planned for Q1 & Q2 was paused while the Contract for Services was finalised. Only necessary and pre-approved work was completed.			

CORPORATE SERVICES (PAYROLL)**2024-25 Environment Canterbury – Agreed Work Programme****CIC has identified the following 2024-25 priorities**

- Supporting the transition of CIC to a new payroll provider, including all current leave balances, TOIL balances, benefits, remuneration and other aspects of payroll at the agreed transition date.

Payroll 2024-25 Schedule of Services work programme and costs:

		Status	Commentary
Payroll	Provide Payroll Services on fortnightly basis so that CIC Councillors and staff are paid on time, accurately, with clear reporting of leave balances, liabilities, and other benefits. Support CIC in making a smooth transition to an alternative payroll provider – decision TBC. This will likely be in Q3 .		Fortnightly payroll provided. Further clarity required from CIC regarding the provision of payroll services in the future.

*Note: Other Corporate functions have now ceased and been removed from the schedule.

FINANCIAL SERVICES

2024-25 Environment Canterbury – Agreed Work Programme

CIC has identified the following 2024-25 priorities:

- Achieving a ‘back-to-basics’ budget approach which delivers on the Annual Plan / Long-term Plan aspirations – achieving all levels of service and ensures the right policies and processes are in place
- Provide financial support to the CIC CEO, focusing on improving CIC’s overall financial position to sustainable levels. Support will include focussing on addressing the PWC Review, CIC’s plan for additional Crown funding, CIC restructure, the CIC/Chatham Islands Enterprise Trust review, the 30- year plan, ‘Island Deal’ and Government legislative directives such as the water services delivery plan.
- Identifying the operational and capital cost requirements for new and existing council assets and providing critical advice on any gaps in funding to enable a better long term audit outcome.
- Provide monthly financial reports for CIC, including meeting weekly and agenda run-throughs of accounts, emerging or current issues, and any risks to support reporting to elected members and the Department of Internal Affairs.
- Address all areas of non-compliance, including to achieve a non-qualified audit through improved financial position with Government.
- Ensure Local Government Act compliance.
- Deliver an audited Annual Report/Annual Plan/LTP with no qualification.

Financial Services 2024-25 Schedule of Services work programme and costs:

		Status	Commentary
Annual Plan/Long-Term Plan and Annual Report	Co-ordinate the delivery of the Annual Plan/Long Term Plan and Annual Report, ensuring approval in line with Audit New Zealand, CIC and legislative timelines. Co-ordinate all responses required by Audit New Zealand for sign-off by CIC CEO, PARC and Council.		The Annual Report was completed. This included a reporting pack for Audit New Zealand and was published on the CIC website in December 2024.
Financial Reporting	Prepare and present financial reports for CIC, ensuring they meet the CIC deadlines (every six weeks) for Council, PARC and other appropriate meetings as needed.		Reporting documents were prepared for PARC and Council for agendas and attending meetings, minor revisions made to reporting pack. Note, previously a

	Liaise with ECAN and any other appropriate stakeholders to prepare a quarterly financial report for Council and for the Department of Internal Affairs. Support the reporting on contract costs, including CIC's key suppliers - advice, asset management and maintenance.		separate report was provided to the DIA. It was suggested the DIA reporting pack be consistent with the financial report provided to Council. The Council report has been updated to incorporate key reporting elements from the DIA report. Note: It is CIC's responsibility to provide financial reporting information to DIA.
Financial Management support to Chief Executive	Support the CIC CEO, CIC Operations Manager and CIC Financial Technical Lead with financial advice as needed. Support the co-ordination of any finance related requests directed by the CIC CEO, including recommendations from Audit New Zealand and other CIC contractors and stakeholders. Support the CIC CEO with the co-ordination for CIC's cost reduction programme. Support the addressing of the PWC Review, CIC's plan for additional Crown funding, CIC restructure, the CIC/Chatham Islands Enterprise Trust review, the 30- year plan, 'Island Deal' and Government legislative directives such as the water services delivery plan. Meet weekly with the CIC CEO and attend agenda run-throughs for all Council and PARC meetings Support identifying future requirements for asset management, including the ongoing OPEX requirements for any new capital funding CIC receives to ensure ongoing financial position relating to new assets.		Weekly meetings with CIC have been booked and are now attended. Based on request, ad hoc financial reports have been provided. A minor tidy up of Long-Term Plan related information has been completed.
Finance Business Partnership	Support the delivery of any CIC finance related policies, processes and systems to ensure full compliance.		Minor system review and tidy up (review of GL codes, suspending those that were considered unnecessary, and creating

			new codes to track petrol transactions etc; correcting journal entries and review of assets to capitalise within the system).
*Notes: The best sources of information at a granular level are CIC staff, particularly the financial lead and the Operations Manager. They are observing day to day operations, viewing individual receipts, payments and the impact these have directly on Council's cash balance. Financial support and advice is primarily provided by the Corporate Reporting Accountant. If significant strategic financial advice is required, this, and the associated cost, will be agreed by the Environment Canterbury Director and CIC Chief Executive.			

8. Government

8.1 Local Government New Zealand – Meetings 2025

Date of meeting	27 March 2025
Agenda item number	8.1
Author	Paul Eagle, Chief Executive

Purpose:

Inform elected members of the Local Government New Zealand meetings in 2025.

Recommendations:

1. **Receive** the report.

Background:

Local Government New Zealand (LGNZ) is the national representative body for local authorities in New Zealand. It advocates for the interests of local councils and provides leadership, policy guidance, and training to strengthen local governance.

LGNZ represents all 78 local authorities in New Zealand, including:

- 11 regional councils
- 61 territorial authorities (city and district councils)
- 6 unitary councils (which combine regional and territorial responsibilities)

LGNZ works closely with central government, iwi, and other stakeholders to support effective and sustainable local governance.

Participation in LGNZ events is essential for the Chatham Islands Council to remain engaged in sector developments, advocate for local interests, and adopt best practices in governance and service delivery. Given the unique challenges faced by the Chatham Islands, attendance at these meetings ensures that the council is well-informed, strategically positioned, and actively contributing to national discussions that impact local government operations on-Island.

Elected members and staff only attend a small number of events due to the isolation and inability to get to events and functions. Online capability has replaced a number of meetings and events that used to take place historically.

Benefits and value for Chatham Islands Council

Strategic networking and advocacy

- Opportunity to connect with other councils, government agencies, and sector leaders.
- Advocacy for issues specific to the Chatham Islands, including infrastructure funding and service delivery challenges.

Sector-specific insights

- Participation in Rural and Provincial (R&P) and Regional Sector meetings ensures the council remains informed on policies impacting remote and rural communities.
- Sessions will provide guidance on best practices, funding opportunities, and legislative updates.

Operational and governance improvements

- SuperLocal 2025 will cover leadership, financial management, and governance training.
- Exposure to case studies and innovative solutions applicable to Chatham Islands' needs.

Policy and regulatory awareness

- Access to the latest developments in local government policy, planning, and regulatory frameworks.
- Ensures compliance with national policies and alignment with broader sector objectives.

Representation and influence

- Strengthens Chatham Islands Council's position within Local Government New Zealand.
- Ensures the council has a voice in decision-making processes that affect small and remote communities.

LGNZ All-of-Local-Government meetings

Purpose: A national gathering of local government representatives to discuss sector-wide issues and share insights into governance, policy, and operational challenges.

Duration: One day, four times annually – with one now online

Location: Wellington

Attendees: Mayor, Councillor(s) and Chief Executive

Dates: Thursday 27 February, Thursday 1 May, Friday 1 August (online) and Thursday 13 November

Cost: Under \$500.00 per attendee

LGNZ Sector meetings: 1) R&P Sector, and 2) Regional Sector

Purpose: These meetings provide targeted discussions relevant to the Chatham Islands Council, focusing on rural and regional governance, infrastructure, and service delivery challenges. The Mayor normally attends the R&P Sector and the Chief Executive, the Regional Sector meetings (membership is regional councils and unitary authorities).

Duration: One day, same day, four times annually – with one now online

Location: Wellington

Attendees: Mayor, Councillor(s) and Chief Executive

Dates: Friday 28 February, Friday 2 May, Friday 1 August (online) and Friday 14 November
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Cost: Free

LGNZ Zone 5/6 meetings

Purpose: These meetings provide an opportunity for the South Island and Chatham Islands councils to: discuss regional challenges (eg. infrastructure, climate change, tourism, housing; share best practices and strategies for local governance and service delivery; advocate for South Island and Chatham Islands' priorities at the national level and to network with elected members, Chief Executives and the LGNZ leadership.

Duration: Two days, twice annually

Location: Christchurch and second TBC

Attendees: Mayor, Councillor(s) and Chief Executive

Dates: Thursday 10 and Friday 11 April, second meeting TBC

Cost: Under \$500.00 per attendee

LGNZ Conference

Purpose: Now called SuperLocal 2025, is one of the most significant events for local government. It provides education, networking, and advocacy opportunities that directly benefit councils. Given Council's unique challenges of isolation, infrastructure, and service delivery, attending ensures we:

- Gain visibility and a stronger voice in national discussions
- Learn new approaches to managing local government services
- Strengthen relationships with key decision-makers and funding bodies
- Access up-to-date policy insights to remain compliant and well-prepared

Duration: Three days, Annual

Location: Christchurch

Attendees: Mayor, Councillor(s) and Chief Executive

Dates: Wednesday 16, Thursday 17 and Friday 18 July

Cost: Up to \$1,500.00 per attendee

Costs

All related costs are subject to Council's Sensitive Expenditure Policy and apply to both elected members and staff on all Council business. Audit New Zealand have consistently audited this area of expenditure. In addition to registration fees identified above, the following costs are also applicable:

Air travel

- Chatham Islands to the mainland and return: \$1,000.00 per person approx. return

- Internal travel on the mainland: \$500.00 to \$1,000.00 per person approx.

Accommodation

- Limit of \$250.00 per person, per night
- Limited Air Chathams timetable result in a minimum of three nights

Additional costs include parking, taxis and food and beverage for official meetings, breakfast, lunch and dinner. Cost saving measures include accommodation and other costs not being claimed for, these solely at the discretion of the individual. Council's policies do not include provision for a 'per diem', a daily allowance provided to cover expenses incurred while travelling on Council business.

8. Government

8.2 Regional Growth Summit – Chatham Islands

Date of meeting	27 March 2025
Agenda item number	8.2
Author	Paul Eagle, Chief Executive

Purpose:

Provide an overview to elected members of the Regional Growth Summits, summarise the Regional Infrastructure Fund, and outline the draft itinerary for the Chatham Islands Regional Growth Summit scheduled to take place on Wednesday, 16 April 2025.

Recommendations:

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

Background:

The Regional Growth Summits are government-led initiatives aimed at fostering regional economic development by engaging with local stakeholders, identifying priority projects, and ensuring targeted investments. The summits bring together government representatives, industry leaders, and community stakeholders to discuss challenges and opportunities in regional development.

The Chatham Islands Summit is one of the four remaining summits scheduled for 2025, following previous summits across the country. These engagements provide a platform for collaboration and discussion on infrastructure, economic development, and community needs.

Minister for Regional Development (and Oceans and Fisheries) Hon Shane Jones, is the lead for the summits. Kānoa, the Regional Economic Development and Investment Unit, a division within the Ministry of Business, Innovation and Employment (MBIE) is the organiser and responsible for the agenda and all logistics. Council is the on-Island host agency and will be responsible for delivering the event.

Regional Infrastructure Fund

The \$1.2 billion Regional Infrastructure Fund (RIF) is a capital fund dedicated to accelerating key infrastructure projects that align with the government's regional development priorities. To date, over \$550 million has been allocated to various projects, with a focus on:

- Water storage and resilience

- Energy generation projects
- Māori economic development
- Infrastructure for regional growth

The RIF has received more than 250 applications, and approved investments are selected based on their potential to drive economic and social benefits. Projects include investments in cutting-edge technologies, disaster resilience improvements, and initiatives to support economic growth in rural and remote communities.

Chatham Islands Regional Growth Summit

The Chatham Islands Regional Growth Summit has been scheduled to take place on Wednesday 16 April. It will include discussions focused on key infrastructure and economic initiatives for the Island focussed on:

- Energy
- Emergency and Services Hub
- Farming, Fishing
- Housing
- Solid Waste, roading and water
- Tourism

Considerations:

1. Link to the Island Deal – the Chatham Islands' submission to the Government's Regional Deals Framework
2. Ensure strong stakeholder participation, particularly from local businesses and community representatives, to maximise engagement and input.
3. Leverage the summit as an opportunity to highlight the unique challenges and opportunities in the Chatham Islands, ensuring future policy and funding considerations reflect these needs.
4. Provide a clear summary of outcomes post-summit to inform future investment decisions and regional development strategies.

Conclusion:

The Regional Growth Summits serve as a vital platform for fostering economic development and regional investment. The Chatham Islands summit will provide key insights into infrastructure needs and regional priorities, ensuring that government funding and initiatives effectively support local growth and resilience. Through the Regional Infrastructure Fund, targeted investments continue to drive economic opportunities and long-term sustainability for regional New Zealand.

Hon Shane Jones Minister for Regional Development



19 March 2025

RIF delivering for regional NZ, more to come

The Coalition Government's drive for regional economic growth through the \$1.2 billion [Regional Infrastructure Fund](#) is on track with more than \$550 million in funding so far committed to key infrastructure projects, Regional Development Minister Shane Jones says.

"To date, the Regional Infrastructure Fund (RIF) has received more than 250 applications. Approved investments align with the Government's focus areas of enabling growth and water storage, supporting energy generation and Māori economic development, and increasing resilience," Mr Jones says.

"The Government is committed to boosting the economy by prioritising spending through the RIF to areas that deliver the best impact regionally. While the eligibility criteria are tight, the breadth of projects already approved are remarkable and I have no doubt they will have significant impacts on regional economies.

"From investment into cutting-edge technology like supercritical geothermal energy to ensuring our regions can better cope with devastating weather events, the RIF is playing an important role in delivering well-planned resilient and enabling infrastructure."

Mr Jones also today released dates for further regional summits.

"Last year I made it a priority to travel around the country to talk to communities about their regional priorities, and ideas and aspirations for their regions. So far we have held 10 summits, with more than 1200 stakeholders attending. I'm pleased to confirm the remaining four summits for this year."

Regional Growth Summit	Date
Canterbury	Friday 28 March
Chatham Islands	Wednesday 16 April
Wairarapa & Kāpiti	Friday 9 May
Otago	Friday 16 May

Editors' note

The [Regional Infrastructure Fund](#) is a capital fund with the primary purpose of accelerating infrastructure projects, particularly with a focus on water storage, energy, Māori economic development, growth, and resilience.

Committed funding includes approved funding and funding ring-fenced for specific purposes but is yet to be approved for release.

More information about the RIF can be found on the [Grow Regions website](#).

8. Government

8.3 Island Deal – the Chatham Islands’ submission to the City and Regional Deals Framework

Date of meeting	27 March 2025
Agenda item number	8.3
Author	Paul Eagle, Chief Executive

Purpose:

Update elected members on the Island Deal – the Chatham Islands’ submission to the New Zealand Government’s Regional Deals Framework – our proposal to secure long-term investment and support from the Crown, industry, iwi/imi and others for essential services and economic development. This deal focuses on public service reform, infrastructure investment, resilience, and economic growth to create a thriving and self-sustaining community on the Chatham Islands that has strategic relevance and will contribute significantly to New Zealand’s economy.

Recommendations:

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.

Background:

The City and Regional Deals Framework

The Framework is a government-led initiative designed to establish long-term economic and social partnerships between central government and local communities. Each City and Regional Deal is based on a 30-year vision, supported by negotiated 10-year strategic plans that outline shared objectives and funding commitments. Key principles of the framework include:

- Targeted Investment – Ensuring government funding aligns with regional priorities.
- Infrastructure Development – Improving connectivity, transport, and essential services.
- Economic Growth – Promoting industry expansion and job creation.
- Resilience and Sustainability – Strengthening communities against economic and environmental risks.

Unlike short-term grants, City and Regional Deals are long-term agreements designed to provide stable, predictable funding that enables sustainable regional growth.

Island Deal

The Chatham Islands' submission aligns with this framework and seeks to address key challenges, including ageing infrastructure, limited housing, high energy costs, shipping constraints, and governance inefficiencies. The aim is to secure a long-term partnership between central and local government, industry, iwi/imi and others to ensure sustainable development. The submission is summarised for elected members below.

1. **Public Service Reform** – Support for restructuring service delivery to improve efficiency and financial sustainability, including a review of the Chatham Islands Council Act 1995.
2. **Infrastructure investment** – Funding for upgrades to **water supply, waste management, roads, housing, and transport services**.
3. **Resilience enhancements** – Establishing an **Emergency and Services Hub**, relocating fuel storage, and further developing **renewable energy solutions**.
4. **Economic Growth initiatives** – Increasing **fisheries quota** held by Chatham Islands entities to drive economic prosperity and enhance food security.
5. **Improved Government coordination** – Strengthening partnerships between **central and local government agencies** to streamline service delivery and funding support.

Conclusion:

The Chatham Islands play a strategic economic role in New Zealand, particularly through fisheries, agriculture, and exploring the potential in conservation and tourism. However, outdated infrastructure, high costs, and governance challenges are limiting the Islands' potential.

The Island Deal submission presents an opportunity for the New Zealand Government and the Chatham Islands to collaborate on a sustainable development strategy that benefits both the local community and the national economy. By securing investment from the Crown in infrastructure, governance reform, and economic development, the Island can become more resilient, self-sufficient, and economically productive.

Next steps:

- Finalise cost estimates and implementation plans for infrastructure projects.
- Engage with government agencies to secure funding and legislative support.
- Continue community consultation to refine priorities, add/amend and project delivery.

By securing an Island Deal, the Chatham Islands can transition from maintaining basic services to building a thriving, future-ready economy that supports its people and contributes to New Zealand's broader regional development goals.

Regional Deals

Light-Touch Proposal Template Guidance

The purpose of this template is to support the development of proposals for regional deals. The content in this template will help central government confirm alignment with the objectives set out in the [Regional Deals Strategic Framework](#), confirm the proposed areas of work to be included in a potential Memorandum of Understanding between central and local government, and provide early indications for the work required to support a potential regional deal.

The Department of Internal Affairs acknowledges that all parties are expected to treat proposals in confidence as they may contain confidential and commercially sensitive information. All parties will keep the information confidential, unless obliged to disclose it (such as by law under the Official Information Act 1982 (OIA) or the Local Government Official Information and Meetings Act 1987 (LGOIMA)), or until it no longer remains confidential (such as being agreed to in a Memorandum of Understanding). Where a relevant OIA or LGOIMA request is received, each party must consult with each other.

Use this template to complete and submit your “light-touch” Regional Deals proposal, consistent with the [Regional Deals Strategic Framework](#).

Regional Deals will be based on a 30-year vision, with negotiated 10-year strategic plans to deliver shared objectives and outcomes between central and local government. Deals will be long-term commitments, intended to endure, to promote economic growth and productivity, delivering connected and resilient infrastructure, and improving the supply of affordable, quality housing.

Your proposal should outline the economic objectives and project outcomes that your region is proposing will be delivered. It should also include what actions your region will take to unlock or enable growth, and what policy, legislative or other actions your region needs from central government to assist in achieving the objectives of the regional deals strategic framework.

Light-touch in the context of this template means that you should provide brief answers to the questions. Evidence and data included should be from sources that are already available such as Long-Term Plans (2024-2034), economic development and infrastructure strategies and other pre-existing information. It is not envisaged that regions prepare a full business case or deal proposition at this stage. The intention is to gather initial information that can inform a deal proposition. We also do not encourage the use of external consultants or preparing detailed supporting information to complete the light-touch proposal.

Please complete one application per regional deal, approved by all councils included in the region. Further supporting information may be attached as an appendix.

For further questions, please contact your Department of Affairs (DIA) Partnership Director below or email us at RegionalDeals@dia.govt.nz.

Regions	DIA Partnership Director	
Northland/Auckland/Waikato	Vanessa Blakelock	Vanessa.blakelock@dia.govt.nz [021 832 417]

Bay of Plenty/Gisborne Tairāwhiti/Hawkes Bay/Manawatū Whanganui/Taranaki	Caroline Dumas	Caroline.dumas@dia.govt.nz [022 652 5199]
Wellington/Otago/Southland	Warren Ulusele	Warren.ulusele@dia.govt.nz [021 227 8187]
Nelson City and Tasman /Marlborough/Canterbury/ West Coast	Paul Barker	Paul.barker@dia.govt.nz [027 610 7508]

Final proposals to be sent to RegionalDeals@dia.govt.nz by 28 February 2025.

Region and Contact Details

Please confirm your region's economic/geographical area and list all the local authorities involved, contact names and roles, emails addresses and phone numbers. Highlight the primary contact point(s) for all future correspondence related to this proposal.

For this section please include:

- A description of the region's economic/geographical area
- Please list all local authorities involved

The Chatham Islands is a unique part of New Zealand consisting of two inhabited islands 800km east of mainland New Zealand. The Islands play an important role in the New Zealand economy, in particular, due to the extension of the Exclusive Economic Zone.

This proposal is from the Chatham Islands Council on behalf of the people of the Chatham Islands.

The Council is a unitary authority undertaking both regional and local territorial functions. Given our unique location and local government setup, we do not have any logical geographic alignment with any one region, hence our individual proposal. We are supported however by several other local authorities across the country who deliver core local government services for the Islands, and we are building new partnerships with others. These relationships extend from Auckland Council in the north to the Canterbury Regional Council in the south. While we expect to utilise these relationships in our delivery of a deal, we have not listed them as formal partners as they will all be seeking their own regional deals that prioritise the needs of their own communities.

We've called our proposal an 'Island Deal' to reflect our community's unique challenges and economic opportunities.

The primary contacts for this application are:

Paul Eagle, Chief Executive, Chatham Islands Council:
paul.eagle@chathamislands.govt.nz M 021 673 630

Monique Croon, Her Worship the Mayor of the Chatham Islands:
monique.croon@chathamislands.govt.nz M 027 262 9989

Light-Touch Proposal

1. Executive Summary

Island Deal – Shoring up the Basics

The Chatham Islands are a special part of New Zealand. We are known for our plentiful seafood, outstanding scenery and unique wildlife. We play an important role in the New Zealand economy, and we are on a path to delivering more unique contributions through innovation. However, for our economy to truly thrive, we need to be able to secure basic infrastructure necessities.

Our Island deal is centred around shoring up the basics. We acknowledge the significant contribution central government has made to infrastructure and services on the Islands and want to see this investment pay off through economic growth.

Rather than getting ‘back to basics’ we need to get ‘up to basics’. Our Islands Deal projects are centred around setting up a more efficient public service delivery entity, basic infrastructure provision and resilience. It is focused on roads, rubbish and water – the basics people need to live well on the Chatham Islands. Our proposal also includes the key to unlocking economic growth for the Chatham Islands – growing the on-island fisheries sector through a quota transfer.

Our vision for our Island Deal is

“A thriving Chatham Islands where we can make a unique contribution to New Zealand and make the Chatham Islands a desirable place for future generations”

To grow the economy and population we need to undertake four key shifts:

1. Local public service reform
2. Delivering a basic standard of infrastructure
3. Improving our resilience
4. Increase the fisheries quota managed by Chatham Islands entities

Local public service reform

The Chatham Islands Council and the Chatham Islands Enterprise Trust both acknowledge that, a whole-of-island solution is required to ensure the effective and efficient management of assets and effective delivery of public services. The Chatham Islands have had no shortage of reviews, but this is the first time we’re moving forward toward reform. We have collectively agreed to a Memorandum of Understanding that sets out an agreed way of working through. Both entities are dependent on the Crown for funding, the Council through a fixed annual appropriation for operating local government on-Island; and the Trust, with the Crown as principal funder of the assets under its stewardship. The relationship with the Crown is primarily managed through the Department of Internal Affairs, with support from the Regional team from the Public Service Commission. The Ministers for Local Government and Internal Affairs are the primary Crown representatives.

We plan to do this by taking a critical look at the current structures of ownership, delivery and governance of each of the assets or services we collectively run for the community and consider if these could be better delivered in a more efficient and effective way. This process will be undertaken alongside local imi Hokotehi Moriori Trust and iwi Ngāti Mutunga o Wharekauri Iwi Trust.

The due diligence on this process needs to be done thoroughly to ensure that any future entity is fit for purpose and that the benefits exceed the costs for the long-term provision of services and infrastructure.

We are seeking support from the government for:

1. Relevant government agencies to participate in the process of the due diligence assessment.
2. Greater cross-agency coordination and streamlining of the interface between local and central government service delivery.
3. Short-term funding to complete the due diligence process and transition to a proposed new structure.
4. Long-term funding for delivering and enforcing statutory obligations to ensure compliance including capital support to get 'up to basics'.
5. Support for legislative changes for a comprehensive review of the Chatham Islands Council Act 1995.
6. Right-sizing regulation for the Chatham Islands Council or a future entity of the Chatham Islands Council Act 1995.
7. Increased appropriations for the provision of an economic development function which includes a focus on tourism.

Our contribution: We are taking the lead on this reform. Many reports have been commissioned by the Department of Internal Affairs on the Chatham Islands public service over many years. This is the first time the Island's public service entities have taken it to the next step of planning what a more effective structure would look like. We know that this process will not move forward without the support of our community so we are engaging with them during March on what's working well and changes they'd like to see.

Outcome: The Local Public Service Reform is a once-in-a-generation change to local public services that aims to create a more effective and efficient structure for public service delivery that makes the best use of private sector expertise while retaining democratic oversight over our assets.

Getting up to basics – Water, Waste, Roding and Housing

Water Infrastructure – We are facing a severe funding shortfall for bringing our water infrastructure up to standard. With the smallest rating base in the country, we are unable to fund essential water infrastructure upgrades without additional central government support.

We are in discussions with Auckland Council for delivering our future water services. Their expertise, scale and systems will bring efficiency and confidence in delivery.

We are seeking support from the government for:

1. An increase in appropriations that allows a whole of Island approach to delivering a compliant water service through a partnership with Auckland Council.
2. Funding to upgrade three waters water infrastructure, future water sources.

3. Water solution for rural properties that are not on town supply (including Pitt Islands).

Our contribution: Commitment to delivering fit-for-purpose water meters for those on town supply.

Outcome: Compliant water services delivered efficiently.

Waste management – A fit-for-purpose waste management system is essential for the functioning of a community. We currently have a waste collection service that goes to on-island landfills however, our landfills will reach capacity soon. We need to expedite a longer-term solution for waste on the Chathams.

There are two options we are considering: developing a new on-island landfill and/or containerising waste to be taken to the mainland. The latter would help to preserve the Island's outstanding character for locals and tourists alike.

We are seeking support from the government for:

1. Funding for a) new landfill capacity and additional transfer stations, b) remediating and closing landfills, and c) the provision of waste removal services as part of procuring the replacement shipping solution for the Chatham Islands by the Ministry of Transport.
2. Support from Ministry of Transport and Ministry for the Environment to remove stockpiles of scrap metal.
3. Funding for solutions to fish waste and green waste from the Ministry for the Environment.

Our contribution: We will lead the business case on the best option (between an on-island landfill and containerising waste and shipping it to the mainland) in the coming year.

Outcome: A longer-term solution to waste management on the Islands that is the best value for money of the options available.

Transport – A shipping service that is affordable and reliable remains the number one priority for the Chathams. Three of the four wharves across the Islands are in a state of disrepair with one (located at Kaingaroa) at risk of complete structural failure at any time, severely impacting the fishing sector. The provision of air transport services and ownership of supporting infrastructure also needs addressing. The majority of the roading network on the Chathams is unsealed making it difficult for Chatham Islanders to get around safely. All these issues compromise economic growth.

We are seeking support from the government for:

1. An increase in appropriations for managing the shipping service
2. Funding for the replacement of the wharf at Kaingaroa; improvements, renewal and maintenance for other wharves
3. Increased funding for roading activities for sealing to connect key economic areas, including support for increasing the Funding Assistance Rate from the New Zealand Transport Agency to 100%

Our contribution: We will continue to effectively manage the contract with our roading contractor to ensure that funding is allocated where it is most needed.

Outcome: Safer, more reliable journeys and faster movement of goods around the Islands.

Housing – The poor quality of housing and lack of affordable homes deeply affects our current communities' quality of life. Potential employers are unable to employ staff from mainland New Zealand as they have nowhere to live on the Islands. The situation represents the most significant barrier to economic growth.

We are seeking support from the government for:

1. Infrastructure to enable housing developments and growth (three water upgrades specifically – as addressed above).
2. Crown expertise to develop a housing strategy and a bespoke housing approach for the Islands.
3. Funding support for Crown Infrastructure Delivery to deliver affordable housing in an efficient way, including a focus of Island-based Crown employee housing.
4. A letter of expectation from the government to the banks that lending rules for Chatham Islands properties are to be the same as for mainland property lending.

Our contribution: Facilitating the infrastructure upgrade programme to enable housing.

Outcome: Businesses will be able to grow and employ more staff, growing our population and economy.

Resilience

As a small, isolated community our resilience is of critical importance. We are in the process of undertaking several projects to improve energy and fuel security, together with emergency preparedness that will minimise the risks of ongoing crises we face and support us in times of disaster.

Emergency Services Hub – We are working with all the central government entities based on-Island to create the Hub. It will co-locate critical emergency and public services on-Island, ensuring better use of resources, and enhanced coordination of services. It will be the central point for emergency management to strengthen our resilience. Crown Infrastructure Delivery is preparing the business case and is expected to be the delivery agency if the project is approved.

The Hub is also expected to be the new location for fuel storage. Our community and economy are reliant on diesel fuel for electricity, transport and machinery. In 2024, a fuel shortage crisis twice brought our economy to a standstill, highlighting how vulnerable our communities and economy are to fuel supply and storage problems. The current diesel fuel storage is located just off the foreshore at only a few metres above sea level. This presents a risk during a storm surge. The fuel storage tanks are also reaching the end of their life.

We are seeking support from the government to:

1. Funding for the Hub, and a commitment from government agencies to co-locate with long-term lease for their various on-island operations.
2. One-off funding for a relocation of the fuel storage tanks.
3. Support to remove barriers to private sector investment in and management of fuel supply and storage.

Our contribution: We will work with the private, social sector and iwi/imi to secure a provider for the Emergency Services Hub.

Outcome: Local and central government working together in a more coordinated and deliberate way. Demonstrating an innovative solution to lower central government costs. More secure fuel source, minimising the risk of costly emergency deliveries by air to keep essential services going in an emergency.

Energy – The reticulated energy supply serves roughly 60% of the island's population and is currently run mostly with diesel generators. Electricity currently costs \$1.29c per kwh, this compares to mainland costs of 33c per kwh. Wind turbines funded by central government are due to be operational in mid-2025 will reduce the price and availability of energy for the grid-tied customers. While the wind turbines will have a 250kwh battery (about 1.5 hours spare capacity) there will be additional energy generated that is unused when the supply is high, demand is low, and the battery is full. One innovative solution to put this surplus energy to good economic use is a centralised cool store unit for agricultural and fishing commodities.

A centralised cool store could act as a distribution hub and be able to cool down fishing and agricultural commodities to lower than required during times of surplus and be turned off (to slowly come up to its base temperature) when energy supply is low. This would support the island's key economies – fishing, and farming.

We expect other opportunities and uses for excess energy will emerge and we would like to explore these along with developing an electricity strategy.

We are seeking support from the government for:

1. Funding for a business case for a cool store and exploration of other ideas to level load peaks.
2. Development of an energy strategy to bring in private sector capital and expertise to help further reduce the cost of electricity on the island.
3. Funding for a whole of Island solar solution.

Our contribution: Council is working with the Chatham Islands Enterprise Trust on the public sector reform which will include market sounding of private sector electricity providers. If this is enacted then a private sector provider may bring more expertise, investment capital and lowered costs overall to support the resilience of the electricity system.

Outcome: Better management of electricity supply and demand. Reduced electricity prices. Surplus energy going to good economic use.

Fisheries Quota

The Chatham Islands is world-renowned for its seafood and fishing is our cornerstone industry. Around 40% of our GDP and a third of all employment comes from the fishing industry.

While the Chatham Islands extend New Zealand's Exclusive Economic Zone to grow the sector on-island a step change is required. More quota holdings held by on-island entities will boost our economy, and productivity and secure a better future for the next generations.

We are seeking support from the government for:

1. Increasing fisheries quota by transferring parcels held by the Crown.

Our contribution: We will support the islands' quota-holding entities by providing the necessary infrastructure.

Outcome: Increased economic growth, higher population and higher investment into the Chatham Islands.

2. Alignment with the Strategic Framework

Building economic growth

New Zealand benefits significantly from the Chatham Islands with the extension of the Exclusive Economic Zone (EEZ) and its role as an outpost in the Pacific. The strategic relevance of the Chatham Islands to Aotearoa is often overlooked but extends beyond our direct GDP contribution.

Our three main private sectors are fishing, farming and tourism. We also have numerous emerging innovative industries.

Fishing is the lifeblood of our local economy. The entrepreneurs of our fishing industry are working hard to innovate, diversify and differentiate Chatham Islands seafood. However, the current quota levels held by Chatham's Islands entities limit the economies of scale and capital investment into fishing. An increase in the fisheries quota held by Chatham Islands entities would be a game changer for the sustainability of our overall economy. This aligns with the regional deal secondary objective of greater regional and private sector collaboration.

Our fishing, farming and tourism industries are all currently constrained by infrastructure issues like the high cost of electricity, lack of suitable housing for workers and unreliable shipping. For new and existing businesses to invest in the Chatham Islands they need to have confidence that basic infrastructure will be reliably and affordably provided. This Island Deal will set the Chatham Islands up for the investment it needs to thrive and grow the population and economy.

Shoring up the basics in water, waste, housing, solid waste, and energy will support our major economic sectors to grow and develop. It will also create the conditions for more investment into new high-value products. Currently, too much focus from talented businesspeople and civic leaders on the Island is taken up simply 'keeping the lights on'. We need to provide stable conditions in the economy to allow those companies, agencies and experts to do what happens elsewhere in New Zealand.

Delivering connected and resilient infrastructure

The standard of infrastructure provision on the Chatham Islands falls well below most regions on the mainland. We are frequently on the cusp of crises, be it fuel shortages, power outages, or shipping issues. These crises stall investment, erode our economy and generally make it difficult to sustain living on the Islands. We are resilient people, but to attract the younger generations of Chatham Islanders to stay, or return, we need more resilient infrastructure.

We believe the first step to shoring up infrastructure provision is to set up a fit-for-purpose entity to deliver local public services in a whole-of-islands way. We are consulting the community on what they consider to be working well and what could be improved. The intended outcome is more efficient and effective infrastructure delivery and local government services with improved decision-making (regional deal secondary objective).

The next step is to ensure we can meet the basic needs of the community. Through this Island Deal we can shore up the basics of water infrastructure, solid waste and housing. Much of our water infrastructure and our landfill are reaching the end of their life. With an extremely limited ability to bring in more revenue and rates we are unable to provide the basics without further financial assistance.

The emergency services hub project will help the government agencies and Council work more efficiently together on the Islands (a regional deal secondary objective) and improve our disaster resilience and recovery. The fuel resilience project will remove a key resilience risk (storm damage to fuel tanks) that could have disastrous impacts for our community, economy and environment. This improves our sustainability and resilience to a changing climate (a regional deal secondary objective).

Improve the supply of affordable, quality housing

The housing stock on the Chatham Islands is low and of poor quality. To draw our whānau currently living on the mainland back home to the Chatham Islands we need to provide more housing and improve the existing housing we've got. We expect that we need 100 more new homes over the next 20 years. However, it is expensive to build and renovate on the Chatham Islands due to the lack of tradespeople, the cost of shipping materials and the higher-grade materials needed to withstand the harsh environment. In addition, banks make it difficult for Chatham Islanders with very tough lending criteria and unreasonably high deposit requirements. For these reasons, housing has remained a core constraint to community well-being, population growth and economic growth.

Past projects that have attempted to develop more housing have been unable to proceed due to the lack of basic infrastructure provision for growth. For example, a 12-unit proposal at Waitangi led by Ngāti Mutunga o Wharekauri was unable to go ahead because the water infrastructure provision was insufficient.

Infrastructure for growth, more support for community housing and fair lending rules will collectively improve the supply of affordable, quality housing.

With the right investment into our basic infrastructure through this Island deal and a clear economic strategy focussed on our core seafood, farming, and tourism offer, we can unlock population growth that has been non-existent over many years.

3. What drives growth in your region?

The Chatham Islands economy has three main export sectors: seafood, pastoral farming and tourism. Beyond these main sectors, many niche sectors are forming that could reshape and diversify the Chatham Islands Economy in the decades to come.

Ultimately, if the Chatham Islands community can focus its energies on growing the economy (rather than keeping the lights on) we aspire to double the value of the economy from approximately \$50m per year to \$100m per year over 15 years.

Fishing sector

The key strategic relevance of the Chatham Islands to the New Zealand economy is the extension of New Zealand's Exclusive Economic Zone. This creates a significant contribution to the country's overall economic return from fishing. However, approximately 25% of the 12-mile limit quota is held by individuals and entities on the Chatham Islands.

The fishing sector on the Islands is by far the largest sector with 40% of all GDP estimated to come from fishing¹. The sector also employs a third of all workers on the Chatham Islands².

Growth in the fishing sector for the Islands can be delivered through the allocation of more quota to existing quota holders located on the Chatham Islands within FM4 and through new species of quota. Trials are underway for the viability of new species including Chatham Islands oysters.

It is essential for the fishing sector's viability and future growth to have reliable and affordable infrastructure. Upgrading the roading, re-building Kaingaroa Wharf and securing fuel supply would all support a more productive and resilient fishing sector. A centralised cool store would lower the cost of electricity for storing fish before being transported. Together, these interventions are expected to support the profitability of the fishing industry – driving better return for investment on infrastructure into the future.

Farming sector

Farming is the Island's fourth-highest contributor to Chatham Islands GDP and employment³. Farming on the Chatham Islands has been severely constrained by shipping unreliability and costs in recent years. The current number of stock units is less than half of the historical highest yield. With a reliable ship and improved farming practices, yield could increase from 60,000 stock units to 180,000 stock units.

A long-term secure and reliable shipping service for the Chatham Islands is the key to unlocking more productivity in the farming sector – this service is currently being procured by the Ministry of Transport. The inclusion of containerised waste in the shipping contract for disposal on the mainland may support the profitability, and ultimately viability, of the shipping service.

A freezing works on the Chatham Islands would create new 'value added' products from the beef and lamb that's currently being shipped live to the mainland for sale to stock buyers. Applications have been made in the Regional Infrastructure Fund for a meat processing plant. The outcome of this funding application will be relevant to this proposal, including for a centralised cool store.

Tourism

¹ Chatham Islands Economic Profile, Final Report July 2017, Martin Jenkins page 29

² *ibid*

³ *ibid*

For many people living in Aotearoa or abroad, visiting the Chatham Islands is on their bucket list. We have outstanding environments and activities that people travel from afar to experience. Our internationally important ecological and cultural heritage makes the Chatham Islands an attractive destination for specialist group tours focused on conservation, geology, history, photography and more.

Tourism growth driven by marketing, quality experiences and well-maintained tourism attractions are critical to ensure increased visitation and a viable and sustainable industry sector. This Island Deal seeks to secure the basics of management and infrastructure to ensure the ongoing viability of the tourism industry for the Chatham Islands.

Utilising the shipping service to remove waste, especially scrap metal, will also support tourism to ensure the Island aligns with the clean, green image people envisage when thinking of the Chatham Islands.

Innovative new sectors

The broader strategic relevance to the New Zealand economy is just beginning to be uncovered. Chatham Islanders are innovative people, and there is no shortage of projects that will diversify our economy. These innovations take advantage of our isolation and unique flora and fauna. They include exploration into additional high-value seafood products, protection of animal breeding genetics, highly specialised apiculture products, carbon farming, high-value branded farming products and unique tourism adventure products.

The diversification of the economy is the key to growing our GDP, bringing more people to the Chatham Islands to visit and to live. As we develop the basic infrastructure provision, more people and companies will have the confidence to invest in our innovative new enterprises.

4. Central and Local Government Partnership

The Chatham Islands Council has strong partnerships with central government and other local government organisations. Along with our partner entities, the Chatham Islands Enterprise Trust (the Trust), Ngāti Mutunga o Wharekauri Iwi Trust and Hokotehi Moriori Trust we run a stakeholder forum bi-annually to work through our challenges and share progress. Attendees included the Ministry of Transport, Department of Internal Affairs, Ministry of Health, Ministry of Primary Industries, Department of Conservation and Crown Infrastructure Delivery, National Emergency Management Agency, and Ministry for the Environment.

This model of cross-government collaboration to support a geographical region is exemplary and likely not seen in any other part of Aotearoa. It allows ministries and agencies to hear from the Council, iwi, imi and the Trust with each other about what projects they're progressing with and what challenges we all face. These forums provide the conditions for a strong partnership with government agencies to support us in delivering on an Island Deal.

As a very small organisation with limits to our capability and capacity, we are heavily reliant on other territorial authorities to deliver some of the wide range of local government services required by a unitary authority. In the coming year, we will be looking at our capability and capacity with a view to bringing some services back in-house where they may be better served by employees on the Islands. Where services need to be procured from mainland territorial authorities, we will be revising our specifications of the service to have more certainty around roles and delivery.

We currently have contractual relationships with Environment Canterbury, Wellington City Council and Hamilton City Council. However, these relationships may change in the life of the regional deal. We are in discussion with Auckland Council for delivery of our water services going forward.

We are currently working with Crown Infrastructure Delivery for the project management of the Emergency Management Hub and are the first Council in the country to utilise their service. This demonstrates our willingness to collaborate with the government to work together in new ways. The Emergency Management Hub will be a cross-agency building and allow for further collaboration for the betterment of the Islanders.

5. Commitment to Regional Spatial Priorities

As a non-urban region, we do not have a Future Development Strategy. However, we are currently working on a 30-year strategy that seeks to provide an aligned vision and strategic direction for our community. It will outline the key opportunities and challenges for our economy and land use allocation. This process will help us identify spatial priorities to align with the negotiations on an Island Deal.

The 30-year strategy will be completed in early-mid 2025. It will build on the adopted Chatham Islands Strategy, which sets out shorter-term projects and partnerships. This Chatham Islands Strategy is what we currently use to guide the Stakeholder Forum meetings with government agencies which keeps us all accountable to the outcomes our community desires.

6. Capability, Capacity and Readiness to Implement and Deliver

As a small, isolated community, we have to work together to survive and thrive. While we have limited capability and capacity, we have successfully worked with various government agencies on large infrastructure projects for the Islands shipping replacement, runway extension, Waitangi Wharf redevelopment, museum and Council building development and telecommunications internet. We have also navigated crises such as fuel supply issues and animal welfare concerns during the shipping outage.

We have a strong relationship with our government partners and we host Crown public servants every week. We regularly host Ministers and other senior public figures.

Council have been working collaboratively with the Chatham Islands Enterprise Trust, Ngāti Mutunga o Wharekauri Iwi Trust and Hokotehi Moriori Trust through our Kāhui Manu Tāiko (KMT) partnership. This governance partnership would be the basis for the governance on the Island Deal.

The Local Public Service Reform process that is being undertaken by the Chatham Islands Council (CIC) and Chatham Islands Enterprise Trust (CIET) is intended to 'get our house in order' to address the challenges we face in delivering public services to our community. The reform may result in combining the CIC and CIET to more effectively and efficiently deliver public services for a small community with a large economy. The ownership, operations and governance arrangements for each of the service areas are to be assessed on a case-by-case basis to find the best future model for ownership and service delivery. Private sector operations will be considered, including in partnerships, where it may be more efficient and effective to have private sector delivery of services. We expect this process will boost our capability, capacity, readiness and alignment to partner with the government for this Island deal.

7. Regional Deal Priority Projects/Initiatives

Local public service reform

We have embarked on a process of local public service reform with the CIET. Public service on the Chatham Islands has long been reviewed – the challenges are well understood. This is the first time the Chatham Islands entities have moved to act on reform. It is an Islands-led process, but it aligns with the government's objectives of a more efficient and effective local public service and delivery of local infrastructure.

Fundamentally, we believe some change is necessary to create the conditions for more population growth which is the key to unlocking economic growth on the Islands.

While due diligence has not yet been completed to indicate the costs and benefits of the preferred option for change, this should be completed by the time the details of a deal are worked through. The decision to implement will only be made when there is robust evidence to show that there will be substantial benefit to the community and the economy.

The process will be as follows:

Milestone	Date (estimated)	Government support requested
Memorandum of Understanding between CIC and CIET	Complete	NA
Preliminary consultation with community, iwi, imi, stakeholders	February 2025	NA
Preliminary decision (whether to proceed to due diligence on an option)	March 2025	Endorsement of the Department of Internal Affairs (DIA) for processing to due diligence and funding support for the due diligence process
Due diligence - data collection and analysis	March-June 2025	Participation in the due diligence process, including providing information (for example, for benchmarking)
Due diligence - evaluation of each asset/service area	April – June 2025	Participation in the evaluation of options for assets/services where the government has a role or may have a different role in future
Cost and benefit modelling	July-August 2025	NA
Decision to implement	October 2025	DIA to provide input for the CIC and CIET decision on whether to implement an option
Transition to new entity	TBC	To enact legislative change to the Chatham Islands Council Act to allow for the transition. To participate in the transition where there is a change to the role of the government.

		Long-term funding for delivering and enforcing statutory obligations to ensure compliance, including capital support to get 'up to basics' To support us to develop an economic and tourism development function for the new entity
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The process is currently unfunded and not in the Long Term Plan. This process aligns with the government's approach to enable Council's to lead the change in re-organisation (though in this case, it is re-organisation across two entities rather than territorial boundaries).

Getting up to basics – Water, Solid waste, Roothing and Housing

Water Infrastructure

We are preparing to develop a water services delivery plan for the Local Water Done Well programme. We are in discussions with Auckland Council about working collaboratively with them for our service delivery.

As a Council primarily funded by appropriations from the government, we have very limited financial levers for improving our water infrastructure. A significant portion of our three waters infrastructure assets are reaching the end of life and are in poor condition. This poses a high risk of asset failure and an increased likelihood of adverse public health and environmental outcomes. In order to meet the standards set by Taumata Arowai we need to urgently upgrade our water assets.

The level of appropriations we receive is less than what would be required to bring our water assets up to standard. To meet requirements, we anticipate that operation costs will triple and around \$50m of currently unfunded capital investment is needed over 10 years.

The Long-Term Plan identified this risk as follows:

There is a significant risk that funding will not be secured for this additional work and ongoing operational costs and therefore, the 'workable' options for Council are to either to not complete this work and therefore not comply with the new Water Services Act 2021 or advocate for limitations in scope for the work performed by Chatham Islands Council - as part of the Chatham Islands Council Act 1995, meaning levels of service may further deteriorate over time compared to mainland New Zealand, such an approach may also create unintended consequences, including the likely risk of asset failure/contaminated water supply.⁴

The unfunded three waters projects needing funding over the short-medium term are as follows (as outlined in from the Long Term Plan⁵):

Project	Description	Estimated cost
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⁴ <https://www.cic.govt.nz/your-council/news-and-events/2024/long-term-plan-2024-34/>

⁵ ibid

Waitangi and Te One wastewater upgrade	The current system is at the end of its useful life and the land application system (where we put the treated wastewater) requires an extension. Without adequate treatment, there is a high risk of adverse public health and environmental outcomes. The lower cost value of the upgrade is estimated, assuming the currently serviced population, whereas the upper value assumes increased connections arising from increased demand from existing and future residential housing in Waitangi as well as an extension to Te One	\$9.7 – \$18.8 million
Sludge receival and disposal facility	This will create a facility for the community that collects, treats, and disposes of septic waste. Removing the current practice of burial in pits and providing an engineered, environmentally sustainable process. This is urgently required.	\$3.0 million
Kaingaroa water renewals (network and treatment plant)	The reticulation network at Kaingaroa is now at the end of its useful life, resulting in frequent pipe breakages and leakages. The council plans to replace the reticulation to minimise the risk of leaks and ingress of contaminants and conserve the freshwater resource. Upgrades and repairs are also planned to enable compliance with current legislation and best practice.	\$2.9 million

Waitangi and Te One water upgrade	Waitangi water supply reservoirs have been drained to low levels due to leaks and high demand in summer, which have required water conservation notices to be issued. Therefore, it is critical that issues of supply are addressed. This project will see a new water source, a new treatment plant, and additional storage. It will also include an extension of the network to Te One, which includes the Islands' main school and other key community facilities, that are currently not connected to a water scheme.	\$10.5 – \$13.3 million
Alternative water source investigation, design and planning for Waitangi, Kaingaroa and Te One	There is increased demand on freshwater resources arising from increased tourism and transient workers. In addition, the Council desires increased resilience in the face of climate change and drought. Some of our current water sources are not replenishing at sufficient levels to meet future demand and therefore, we need to understand the alternative drinking water source options available to Council, to increase resilience for our schemes and water resources for the wider island.	\$1.5 million (assuming no additional construction) – \$5.2 million
Works Yard new facility	The current works yard is no longer fit for purpose and is located in a low-lying coastal area, meaning it is more susceptible to weather events and sea level rise. The Council propose to construct a new purpose-built facility at a more suitable location in Waitangi.	\$1.3 million

Waste management

Waste management is essential for the functioning of any community. Our current landfill will reach capacity in 2030/2031. We either need to extend the landfill to the next stage or enter into an agreement with another territorial authority to ship waste and recycling to a mainland facility.

Refuse has been managed on the Islands via an on-island landfill. Expansion of the landfill has occurred in stages as needed. The next stage of the landfill is estimated to cost \$925,000 which we currently have no funding for. This will provide 50 years of capacity.

An alternative option arose from the discussions with potential shipping service providers – that the refuse is containerised and taken to a facility on the mainland. This is being done on the Norfolk Islands and supports the financial sustainability of the shipping service there. While the exact costs of this approach are unknown, it has some benefits over a landfill extension on the Islands. It would help to preserve the Islands ecologically significant status – we have more endemic species than any other biogeographic area in New Zealand. It may also bring efficiency and reduce costs as we would be utilising an existing mainland landfill.

Finally, a one-off drive to remove excess waste, especially scrap metal from old vehicles, would significantly improve the visual amenity of the Islands for tourists. The economic effect of this can't easily be quantified but we know that untidy waste around our Island degrades our specialised tourism offering.

Roading

Our roads are maintained to a condition that funding allows and this hampers our economic productivity and safety. We are seeking increased funding for roading activities on our key economic corridor between the airport and the port. We do not yet have a business case for this work – we are seeking funding first to undertake a business case then funding to undertake the work. While we receive the highest Funding Assistance Rate (FAR) from the New Zealand Transport Agency in the country, at 88%, we are unable to fund the Council share of this project without increased appropriations from the Department of Internal Affairs. We seek a permanent resolution of this situation through the increase of the FAR rate to 100%.

Kaingaroa Wharf is owned by the Council and is at risk of complete structural failure at any time. We are seeking funding support of \$4m to replace this facility. The Kaingaroa wharf supports our key economic industry- the fishing sector.

Both of these projects are unfunded and not included in the Long Term Plan.

Housing

The lack of suitable housing on the Chatham Islands severely hampers our ability to improve the standard of living and grow our population and economy. Many of our existing homes are a cause of illness for our community and there are not enough new homes to welcome new workers on the Islands.

In order to enable new housing we need the water and roading infrastructure to allow for growth (described elsewhere in this proposal). We also need more support from the government for social housing to be delivered by our local Community Housing Partnership.

Delivering housing on the Chatham Islands is challenging due to the costs, risks and financing. The Chatham Islands Housing Partnership would benefit from the support of agencies. Ministry of Housing and Urban Design could support us to develop a housing strategic and unique approach for housing on the Islands to help us overcome some of our biggest barriers. We are also seeking support from Crown Infrastructure Delivery to deliver affordable housing in an efficient way. This could begin with government employee housing and progress to adding to the social housing stock on the Islands. Finally, we request that the government sends a letter of expectation to all banks that lending rules for Chatham Islands properties should be the same as for mainland property lending.

Resilience

As an isolated population, we are frequently on the cusp of crisis and thus need to ensure we are as resilient as possible.

Emergency Services Hub –The Emergency Services Hub project will co-locate critical emergency and public services. It will be our police station, fire station, corrections facility and our emergency service centre. This unique approach saves on government resources by co-locating government activities for efficiency and better coordination of services. It is an example of local and central government working better together, led by local government and supported by a cross-agency effort.

Crown Infrastructure Delivery is preparing the business case and is expected to be the delivery agency if the project is approved. We have been the first local government organisation to utilise CID in this way. We will know more about the costs and milestones for this project in the coming months.

Fuel resilience project – Fuel keeps our economy and community running. We are reliant on one fuel storage system – a tank farm a few meters above sea level. This presents a high-severity risk of a loss to the supply following a storm. As the climate warms, we will see more storms capable of damaging the tank farm, which would bring our community to a halt and be an environmental disaster.

We are seeking funding from the government to shift the tank to a more resilient location at the Emergency Service Hub. This will protect our environment and ensure our communities and economy can continue to function after a storm event.

We do not yet have any estimates of cost and milestones for this project.

Energy storage – Energy prices on the Chatham Islands are simply unaffordable at around \$650 a month for the average household. This has long been holding our community and economy back from growing. We are looking forward to the wind turbines providing renewable energy. The 250kwh battery pack will store approximately 1.5 hours of electricity however, there will be times when surplus energy will be made and won't be able to be utilised.

A centralised cool store could be used to smooth the peaks where excess energy is used to cool fish and agricultural produce down below the temperature needed to offset when there is less energy being generated. A cool store, or other similar innovation, would support our key economies by putting surplus energy to good economic use for our key sectors.

This is an innovative idea that has not yet been developed or costed. We are seeking funding for a business case for a cool store (or alternative approach to level peaks and utilise energy for economic gain). We are also seeking funding for development of a network plan following the installation of the wind turbines. Finally, we are seeking funding for solar to complement the investment into wind and transition to full renewable.

Fisheries Quota

Fishing is our cornerstone industry and is something we are increasingly known for worldwide. Our fishing exports are highly sought after both here and abroad. We are experimenting with new species to diversify our catch, but we are still somewhat constrained by the size of quota held by entities on the Chatham Islands.

We contribute significantly to the country's GDP through the extension of the EEZ and more of the fish caught in the Chatham Islands zone should be brought to the Chathams for processing. This will increase private sector capital investment and generate better economies of scale for our infrastructure.

An increase in the fisheries quota to be held by Chathams Islands entities is essential to growing our key industry and ensuring the sustainability of our economy into the future.

8. What will your region bring to a regional deal?

As a small Council heavily reliant on appropriations funding, we are unable to bring any funding to the table. However, we are committed to working with the government to boost the Chatham Islands' strategic relevance to the New Zealand economy. We will:

1. Lead the Public Service Reform to get the conditions right for economic and population growth
2. Work with the government on regulatory reform to unleash our economic potential
3. Boost our project management capability and capacity to be more efficient and a better partner with government-led projects

What are you seeking from Central Government as part of a deal?

Activity	Ask from government
Local public service reform	1. Relevant government agencies to participate in the process of the due diligence assessment. 2. Greater cross-agency coordination and streamlining of the interface between local and central government service delivery. 3. Short-term funding to complete the due diligence process and transition to a proposed new structure. 4. Long-term funding for delivering and enforcing statutory obligations to ensure compliance including capital support to get 'up to basics'. 5. Support for legislative changes for a comprehensive review of the Chatham Islands Council Act 1995. 6. Right-sizing regulation for the Chatham Islands Council or a future entity of the Chatham Islands Council Act 1995. 7. Increased appropriations for the provision of an economic development function, which includes a focus on tourism.
Water infrastructure	1. An increase in appropriations that allows a whole of Island approach to delivering a compliant water service through a partnership with Auckland Council.

	2. Funding to upgrade three waters water infrastructure, future water sources. 3. Water solution for rural properties that are not on town supply (including Pitt Islands).
Waste management	4. Funding for a) new landfill capacity and additional transfer stations, b) remediating and closing landfills, and c) the provision of waste removal services as part of procuring the replacement shipping solution for the Chatham Islands by the Ministry of Transport. 5. Support from Ministry of Transport and Ministry for the Environment to remove stockpiles of scrap metal. 6. Solutions for fish waste and green waste.
Roading	7. An increase in appropriations for managing the shipping service. 8. Funding for the replacement of the wharf at Kaingaroa; improvements, renewal and maintenance for other wharves. 9. Increased funding for roading activities for sealing to connect key economic areas, including support for increasing the Funding Assistance Rate from the New Zealand Transport Agency to 100%.
Housing	10. Infrastructure to enable housing developments and growth (three water upgrades specifically – as addressed above). 11. Crown expertise to develop a housing strategy and a bespoke housing approach for the Islands 12. Funding support for Crown Infrastructure Delivery to deliver affordable housing in an efficient way, including a focus of Island-based Crown employee housing. 13. A letter of expectation from the government to the banks that lending rules for Chatham Islands properties are to be the same as for mainland property lending.
Emergency services hub and fuel resilience	14. Funding for the Emergency Service Hub, and a commitment from government agencies to co-locate with long-term leases for their various on-island operations. 15. One-off funding for a relocation of the fuel storage tanks. 16. Support to remove barriers to private sector investment in and management of fuel supply and storage.
Energy	17. Funding for a business case for a cool store and exploration of other ideas to level load peaks. 18. Development of an energy strategy to bring in private sector capital and expertise to help further reduce the cost of electricity on the island. 19. Funding for a whole of Island solar solution.
Fisheries Quota	20. Increasing fisheries quota by transferring parcels held by the Crown.

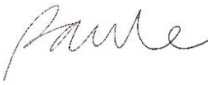
9. Further Supporting Information

See our [Long Term Plan](#) here.

Our Local Public Service Reform Consultation document is attached.

We can supply various reports that have be done on the Chathams Islands' economy and public services at request.

10. Approval

Approval of proposal
Title of the proposal: Island Deal – Chatham Islands  Monique Croon Her Worship the Mayor of the Chatham Islands Mobile 027 262 9989 monique.croon@chathamislands.govt.nz  Paul Eagle Chief Executive Chatham Islands Council Mobile 021 673 630 paul.eagle@chathamislands.govt.nz Date: 28/02/2025

Public Excluded Agenda

27 March 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	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	SUBCLAUSE 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.