Chatham Islands Council

BOARD PACK

for

Council Meeting

Thursday, 23 April 2026

9:30 am (+1245)

Held at:

Chatham Islands Council

13 Tuku Road, Chatham Islands

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AGENDA

COUNCIL MEETING

Name:	Chatham Islands Council
Date:	Thursday, 23 April 2026
Time:	9:30 am to 11:30 am (+1245)
Location:	Chatham Islands Council, 13 Tuku Road, Chatham Islands
Board Members:	Mayor Greg Horler, Cr Celine Gregory-Hunt, Cr Keri Day, Cr Graeme Hoare, Cr Nathaniel Whaitiri, Cr Jacqui Southcombe, Cr Jenna Hoverd
Attendees:	Mr Bob Penter, Ms Mereraina Hemara, Ms Jo Guise
Apologies:	Cr Bridget Gibb

1. Opening Meeting

1.1 Meeting Opening — 9:30 am (5 min)

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

1.2 Apologies — 9:35 am (2 min)

1.3 Interests Register — 9:37 am (2 min)

For Information

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

Supporting Documents:

1.3.a	Interests Register	8

1.4 Action List — 9:39 am (5 min)

For Noting

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

Supporting Documents:

1.4.a	Action List	10

2. Democracy

2.1 Ordinary Meeting Minutes 26 March 2026 — 9:44 am (3 min)

For Decision

Review and confirm the minutes of the previous meeting.

Supporting Documents:

2.2 Leave of Absence - Mayor

9:47 am (3 min)

Mr Bob Penter

For Decision

To seek Council approval for a leave of absence for the Mayor for the period 1 May to 31 May 2026 (inclusive).

Supporting Documents:

3. Finance

3.1 Financial Report

9:50 am (10 min)

For Noting

Supporting Documents:

3.2 Infrastructure Asset Valuation

10:00 am (15 min)

Mr Bob Penter

For Noting

The purpose of this report is to advise the Council that asset valuations have been completed for the organisation’s key infrastructure assets and to summarise the results of those valuations.

This report provides a high-level summary of the valuation results and their financial impacts. The full, detailed valuation reports for each asset class have been distributed separately.

Supporting Documents:

4. Works & Services

4.1 Stantec Report

10:15 am (5 min)

For Information

Information to be received.

Supporting Documents:

5. Community

6. Regulatory

6.1 DLC - Membership and Governance Update

10:20 am (5 min)

For Decision

Supporting Documents:

6.1.a	6.1 DLC - Membership and Governance Update.pdf	46

6.2 Compliance Audit Report

10:25 am (5 min)

For Noting

Supporting Documents:

6.2.a	6.2 CI Compliance audit report.pdf	49
6.2.b	Chatham Islands Compliance Audit 2025 - FINAL_Redacted.pdf	51

7. Emergency Management

8. Governmennt

9. Chatham Islands

10. Bylaws & Policies

10.1 Draft Motor Vehicle Policy 2026

10:30 am (5 min)

Mr Bob Penter

For Decision

The purpose of this report is to present the Draft Motor Vehicle Policy to Council for consideration and adoption.

Supporting Documents:

10.1.a	10.1 Draft Motor Vehicles Policy 2026.pdf	160
10.1.b	DRAFT Motor Vehicles Policy 2026.pdf	162

11. Move to Public Excluded

11.1 Move to Public Excluded

Supporting Documents:

11.1.a	PE Cover Page 23 April 2026.pdf	176

12. Public Excluded

12.1 Public Excluded Minutes 26 March 2026

10:35 am (2 min)

For Decision

For Approval

Supporting Documents:

12.1.a	PE 12.1 Minutes PE Meeting 26 March 2026.pdf	177
12.1.b	PE Minutes 26 March 2026 Council Meeting.pdf	178

12.2 Interim Chief Executive Report

10:37 am (5 min)

Mr Bob Penter

For Noting

To provide Council with an update on key organisational activities, performance, and emerging issues.

Supporting Documents:

12.2.a	PE 12.2 Interim Chief Executive Report.pdf	181
12.2.b	2026-03-23-Joint-Response-to-MinisterPatterson-Draft.pdf	184
12.2.c	CIC Vehicle Policy October 2009L.pdf	191
12.2.d	2026-03-25-Chathams-Fuel-Resilience-LTR-Min-Jones.pdf	194
12.2.e	2026-04-14-Chatham-Islands-Crown-Support-Request-LTR-Mins-Willis-Penk.pdf	196
12.2.f	MIN1432 - Letter to the Mayor and CE of Chatham Islands Council from the Minister of Local Government.pdf	199

12.3 Close the meeting

10:42 am

Next meeting: Council Meeting - 28 May 2026, 9:00 am

There being no further business the meeting closed.

Interests Register

Chatham Islands Council

As of: 23 Apr 2026

Person	Organisation	Active Interests	Notice Date
Cr Bridget Gibb	CIC	Distant whanau link to proposed Interim CE	4 Mar 2026
Cr Celine Gregory-Hunt	CIC	6.4 Applicant	27 Sept 2024
Cr Keri Day	Chatham Islands Council	Interested party - Item 7.1 Water Tank Project Update	1 Feb 2024
Cr Nathaniel Whaitiri	CIC	Distant whanau links to suggested Interim CE	27 Feb 2026
	x	x	4 Mar 2026
Mayor Greg Horler	Chair, Chatham Islands Ports	Water - Chatham Islands Shipping Ltd	7 Apr 2026
	Chair, Chatham Islands Ports Ltd	Surplus Water - Chatham Islands Shipping Ltd	26 Mar 2026
	CIC	6.8 Whanau member of applicant	27 Sept 2024
Mr Bob Penter	CEO - Enterprise Trust / Interim CEO Chatham Islands Council	Surplus Water - Chatham Islands Shipping Ltd	26 Mar 2026
	Chatham Islands Enterprise Trust	- Group CEO and Executive Deputy Chair, Chatham Islands Enterprise Trust - Board of Governors, Rangi Ruru Girls School - Advisory Board Chair, Tambo Limited - Recruit Firefighter, Chatham Islands Volunteer Fire Brigade	26 Mar 2026

Action List

Chatham Islands Council

As of: 20 Apr 2026

Pitt Island Shed - Tender

Done

Initiate a public tender process for the removal and clearance of the structure, with a further report to be presented to Council outlining tender results and associated costs before any contract is awarded.

Due Date: 26 Mar 2026
Owner: Ms Colette Peni
Meeting: 19 Feb 2026 Council Meeting, 5.1 Pitt Island Shed – Permission to Tender for Removal

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Options for Speed bumps outside Te One School

Not Started

Options report for slowing down traffic outside Te One School.

Due Date: 31 Mar 2026
Owner: Ms Colette Peni
Meeting: 19 Feb 2026 Council Meeting, 4.1 Stantec Report

Letter to Council - P Smith

In Progress

A response be provided to Mr Smith acknowledging his concerns, and that Council would write to the relevant landowners requesting that gorse control be undertaken in accordance with applicable requirements.

Due Date: 30 Apr 2026
Owners: Mr Bob Penter, Ms Mereraina Hemara
Meeting: 19 Feb 2026 Council Meeting, 12.2 Letter to Council - P Smith

Latest Update:

Mr Smith has been acknowledged and advised of Council's decision. Relevant landowners have yet to be contacted.

Ms Jo Guise | 17 Apr 2026

Schedule of LGOIMA to Council

In Progress

Staff to consider providing councillors with a schedule/report of LGOIMA requests and their status to improve transparency and oversight.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter
Meeting: 26 Mar 2026 Council Meeting, 3.3 Better-off Funding

Latest Update:

As at date of publishing the agenda there were no outstanding LGOIMA requests.

Ms Jo Guise | 17 Apr 2026

Better off Funding

In Progress

The Chief Executive to contact the Department of Internal Affairs (DIA) to confirm the remaining Better Off Funding balance and seek clarification on whether any reallocation of funds across the approved projects is permitted.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter
Meeting: 26 Mar 2026 Council Meeting, 3.3 Better-off Funding

Latest Update:

DIA has confirmed amount for CIC still to claim from BO Funding. No response to date re a request for reallocation of funds. Stantec have also been contacted to rescope the priorities to align with this.

Ms Jo Guise | 17 Apr 2026

Contact NKMR re Project

In Progress

Contact NKMR to find out where they are at with their project and advise them the funding expires on 30 June 2027.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter
Meeting: 26 Mar 2026 Council Meeting, 3.3 Better-off Funding

Pitt Island Shed Tender

Done

Staff to write to Judy and Kenneth Lanauze to confirm they are agreeable to receiving the shed.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter
Meeting: 26 Mar 2026 Council Meeting, 12.5 Update - Pitt Island Shed Tender Process and Disposal Request

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Community Engagement Document

Not Started

CE to complete a community engagement document to outline Council's funding situation and other factors impacting the Council.

Due Date: 30 Jun 2026
Owner: Mr Bob Penter
Meeting: 26 Mar 2026 Council Meeting, 3.5 Annual Plan 2026/27 – draft budget

2. Democracy

2.1 Minutes of Ordinary Meeting 26 March 2026

Date of meeting	23 April 2026
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 26 March 2026.

Recommendations

1. **THAT the minutes from the Ordinary meeting held on 26 March 2026 be a true and accurate record.**

DRAFT MINUTES

COUNCIL MEETING

Name:	Chatham Islands Council
Date:	Thursday, 26 March 2026
Time:	9:00 am to 10:55 am (+1345)
Location:	Chatham Islands Council, 13 Tuku Road, Chatham Islands
Board Members:	Mayor Greg Horler, Cr Celine Gregory-Hunt, Cr Bridget Gibb, Cr Graeme Hoare, Cr Jacqui Southcombe, Cr Jenna Hoverd, Cr Nathaniel Whaitiri
Attendees:	Ms Colette Peni, Ms Jo Guise, Mr Bob Penter, Mr Jack Boyd, Mr Nigel Lister, Ms Kirsten Norquay
Apologies:	Cr Keri Day
Guests/Notes:	Daren Courtnage (Regional Manager, Fulton Hogan) and Thomas McKinlay (Fulton Hogan)

1. Opening Meeting

1.1 Meeting Opening

His Worship opened the meeting acknowledging the passing of Steph Day and also Beatrice Gay.

Daren Courtnage (Regional Manager for Fulton Hogan) and Thomas McKinlay (Fulton Hogan) attended the meeting and gave a quick overview of their role. They advised Fulton Hogan had been recruiting for the Manager role and the person would be starting on 9 April.

1.2 Apologies

Apologies

THAT the apologies be received.

Decision Date:	26 Mar 2026
Mover:	Cr Bridget Gibb
Seconder:	Cr Jacqui Southcombe
Outcome:	Approved

1.3 Interests Register

- Group CEO and Executive Deputy Chair, Chatham Islands Enterprise Trust
- Board of Governors, Rangi Ruru Girls School
- Advisory Board Chair, Tambo Limited
- Recruit Firefighter, Chatham Islands Volunteer Fire Brigade

1.4 Action List

Due Date	Action Title	Owner(s)
26 Mar 2026	Pitt Island Shed - Tender **Status:** Completed on 26 Mar 2026	Ms Colette Peni

Due Date	Action Title	Owner(s)
26 Mar 2026	Lime Pit **Status:** Completed on 19 Mar 2026	Ms Colette Peni
31 Mar 2026	Options for Speed bumps outside Te One School **Status:** In Progress	Ms Colette Peni

2. Democracy

2.1 Ordinary Meeting Minutes 19 February 2026

Ordinary Meeting Minutes 19 February 2026

THAT the minutes from the ordinary meeting held on 19 February 2026 be a true and accurate record.

Decision Date: 26 Mar 2026
Mover: Cr Graeme Hoare
Seconder: Cr Nathaniel Whaitiri
Outcome: Approved

2.2 Appointment of new Member for CE Review Committee

That Council:1. Receives the report titled “Appointment of Replac...

That Council:

1. Receives the report titled “Appointment of Replacement Member to Chief Executive Review Committee”; and
2. Appoints Cr Graeme Hoare as a member of the Chief Executive Review Committee effective immediately.

Decision Date: 26 Mar 2026
Mover: Mayor Greg Horler
Seconder: Cr Bridget Gibb
Outcome: Approved

Council considered the report *“Appointment of Replacement Member to the Chief Executive Review Committee.”* It was noted that the appointment was required to add an additional member to the committee. After discussion, Cr Graeme Hoare was nominated for the role.

3. Finance

3.1 Financial Report

Financial Report

THAT the Financial Report be received.

Decision Date: 26 Mar 2026
Mover: Cr Graeme Hoare
Seconder: Cr Jacqui Southcombe
Outcome: Approved

Council considered the Finance Report as at 28 April 2026. Tanya Clifford provided a brief overview of the financial statements and answered questions from members. Discussion included clarification on revenue within the waste management and minimisation activity, expenditure levels being lower than budgeted, and how activity costs and annual appropriations are presented in the financial tables.

3.2 Riskpool: Trust Deed Amendments - Consultation Outcome

Riskpool: Trust Deed Amendments - Consultation Outcome

That the Chatham Islands Council receives the report.

Decision Date:	26 Mar 2026
Mover:	Cr Graeme Hoare
Seconder:	Cr Celine Gregory-Hunt
Outcome:	Approved

Council considered the RiskPool Trust Deed Amendment report, which was referred from the Risk and Audit Committee to update members on amendments to the RiskPool Trust Deed. Members discussed the purpose of RiskPool as a shared self-insurance arrangement for councils, originally established to manage risks such as leaky homes and other liabilities. It was noted that councils contribute to the scheme and that claims arising from events affecting other councils may require ongoing contributions. Questions were raised about whether councils can withdraw from the scheme and the level of contributions required.

3.3 Better-off Funding

Better-Off Funding

That Chatham Islands Council

1. Receives the Better Off Funding Update report.
2. Directs the Chief Executive to contact the Department of Internal Affairs to confirm its position regarding any reallocation of remaining funding across the approved project group.
3. Agrees the Kaingaroa Wharf funding proceeds as a health and safety priority.

Decision Date:	26 Mar 2026
Mover:	Cr Bridget Gibb
Seconder:	Cr Nathaniel Whaitiri
Outcome:	Approved

Council considered the Better Off Funding Update report, which provided an update on projects funded through the Better Off Funding allocation, confirmed remaining balances, and sought Council direction on whether to continue supporting or redirect funding across projects. Members discussed the background to the funding, noting the Council originally received $2.2 million linked to the former Three Waters reforms, with a second tranche not proceeding after a change in government policy.

Projects funded to date include social housing, the CEO house, Kaingaroa Wharf safety works, Norman Kirk Memorial Reserve re-roofing, waste management infrastructure (including the weighbridge and associated facilities), the Chatham Islands Cultural Strategy, a 30-year plan, CCTV installation, and the Chatham Islands deal. Members discussed the status of several projects and the need to confirm funding conditions with the Department of Internal Affairs (DIA) before making any changes to allocations.

Members discussed awareness of LGOIMA requests made to Council and whether councillors could be kept informed of information being requested by the public or media. It was suggested that a schedule or report of LGOIMA requests be provided to Council showing the status of each request (received, in progress, or completed).

Additional note for follow-up:
The outcome of discussions with DIA will be reported back to Council, and Council will revisit decisions on the remaining projects at a future meeting.

Schedule of LGOIMA to Council

Staff to consider providing councillors with a schedule/report of LGOIMA requests and their status to improve transparency and oversight.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter

Better off Funding

The Chief Executive to contact the Department of Internal Affairs (DIA) to confirm the remaining Better Off Funding balance and seek clarification on whether any reallocation of funds across the approved projects is permitted.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter

Contact NKMR re Project

Contact NKMR to find out where they are at with their project and advise them the funding expires on 30 June 2027.

Due Date: 30 Apr 2026
Owner: Mr Bob Penter

3.4 Immediate Policy Strengthening in Response to the OAG Report

Immediate Policy Strengthening in Response to the OAG Report

That the Chatham Islands Council:
a. Receive this report.
b. Note that the Office of the Auditor-General found a misalignment between Council policy and practice, weak internal controls over spending, and serious organisational integrity concerns.
c. Note that Council must respond in a way that rebuilds trust and confidence with Government as a significant funder, with key stakeholders, and with the Chatham Islands community.
d. Approve, with immediate effect, that all Chief Executive-related sensitive expenditure be submitted to the Performance, Audit and Risk Committee (PARC) for approval and review, including credit card expenditure, reimbursement claims,
travel, accommodation, hospitality, gifts, koha, relocation costs, housing-related expenditure, contractual travel entitlements, and any other employment-related benefits outside normal payroll processing.
e. Approve, with immediate effect, that all Mayoral sensitive expenditure be submitted to PARC for approval and review, including credit card expenditure, reimbursement claims, travel, accommodation, hospitality, gifts and koha.
f. Agree that the change in recommendation (e) is required because it is not appropriate for the Mayor-alone to approve Chief Executive-related sensitive expenditure and it is equally unfair to place the Deputy Mayor in the position of approving the Mayor’s expenditure.
g. Direct the Interim Chief Executive to put in place an interim approval protocol immediately, pending formal policy amendments, so that no Chief Executive-related or Mayoral sensitive expenditure is processed without PARC approval.
h. Direct the Interim Chief Executive to return to Council within one month with proposed amendments to the Sensitive Expenditure Policy, Delegations Register,

procurement procedures, expense claim forms and related controls to give effect
to this decision.
i. Agree that the amended controls are to require timely monthly claims, full receipts, a clear business purpose, names of attendees where hospitality is involved, and written explanation for any exception.
j. Direct the Interim Chief Executive to establish improved procurement and contract controls immediately, including documented procurement pathways, no
retrospective approvals except in genuine emergencies, use of purchase orders
before work starts where required, a central contract register, and documented conflict management plans for actual or perceived conflicts of interest.
k. Direct that PARC receive a monthly sensitive expenditure and exceptions report,
and that Council receive a quarterly governance strengthening update.
l. Note that the strengthening package has been signalled to Audit NZ and will be
included in regular progress reporting to the Office of the Auditor-General for the
next 12 months.
m. Endorse a Council workshop to be arranged as soon as practicable, potentially
with support from the Serious Fraud Office's Counter Fraud Centre if available, covering fraud, bribery, corruption, procurement risk and sensitive expenditure awareness.
n. Authorise the Interim Chief Executive to make minor administrative changes needed to implement these decisions.

Decision Date:	26 Mar 2026
Mover:	Cr Bridget Gibb
Seconder:	Cr Jenna Hoverd
Outcome:	Approved

Council considered a report seeking approval for immediate policy control and reporting changes in response to the Office of the Auditor-General (OAG) report. It was noted that Council had already formally received the OAG report at an earlier extraordinary meeting and referred relevant matters to the appropriate authorities.

The report outlined proposed actions to strengthen governance and accountability, particularly around sensitive expenditure, procurement processes, and approval procedures. Members were advised that the measures would help address integrity concerns identified in the OAG report by ensuring that expenditure approvals are undertaken by individuals independent of any benefit from the expense.

The report also proposed increased oversight through the Performance, Audit and Risk Committee (PARC) and the delivery of training workshops on fraud, bribery, corruption, and sensitive expenditure for both elected members and staff to strengthen organisational culture and integrity. It was noted that adopting these actions would be communicated to the Minister of Local Government, the Minister of Internal Affairs, and the OAG.

3.5 Annual Plan 2026/27 – draft budget

Annual Plan 2026/27 - Draft Budget

That the Council:

1. Confirms the underlying assumptions applied to the 2026/27 Annual Plan are appropriate.

2. Confirms the rate increase of 6.75% (as set in the Long-Term Plan 2024-34, being 3.75% inflationary movements and 3% affordability adjustments).
3. Endorses the proposed capital expenditure (noting further capital expenditure may occur if grant funding is secured).
4. Determines there are no significant variations from the Long Term Plan; and
5. For non-significant variations: Directs the CE to complete a community engagement document to outline Council's funding situation and other factors impacting the Council.

Decision Date:	26 Mar 2026
Mover:	Cr Nathaniel Whaitiri
Seconder:	Cr Graeme Hoare
Outcome:	Approved

Council considered the report regarding preparation of the Annual Plan and the requirement to confirm key budget assumptions for the comparative year of the Long Term Plan. It was noted that the purpose of the report was not to adopt the final budget, but to confirm whether there were any significant changes from the Long Term Plan assumptions that would require a formal consultation process.

Council discussed the proposed 6.75% rates increase, which includes a 3% affordability adjustment previously adopted to demonstrate steps toward improving Council's financial sustainability. It was noted that the adjustment would generate approximately $30,000 in additional revenue. Members acknowledged the current economic pressures on the community but also noted the importance of demonstrating financial responsibility, particularly in relation to government funding.

Discussion also highlighted rates arrears, the ongoing management of outstanding rates (including Māori land rates remission processes), and the need to continue work on cost reduction and financial sustainability. It was noted that Council's appropriation funding from central government has not been inflation-adjusted for several years, contributing to financial pressure.

Council agreed that no significant variations from the Long Term Plan were identified at this stage, and that community engagement would proceed accordingly.

Annual Plan Draft Budget 2026/27

Complete a community engagement document to outline Council's funding situation and other factors impacting the Council.

Due Date:	30 Apr 2026
Owner:	Mr Bob Penter

4. Works & Services

4.1 Stantec Report

Stantec Report

THAT Chatham Islands Council -

1. Receive the report; and
2. Progress working with the Chatham Islands Ports Ltd to take and re-use the Council's 'waste' water from the Waitangi water treatment plant for non-potable uses.

Decision Date:	26 Mar 2026
Mover:	Cr Graeme Hoare

Seconder: Cr Celine Gregory-Hunt
Outcome: Approved

Surplus Water - Chatham Islands Shipping Limited

That Council approves staff to progress discussions with Chatham Islands Shipping Limited to reuse surplus water from the Waitangi Water Treatment Plant for non-potable purposes.

Decision Date: 26 Mar 2026
Mover: Cr Celine Gregory-Hunt
Seconder: Cr Jacqui Southcombe
Outcome: Approved

Nigel Lister, Jack Boyd and Kirsten Norquay attended the meeting and gave an overview of recent Stantec activities.

It was noted that roading expenditure is 66% of budget while 67% of the financial year has elapsed, indicating that the programme is tracking on target and will enable Council to retain the maximum NZTA funding assistance rate. Some minor expenditure may carry over into the next financial year.

Staff reported progress on asset valuations for infrastructure following the change of supplier from ECAN. The water and solid waste asset valuations are nearing completion, with the roading valuation also close to finalisation.

Work has also been undertaken inspecting culverts across the island, with several older extensions now reaching the end of their life. Replacement works and maintenance tasks have been identified and will be issued to contractors. A draft bridge inspection report has also been completed and will be reviewed before being circulated.

Council was advised that interim water quality results from testing are promising; however, some key results are still pending. As a precaution, it was recommended that the boil water notice remain in place for a further week until additional testing confirms results.

It was noted that infrastructure spending is currently below the expected level, largely due to delays including shipping constraints and project alignment. Staff confirmed there is a plan to deliver the remaining works and utilise the allocated funding before the end of the financial year.

Council also considered a proposal to reuse excess water from the Waitangi Water Treatment Plant monitoring process. The water would be supplied to Chatham Islands Shipping Limited for non-potable use (e.g., stock water) rather than being discharged to waste. Due to a conflict of interest, the Chair stepped aside during discussion.

The Chair and Interim Chief Executive noted an interest, and the Deputy Chair took over Chairing the meeting at 10.38am and handed back at 10.40am.

The Chair and Chief Executive left the meeting at 10.42am as they had a meeting with Ministers.

5. Community

6. Regulatory

7. Emergency Management

8. Governmennt

9. Chatham Islands

10. Bylaws & Policies

11. Move to Public Excluded

11.1 Move to Public Excluded

Move to public excluded

THAT the meeting move to public excluded.

Decision Date:	26 Mar 2026
Mover:	Cr Graeme Hoare
Seconder:	Cr Jacqui Southcombe
Outcome:	Approved

2.6 Close the meeting
Next meeting: Council Meeting - 23 Apr 2026, 9:30 am

There being no further business the meeting closed.

Signature:_____ **Date:**_____

2. Democracy

2.2 Leave of Absence – Mayor

Date of meeting	23 April 2026
Agenda item number	2.2
Author	Bob Penter, Interim Chief Executive

Purpose

To seek Council approval for a leave of absence for the Mayor for the period 1 May to 31 May 2026 (inclusive).

Recommendation

That Council:

1. Approves a leave of absence for the Mayor from 1 May to 31 May 2026 (inclusive).
2. Notes that the Deputy Mayor will perform the responsibilities and duties of the Mayor during this period, in accordance with legislation and Council delegations.

Background

The Mayor has indicated their intention to take leave for the month of May 2026.

While there is no statutory requirement under the Local Government Act for formal approval of leave, it is considered good governance practice for Council to formally resolve extended absences of elected members, particularly for the Mayor.

Discussion

Granting a formal leave of absence:

- Ensures transparency and good governance practice
- Provides clarity for operational and governance continuity
- Confirms leadership arrangements during the Mayor's absence

During this period, the Deputy Mayor will assume the role and responsibilities of Acting Mayor, including chairing meetings and representing the Council as required.

Financial Implications

There are no direct financial implications arising from this report.

Legal / Statutory Considerations

There are no legal barriers to granting leave. This approach aligns with accepted local government governance practice.

Significance and Engagement

This matter is of low significance under Council's Significance and Engagement Policy, as it relates to internal governance arrangements.

Attachments

Nil

3. Finance

3.1 Financial Report

Date of meeting	23 April 2026
Agenda item number	3.1
Author/s	Bob Penter, Interim Chief Executive / Tanya Clifford, ECan

Purpose

To present to the financial report as at 31 March 2026.

Recommendations

That the Chatham Islands Council receives the report.

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

Report to 31 March 2026

Year to date 'cash' transactions for four months	Revenue	Expenditure	Net surplus/ (loss)	Capital	Cash surplus/ (loss)
Leadership & community partnerships	2,783	141,131	(138,348)	-	(138,348)
Transportation, roading & coastal networks	3,553,556	1,457,264	2,096,292	2,337,793	(241,501)
Roading	3,519,269	1,417,953	2,101,316	2,337,793	(236,477)
Coasts	34,287	39,312	(5,024)	-	(5,024)
Three waters supply & treatment - potable water	386,284	261,539	124,745	-	124,745
Three waters supply & treatment - wastewater	112,973	122,210	(9,237)	-	(9,237)
Waste management & minimisation	115,130	610,955	(495,824)		(495,824)
Community development & emergency response	903,494	975,934	(72,440)	-	(72,440)
Community services	493,282	550,745	(57,463)	-	(57,463)
Petrol	410,212	298,903	111,309	-	111,309
Emergency services	-	126,286	(126,286)	-	(126,286)
Environmental protection, compliance & planning	54,509	454,228	(399,718)	-	(399,718)
Biosecurity and animal control	16,552	384,661	(368,109)	-	(368,109)
Resource management and regulatory	37,957	69,567	(31,609)	-	(31,609)
Corporate services and other overheads	4,931,034	1,376,944	3,554,090	10,665	3,543,425
Corporate services	728,034	1,376,944	(648,910)	10,665	(659,575)
Annual appropriation	4,203,000	-	4,203,000	-	4,203,000
Totals	**10,059,763**	**5,400,204**	**4,659,559**	**2,348,458**	**2,311,101**

All figures are 'cash' based and exclude year-to-date depreciation budgeted at $2,300,000 for the year.

Budget figures reflect those adopted as part of the 2025/26 Annual Plan process, and have not been adjusted for cost reductions. The Annual Plan budget expected a cash loss of $320k, which excludes the timing impact of year-end account balances.

Notes:

Leadership & community partnerships	Predominately includes costs related to Councillor honorarium. No issues of note.
Transportation, roading & coastal networks	Roading projects primarily on track. NZTA subsidy rate remains at 88%.
Three waters supply & treatment - potable water	Three waters - income primary rates and better off funding grants, increased expenditure on projects to comply with Local Water Done Well compliance.
Three waters supply & treatment - wastewater	Expenditure on three water operational and capital costs is low reflective of Council's funding restrictions, this may have further impacts on the levels of service Council is able to provide. Lack of investment in critical asset maintenance increases the risk of asset failure.
Waste management & minimisation	Waste management expenditure tracking well and below budgeted levels. Council could benefit from reviewing for additional cost efficiencies that could be achieved going forward.
Community development & emergency response	Larger transactions for this activity compared with budget, includes payment of grants to community organisations (some of which, Council has received grant funding for), which are one-off in nature and payment of rent expense. Variance in petrol relates to adjustments not fully processed in the financial system.
Environmental protection, compliance & planning	No issues of note to report, primarily related to works performed by ECan. ECan service contract reduced to approximately $500k (with regional council services focused predominately in this activity), this may impact on service levels experienced by the community.
Corporate services and other overheads	Annual budget was $1.9 million, with the exception of insurance and legal fees, levels of expenditure are at more conservative levels.

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

Report to 31 March 2026

Remaining 'cash' difference to budget for eight months	Revenue	Expenditure	Net Surplus/ (loss)	Capital	Cash surplus/ (loss)
Leadership & community partnerships	4,837	149,415	(144,578)	-	(144,578)
Transportation, roading & coastal networks	2,080,200	592,189	1,488,012	1,737,207	(249,196)
Roading	2,044,010	515,267	1,528,742	1,737,207	(208,465)
Coasts	36,191	76,921	(40,731)	-	(40,731)
Three waters supply & treatment - potable water	-	100,059	(100,059)	-	(100,059)
Three waters supply & treatment - wastewater	-	109,415	(109,415)	-	(109,415)
Waste management & minimisation	10,246	203,652	(193,406)	-	(193,406)
Community development & emergency response	180,872	1,171,926	(991,055)	-	(991,055)
Community services	-	857,843	(857,843)	-	(857,843)
Petrol	143,257	228,211	(84,954)	-	(84,954)
Emergency services	37,615	85,872	(48,257)	-	(48,257)
Environmental protection, compliance & planning	86,707	288,171	(201,465)	-	(201,465)
Biosecurity and animal control	-	133,442	(133,442)	-	(133,442)
Resource management and regulatory	86,707	154,730	(68,023)	-	(68,023)
Corporate services and other overheads	155,865	576,339	(420,474)	-	(420,474)
Corporate services	155,865	576,339	(420,474)	-	(420,474)
Annual appropriation	-	-	-	-	-
Totals	**2,518,726**	**3,191,166**	**(672,440)**	**1,737,207**	**(2,409,647)**
Expected annual transactions	**12,578,489**	**8,591,370**	**3,987,119**	**4,085,665**	**(98,546)**
Annual Plan/Budget	**11,891,073**	**8,139,792**	**3,751,281**	**4,075,000**	**(323,719)**

The above tab takes the difference between amounts in the Annual Plan Budget and year-to-date transactions (above), to estimate remaining transactions to year end, with the exception of adjustments made below.

Adjustments made:

Actual exceeds annual budget		*Standard formula removed, no further transactions expected*
Transactions re-estimated, subsequent to budget		*Transfer of seed funding to NKMR - $265k and other grants $500k*
		Reduction of ECan contract by $250k
		Actuals tracking lower than budgeted, incorporated into forecast

Key points:		
Expected remaining cash movement to 30 June 2026	(2,409,647)	*We expect to spend more than we receive for the next three months*
Estimated overall cash movement to 30 June 2026	(98,546)	*We expect to spend more than we receive for the year*
Change to originally estimated movement	(225,173)	*Favourable impact*

Notes:

Corporate services and other overheads	Annual budget was $1.9 million. Some overhead expenses have recently increased significantly, such as audit fees and insurance costs.

Chatham Islands Council - Council financial report benchmarks (continued)

Report to 31 March 2026

Ratio or measure of sustainability	Achieved?	Target	March	November	June
Cash management:					
Available cash/ (overdraft)	Yes	> -$150k	1,737,882	351,386	198,761
Total cash/ (overdraft)	Yes	> $200k	2,079,246	2,511,744	586,997
Working capital ratio (ability to pay our bills)	Yes	> 1	5.36	11.94	0.85
Operating cash performance:					
Net cash movement for period (2024/25)	Yes	> $0	1,880,485	2,312,983	698,241
Operating performance (cash flow) ratio	Yes	> 5%	21%	33%	4.9%
Adjusted balanced budget (cash) ratio	Yes	> 100%	130%	160%	110%
Asset replacement:					
Asset sustainability ratio	Yes	> 85%	135%	140%	167%

Notes:

In the initial part of the year, the Council experiences high cash liquidity and positive reporting targets. This is a reflection of the Council receiving the full annual appropriation in July for the 2025/26 financial year. As the comparative results for June 2025 demonstrate, the year-end position is less rosy, with some sustainability ratios below targeted levels.

Future 'committed' projects - such as the Tourist Infrastructure Fund (TIF) projects and some better off funded projects, are also likely to pull further on Council's resources.

Both the budget and the revised cash estimate show expected cash outflows to exceed cash inflows for the year ended 30 June 2026, but the forecasted result is much more favourable. It would be wise for Council to continue to focus on expenditure priorities and managing works conservatively, while investigating other potential sources of income available to the Council. It is important to note, that any reduction in expenditure may impact on the levels of service Council can offer to the community. Council historically received significant financial support from three waters funding, which will not be available in the future.

Formulas:

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

Highlighting rules:

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

3. Finance

3.2 Infrastructure Asset Valuation

Date of meeting	23 April 2026
Agenda item number	3.2
Author/s	Tanya Clifford, ECan

Purpose

The purpose of this report is to advise the Council that asset valuations have been completed for the organisation's key infrastructure assets and to summarise the results of those valuations.

This report provides a high-level summary of the valuation results and their financial impacts. The full, detailed valuation reports for each asset class are being distributed separately.

Recommendations

That the Council:

- **Note that asset valuations for roading, solid waste, and water and wastewater assets have been completed and that detailed valuation reports have been provided separately;**
- **Note that the valuation results will be incorporated into the financial system and Annual Report, subject to completion of the external audit process;**
- **Note that there is no direct or immediate impact on operational funding or liquidity**

Background and context

The Council holds significant infrastructure assets that are material to our balance sheet and financial performance. These assets require periodic revaluation to:

- Maintain compliance with applicable accounting standards
- Ensure asset values reflect current replacement costs and asset condition
- Support transparent and accurate financial reporting

The valuation results will be updated within our financial system and incorporated into the Annual Report, for the year ended 30 June 2026.

Next Steps

- Completion of the external audit review
- Finalisation of asset values within the financial system and Annual Report

- Continued monitoring and regular revaluation of infrastructure assets in line with policy and accounting standards

Scope of the Valuations

Council has engaged the services of Stantec to provide independent asset valuations for the following significant infrastructure asset classes:

- Roading assets
- Solid waste assets
- Water and wastewater assets

A copy of the full, detailed valuation reports for each asset class have been distributed separately to Council. This summary report does not replace the full valuation reports.

Each valuation was conducted in accordance with relevant accounting and valuation standards, using appropriate methodologies for infrastructure assets.

This report is for Council information only and provides a high-level summary of the information contained in the full valuation reports. The detailed methodology, assumptions, and asset-level data are contained in the individual reports.

Compliance with Accounting Standards and Audit requirements

Regular asset valuations are a requirement of New Zealand Generally Accepted Accounting Practice (NZ GAAP) and Public Benefit Entity International Public Sector Accounting Standards (PBE IPSAS). Undertaking these valuations ensures that:

- Asset values are not materially misstated
- Depreciation is calculated on appropriate, up-to-date asset values
- The organisation remains compliant with statutory and audit requirements
- Significant infrastructure investments are appropriately recognised

The valuation information, including methodologies and resulting asset values, is currently under review by our external auditors, Audit New Zealand. Any audit findings or required adjustments will be addressed prior to the finalisation of our Annual Report for the year ended 30 June 2026.

Overall Financial Impacts of the Valuations

The valuations have resulted in the following general impacts:

- An increase in asset values, primarily reflecting:
    - Increased construction and replacement costs
    - Inflationary pressures affecting infrastructure delivery
- Higher depreciation charges in future reporting periods, as depreciation is calculated on the updated asset values
- These impacts are largely non-cash in nature, affecting accounting values and reported surplus rather than cash flows
- There is no direct or immediate impact on operational funding or liquidity

Summary of Impacts by Asset Class

Roading Assets

- Confirmed Depreciated Replacement Cost as at 31 March 2026 **$102,633,000**
- Closing book value of assets 30 June 2025 **$92,198,000**; the roading assets have increased by approximately $2,338,000 as at 31 March 2026 due to additional infrastructural works occurring, There have been no significant disposals within this asset class. Estimated depreciation to 31 March is $1,556,000.
- Key driver of the increase in the roading valuation is the significant increase in construction costs between the last revaluation in 2022.
- The valuation also incorporates the need for a general increase in asset quantities for construction due to new construction and rehabilitation project requirements.
- Annual depreciation to move to **$2,337,000** per year, from **$2,074,000**.

Solid Waste Assets

- Confirmed Depreciated Replacement Cost as at 31 March 2026 **$2,488,000**
- Closing book value of assets 30 June 2025 **$2,274,000**; there has been no significant additions or disposals within the asset class, with estimated depreciation to 31 March of $117,000.
- Key driver of the increase in waste management valuation is the significant increase in construction costs between the last revaluation in 2022.
- Since the last revaluation in June 2022, there have been a number of additional works, including the construction of a weighbridge facility and the Mitre12 building.
- Annual depreciation to move to **$159,000** per year, from **$156,000**.

Water and Wastewater Assets

- Confirmed Depreciated Replacement Cost as at 31 March 2026 **$3,718,000**
- Closing book value of assets 30 June 2025 **$3,336,000**; there has been no significant additions or disposals within the asset class, with estimated depreciation to 31 March of $110,000.
- Key driver of the increase in water and wastewater is the significant increase in construction costs between the last revaluation in 2022.
- A number of the water assets currently exceed their useful lives, with further adjustments being made to the asses value reflective of the age and condition of the assets.
- Annual depreciation to move to **$179,000** per year, from **$146,000**.

Attachments

None

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- Key driver of the increase in water and wastewater is the significant increase in construction costs between the last revaluation in 2022.
- A number of the water assets currently exceed their useful lives, with further adjustments being made to the asses value reflective of the age and condition of the assets.
- Annual depreciation to move to **$179,000** per year, from **$146,000**.

Attachments

None

4. Works & Services

4.1 Stantec Report – March 2026

Date of meeting	23 April 2026
Agenda item number	4.1
Author/s	Stantec New Zealand

Purpose

To update and inform Council about its Engineering Services contract.

Recommendations

THAT the reports be received.

Background

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

Attachments

1. Stantec Monthly Report March 2026

Stantec

CIC Engineering Services Contract: Monthly Report

Financial update – March 2026

Financial Position: Roading

The total roading budget allocated for the 2025/26 financial year is $5.8M. The approved budget for the subsidised Continuous Maintenance Programme is $5.7M.

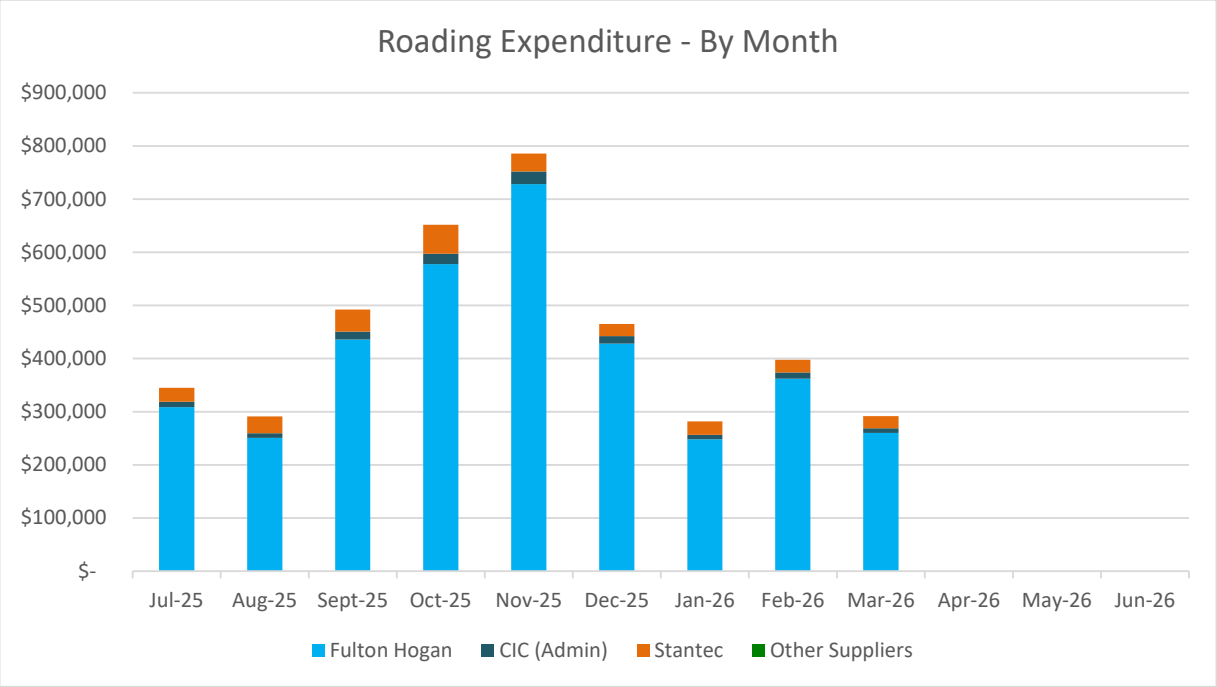
The March roading claim totalled $292k.

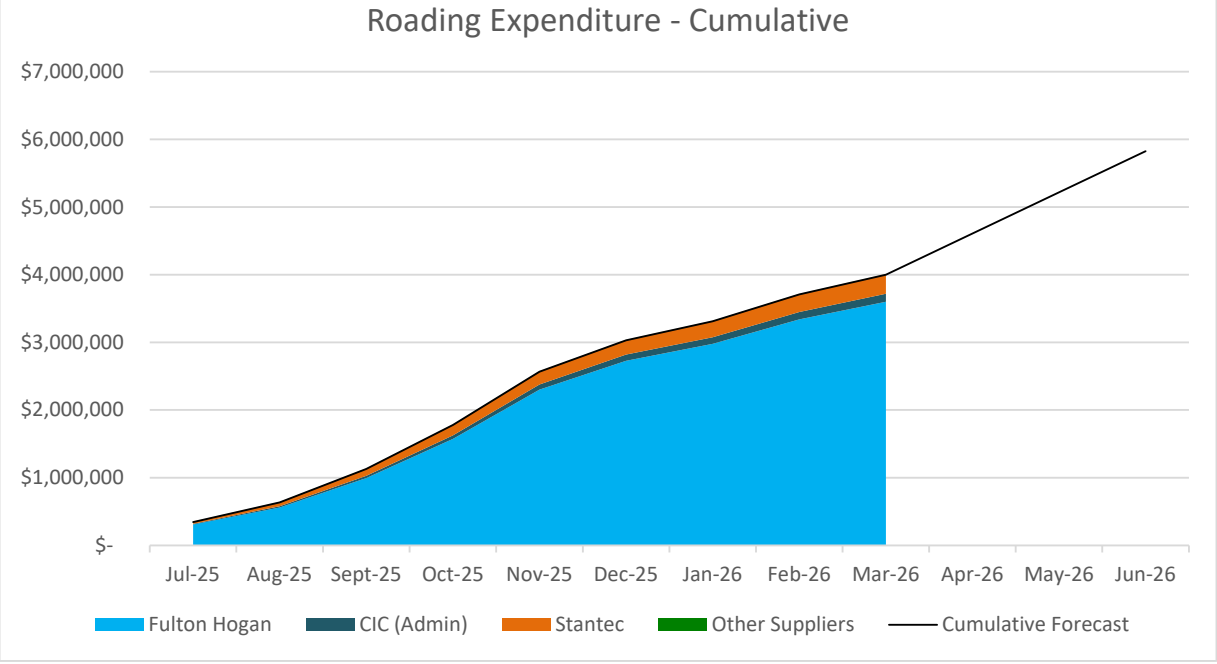
Expenditure of the Continuous Maintenance Programme has used 71% of the funding allocated for 25/26 and we are 75% of the way through the 2025/26 financial year.

The largest construction costs in March were for reforming and rock protecting a number of swales across the network before winter, and the largest engineering cost was for the asset revaluation.

Expenditure Tracking of Waka Kotahi Funding

Tracking graphs for roading expenditure are presented below.





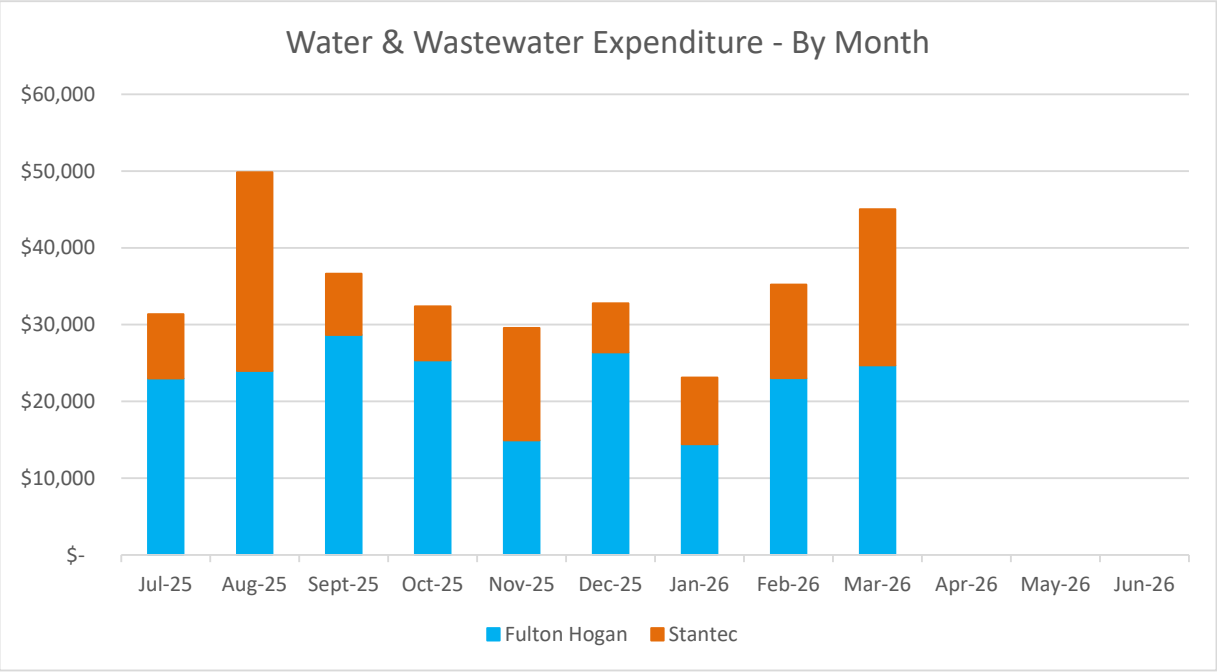
Financial Position: Water and Wastewater

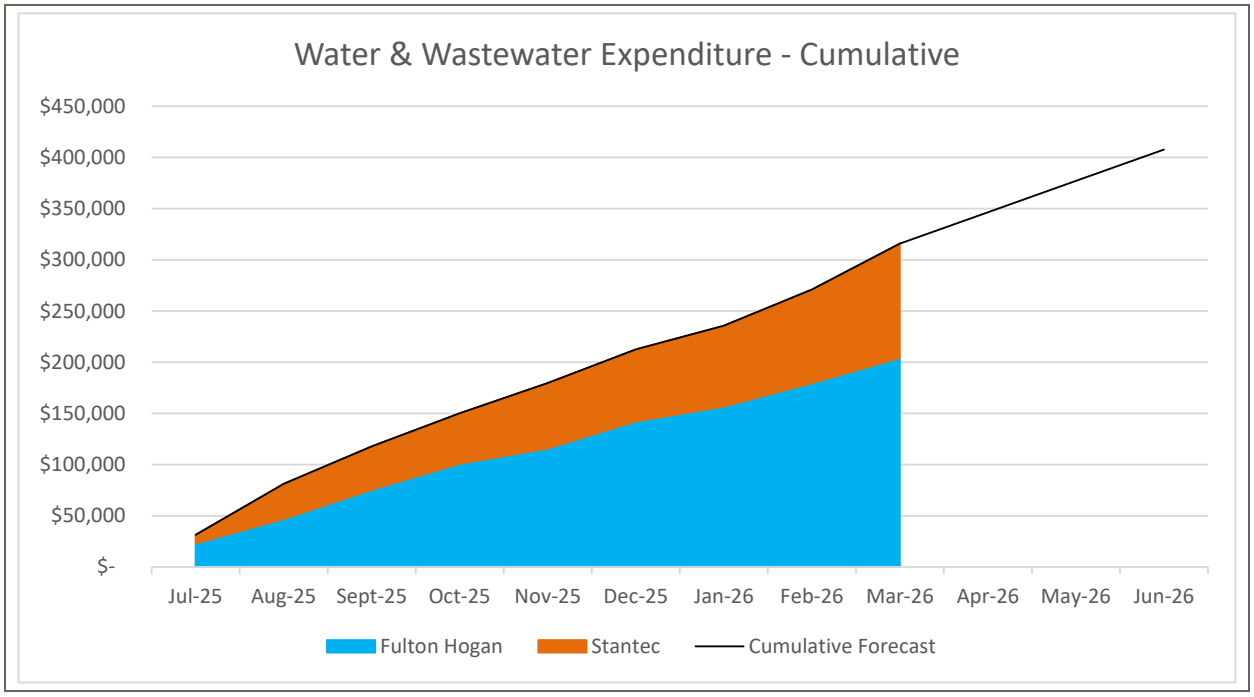
The March claim totalled $45k

The largest engineering costs were for Kirsten's site visit. There were no additional construction costs billed in March, only the ongoing operation of the water and wastewater systems

Expenditure Tracking of Water & Wastewater Funding

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




Water & Wastewater Expenditure - Cumulative
$450,000
$400,000
$350,000
$300,000
$250,000
$200,000
$150,000
$100,000
$50,000
$-
Jul-25
Aug-25
Sept-25
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26
Fulton Hogan
Stantec
Cumulative Forecast

Stantec

Roading Update – March 2026

Short- & Medium-Term Roading Forward Work Programme	
Pavement Maintenance	• Unsealed renewals will re-start in the next financial year • Grading and metalling will be prioritised as weather allows, as windrows and wheel tracks are getting very pronounced
Bridges and Structures	• Removal of retired Maipito bridge steel and timber components to be replaced with new Glue laminated beams and deck baulks
Network & Asset management	• Begin updating Council's activity management plan and preparing draft 2027-30 funding application to submit to Council and NZTA
Long Term Roading Forward Work Programme	
Network & Asset management	• Clarify how NZTA's One Network Framework will apply to the Chathams Islands • Begin transition of CIC's asset data the new Asset Management Data Standard (AMDS)

Pavement Maintenance	
Previous Status: • Some damage has been observed to the shoulders of the Peni Lane overlay, the swales will be modified to avoid this •	***Updates:*** • The swale upgrades in Peni Lane have been completed to protect the edge of the new seal

Drainage Maintenance	
Previous Status: • The failed armco extension to the concrete culverts at The Brook in Owenga will be removed. The concrete culverts are fine so the road will be narrowed slightly over the existing structures to reduce the cost of the repair	***Updates:*** • A number of underperforming culverts have been identified for renewal or replacement • Drainage improvements have been completed on Tuku Road to redirect water way from the road better during heavy rainfall events

Stantec

Bridge & Structures Maintenance	
Previous Status: • No significant works items were recommended from the last round of structural inspections, and small maintenance items will be forwarded to FH shortly • The full report will be presented to Council in the coming months, though it is fairly similar to the 2024 inspection report.	***Updates:*** • The beams and gussets for Maipito bridge have been on island since February and further fixings have arrived • When all of the components have been shipped a construction team will travel out to undertake the replacement • We are waiting form confirmation from Fulton Hogan when this will be

Network & Asset Management	
Previous Status: • Activity management plan updates and funding applications will be submitted in 2026 • These will be significantly similar for 2027-30 as they were for 2024-27 with no major changes expected	***Updates:*** • A proposed funding level for 2027-30 will be presented to Council shortly before applying to NZTA for co-funding for that period.

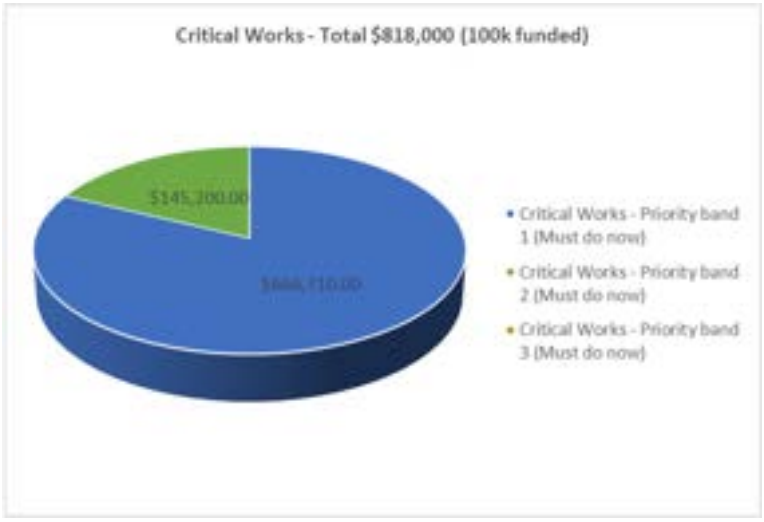
Kaingaroa & Owenga Wharves	
Previous Status: • An electrical crew are coming out to install the lighting on Owenga wharf early in February – the trip was pushed back a small amount.	***Updates:*** • An electrical team travelled to the island on the 9th of April to install the lighting on Owenga Wharf • Only the lighting is being installed per the electrical design, with no power socket

Stantec Site Visits	
Previous Status: • Next roading visit will be in late May	***Updates:*** • Kirsten Norquay visited 24th – 27th March • Rebecca and Nigel visit from 20th – 24th May

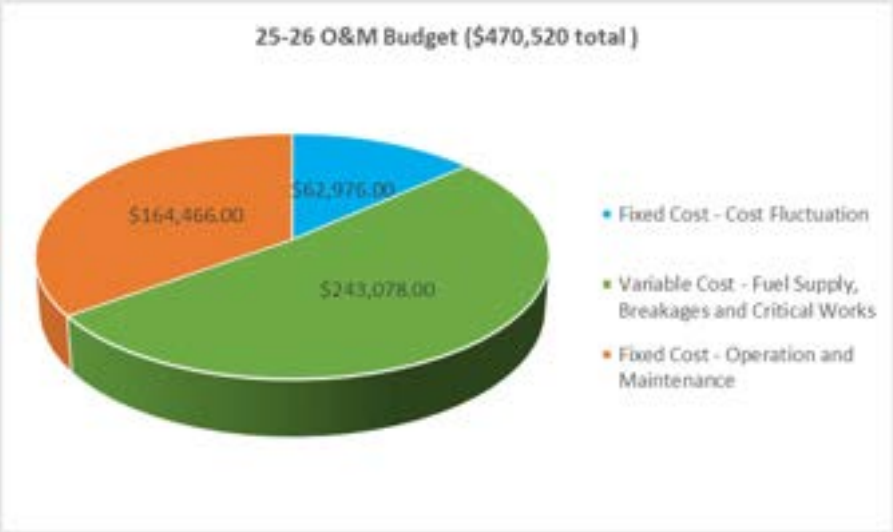
NZTA Waka Kotahi Updates	
Previous Status: • NZTA have progressed the roll-out of their One Network Framework classification, but it doesn't map the Chathams roads with enough detail and may risk de-prioritising the Chathams for funding applications • A meeting is set up for in March to discuss how to modify the framework or create an exemption for the Chatham Islands	***Updates:*** • The Transport Agency understand that Council presently has higher uncertainty than usual, while forming the 2027-30 funding request, and have indicated they are well placed to help navigate this additional challenge.

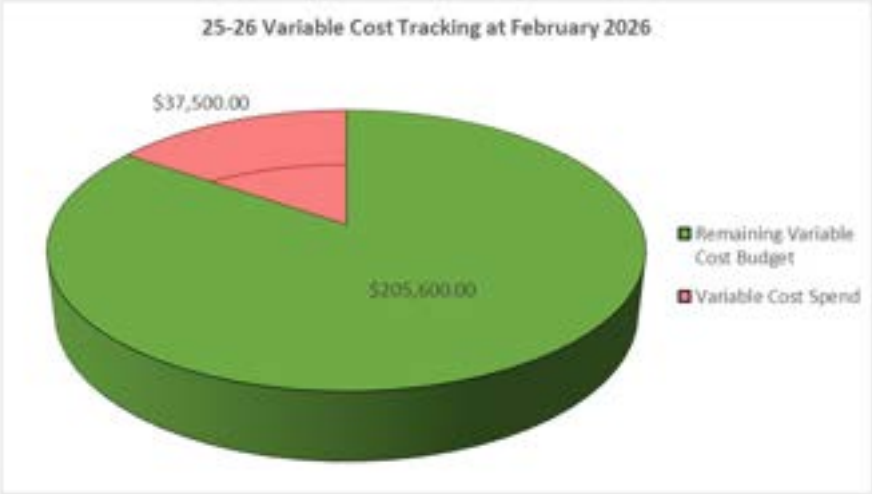
Stantec

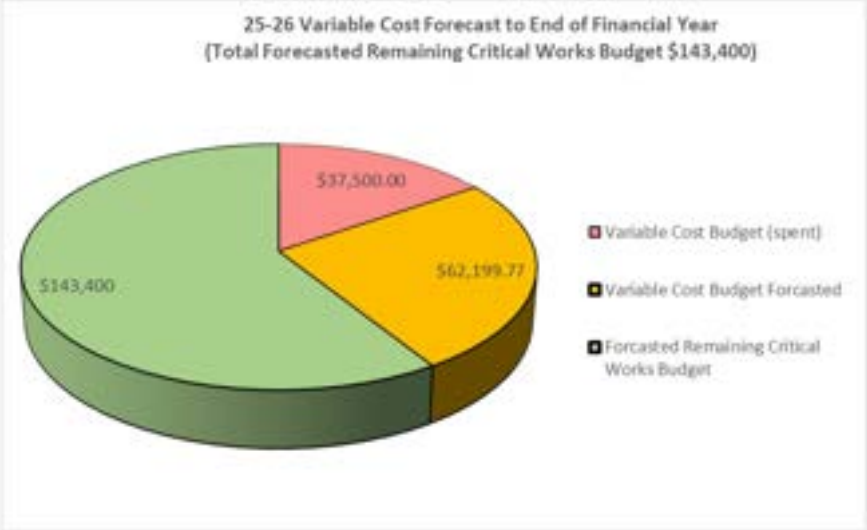
CIC Water and Wastewater O& M meeting – March 2026

Three Waters Funding		
Item	***Current Status:***	***Action***
General	• An operational expenditure of $571,000 was allocated in the 2024-34 Long Term Plan for 2025/26. • We discussed the live version of the Critical Works List which is now on SharePoint and includes a programme of the "funded" critical works. FH to review critical works list and update item status. • The ship is currently operating on scheduled. No concerns. • The planned maintenance schedules seem to be working well so far and is live. PG to have a chat to Pat Wall and review reports. Still to formalise reporting. JB/KN finalising compliance reporting with Pat Wall. **<u>Critical Works</u>**  	DW/TM/PG PG & JB/KN

Budget tracking update:







Opportunities	*Opportunities:* • Utilizing full potential of Water Outlook for monitoring and reporting. • Asset condition assessment – JB to respond to PG and request method, timeframes, price etc. JB set up a session for week starting 31st March.	JB
Water Supply		
Project:	***Current Status:***	
Kaingaroa Water Supply Scheme	• **New Issues:** o Chlorate exceedance and network E. coli detection o Need a methodology for cleaning the 30,000 L tanks at Kaingaroa. Possible options include pool cleaners, trash pump. FH to have a separate meeting to confirm a methodology that is practical & can be done by one person (ideally) on island.	PG/TM
	• **Ongoing Issues** o Ongoing chlorate monitoring required as part of default sampling: ▪ August sampling recorded at 0.66 mg/L, below the 0.8 mg/L MAV. ▪ September/ October sampling recorded at 0.40 mg/L, below the 0.8 mg/L MAV. ▪ November sampling recorded at 0.58 mg/L, below the 0.8 mg/L MAV. ▪ December sampling recorded at 0.33 mg/L, below the 0.8 mg/L MAV ▪ January sampling recorded at 0.54 mg/L, below the 0.8 mg/L MAV ▪ February sampling recorded at 0.86 mg/L, above the 0.8 mg/L MAV o Turbidity meters aren't connecting to software. This is programmed for next week o TM to contact Hills Labs to add PG to distribution list. o TM to come up with a method for tracking Hills Labs responses – we need a way of knowing when results from Hills labs late/ when results are overdue. KN explained that normally failed total coliforms and E. coli tests would be notified by Thursday morning at the latest (assuming the sample is received on Tuesday). FH to record method for tracking Hills Labs responses so it can be handed over if required.	TM TM
	• **Work in Progress:** o **<u>Key critical works item.</u>** Lake Rangitai intake extension (not invoiced). Approval to install when lake levels allow. Lake is still very high. FH to think of ideas to safely install the pipe while the lake is high. o Additional samples from Dannys sink still required. 1st from Dannys tap and 2nd from Dannys tap downstream of the under the sink filter. Measure for TOC, DOC, UVT. RP to circulate results. o Order critical spare for WTP pump. JB to check sizing is sufficient for additional GAC units. Awaiting input from Filtec. o FH to confirm diesel motor type for critical spare. Currently ordering. o Hydraulic motor on Island. New critical spares to be stored in Waitangi and labelled	FH RP JB DW
	• **Completed:** o Ongoing operations and maintenance	
	• **Critical Works Updates** o Level loggers in Kaingaroa tanks - JB to talk to Danny (M2M) and organise a quote o Flow meter at Kaingaroa treated water tank outlet - JB to talk to Danny (M2M) and organise a quote	JB JB

Waitangi Water Supply Scheme	• **New Issues:** o Waitangi WTP pump works, signal cable/sensor to reservoir not working. RP to organise new sparky to have a look at this in first instance. If doesn't work, we'll look at an alternative with Danny (M2M). o We also need to fix the low-level alarm. RP to talk with sparky to see if this is an easy fix. If not, we may be able to use one of the level sensors from Kaingaroa in the short term.	RP RP
	• **Ongoing Issues:** o Water usage is around 60-65 m^3. FH about to go and read meters to check for leaks o M2M – JB to talk to Danny about adding Derek and Tom to M2M.	JB
	• **Work in Progress:** o FH have turned off the water supply at Nairn house to reduce water loss. Awaiting fix. o Chlorine make up water filter material can be replaced during the next annual service. FH to ensure the filter is added to maintenance plans on Water Outlook to make sure it is not missed in the future. RP to check what media has arrived. The chlorine make up water media could be freighted via air if required.	TM / DW /RP RP
	• **Completed:** o Ongoing operations and maintenance	
	• **Critical Works Updates** o None	
Compliance Monitoring February 2026	***February 2026 Monthly Water Quality Compliance:*** • *Waitangi* o No E. coli or Total Coliforms detected in raw, treated, or network samples. o Treated water turbidity (0.08 NTU) was below the operational target (0.3 NTU). o The UVT for treated water was satisfactory at 98.0%. ▪ Protozoa compliance is being met. • *Kaingaroa* o **Chlorate measured at 0.86 mg/L, above the 0.8 mg/L MAV.** o Low level of Total Coliforms and E.coli were detected in the raw sample, but as expected with a lake water source. o No E. coli or Total Coliforms detected in the treated water samples. o **Low levels of E Coli. were detected in the network sample (1 MPN/100mL).** o **Treated water turbidity (0.98 NTU) was above the operational target (0.3 NTU).** o **The UVT for treated water was not satisfactory on the day of sampling at 24.4%.** ▪ Protozoa compliance may not have been provided for this period. • *Recycling Center Supply* o No E. coli or Total Coliforms detected in treated sample • *Council Office Supply (not a CIC supply)* o No E. coli or Total Coliforms detected in treated sample. o The UVT was good at 97.0 RP explained that there is a UV alarm at the Council office supply and one of the tanks may be leaking. It is the responsibility of the building owner to maintain this system.	
Wastewater		

Project:	*Current Status:*	
Waitangi Wastewater Scheme	• **New Issues:** o RP explained that the filters are currently being cleaned every day. o There is a new weed growth on the irrigation tank, indicating the irrigation tank needs cleaned out. JB noted there is a critical works memo for an algae disruption trial & that installation of the trial could be scheduled to coincide with the tank clean out. o The balance tank was 300mm from overflowing during recent wet weather. FH to investigate source of I&I	
	• **Ongoing Issues:** o One of the wastewater pumps is currently stuck in balance tank. RP explained that they suspect the lifting chain is wrapped around bottom of the pump. FH to develop SWP for someone to access the tank to untangle the pump chain. FH to inspect tank when drained and photograph for record. JB to chase Reliant for gasket specification.	TM / DW /RP JB
	• **Work in Progress:** o Flow jumps from 20m^3 to 100m^3 over rain events, pumps have kept up so far. FH to investigate sources of stormwater infiltration to the wastewater network next rain event. Phil had suspected flows came from Met Lane and the Hospital. This may help identify critical works. o FH to produce a list of properties which have known stormwater connections to the wastewater network. o Existing critical spare irrigation pump awaiting fix (needs new bearing). Lower priority with new irrigation pump critical spare.	TM / DW TM
	• **Completed:** o Ongoing operations and maintenance	
	• **Critical Works Update** o None	
Compliance Monitoring February 2026	***February 2026 Monthly* Compliance Monitoring** • All parameters were below the annual median except for total nitrogen (2 mg/L higher). The land application system will further reduce nitrogen and micro-organisms prior to reaching groundwater. • Consent application paused.	
AOB	JB to add to TM, DW, & Bruce Winter to M2M processer. KN may be on island next week. KN will send TM a message to organise transport and accommodation. JB on leave 2-04-2026 to 27-04-2026	JB

Stantec

Solid Waste Update – March 2026

Landfill Operation	

Current Status.
• Fulton Hogan have been issued with NTC02 for Contract CIC21/01 to provide CIC with prices for:
  • a 20-tonne excavator for compaction of waste (received by CIC and to be discussed with Acting CEO),
  • a solid pipe to replace the subsoil pipe that currently discharges treated leachate to the treated leachate application area.
• FH staff to provide information for the Owenga Landfill Annual Report.
• Firebreaks are to be mowed when the tractor is repaired.
• A Pest & Weed Survey is needed for this monitoring year.
	Actions – Stantec
	• To continue working with CIC and FH on operational matters.
	• Stantec to complete the Owenga Annual Report.
	• Stantec to assess FH responses to NTC02.
	Actions - Council
	• CIC to decide regarding the landfill compactor and other recommendations for NTC02, when they are received.
	• CIC to arrange for a Pest & Weed Survey of the landfill.
	Actions – Fulton Hogan
	• FH to respond to NTC02
	• FH staff to accompany ECan staffer in the field to learn where the sampling locations are.
	• FH staff to provide photos and reports for the Annual Report.
	• FH to mow the firebreaks.

Te One Operations	

Current Status.
• Fulton Hogan have been issued with NTC02 for Contract CIC21/01 to provide CIC with prices for:
  • the replacement of 12 No. metal skip bins,
  • the provision of flexi skip bin bags to be used whilst metal skip bins are being manufactured,
  • supplying and installing solar-powered security cameras at Te One.
• FH has supplied baling straps for the baler.
• EnviroNZ has provided a quote for dealing with disposal of waste oil and batteries. FH has forwarded to CIC for decision on this. FH to find out about costs for accepting cardboard bales.
• CIC to follow up with the plumber on the island regarding Te One wastewater system.
• FH and CIC to discuss messaging for signs, and then FH to get a quotation for signs about what is acceptable for disposal at the TS.
• A gantry trailer for handling skip bins is being manufactured at Petone. FH to follow up on when it is due to be delivered.
	Actions - Stantec
	• Work with Council and Fulton Hogan staff to identify a solution for the waste scrap metal.
	• Stantec to assess prices when FH responds to NTC02.
	Actions - Council
	• To discuss messaging for signs required at Te One with FH.
	• To act on recommendations for NTC02, when they are received.
	• To contact on-island plumber about addressing wastewater issues at Te One.
	Actions – Fulton Hogan
	• FH to respond to NTC02.
	• Follow up with EnviroNZ on acceptance of cardboard bales.
	• Follow up on the progress with gantry trailer.

Other Waste Management Matters	
Current Status: • Monthly solid waste matters meetings have been re-scheduled for 2nd Wednesday of each month. • There are only two functional skip bins at Kaingaroa which makes transferring wastes difficult. • The compactor truck is presently decommissioned. This needs to be sorted by FH. • FH manager has been added to the OWLS system. • Stantec have provided an updated valuation of SW assets. • FH to find out what charges were levied previously for accepting house demolition waste.	***Actions - Stantec*** • None noted. ***Actions - Council*** • Council to determine further action regarding Solid Waste Charging. ***Actions – Fulton Hogan*** • To continue to identify waste sources in OWLS returns. • To sort out the compactor truck. • To continue to service Kaingaroa TS weekly. • To check on house demolition waste acceptance charges.

6. Regulatory

6.1 District Licensing Committee – Membership and Governance Update

Date of meeting	23 April 2026
Agenda item number	6.1
Author	Bob Penter, Interim Chief Executive

Purpose

The purpose of this report is to present to Council the recommendations of the Performance, Audit and Risk Committee regarding the membership and structure of the District Licensing Committee.

Recommendation

That Council:

1. **Receives the report titled "District Licensing Committee – Membership and Governance Update"; and**
2. **Notes the current membership of the District Licensing Committee has lapsed; and**
3. **Notes that DLC member Casie Seymour has relocated off the Chatham Islands; and**
4. **Notes that elected members of Council committees may also be appointed to the District Licensing Committee under the Sale and Supply of Alcohol Act 2012, provided they act independently in that role; and**
5. **Agrees that a minimum of four commissioners be appointed to the District Licensing Committee, including:**
    - **At least two members with significant knowledge and experience of District Licensing Committee processes and legislation; and**
    - **At least two members who are residents of the Chatham Islands to provide local knowledge; and**
6. **Considers whether additional members should be appointed to the District Licensing Committee to ensure ongoing capacity and resilience.**

Background

At its meeting on 16 March 2026, the Performance, Audit and Risk Committee (PARC) considered the status of the District Licensing Committee (DLC) membership. The Committee noted that the current appointments have lapsed and that one

member, Casie Seymour, has relocated off the Chatham Islands. As a result, the DLC requires reconstitution to ensure Council can continue to meet its statutory responsibilities under the Sale and Supply of Alcohol Act 2012.

PARC discussed the importance of appointing members with appropriate legislative knowledge and experience while maintaining local representation. The Committee acknowledged the challenges of making licensing decisions within a small community and the importance of ensuring independence and expertise within the committee.

PARC resolved to recommend that Council appoint a minimum of four commissioners, including members with relevant legislative expertise and members who are residents of the Chatham Islands. The Committee also suggested Council consider appointing additional members to ensure sufficient capacity and resilience.

District Licensing Committees are responsible for determining alcohol licensing applications within the district, with Council responsible for appointing the Chair and members. The Committee also noted that elected members may be appointed to the DLC, provided they act independently in that role.

Discussion

The Committee discussed the importance of appointing members with a strong understanding of the legislation and responsibilities associated with the DLC.

Members acknowledged that decisions made by the DLC can have significant impacts on local businesses and the community, and that these decisions can be particularly challenging in a small community environment.

To support robust and independent decision-making, the Committee discussed the potential benefits of appointing a mix of:

- Commissioners with experience serving on other District Licensing Committees; and
- Local residents who bring knowledge of the Chatham Islands community.

The Committee agreed that it would not recommend specific individuals but would instead provide guidance to Council on the preferred structure of the committee.

Options

Council may wish to consider the following when making appointments:

Option 1 – Minimum Structure (Recommended)
Appoint a minimum of four commissioners consisting of:

- At least two members with significant knowledge and experience of District Licensing Committee processes and legislation; and
- At least two members who are residents of the Chatham Islands.

Option 2 – Expanded Membership
In addition to the above structure, Council may appoint additional commissioners to provide greater operational capacity and resilience should members be unavailable or have conflicts of interest.

Financial Implications

Commissioners are remunerated in accordance with the applicable District Licensing Committee remuneration framework. Any associated costs can be met within existing operational budgets.

Legislative Considerations

The District Licensing Committee operates under the Sale and Supply of Alcohol Act 2012. Council is responsible for appointing the Chair and members of the Committee.

Significance and Engagement

This matter relates to governance arrangements and is of low significance under Council's Significance and Engagement Policy. No public consultation is required.

6. Regulatory

6.2 Chatham Islands Compliance Audit 2025

Date of meeting	23 April 2026
Agenda item number	6.2
Author	Colleen Clearwater, Regulatory Officer

Purpose

The purpose of this report is to inform Council of the compliance status, potential environmental risk and impact of consented and permitted activities as assessed by Environment Canterbury.

Recommendation

That Council:

1. **Receives the report titled "Chatham Islands Compliance Audit 2025".**

Background

Canterbury Regional Council, Environment Canterbury, is contracted by the Chatham Islands Council (CIC), through the Department of Internal Affairs (DIA), to monitor industrial and commercial activities on the Island with regards to compliance with both the Resource Management Act 1991 (RMA) and the Chatham Islands Resource Management Document, 2020 (CIRMD). These assessments have occurred on a biennial basis since 2015. This report has been written to detail findings of the visits which occurred during March 2025. This report is a summary of the site visits undertaken, their compliance status and the potential environmental risk and impact of site activities. Recommendations have been made to address identified issues. Before the visits took place, a notice was published in the CIC's monthly newsletter.

Site inspections were undertaken of sites that had previously been visited under the contract in 2015, 2019, 2021 and 2023. This list was given to CIC, who then updated and approved the list and provided Environment Canterbury staff with the site owner's contact details. A list of sites with active resource consents was also provided to staff with the associated consent documents and management plans.

A summary has been provided for each site visited highlighting the location, contact, consent number or relevant RMA section and CIRMD rules alongside site recommendations. It was clear from the time spent on the Island that there are a multitude of environmental challenges faced. Alongside reporting on an individual site basis, this report aims to highlight key environmental challenges which are prevalent across the Island and would benefit from being addressed at an Island-

wide scale. From an environmental risk-based perspective, the highest priorities for the Island are:

- Conserving and protecting drinking water supplies (both ground and surface water), most notably from municipal and industrial discharges.
- Managing legacy issues around closed landfills and ensuring appropriate cultural, public health and environmental safeguards are in place.
- Identifying and implementing management solutions for the Island's septic waste and wastewater treatment plant sludge.
- Improved waste management following the waste hierarchy of reduce, reuse, repair, recycle, with landfill being the least preferred and last option, with particular issues around scrap metal.
- Managing the impacts of increased tourism on the Island with particular focus on existing infrastructure, resources and its long-term sustainability.
- Ensuring compliance with hazardous substance storage and use through education and awareness.
- Reducing waste oil volumes and providing better disposal options than the current widespread practice of containment and burying.
- Ensuring compliance with legislation both in terms of permitted activities under the CIRMD and the conditions prescribed in resource consents issued.

It is encouraging to note that improvements at the individual site level, however slight, were evident during this visit. This indicates a willingness in the community to do what is within their scope to protect the Island's fragile environment, given the right information and resources.

To date, no enforcement action has been undertaken in relation to breaches of the consents or permitted activity rules under the CIRMD, or the RMA, as identified in previous reports from visits undertaken by Environment Canterbury in 2015, 2019, 2021 and 2023. It was evident from this year's visits that although some progress had been made at an individual site level, many challenges and recommendations made in previous reports had not moved forward. Therefore, it may be worth considering whether the current framework for compliance is working.

Chatham Islands

Compliance Assessment
March 2025

Our people, our Islands, our future

chatham islands council

Document control

DRAFT	Terri Huxtable	Environment Canterbury	31st July 2025
Internal review	Jo Simkiss	Environment Canterbury	10th September 2025
Final DRAFT	Terri Huxtable	Environment Canterbury	16th September 2025
Sign off	Emma Parr	Environment Canterbury	15th October 2025

CONTENTS

1 EXECUTIVE SUMMARY

Canterbury Regional Council, Environment Canterbury, is contracted by the Chatham Islands Council (CIC), through the Department of Internal Affairs (DIA), to monitor industrial and commercial activities on the Island with regards to compliance with both the Resource Management Act 1991 (RMA) and the Chatham Islands Resource Management Document, 2020 (CIRMD). These assessments have occurred on a biennial basis since 2015. This report has been written to detail findings of the visits which occurred during March 2025. This report is a summary of the site visits undertaken, their compliance status and the potential environmental risk and impact of site activities. Recommendations have been made to address identified issues. Before the visits took place, a notice was published in the CIC's monthly newsletter.

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A summary has been provided for each site visited highlighting the location, contact, consent number or relevant RMA section and CIRMD rules alongside site recommendations. It was clear from the time spent on the Island that there are a multitude of environmental challenges faced. Alongside reporting on an individual site basis, this report aims to highlight key environmental challenges which are prevalent across the Island and would benefit from being addressed at an Island-wide scale. From an environmental risk-based perspective, the highest priorities for the Island are:

- Conserving and protecting drinking water supplies (both ground and surface water), most notably from municipal and industrial discharges.
- Managing legacy issues around closed landfills and ensuring appropriate cultural, public health and environmental safeguards are in place.
- Identifying and implementing management solutions for the Island's septic waste and wastewater treatment plant sludge.
- Improved waste management following the waste hierarchy of reduce, reuse, repair, recycle, with landfill being the least preferred and last option, with particular issues around scrap metal.
- Managing the impacts of increased tourism on the Island with particular focus on existing infrastructure, resources and its long-term sustainability.
- Ensuring compliance with hazardous substance storage and use through education and awareness.
- Reducing waste oil volumes and providing better disposal options than the current widespread practice of containment and burying.
- Ensuring compliance with legislation both in terms of permitted activities under the CIRMD and the conditions prescribed in resource consents issued.

It is encouraging to note that improvements at the individual site level, however slight, were evident during this visit. This indicates a willingness in the community to do what is within their scope to protect the Island's fragile environment, given the right information and resources.

2 INTRODUCTION

The Chatham Islands Resource Management Document, 2020, (CIRMD) provides a framework for the integrated management of natural and physical resources of the Islands including the sea area out to the 12 nautical mile territorial limit. The first CIRMD was made operative on 24 January 2001, with reviews of the document undertaken in 2012/13 and 2018/2019. The latest version became fully operative on 22 December 2020. The CIRMD is created under the Chatham Islands Council Act 1995. Section 26 of the Act states that Chatham Islands Council (CIC) shall have a single resource management document and that it shall contain all the information that the Resource Management Act 1991 requires to be contained in a regional policy statement, a regional coastal plan and a district plan.

Environment Canterbury has been contracted to assist CIC with monitoring municipal, industrial and commercial activities on the Island under the RMA and CIRMD. This report outlines findings from compliance assessments (both permitted activity and consented) undertaken in 2025 and provides recommendations to reduce any associated environmental risks from business activities that were observed.

Section 3 provides a description for each site visit and assessment undertaken against the CIRMD and the RMA rules, with recommended actions given for non-complying activities and/or activities that present an environmental risk.

To date, no enforcement action has been undertaken in relation to breaches of the consents or permitted activity rules under the CIRMD, or the RMA, as identified in previous reports from visits undertaken by Environment Canterbury in 2015, 2019, 2021 and 2023. It was evident from this year's visits that although some progress had been made at an individual site level, many challenges and recommendations made in previous reports had not moved forward. Therefore, it may be worth considering whether the current framework for compliance is working.

As with previous visits, effort was made to meet with the Department of Conservation, the Hokotehi Moriori Trust, Ngāti Mutunga o Wharekauri Iwi Trust and the Chatham Islands Enterprise Trust, to gain an understanding of environmental and resource concerns with the key stakeholder groups on the Island. However, representatives were unable to accommodate us during our period of stay. Parts 3.3 and 4.1 of the CIRMD makes provisions for CIC to consult with and take into consideration imi/iwi perspectives when making decisions regarding the management of resources.

3 PERMITTED ACTIVITY SITE ASSESSMENTS

While on the Chatham Islands, Environment Canterbury staff visited 19 sites to assess compliance with the permitted activity conditions of the Chatham Islands Resource Management Document (CIRMD).

The purpose of these visits was to:

- Understand business activities and associated environmental risks
- Report on the site's compliance with the CIRMD status on the date of our visit
- Provide guidance on how to comply with the CIRMD and reduce environmental risks through conversation on the day.

Environment Canterbury staff who undertook the compliance assessments are warranted officers under Section 38 of the Resource Management Act 1991. The storage and use of hazardous substances is regulated by WorkSafe under the Health and Safety at Work (Hazardous Substances) Regulations 2017. For this reason, compliance assessments related to Hazardous Substances and New Organisms (HSNO) is indicative only, as they are not the official regulators and acknowledge they have only a basic understanding of the regulations.

Challenges across all inspected sites were:

- The most common environmental risk was hazardous substance storage, in particular, bulk storage of diesel and waste oil generation and storage
- Rudimentary knowledge and understanding of the legislative requirements of the RMA and the CIRMD, and difficulty implementing these provisions into practice and compliance
- The logistics and costs of ensuring compliance due to the remote island location, whether this was access to goods or specialist support
- The logistics and costs associated with appropriate transport and disposal of hazardous waste and waste products from business activities.

As these challenges were observed across many of the inspected sites, it is recommended that CIC takes a whole-Island approach. Successful implementation of '*Outcome 1: Resilient infrastructure, focus area renewable energy, reduced reliance on diesel power',* of the Chatham Islands Investment Strategy (CIIS), would enable a reduction in waste oil generated on the Island, and the associated challenges of disposal.
The above challenges link in with resolution of high environmental priorities as identified in the executive summary and can be linked to the CIIS.

When making recommendations for each site, it has been identified whether the recommendation would enable 'Meeting Minimum Standards' (MMS) or 'Good Management Practice' (GMP) to be met.

3.1 ELECTRICITY GENERATION

3.1.1 Electricity Generation Plant

Contact: [redacted]

Company: Chatham Island Enterprise Trust (CIET)

Land ownership: Chatham Island Enterprise Trust

Activity: Electricity generation

Management Zone: Rural

GPS coordinates: W176.490254 S43.972911

Drainage: to ground

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted 5.3.4 Rural	PA Compliance	Notes
S.9 Land use	5.3.4.2 Industrial and commercial activity	*(i) Industrial and commercial activities are permitted if:* *(a) They do not exceed 200 square metres in site area; and* *(b) They are separated by a minimum of 100m from the nearest dwelling not on the site*	(i) (a) No (b) Yes	The site exceeds 200m^2, exceeding condition (a), as previously reported in 2015, 2019 and 2021.
S.15 Discharge of contaminants into the environment	5.3.4.8 Hazardous Substances	*(i) The use, storage, disposal and transportation of hazardous substances is permitted if:* *(a) There is compliance with all legislation and regulation requirements including the regulations under the Hazardous Substances and New Organisms Act and regulations 104 and 105 of the Resource Management (National Environmental Forestry) Regulations 2017; and* *(b) No hazardous substance is discharged or dumped into any waterbody or water course or stormwater system; and* *c) Any hazardous substance that is to be dumped on land is sealed or contained in a manner that does not allow any discharge or escape.*	No	The site has three 12,000 litre (L) tanks of diesel. The bund that the tanks are stored in has no valve to shut off, therefore the bund is permanently open and can only be manually shut off. If damage was to occur to the tanks, or a spill occurred, there is a high risk of a discharge of diesel to the environment. There was no vegetation

				observed in the bund. Two new double-skinned 30,000L tanks have been installed with piping installation assessments completed to make the old tanks redundant. Oil drums outside/inside the old diesel generator shed are leaking. Spill absorbent kit is stored in the old generator shed and is not easily accessible if it were needed and stock is not audited or updated.
S.15(1)(c) Contaminant from any industrial or trade premises into air	5.3.4.18 Discharge of contaminants into air	*(i) Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment.* *Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	There was no odour from generators detected beyond the boundary of property on inspection. Used oil is burnt on site in an old fuel tank.
S.15(1)(d) Contaminant from any industrial or trade premises onto or into land	5.3.4.24 Discharge of contaminants onto land	(*i) Discharge of contaminants into or onto land is permitted if:* *(a) They are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) They are not dumped within 30 metres of a waterbody or water supply or Mean High Water Springs (MHWS); and*	(i) (a) No (b) Unable to assess (c) Yes	Hydrocarbons had been discharged (potentially for some time) to land into a sump outside of the bund which was full of sediment. Hydrocarbons had been discharged to hardstand

		(c) They are not dumped within 50 metres of a dwelling.		(potentially for some time) at the refuelling area.

Recommendations

Item	**Recommendation**	Meeting Minimum Compliance or Good Management Practice
Hazardous substances	As a priority ensure completion of the new diesel tanks as planned. Ensure compliance with all hazardous substance use and storage legislation including codes of practice and Safe Work Instruments. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox which can assist in understanding the business controls for the use and storage of amounts and volumes of hazardous substances present on site. As a priority, please ensure all secondary containment systems, such as bunds, are fixed to enable isolation of any diesel or oil spills. This includes, as a minimum, installation of functioning valves in the walls of the bund around the three 12,000L tanks.	MMC MMC
Hazardous waste	Leakage of hydrocarbons was evident beyond the concrete pad with a fuel line reaching beyond the retaining wall. Ensure that all contaminated soil is removed and replaced with clean soil. Ideally, successful removal would be validated by testing the remaining soil to confirm that contamination was removed, prior to backfilling. If validation testing is not possible, photographic documentation of the removal of visible contamination (staining) is recommended. Ensure contaminated soil is disposed of appropriately at the Te One Waste Transfer Station. Notify Transfer Station staff prior to disposal to arrange a suitable location for storage.	MMC
Spill management	Best practice is to have spill kits clearly labelled and easily accessible to the areas where spills are most likely to occur. It is also important that staff are familiar with the contents and how to use them to ensure a timely response in the event of an emergency. As volumes of fuel stored on site are large and have the potential for significant environmental	MMC GMP/MMC

	impact if infrastructure fails, review/develop an emergency spill management plan and deliver appropriate training for all staff on site. In developing this plan, consider the risk to groundwater/surface water and how to protect it in the event of an emergency. This may be a requirement alongside other controls based on volumes stored (see Hazardous Substances recommendations). Please contact emma.parr@ecan.govt.nz for assistance if required.	
Discharge of contaminants	Clear up and appropriately dispose of any spills immediately when noticed. Fix any leaking infrastructure.	MMC
Redundant materials	Continue to use concrete pad to store these, whilst ensuring any empty containers have lids on and old batteries are kept dry and stored under cover until they can be disposed of to prevent leaching of contaminants.	MMC

Photographs

Fig. 1: Open interceptor. Discharge of contaminants to land. Requires clearing and a shut-off value.

Fig. 2: On-site diesel storage (old tanks). And new on-site diesel storage tanks soon to be operational (blue.)

Fig. 5: Storage of contaminated waste material area outside.

Fig. 4: Leakage of fuel evident on concrete pad.

Fig. 6: Old fuel tank used as a waste incinerator.

3.2 SEAFOOD PROCESSING PLANTS

Four seafood processing plants are currently operational on the Island. All four processing plants were found to be undertaking the practice of discharging by-product waste from their processes to the environment, whether nearby surface water, land, or the coastal marine environment. All sites had some level of screening to remove the larger pieces of fish waste, which would be sent to the Fish Dump (see sections 3.5.2 and 3.5.3). Due to the nature of these activities, the discharges contain smaller particles of fish waste and are a known source of nutrients that when dumped at these concentrations, could cause adverse effects on the environment. Due to the food standards placed on the processing plants, it is known that chemical detergents would also be present in any discharges.

For the discharge points observed, the environmental impacts were assessed to be localised and minor. This was confirmed as likely by an Environment Canterbury senior surface water scientist who is experienced in coastal marine water quality.

In these instances, the RMA 1991 makes no provision for historical discharges of contaminants and grandparenting rights. When strictly measured against the RMA and CIRMD these discharges are non-compliant with section 15(1) and would require consent. This has been highlighted in previous compliance reports. However, due to the current environmental impact being assessed as minor and localised, the more pragmatic approach for CIC would be to look for progress in this space through the following improvements:

- CIC seek advice from Treaty partners, Ngāti Mutunga o Wharekauri and the Hokotehi Moriori Trust (HMT), on whether the below approach would be acceptable from their cultural perspectives.
- Work with the fish processing industry as a whole and require improvements in the screening of liquid waste prior to discharge. For some sites this could be easily achieved by adding an additional settling tank or using UV light as an additional level of treatment.
- Ensure all food processing sites have a shut-off valve before the point of discharge to allow wastewater to be contained. In the event of a spill of chemicals/overdosing, a shut-off valve would enable the spill to be contained. Circumstances for when valves are open or closed would be written into emergency spill procedures and communicated with staff.
- Look at slow-release trickle systems which could reduce loading of discharges at any one point in time.
- Before any significant increases in seafood processing production volumes are allowed, whether through development or other means, a site must improve their treatment system to meet environmental compliance standards.
- Ensure that this approach is clearly communicated with industry on commencement so that expectations are understood, and any additional costs associated with meeting the improved environmental standard can be included in business decisions before increasing

production volumes. This also removes the uncertainty and business impacts of being assessed as non-compliant.

- Investigate whether alternative non-chemical based detergents are available for use which would meet food grade standards.

3.2.1 Moana Pacific - Waitangi

Contact: [redacted]

Company: Moana Pacific

Land ownership: Moana Pacific

Activity: Fish processing plant

Management Zone: Industrial

GPS coordinates: W176.561662 S43.9504

Drainage: to coastal marine area

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted Activity 5.5.3 Industrial	PA Compliance	Notes
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	No	Chlorine is stored separately in the yard for truck wash down. While the powder is not currently being used, it is not in a compliant storage facility. The diesel tank behind the building is double skinned on a concrete pad, however it is unbunded. The tank holds up to 10,000L. Rusting noticeable. Fuel spill kit present in workshop and a general spill kit in the break room.
S.15(1)(a) Contaminant or water into water; S.15(1)(b) contaminant onto or into	5.5.3.14 Discharge of contaminants or water into water or the discharge of contaminants	*Discharge of a contaminant or water into water or into or onto land which may result in that contaminant entering water is permitted if the discharge is for stormwater, water supply or freshwater purposes provided:*	No	Detergents used on site are washed down and discharged directly into the coastal marine environment.

land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	into or onto land which may result in that contaminant entering water	*(a) the discharge after reasonable mixing shall not give rise to any of the following effects:* *(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;* *(iv) the rendering of freshwater unsuitable for consumption by farm animals; or* *(v) any significant adverse effects on aquatic life.*		Although diluted, this may still be classified as Hazardous Waste (same requirements as HS). Inventory and SDS present in the office and with the chemicals. A valve has been installed on the outfall pipe to enable isolation if a chemical spill should occur.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.5.3.20 Discharge of contaminants onto land	*Discharge of contaminants onto land is permitted if:* *(a) they are not from an industrial or trade premises; and* *(b) they are not dumped within 30 metres of a waterbody or water supply; and* *(c) they are not dumped within 50 metres of a dwelling.*	Yes	No evidence of contaminants discharged to land.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.5.3.21 Discharge of contaminants into air	*Discharges of contaminants into air are permitted provided they:* *(a) do not give rise to a nuisance that would not reasonably be expected in an industrial environment; or* *(b) do not give rise to a nuisance in an adjoining zone.* *Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	No noticeable odour on site or beyond site boundaries at time of inspection. Used oil is disposed of at Te One Transfer Station rather than being burnt onsite.
RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity 5.6.4 Coastal**	**PA Compliance**	**Notes**
S15(1)(a) contaminant or water into water;	5.6.11.8 Discharge of contaminants - general	Discharges of contaminants to coastal water not authorised by Rules 5.6.11.11– 5.6.11.13 are discretionary activities.	No	Organic waste and detergent/chlorine from the washdown of the processing facility is discharged directly into the coastal marine environment.

S15(1)(a) contaminant or water into water	5.6.11.9 Discharge of stormwater	*The discharge of stormwater is permitted if: the discharge, after reasonable mixing, does not cause: (i) the production of any conspicuous oil or grease, films, scums, or foam, or floatable or suspended material; and (ii) any conspicuous change in colour or visual clarity; and (iii) any emission of objectionable odour.*	N/A	Unable to assess (dry weather)

Recommendations

Item	**Recommendation**	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Continue using the Hazardous Substance Calculator/WorkSafe website to assist in ensuring compliance with regulations. Undertake staff training for all staff with access to hazardous substances, how to safely and legally store and handle hazardous substances.	MMC MMC
Spill Management	Best practice is to have spill kits clearly labelled (dependent on types of hazardous substance and volumes stored this may be a requirement), and easily accessible to the areas where spills are most likely to occur. Consider whether current provision and locations can be improved.	GMP/MMC
Drainage from site	Consider installing shut-off valves for stormwater containment as in the event of a spill it could be contained and disposed of appropriately.	GMP
Discharge of contaminants	Consider whether discharge from factory processing area could have some treatment prior to discharge through a storage and/or settlement tank. Exposure to UV light could also assist in treatment following settlement.	MMC

Photographs

Fig. 7: Powdered chlorine stored next to truck washdown area.

Fig. 8: Double skinned, 10,000L diesel tank.

Fig. 9: Shut-off valve on outlet pipe.

Fig. 10: Discharge pipe to the Coastal Marine Area.

Fig. 11: Hazardous substance storage.

3.2.2 Waitangi Sea Foods (Te One)

Contact: Pita Thomas

Company: Waitangi Sea Foods

Land ownership: Waitangi Sea Foods

Activity: Fish processing plant

Management Zone: Rural

GPS coordinates: W176.53453 S43.944771

Drainage: to ground

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted 5.3.4 Rural**	**PA Compliance**	**Notes**
S.9 Land use	5.3.4.2 Industrial and commercial activity	*Industrial and commercial activities are permitted if:* *(a) They do not exceed 200 square metres in site area; and* *(b) They are separated by a minimum of 100 metres from the nearest dwelling not on the site*	(a) No (b) No	Site continues to not meet Rule 5.3.4.2 as noted in previous reports 2015, 2019, 2021 and 2023. Dwelling to the north of the factory was built after the factory and is within 100m of the factory building. Therefore, the dwelling is non-compliant with (b).
S.15 Discharge of contaminants into the environment	5.3.4.8 Hazardous Substances	*The use, storage, disposal and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulation requirements including the regulations under the Hazardous Substances and New Organisms Act and regulations 104 and 105 of the Resource Management (National Environmental for Plantation Forestry) Regulations 2017; and* *(b) no hazardous substance is discharged or dumped into any waterbody or water course or stormwater system; and*	No	Chemicals are stored in locked area. Inventory/SDS sheets are stored in the office. Used oil is stored in an open container on the ground without any secondary bunding. At risk of overflow, particularly during rain event.

		(c) any hazardous substance that is to be dumped on land is sealed or contained in a manner that does not allow any discharge or escape.		Used batteries are stored on the ground by the shed.
S.15(1)(a) Contaminant or water into water; S.15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.3.4.19 Discharge of contaminants or water into water or the discharge of contaminants into or onto land which may result in that contaminant entering water	*Discharge of a contaminant or water into water or into or onto land which may result in that contaminant entering water is permitted if:* *(a) the discharge is for stormwater, water supply or freshwater purposes; and* *(b) the discharge after reasonable mixing shall not give rise to any of the following effects:* *(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;* *(iv) the rendering of freshwater unsuitable for consumption by farm animals; or* *(v) any significant adverse effects on aquatic life.*	Yes	Detergents and organic waste materials are washed down and discharged to underground settling tanks. The screens are cleaned out after the processing of kina and disposed of to the new dump site. The wastewater is collected by a sucker truck every fortnight. Shut-off valve present allowing containment in the event of a spill in the processing area.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.3.4.18 Discharge of contaminants into air	*Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment. Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	No odour was evident on site or past the site boundary at the time of inspection. As per previous reports, the plant is on the Waitangi town electricity supply and therefore does not require a generator.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24 Discharge of contaminants onto land	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	Yes	No evidence of any discharge of contaminants to land.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Ensure you are compliant with all Hazardous Substance Use and Storage legislation. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox which can assist understanding the business controls for the use and storage of amounts and volumes of Hazardous Substances present on site.	MMC
Hazardous Waste	Ensure any redundant batteries are stored on an impermeable surface (e.g., concrete) and undercover to prevent leaching of heavy metals. Dispose of the waste oil at an appropriate waste facility as soon as possible.	MMC
Spill Management	Ensure spill kits are held close to location of greatest risk of spills, with appropriate materials and amounts for volumes of substances used.	MMC / GMP
Redundant materials	Wherever possible, segregate redundant materials to one storage area. Check all hazardous waste legislative controls are met. For non-hazardous waste best practice would be to store on an impermeable base under cover.	MMC

Photographs

Fig. 12: Used oil discharge to ground.

Fig. 13: Neighbouring dwelling within 100m.

Fig. 14: Underground storage tank off gas pipes.

Fig. 15: Solid waste screen into underground storage tank.

3.2.3 Chatham Islands Food Co.

Contact: Delwyn Tuanui

Company: Chatham Islands Food Co.

Land ownership: Chatham Islands Food Co.

Activity: Fish food processing plant

Management Zone: Industrial

GPS coordinates: W176.368456 S44.024519

Drainage: to ground and to the coastal marine environment

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity 5.3.4 Industrial**	**PA Compliance**	**Notes**
S.9 Land use	5.5.3.2 Residential Units	*Residential units are permitted if they are ancillary to an industrial activity on site.*	Yes	There are five residential dwellings that have been built on site to house 20 plus temporary workers.
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	No	Detergents used are washed down and discharged directly into the coastal marine environment. Although diluted this may still be classified as Hazardous Waste (same requirements as HS). Hazardous substances stored in a locked shed. Safety Data Sheet and spill kit not sighted. There is no diesel stored on site.
S.15(1)(a) Contaminant or water into water;	5.5.3.14 Discharge of contaminants or water	*Discharge of a contaminant or water into water or into or onto land which may result in that contaminant entering water is permitted if the discharge is for*	No	The discharge of trade waste from fish processing is not permitted as it is not stormwater,

S15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	into water or the discharge of contaminants into or onto land which may result in that contaminant entering water	*stormwater, water supply or freshwater purposes provided:* *(a) the discharge after reasonable mixing shall not give rise to any of the following effects:* *(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;* *(iv) the rendering of freshwater unsuitable for consumption by farm animals; or* *(v) any significant adverse effects on aquatic life.*		water supply or for freshwater purposes. There is no shut-off valve on the discharge pipe to isolate a spill of chemicals in the factory.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.5.3.21 Discharge of contaminants to air	*Discharges of contaminants into air are permitted provided they:* *(a) do not give rise to a nuisance that would not reasonably be expected in an industrial environment; or* *(b) do not give rise to a nuisance in an adjoining zone. Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	No odour was evident on site or past site boundary during inspection. The plant is on the reticulated electricity supply and does not use a generator.
RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity 5.6.4 Coastal**	**PA Compliance**	**Notes**
S15 Discharge of contaminants into the environment	5.6.11.8 Discharge of contaminants - general	*Discharges of contaminants to coastal water not authorised by Rules 5.6.11.11– 5.6.11.13 are discretionary activities.*	No	Detergents used are washed down and discharged directly into the coastal marine environment.
S15(1)(a) contaminant or water into water	5.6.11.9 Discharge of stormwater	*The discharge of stormwater is permitted if:* *(a) the discharge, after reasonable mixing, does not cause:* *(i) the production of any conspicuous oil or grease, films, scums, or foam, or floatable or suspended material; and* *(ii) any conspicuous change in colour or visual clarity; and* *(iii) any emission of objectionable odour.*	Unable to assess (dry weather)	Stormwater runs straight off site to ground/coastal marine area.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Ensure you are compliant with all Hazardous Substance Use and Storage legislation. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox which can assist understanding the business controls for the use and storage of types, amounts and volumes of Hazardous Substances present on site. Irrespective of legal requirements best environmental practice would always be to store any liquids/chemicals undercover on an impermeable surface with some form of containment that can hold 110% volume of chemicals stored (reducing the risk to the environment if there were to be a spill).	MMC MMC / GMP
Spill Management	It is also best practice to have appropriate spill materials and associated PPE close to any area which may have the greatest risk of spills due to business activities. For some substances/volumes this will be a requirement. It is important staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they need to do to contain and clean up any spills, how to dispose of contaminated/used spill equipment. This may be a requirement dependent on types and volumes of hazardous substances stored.	MMC / GMP
Discharge of contaminants	The current discharge is likely having a minor localised impact on the environment and is non-compliant with permitted activity rules. Please consider what steps can be taken to improve the quality of the discharge from the factory processing area before discharge. Potential further settlement and/or exposure to UV light could assist in treatment.	MMC MMC
Redundant materials	Wherever possible, segregate redundant materials to one storage area. Ensure if waste is hazardous that all legislative controls are met. For non-hazardous waste, best practice would be to store on an impermeable base under cover.	MMS

Photographs

Fig. 16: Outlet pipe discharging to coastal marine environment.

Fig. 17: Solid waste grate under sump in processing room.

Fig. 18: Stormwater outlet to coastal marine environment.

Fig. 19: Hazardous substances storage.

Fig. 20: Stormwater swale.

3.2.4 Port Nicholson (Owenga)

Contact: Shannon Peni and Peter Lanauze

Company: Port Nicholson

Land ownership: Port Nicholson

Activity: Crayfish processing factory

Management Zone: Industrial

GPS coordinates: W176.363945 S44.026506

Drainage: to ground and to nearby surface water (stream)

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity 5.5.3 Industrial**	**PA Compliance**	**Notes**
S.9 Land use	5.3.4.2 Industrial and commercial activity	*Industrial and commercial activities are permitted if:* *(a) They do not exceed 200 square metres in site area; and* *(b) They are separated by a minimum of 100m from the nearest dwelling not on the site*	(a) Yes (b) No	The operation is less than 200m^2. There is a residential dwelling within 100m of the facility.
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	No	Minimal amounts of hazardous substances on site, stored in a locked container. Safety Data Sheets are held in the office. Detergents are washed down and discharged directly to a nearby tidal stream. Although diluted these substances may still be classified as hazardous waste (same requirements as hazardous substances).

				An organic substance is also used in the water to calm crayfish before transporting.
S.15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.5.3.14 Discharge of contaminants or water into water or the discharge of contaminants into or onto land which may result in that contaminant entering water	*Discharge of a contaminant or water into water or into or onto land which may result in that contaminant entering water is permitted if the discharge is for stormwater, water supply or freshwater purposes provided:* *(a) the discharge after reasonable mixing shall not give rise to any of the following effects:* *(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;* *(iv) the rendering of freshwater unsuitable for consumption by farm animals; or* *(v) any significant adverse effects on aquatic life.*	No	Discharge is considered trade waste. Likely only minor (if at all) localised impact.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.5.3.21 Discharge of contaminants into air	*Discharges of contaminants into air are permitted provided they:* *(a) do not give rise to a nuisance that would not reasonably be expected in an industrial environment; or* *(b) do not give rise to a nuisance in an adjoining zone.* *Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	Electricity from reticulated supply. No generator.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous substances	Current hazardous substance storage occurs in very small amounts. Ensure you are compliant with all Hazardous Substance Use and Storage legislation. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of Hazardous Substances present on site.	MMC
Spill management	It is also best practice to have appropriate spill materials and associated PPE close to any area which may have the greatest risk of spills due to business activities. For some substances/volumes this will be a requirement. It is important that staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they do to contain and clean up any spills, how to dispose of contaminated/used spill equipment. This may be a requirement dependent on types and volumes of Hazardous Substances stored.	MMC/ GMP
Discharge of contaminants	The current discharge is likely having a very minor, localised (if any) impact. However, discharge of trade waste is non-compliant with permitted activity rules. If there are any upgrades or increases in production at the site in the future, consider whether current system is still appropriate and whether further treatment and/or resource consent will be required.	MMC MMC
Redundant materials	Wherever possible, segregate redundant materials to one storage area. Ensure if waste is hazardous then all legislative controls are met. For non-hazardous waste best practice would be to store on an impermeable base under cover.	MMC

Photographs

Fig. 21: Cray holding tanks.

Fig. 22: Outlet pipe discharging to creek.

Fig. 23: Creek discharging to coastal marine environment.

Fig. 24: Hazardous substance storage – locked.

Fig. 25: Old tank used for burning.

3.3 AIRPORT

Contact: [redacted]

Company: Chatham Islands Enterprise Trust

Land ownership: Chatham Islands Enterprise Trust

Activity: Airport/Bulk fuel Storage

Management Zone: Industrial

GPS coordinates: W176.47367 S43.816078

Drainage: to ground

The airport land and infrastructure are owned by the Chatham Islands Enterprise Trust, however the fuel storage is managed by Air Chathams. Air Chathams is the sole airline flying to the Island, from Christchurch, Wellington, and Auckland. Air Chathams also undertakes flights from the main island to Pitt Island.

Government funding was granted to extend the runway by 400m to enable larger 737 aeroplanes to land, thus increasing capacity for passengers and freight. Work on the runway extension was consented under CIC/2021/009/1-3 and is now complete. The new terminal building is currently under construction.

The following compliance assessment focusses on the operational aspect of the airport under permitted activity rules.

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity** **5.5.3 Industrial**	**PA Compliance**	**Notes**
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	No	Mobile fuel tank (double skinned) was outside of the bunded area, over the strip drain. The tanker was leaking fuel which was draining straight to the strip drain. This in turn drains to the sump then to the wetland. Bulk fuel storage ~ Static 5,000 L tank

				for aviation fuel within bunded area. The stormwater valves from the bunded area were found to be open, rendering the bund inoperable. Several barrels were being stored in the bunded area, one of which contained waste oil.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.5.3.20 Discharge of contaminants onto land	*Discharge of contaminants onto land is permitted if:* *(a) they are not from an industrial or trade premises; and* *(b) they are not dumped within 30 metres of a waterbody or water supply; and* *(c) they are not dumped within 50 metres of a dwelling.*	Yes	Discharge to land from runway into channels. Long term may result in localised levels of zinc and PCBs due to stormwater containing entrained particulates from wear of plane tyres.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.5.3.21 Discharge of contaminants into air	*Discharges of contaminants into air are permitted provided they:* *(a) do not give rise to a nuisance that would not reasonably be expected in an industrial environment; or* *(b) do not give rise to a nuisance in an adjoining zone. Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	No odour was noticeable on site at the time of inspection when no aircraft present. Odour present on plane arrival to be reasonably expected with an industrially zoned airport.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)

Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site. Secondary containment (bunding) when required must meet all associated codes of practice (see WorkSafe). Valves are present to allow the drainage of stormwater only. Contaminated stormwater must be disposed of appropriately. Unless draining uncontaminated stormwater, the valves should be closed at all times. Clean up any spills inside the bunded area. Ensure contaminated spill absorbent material is removed and disposed of appropriately. Irrespective of legal requirements, best environmental practice would always be to store any liquids/chemicals undercover on an impermeable surface with some form of containment (reducing the risk to the environment if there were to be a spill). Never store fuel within 20m of a stormwater drain/sump unless in a bunded area.	MMC MMC MMS GMP
Spill Management	Spills need to be contained and cleaned up if they occur. Mobile fuel tanker should be stored in a bunded area overnight. It is also best practice to have appropriate spill materials and associated PPE close to any area, which may have the greatest risk of spills due to business activities. For some substances/volumes this will be a legal requirement. It is important staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they do to contain and clean up any spills, how to dispose of contaminated/used spill equipment. This may be a legal requirement dependent on types and volumes of hazardous substances stored.	MMC MMC/GMP MMC/GMP
Stormwater/Discharge of contaminants	Runway stormwater run-off will likely contain particulates of Zinc/ Polychlorinated biphenyls (PCBs). It is suggested that in the long term, consideration is given to soil sampling of the	GMP

	stormwater ditches to ensure that concentrations do not exceed relevant guideline values.	
Redundant materials	Wherever possible segregate redundant materials to one storage area. Ensure if waste is hazardous then all legislative controls are met. For non-hazardous waste best practice would be to store on an impermeable base under cover.	MMC

Photographs

Fig. 26: Oil spill from mobile fuel tank into strip drain.

Fig. 27: Sand used to clean up spill left in bund.

Fig. 28: Stormwater retention pond.

Fig. 29: Stormwater valve left open in bund.

3.4 AUTO MARINE MECHANICS

Contact: [redacted]

Company: Chathams Automotive & Marine Limited

Land ownership: Chatham Automotive & Marine Limited

Activity: Vehicle Mechanics

Management Zone: Rural

GPS coordinates: W176.548556 S43.952825

Drainage: to ground

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted 5.3.4 Rural	PA Compliance	Notes
S.9 Land use	5.3.4.2 Industrial and commercial activity	*Industrial and commercial activities are permitted if:* *(a) They do not exceed 200 square metres in site area; and* *(b) They are separated by a minimum of 100m from the nearest dwelling not on the site.*	(a) No (b) Yes	The facility is over the 200m^2 size limit.
S.9 Land use	5.3.4.3 Buildings	*Buildings are permitted if:* *(a) they are set back a minimum of 10m from boundaries; and* *(b) they do not exceed 12m in height; and* *(c) they are located more than 100m from MHWS.*	Yes	The buildings are set back over 10m, do not exceed 12m in height, and are over 100m from MHWS.
S15 Discharge of contaminants into the environment	5.3.4.8 Hazardous Substances	*The use, storage, disposal and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulation requirements including the regulations under the Hazardous Substances and New Organisms Act and regulations 104 and 105 of the Resource Management (National Environmental for Plantation Forestry) Regulations 2017; and* *(b) no hazardous substance is discharged or dumped into any waterbody or water course or stormwater system; and*	No	Waste oil stored in 1000L drums outside front of workshop on hardstand but next to permeable ground. Caged, locked area with signage for gas bottles at the back of the site. Redundant hazardous substance materials scattered around site.

		(c) any hazardous substance that is to be dumped on land is sealed or contained in a manner that does not allow any discharge or escape.		Empty gas bottles stored around site. Spill kits present. Large spill kit in back room, difficult to access.
S15.(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.3.4.19 Discharge of contaminants or water into water or the discharge of contaminants into or onto land which may result in that contaminant entering water	Discharge of a contaminant or water into water or the discharge of a contaminant to or into land which may result in that contaminant entering water is permitted if: (a) the discharge is for stormwater, water supply or freshwater purposes; and (b) the discharge after reasonable mixing shall not give rise to any of the following effects: (i) the production of any conspicuous scums or foams on floatable or suspended materials; (ii) any conspicuous change in colour or visual clarity; (iii) any emission of objectionable odour; (iv) the rendering of freshwater unsuitable for consumption by farm animals; (v) any significant adverse effects on aquatic life.	Yes	There were patches of hydrocarbon spills across the site. However, as there are no waterways present, the spills are likely to discharge to ground rather than water.
S15.(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24 Discharge of contaminants onto land	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	No	There were patches of hydrocarbon spills across the site from an industrial/trade premise.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)

Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation. WorkSafe has some very helpful guidance on its website, including a Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site. Irrespective of legal requirements, best environmental practice would always be to store any liquids/chemicals undercover on an impermeable surface with some form of containment (reducing the risk to the environment if there were to be a spill).	MMC GMP
Hazardous Waste	Waste oil was being stored in various drums and containers throughout the site on permeable ground. To reduce the risk of spills to ground, it is recommended that this is moved to an area on site which is impermeable (e.g., concrete), so if there were a spill, it could be quickly contained and cleaned up. Alternatively, dispose of waste oil at the Te One waste transfer site. As a business that regularly produces waste oil, dependent on volumes produced and stored at any one time, HSNOCOP 63 sets out how you must handle used or waste oil. You must ensure you comply with this to meet permitted activity rules. Empty gas bottles still have residual gas in them. Ensure all associated regulations are being complied with. WorkSafe produce a Guide to gas cylinders which will assist in this.	MMC MMC MMC
Spill Management	Spills need to be contained and cleaned up if they occur. A small emergency kit was present and easily accessible. However, it would be worth ensuring the larger kit is also stored close to main points of hazardous substance/waste storage. It is important staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they do to contain and clean up any spills, how to dispose of contaminated/used spill equipment. This may be a requirement dependent on types and volumes of hazardous substances stored.	MMC / GMP MMC / GMP
Redundant materials	Wherever possible segregate redundant materials to one storage area. Ensure all hazardous waste legislative controls are met (e.g., waste oil as above). For non-hazardous waste best practice	MMC

	would be to store on an impermeable base under cover.	

Photographs

Fig. 30: Waste oil drums stored on ground outside workshop.

Fig. 31: Spill kit behind main workshop.

Fig. 32: Gas bottles in locked area.

Fig. 33: Spill kit in workshop.

3.5 WASTE MANAGEMENT / LANDFILLS / CLOSED LANDFILLS

Waste management is a big challenge for the Island. There are high environmental and health risks associated with the past and present practice of burial of waste without modern geotechnical or environmental safeguards. Currently there are two operational waste transfer stations, Te One and Kaingaroa. The new Owenga landfill opened in July 2022 and has received the majority of waste being stored at Te One and Kaingaroa closed landfills.

For historic landfills, contaminants are likely to be leaching through the ground and finding a pathway to either surface or groundwater. It is highly likely that these landfills contain hazardous substances buried many years ago (which may no longer be approved for use) and could be extremely harmful to both humans and ecological life. Kaingaroa closed landfill still has some waste that remains buried onsite. Anecdotal evidence suggests rates of coastal erosion along the north coast are posing further risk of uncovering and discharge of waste materials along the coast from the old Kaingaroa landfill.

As a priority to mitigate the risk of waste discharging to the coast from historic and closed landfills, it is recommended that CIC along with other partner organisations of the CIC Investment Strategy:

- Secure funding options to engage specialist technical advice on how to manage 'closed' landfills on the Island (including any known areas of historic/active dumping).
- Based on the advice from the report, consider long-term environmental monitoring programmes and any necessary remediation of these sites.
- Any advice secured is qualified and experienced to make assessments.

In 2023 Council adopted a new Waste Management and Minimisation Bylaw. The purpose of the Bylaw is to:

a) promote and deliver effective and efficient waste management and minimisation for the Chatham Islands as required under the Waste Minimisation Act 2008;
b) implement the Council's Waste Management and Minimisation Plan;
c) give effect to the Waste Minimisation Act and the goals in the New Zealand Waste Strategy;
d) regulate the collection, transportation, and processing of waste and diverted material;
e) protect the health and safety of waste collectors, waste operators and the public; and
f) manage litter and nuisance in public places.

Fulton Hogan has been contracted to operate all waste management facilities on the Island, including the new Owenga landfill and the new recycling facility at Te One Transfer Station.

Provisions have been made in the Chatham Islands Resource Management Document (CIRMD) to allow for dumping of fish and sanitary waste to land on rural areas, with no environmental mitigation provisions, as a permitted activity in Rural Zones. From an environmental perspective,

there remains high risk of contamination to nearby streams and groundwater due to high nutrient loading in a small area. Landfilling and the associated discharges to ground and surface water may also cause cultural disharmonies which need consideration. Again, the recommendation would be for CIC and other partner organisations to secure specialist technical and environmental advice on both fish dumps and the sanitary landfill. This would ensure appropriate environmental mitigation for current and future impacts is considered and put in place where necessary.

Both waste streams will have a high nutrient content which potentially could be of benefit to land if managed appropriately. There is a real opportunity for the fish waste to be utilised for a source of compost, there may be grants available to CIC or Island landowners who may want to consider this, in conjunction with green waste produced by households and business. The sanitary waste stream could be considered in any upgrades of the waste-water treatment plant.

It should also be noted that the definition of waterbody in the CIRMD is:

"Water body means fresh water or geothermal water in a river, lake, stream, pond, wetland, or aquifer, or any part thereof, that is not located within the coastal marine area and for the purposes of this document includes Te Whanga."

Therefore, undertaking recommendations would need to include an assessment of the presence of wetlands and any shallow aquifers. Data collected from the nearby monitoring bores at Owenga Landfill may assist in determining where any shallow aquifers are likely to be.

3.5.1 Te One Waste Transfer Station (Active), Landfill (Closed)

Contact: [redacted]

Company: Fulton Hogan

Land ownership: Chatham Islands Council

Activity: Waste Transfer/Storage (closed landfill)

Management Zone: Rural

GPS coordinates: W176.532321 S43.906668

Drainage: to ground (to contaminated land) and culturally significant site.

Te One Waste Transfer Station operates on the same site that was used for the Te One landfill, which is now closed. Much of the historic waste material was excavated and transferred to the new Owenga Landfill. However, some waste remains buried under a 300mm soil cap and the ground remains contaminated.

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted 5.3.4 Rural**	**PA Compliance**	**Notes**
S.9 Land use	5.3.4.2 Industrial and commercial activity	*Industrial and commercial activities are permitted if:* *(a) They do not exceed 200 square metres in site area; and* *(b) They are separated by a minimum of 100m from the nearest dwelling not on the site*	(a) No (b) Yes	The area of the site is greater than 200m^2. There are no dwellings within 100m of the boundary.
S.15 Discharge of contaminants into the environment	5.3.4.8 Hazardous Substances	*The use, storage, disposal and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulation requirements including the regulations under the Hazardous Substances and New Organisms Act and regulations 104 and 105 of the Resource Management (National Environmental Forestry) Regulations 2017; and* *(b) no hazardous substance is discharged or dumped into any waterbody or water course or stormwater system; and*	No	Segregation of waste is evident. Hazardous substances have a separate storage area. The majority of which was waste oil. This appears to be dropped off in smaller containers. There are, however, containers on the ground where waste oil has been

		(c) any hazardous substance that is to be dumped on land is sealed or contained in a manner that does not allow any discharge or escape.		decanted that are open to the weather. Oil is over topping and discharging to ground. No bunding present. There are two spill kits onsite.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.3.4.18 Discharge of contaminants into air	*Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment. Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	No odour detectable beyond the site boundary at time of inspection.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24 Discharge of contaminants onto land	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	No	Unable to assess where hazardous waste arose from, however multiple commercial and industrial sites stated they disposed of waste oil at this facility. There was a lot of old fishing gear disposed of in the skips. The old pile of scrap metal is still being stored on site as it is no longer being accepted at the new Owenga landfill. Te One waste transfer site is also no longer accepting waste metal.

Recommendations

CIC has advised that they are aware of the cultural sensitivities of this site and numerous cultural audits have been undertaken. CIC has agreed with imi and iwi to only operate on the upper level, and some trees have been planted to form a screen along the western perimeter of the site.

As stated in 3.5 above, specialist technical advice should be secured for determining what environmental monitoring, remediation and/or mitigation will be required in the short, medium and long-term to monitor any ongoing effects of the closed landfill. Environment Canterbury's contaminated land team would be able to further guide CIC on what 'specialist' advice would be required to give assurances that this is robust, and to the standard required.

Item	**Recommendation**	**Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)**
Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation (to meet permitted activity rules). WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site. Irrespective of legal requirements best environmental practice would always be to store any liquids/chemicals undercover on an impermeable surface with some form of containment (reducing the risk to the environment if there were to be a spill).	MMC GMP
Hazardous Waste	As a business that regularly produces/stores waste oil, HSNOCOP 63 sets out how you must handle used or waste oil. You must ensure you comply with this in order to meet permitted activity rules.	MMC
Spill Management	Spills need to be contained and cleaned up if they occur. A small emergency spill kit was present and easily accessible. However, it would be worth ensuring the larger kit is also stored close to main points of hazardous substance/waste storage. It is important staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they do to contain and clean up any spills, how to dispose of contaminated/used spill equipment.	MMC / GMP MMC / GMP

	This may be a requirement dependent on types and volumes of hazardous substances stored.	
Redundant materials	Wherever possible, segregate redundant materials to one storage area. Ensure if waste is hazardous, then all legislative controls are met (e.g., waste oil as above). For non-hazardous waste best practice would be to store on an impermeable base under cover.	MMC

Photographs

Fig. 34: Waste oil storage.

Fig. 35: Waste oil container open to elements.

Fig. 36: Recycling shed in background.

Fig. 37: Metals pile.

Fig. 38: Sorting area.

Fig. 39: Scrap metal not currently accepted at transfer facilities.

3.5.2 Old Owenga Fish Dump (Closed)

Contact: [redacted]

Company: Chatham Islands Council

Land ownership: CIC lease from Alfred and Robyn Preece 99 years

Activity: Waste Disposal

Management Zone: Rural

GPS coordinates: W176.414593 S44.010262

Drainage: to ground

This site has now been capped and grassed over.

Fig. 40: Site of the old fish dump.

3.5.3 Owenga Fish Dump (Active)

Contact: [redacted]

Company: Chatham Islands Food Co.

Land ownership: Unknown

Activity: Waste Disposal

Management Zone: Rural

GPS coordinates:

Drainage: to ground

This is a new fish dump located off Waitangi Wharf Owenga Road. This is located at the top of the hill.

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted 5.3.4 Rural**	**PA Compliance**	**Notes**
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	(a) Yes (b) Yes (c) Yes	Fish factory waste. There is no evidence of a surface waterbody in a 30 metre radius of fish dump. Unable to assess distance to groundwater. There is no dwelling within 50m of site.
S.15(2)(b) Discharge of contaminant into air	5.3.4.18 – Discharge of contaminants to air	Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment.	Yes	At the time of the inspection no odour was detected. Good management practices are being followed of covering the waste with soil or sawdust.

Recommendations

Please refer to the recommendations specified in Section 3.5 in regard to all waste sites on the Island.

Photographs

Fig. 41: Waste covered by sawdust to minimise odour.

Fig. 42: Shell and finfish waste.

3.5.4 Te One Fish Dump (Active)

Contact: [redacted]
Company: Waitangi Seafoods Ltd.
Land ownership: Private
Activity: Waste disposal
Management Zone: Rural
GPS coordinates: W176.528387 S43.928499

Drainage: to ground

This is a new fish dump located off North Road, Te One.

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted 5.3.4 Rural	PA Compliance	Notes
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	(a) Yes (b) Yes (c) Yes	Fish factory waste. There is no evidence of a surface waterbody in a 30 metre radius of fish dump. Unable to assess distance to groundwater. There is no dwelling within 50m of site.
S.15(2)(b) Discharge of contaminant into air	5.3.4.18 – Discharge of contaminants to air	Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment.	Yes	At the time of the inspection no odour was detected beyond the boundary of the site. It is best practice to cap each deposit with clean organic material to prevent odour.

Recommendations

Please refer to the recommendations specified in Section 3.5 in regard to all waste sites on the Island.

Photographs

Fig. 48: Dump at ground level. No material used to cap.

Fig. 49: Kina waste.

3.5.5 Sanitary Landfill (Active)

Contact: [redacted]

Company: Fulton Hogan

Land ownership: CIC Lease from Alfred and Robyn Preece, 99 years

Activity: Waste dump

Management Zone: Rural

GPS coordinates: W176.414593 S44.010262

Drainage: to ground

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted 5.3.4 Rural**	**PA Compliance**	**Notes**
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	(a) Yes – septic tank sludge (b) Unknown (c) Yes	There is no evidence of a surface waterbody in a 30m radius. Unable to assess distance to groundwater. Unable to assess wetland status. There is no dwelling within 50m.

Recommendations as stated in 3.5.

Photographs

Fig. 50: Septic waste dump.

Fig. 51: Septic waste dump.

Fig. 52: Septic waste dump.

3.5.6 Kaingaroa Waste Transfer Station (Active)

Contact: [redacted]

Company: Chatham Islands Council

Land ownership: Kaingaroa Sports and Social Club

Activity: Waste Transfer Station

Management Zone: Rural

GPS coordinates: W176.267149 S43.731927

Drainage: to ground

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted 5.3.4 Rural	PA Compliance	Notes
S.15 Discharge of contaminants into the environment	5.3.4.8 Hazardous Substances	*The use, storage, disposal and transportation of hazardous substances is permitted if: (a) there is compliance with all legislation and regulation requirements including the regulations under the Hazardous Substances and New Organisms Act and regulations 104 and 105 of the Resource Management (National Environmental for Plantation Forestry) Regulations 2017; and (b) no hazardous substance is discharged or dumped into any waterbody or water course or stormwater system; and (c) any hazardous substance that is to be dumped on land is sealed or contained in a manner that does not allow any discharge or escape.*	No	Hazardous substances/waste has a designated area on the site, there was no spill pallet to capture spills. An open trough containing waste oil is vulnerable to overflow during rain events and would result in a discharge to land.
S.15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as	5.3.4.19 Discharge of contaminants or water into water or the discharge of contaminants into or onto land which may result in	*Discharge of a contaminant or water into water or into or onto land which may result in that contaminant entering water is permitted if the discharge is for stormwater, water supply or freshwater purposes provided: (a) the discharge after reasonable mixing shall not give rise to any of the following effects:*	Yes	There were multiple oil spills on the ground around the site, however there were no waterways within the vicinity which could result in the contaminant entering water.

a result of natural processes from that contaminant) entering water	that contaminant entering water	*(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;* *(iv) the rendering of freshwater unsuitable for consumption by farm animals; or* *(v) any significant adverse effects on aquatic life.*		
S.15(1)(c) contaminant from any industrial or trade premises into air	5.3.4.18 Discharge of contaminants into air	*Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment.*	Yes	No odour was evident on site or past site boundary at the time of inspection.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	Yes	No evidence of any discharge of contaminants to land (although high risk from hazardous substance storage area). Unable to assess whether from domestic or industrial or trade premises (likely a mix).

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous substances	Ensure you are compliant with all hazardous substance use and storage legislation (to meet permitted activity rules). WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site.	MMC

	Consider whether a small bunded concrete pad undercover for hazardous substance storage may reduce the risk of contamination to ground. Greater education on the risks of waste oil and hazardous substances to the environment should be considered. Irrespective of legal requirements, best environmental practice would always be to store any liquids/chemicals undercover on an impermeable surface with some form of containment (reducing the risk to the environment if there were to be a spill).	MMC/GMP GMP
Hazardous Waste	As a premises that regularly produces/stores waste oil, HSNOCOP 63 sets out how you must handle used or waste oil. You must ensure you comply with this in to meet permitted activity rules.	MMC
Spill Management	Spills need to be contained and cleaned up if they occur. A small emergency kit was present and easily accessible. However, it would be worth ensuring the larger kit is also stored close to main sources of hazardous substance/waste storage. It is important staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they do to contain and clean up any spills, how to dispose of contaminated/used spill equipment. This may be a requirement dependent on types and volumes of hazardous substances stored. No spill kits on site. Consider getting a kit and in the event of a spill, determine how this would be managed on an unstaffed site.	MMC/GMP MMC/GMP
General Waste Management	Waste and litter was observed beyond the perimeter of the transfer site. Ensure that all waste remains within the boundary. Wild cats were observed accessing the cage for domestic refuse leaving bags open to the elements and being spread around the area. Consider alterations or an alternative form of storage which will prevent this from occurring.	GMP

Photographs

Fig. 53: Recycling sorting container.

Fig. 54: Waste oil storage directly on ground. Multiple spills evident.

Fig. 55: Refuse collection area.

3.6 QUARRIES

Contact: [redacted]
Company: Fulton Hogan
Land ownership: Various
Activity: Quarrying
Management Zone: Rural
GPS coordinates: Various

Drainage: to ground / nearby surface water

There are eight quarry sites on the Island that are used when required. None were operational at the time of the visit.

3.7 FULTON HOGAN DEPOT

Contact: [redacted]

Company: Fulton Hogan

Land ownership: CIC

Activity: Depot (Supporting roading operations)

Management Zone: Industrial

GPS coordinates: W176.55644 S43.95334

Drainage: o ground

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted Activity 5.5.3 Industrial	PA Compliance	Notes
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	Yes	Use of hazardous substances limited to herbicides for gorse control. Hazardous substance storage within locked area. Safety data sheets present. On spill pallets, would be contained if any spillage.
S.15(1)(d) Contaminant from any industrial or trade premises onto or into land	5.5.3.20 Discharge of contaminants onto land	*Discharge of contaminants onto land is permitted if:* *(a) they are not from an industrial or trade premises; and* *(b) they are not dumped within 30 metres of a waterbody or water supply; and* *(c) they are not dumped within 50 metres of a dwelling.*	(a) Yes (b) Yes (c) Yes	No evidence of any discharge of hydrocarbons to land and spill kits available. The spill kit does need replenishing. The truck washdown area is on a concrete pad with wastewater, that may contain contaminants, entering a tank for reuse.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation (to meet permitted activity rules). WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site. Irrespective of legal requirements, best environmental practice would always be to store any liquids/chemicals undercover on an impermeable surface with some form of containment (reducing the risk to the environment if there were to be a spill).	MMC GMP
Hazardous Waste	As a business that regularly produces/stores waste oil, HSNOCOP 63 sets out how you must handle used or waste oil. You must ensure you comply with this in order to meet permitted activity rules.	MMC
Spill Management	Spills need to be contained and cleaned up if they occur. A spill kit was present and easily accessible. It is important staff are aware and trained in what to do in the event of a spill. For example, what PPE do they need to keep themselves safe, what do they do to contain and clean up any spills how to dispose of contaminated/used spill equipment. This may be a requirement dependent on types and volumes of hazardous substances stored.	MMC/GMP MMC/GMP
Redundant materials	Wherever possible, segregate redundant materials to one storage area. Ensure all hazardous waste legislative controls are met (e.g., waste oil as above). For non-hazardous waste, best practice would be to store on an impermeable base under cover.	MMC

Photographs

Fig. 56: Spill kit.

Fig. 57: Hazardous storage area.

Fig. 58: Absorbent mineral for oil spills.

Fig. 59: Truck wash storage tank.

Fig. 60: Locked hazardous storage area.

3.8 CHATHAM ISLAND ROADING NETWORK

Contact: [redacted]

Company: Fulton Hogan

Land ownership: Chatham Islands Council

Activity: Road maintenance

Management Zone: Rural, Industrial and Settlement

GPS coordinates: Various

The roading networks on the Chathams and Pitt Islands provide vital transport links. A network maintenance strategy operated by Council is designed to protect the roading asset, in which all roads are graded depending on their use. Adverse effects associated with the roading resource include the effects of activities carried out on roads, and the effects of activities on the safe and efficient functioning of the network.

There were no road construction activities taking place during the time of the visit.

3.9 BULK FUEL STORAGE

3.9.1 Kaingaroa Bulk Fuel Storage

Contact: [redacted]

Company: Chatham Island Management

Land ownership: Owned by Hokotehi Moriori Trust

Activity: Diesel fuel storage

Management Zone: Industrial

GPS coordinates: W176.268599 S43.731587

Drainage: to ground, in proximity to the coastal marine environment

The old Kaingaroa diesel pumps have been removed and the two, 20,000 litre underground tanks have been decommissioned.

There is a new, double skinned diesel storage tank with bowser used to fuel boats.

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted Activity 5.5.3 Industrial	PA Compliance	Notes
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	Yes	The tank is in excellent condition. A spill kit is present on the wharf. A Tier 1 response plan has been developed for fuel transfer.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.5.3.20 Discharge of contaminants onto land	*Discharge of contaminants onto land is permitted if:* *(a) they are not from an industrial or trade premises; and* *(b) they are not dumped within 30 metres of a waterbody or water supply; and* *(c) they are not dumped within 50 metres of a dwelling.*	Yes	No evidence of any discharge of contaminants to land from the storage tank.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation (to meet permitted activity rules). WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site.	MMC

Photographs

Fig. 61: Fuel tank

Fig. 62: Spill kit

3.9.2 Waitangi Hardware Store

Contact: [redacted]

Company: Chatham Hardware

Land ownership: Owned

Activity: Fuel service station

Management Zone: Settlement

GPS coordinates: W176.559598 S43.952106

Drainage: to ground and to swale / nearby stream

Waitangi Hardware store is now closed. The fuel service station remains in use as the main source of petrol for the Island. This site is currently being managed by CIC as a temporary measure to ensure fuel security for the Island until alternative arrangements can be made.

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity 5.4.3 Settlement**	**PA Compliance**	**Notes**
S.15 Discharge of contaminants into the environment	5.4.3.10 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) the amount of diesel stored per site does not exceed 1200 litres, provided that existing farm units shall be permitted to store a maximum of 2,500 litres; and* *(b) there is compliance with all legislation and regulation requirements, including the regulations under the Hazardous Substances and New Organisms Act; and* *(c) no hazardous substance may be dumped or discharged into any waterbody or water course or stormwater system or dumped on land.*	(a) No (b) No (c) No	Three fuel tanks are operational, with maximum volume of 17,000 litres each, which is over >1200 litres permitted in a Settlement Zone. Infrastructure is on concrete pad with an unmaintained interceptor. Currently no scheduled maintenance regime. The interceptor needs clearing. Unable to gain test location certificates for tanks. The metal

				bunding intact although visibly rusting. Likely hold 110% of tanks. Drainage valves are rusted permanently open. No spill kits observed. Full gas bottles caged and locked with signage. Empty gas bottles located close to caged area open. There was one petrol bowser working at the time of the visit. Residual spills on forecourt evident.
S.15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.4.3.19 and 24 Discharge of contaminants or water into water or the discharge of contaminants into land which may result in that contaminant entering water	(i) Discharge of a contaminant or water into water or the discharge of a contaminant to or into land which may result in that contaminant entering water is permitted if: (a) the discharge is for stormwater, water supply or freshwater purposes; and (b) the discharge after reasonable mixing shall not give rise to any of the following effects: (i) – (v) (ii) Discharge of contaminants onto land is permitted if: (a) they are not from an industrial or trade premises; and (b) they are not dumped or disposed of within 30 metres of a waterbody	No No	Localised discharge of contaminants to land via ineffective interceptor system. This does not meet conditions of either rule.

		or water supply or MHWS; and (c) they are not dumped within 50 metres of a dwelling.		

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	If the site is going to continue to be used for fuel supply, apply for resource consent as a discretionary activity (for upgrade) OR reduce volumes below 1200 litres. To obtain resource consent, the application will need to show that the discharge to land from the interceptor is acceptable. Ensure that stormwater is only drained from metal bunding after visual inspection confirms no contamination. Replace drainage valves and keep closed unless emptying. Empty gas bottles still have residual gas in them. Ensure all associated regulations are being complied with. WorkSafe produce a Guide to gas cylinders which will assist in this.	MMC MMC MMC MMC / GMP
Spill Management	Ensure existing spill kits are present and located close to area where spills may occur. It is also important that staff are familiar with their contents and how to use them to ensure a timely response in the event of an emergency. Place drip trays under vehicles if leaks noticed/when stationary. Notify driver/company to fix.	GMP GMP
Discharge of contaminants	Regularly clean out interceptors and check integrity. Add to scheduled maintenance regime. Check quality of discharge when raining. Dig out any historically contaminated soil around stormwater discharge from interceptor and replace with cleanfill, treat	MMC MMC

	as hazardous waste and dispose of appropriately. Fix drainage pipe to swale.	MMC

Photographs

Fig. 63: Fuel bowsers on concrete pad.

Fig. 64: Fuel tank storage area.

Fig. 65: Discharge point to swale that leads to creek, showing staining. This swale leads to a coastal marine area (CMA).

Fig. 66: Stormwater release valves on all bunds were open allowing the discharge of contaminated water.

Fig. 67: Impacted swale that leads to creek, which in turn discharges to CMA.

Fig. 68: Inside of bunding on one tank show hydrocarbon sheen and rust.

3.9.3 Dough ‘n go

Contact: [redacted]

Company: Dough’n go

Land ownership: Chatham Islands Enterprise Trust

Activity: Fuel service station

Management Zone: Rural

GPS coordinates: W176.554843E S43.953937

The Dough ‘n' Go store provides food and other general items in addition to diesel. The fuel is stored in two underground storage tanks with a combined capacity of 15,000 litres. The pumps and storage tanks are owned by CIET but leased and operated by Dough ‘n' Go.

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted 5.3.4 Rural**	**PA Compliance**	**Notes**
S.15 Discharge of contaminants into the environment	5.3.4.8 Hazardous Substances	*The use, storage, disposal and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulation requirements including the regulations under the Hazardous* *Substances and New Organisms Act and regulations 104 and* *105 of the Resource Management (National Environmental for Plantation Forestry) Regulations 2017; and* *(b) no hazardous substance is discharged or dumped into any waterbody or water course or stormwater system; and* *(c) any hazardous substance that is to be dumped on land is sealed or contained in a manner that does not allow any discharge or escape.*	No	Two underground tanks, with ability to store 15,000L diesel. It is unknown when the underground tanks were last pressure tested. There are two self-service diesel bowsers on a concrete pad. Permeable surface next to this pad. There is also no sump/interceptor. Diesel staining in the vicinity of the pumps shows historic spills, as well as a recent spill with sorbent material used.

S15.(1)(c) contaminant from any industrial or trade premises into air	5.3.4.18 Discharge of contaminants into air	*Discharges of contaminants including odour particulates into air are permitted provided they do not give rise to a nuisance that would not reasonably be expected in a normal working rural environment. Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	No odour was evident on site or past site boundary during inspection.
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.3.4.24 Discharge of contaminants onto land	*Discharge of contaminants into or onto land is permitted if:* *(a) they are not from an industrial or trade premises, (except for* *fish factory wastes and septic tank sludge effluent which are permitted); and* *(b) they are not dumped within 30 metres of a waterbody or water supply or MHWS; and* *(c) they are not dumped within 50 metres of a dwelling.*	No	Evidence of staining indicating frequent discharges to land from fuel during use of the bowsers.

Recommendations

Item	**Recommendation**	**Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)**
Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation (to meet permitted activity rules). WorkSafe has some very helpful guidance on its website, including a Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site. Consider options for fuel reconciliation if not already undertaken. Further improvements recommended include bunding, extending the concrete pad to capture fuel spills, and considerations for an oil interceptor/concrete lip.	MMC MMC MMC/GMP

Spill Management	Replace contaminated gravel with clean material as necessary. Ensure a spill kit is stored close to the pumps. It is also important that staff are familiar with spill kit contents and how to use it to ensure a timely response in the event of a spill.	MMC/GMP GMP

Photographs

Fig. 69: Fuel spills evident on forecourt, both historic and recent. No bunding to prevent discharge to permeable area.

Fig 70: Two tanks being refilled at time of visit.

3.9.4 Waitangi Wharf Bulk Fuel Storage

Contact: [redacted]

Company: Chatham Islands Enterprise Trust

Land ownership: Department of Internal Affairs

Activity: Wharf

Management Zone: Industrial

GPS coordinates: W176.52964 S43.945784

Drainage: to coastal marine environment (CMA)

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted Activity 5.5.3 Industrial	PA Compliance	Notes
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	No	Underground fuel line from wharf to bulk storage (400,000 litres diesel) area closer to shore was pressure tested in February 2025 (~every three months). The system has a counter system which checks what leaves wharf and what enters tank. A discrepancy was found suggesting a loss of diesel to the environment. Reports from Port staff confirm occasional visual discharges of oil to the coastal marine area from the retaining wall. Stantec are testing the lines in April to determine cause of loss. It was previously reported the 400,000L tank would be compliant until 2029. However, it has since become evident that the tank has not been pressure tested or had a lifetime expectancy report completed since it became operational. This is because there is no other tank on island large enough to store fuel while the tank is emptied for testing.

				Following external inspections on the integrity of the tank wall, Inspectors have reported multiple locations that are at risk of failing. The tank bund was last tested in 2018 and was due for retesting in 2023. However, faults were found in the structure of the bund during the last inspection, and it failed the test. Plans are in progress to find a more suitable area for hazardous goods storage outside of the Tsunami zone. This will enable a new location for a replacement tank. Concrete catch pad is too small for larger trucks and presents risk of spill reaching land/coastal environment as would not be contained.
S.15(1)(a) Contaminant or water into water; S.15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.5.3.14 Discharge of contaminants or water into water or the discharge of contaminants into or onto land which may result in that contaminant entering water	*Discharge of a contaminant or water into water or into or onto land which may result in that contaminant entering water is permitted if the discharge is for stormwater, water supply or freshwater purposes provided:* *(a) the discharge after reasonable mixing shall not give rise to any of the following effects:* *(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;*	No	Infrastructure in place to detect leaks. See above. There were several small spills in the base of the bund. The stormwater valve from the bund to the coastal area was left open and had the potential to discharge to the CMA. This is a major concern; particularly considering the loss of structural integrity of the tank. The valve must be kept closed at all times.

		(iv) the rendering of freshwater unsuitable for consumption by farm animals; or *(v) any significant adverse effects on aquatic life.*		
S.15(1)(d) contaminant from any industrial or trade premises onto or into land	5.5.3.20 Discharge of contaminants onto land	*Discharge of contaminants onto land is permitted if:* *(a) they are not from an industrial or trade premises; and* *(b) they are not dumped within 30 metres of a waterbody or water supply; and* *(c) they are not dumped within 50 metres of a dwelling.*	No	As above. The stormwater valve must remain closed at all times, unless contaminant free stormwater is being released.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Ensure you are compliant with all hazardous substance use and storage legislation. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox, which can assist understanding the business controls for the use and storage of types, amounts and volumes of hazardous substances present on site.	MMC
Spill Management	Spill kit currently housed inside storage shed. It is important that staff are familiar with their contents and how to use them to ensure a timely response in the event of a spill.	MMC
Stormwater management	Ensure that there is no hydrocarbon contamination of stormwater prior to release. If it is present, use absorbent pads or sucker truck to remove before release. The bunds stormwater valve MUST remain closed at all other times, particularly when unattended.	GMP MMC

Photographs

Fig. 71: 400,000L storage tank.

Fig. 72: Walls of the tank compromised.

Fig. 73: Spills within bunding.

Fig. 74: Release valve left open draining oil to land and CMA.

3.10 WHARVES AND VESSEL SLIPWAYS

CIC confirmed that there is a contract in place to annually assess the wharves, this is conducted by a specialist engineer. The assessments provided below are strictly in regard to environmental compliance not structural integrity. While Kaingaroa wharf has been repaired, Port Hutt wharf requires significant investment in either reinstating or removing the remaining structure. The Owenga wharf, while relatively new, requires regular maintenance. Anecdotal evidence from conversations with locals suggests there are concerns around degradation and safety of some of the wharves, and work to upgrade and maintain them is needed.

3.10.1 Waitangi Wharf

Contact: [redacted]

Company: Chatham Islands Enterprise Trust

Land ownership: Department of Internal Affairs

Activity: Wharf

Management Zone: Industrial

GPS coordinates: W176.52964 S43.945784

Drainage: to coastal marine environment

There has been significant investment over recent years to upgrade this wharf.

Compliance

RMA (1991) Section	CIRMD (2018) Rules	Permitted Activity 5.5.3 Industrial	PA Compliance	Notes
S.15 Discharge of contaminants into the environment	5.5.3.8 Hazardous Substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act (HSNO); and* *(b) no hazardous substance may be dumped or discharged*	(a) Yes (b) Yes	There is a Tier 1 Marine Oil Spill Contingency Plan in place as per regulations under the Maritime Transport Act (1994). 10,000L (double skinned) diesel tank storage with test location certificate on wharf. Pump locked in shed. Spill absorbent pads available. New pipework certified with fail safe mechanism. Only one valve can be opened at a time, key is required to be in place.

		to any waterbody or water course or stormwater system and may not be dumped on land.		All strip drains on wharf drain to interceptor. Concrete drains in good condition. Four shut-off valves in place. When ships are unloading these are all shut. The interceptor 'Downstream Defender' Downstream Defender® is cleaned out every six months – more if required. Specific area on the wharf to store hazardous substances/dangerous goods. The wharf has a three-day waste transfer license (e.g., HS/Hazardous Waste can be stored three days before or three days after ship comes into port). A HSNO inspection was completed in Feb 2025 by a consultant from HAZCO Ltd. Regular visual inspections of all infrastructure are undertaken. The Biosecurity area on site discharges to a 15,000L tank. This is full of sediment leading to water overflow going to a soak pit outside of the containment area. This needs to be cleaned out to ensure the containment area is operating effectively. Underground fuel line from wharf to bulk storage (400,000L diesel) area closer to shore has reportedly been pressure tested in February 2025. The counter system which checks what leaves the wharf and what enters the tank highlighted a discrepancy. See Section 3.9.4 for details.
S.15(1)(a) Contaminant or water into water;	5.5.3.14 Discharge of contaminants or water	*Discharge of a contaminant or water into water or into or onto land which may*	No	Reports from Port staff confirm occasional visual discharges of oil to the coastal marine area (CMA) from the

S15(1)(b) contaminant onto or into land in circumstance which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	into water or the discharge of contaminants into or onto land which may result in that contaminant entering water	*result in that contaminant entering water is permitted if the discharge is for stormwater, water supply or freshwater purposes provided:* *(a) the discharge after reasonable mixing shall not give rise to any of the following effects:* *(i) the production of any conspicuous scums or foams on floatable or suspended materials;* *(ii) any conspicuous change in colour or visual clarity;* *(iii) any emission of objectionable odour;* *(iv) the rendering of freshwater unsuitable for consumption by farm animals; or* *(v) any significant adverse effects on aquatic life.*		retaining wall. See Section 3.9.4 for details. There is infrastructure in place to avoid spills. There are four spill kits kept on the wharf. The animal effluent from the stock holding pens on the wharf drains to a 15,000L underground holding tank. This gets pumped out fortnightly by sucker truck and discharged to farmland. If there is a rain event, overflow is discharged to the CMA. To minimise the risk of this occurring, please ensure the holding tank is pumped out following each shipment of animals.
S.15(1)(c) contaminant from any industrial or trade premises into air	5.5.3.21 Discharge of contaminants to air	*Discharges of contaminants into air are permitted provided they:* *(a) do not give rise to a nuisance that would not reasonably be expected in an industrial environment; or* *(b) do not give rise to a nuisance in an adjoining zone. Live burns conducted and controlled by the New Zealand Fire Service for training purposes are exempt from this rule.*	Yes	Electricity from reticulated supply. No odours observed on site or beyond boundary at time of inspection.
RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted Activity 5.6.4 Coastal**	**PA Compliance**	**Notes**
S15 Discharge of contaminants into the environment	5.6.11.8 Discharge of contaminants - general	*Discharges of contaminants to coastal water not authorised by Rules 5.6.11.11– 5.6.11.13 are discretionary activities.*	No	The vessel slipway next to Moana Pacific is now under the management of Waitangi Port and used by the Fisherman's Association. The

				site is significantly non-compliant as it is discharging trade waste to the CMA without treatment. There is a small concrete drain in place that, if maintained, could serve to capture some of the discharge. This drains to an underground tank that hasn't been emptied/ integrity tested for an unknown amount of time. The slipway infrastructure needs a complete upgrade to ensure all run-off is captured and disposed of to an appropriate facility for treatment.
S15(1)(a) contaminant or water into water;	5.6.11.9 Discharge of stormwater	*The discharge of stormwater is permitted if:* *(a) the discharge, after reasonable mixing, does not cause:* *(i) the production of any conspicuous oil or grease, films, scums, or foam, or floatable or suspended material; and* *(ii) any conspicuous change in colour or visual clarity; and* *(iii) any emission of objectionable odour.*	Unable to assess (dry weather)	However, 'Downstream Defender' in place and risks mitigated - see above.

Recommendations

Item	Recommendation	Meeting Minimum Compliance (MMC) or Good Management Practice (GMP)
Hazardous Substances	Continue the good practices evident on site and review regularly. Ensure you are compliant with all hazardous substance use and storage legislation. WorkSafe has some very helpful guidance on its website, including a Hazardous Substances Toolbox, which can assist understanding the business controls for	MMC

	the use and storage of types, amounts and volumes of hazardous substances present on site.	
Spill Management	Continue the good practices evident on site. Continue to review these and spill kit materials available regularly. Undertake further education with fisherman around importance of leaving spill absorbent materials in case of a spill (not for cleaning boats).	MMC
Stormwater management	Ensure that materials are not stored over infrastructure access e.g., Downstream defender/shut-off valve access and where possible strip drains.	GMP

Photographs

Fig. 75: Hazardous substance storage area (<72 hrs).

Fig. 76: Spill kit in the spill response shed.

Fig. 77: Spill kit for diesel bowser.

Fig. 78: Stock holding pens.

Fig. 79: Underground effluent storage tank.

Fig. 80: Hazardous substance storage shed.

Fig. 81: Stormwater strip drains leading to shut-off valve (then sea).

Fig. 82: Disused underground storage tank for trade discharge.

Fig. 83: Discharge from vessel slip was to CMA.

Fig. 84: Old vehicle wreckage in CMA along Waitangi Wharf Owenga Road.

3.10.2 Kaingaroa Wharf

Contact: [redacted]

Company: Chatham Islands Council

Land ownership: Hokotehi Moriori Trust

Activity: Wharf

Management Zone: Industrial

GPS coordinates: W176.267149 S43.731927

Drainage: to stormwater network and then Coastal Marine Area (CMA)

Compliance

RMA (1991) Section	**CIRMD (2020) Rules**	**Permitted 5.5.3 Industrial**	**PA Compliance**	**Notes**
S.12 Restrictions on use of the coastal marine area	5.6.11.16. Coastal Marine Area within the Industrial Zone.	*Any activity in the portion of the Industrial Zone within the Coastal Marine Area as it relates to existing jetty and wharf structures is permitted if:* *(a) the activity is specified in an Industrial Zone rule as a permitted activity; and* *(b) any conditions specified in the Industrial Zone rule are complied with.*	Yes	Significant coastal erosion was evident at the end of the wharf.
S15 (1)(a) Contaminant or water into water S15(1)(b) Contaminant onto or into land in circumstances which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.5.3.8 Hazardous substances	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	No	The wharf is still in use by the local fishermen. Improvements have been made to the refuelling of vessels, now compliant with the MTA (94). A crane on the wharf leaks hydraulic and lubricating oil and rust contaminated water onto the wharf, compromising the structure. These contaminants also discharge directly

				into water through the wharf.

Photographs

Fig. 85: Wharf structure with new fuel pipeline.

Fig. 86: Coastal erosion at the base of the wharf structure.

Fig. 87: Crane on wharf leaking lubricating oil and rust onto wharf structure.

Fig. 88: Contaminated pool of water in frame of crane.

3.10.3 Owenga Wharf

Contact: [redacted]

Company: Chatham Islands Council

Land ownership: Chatham Islands Council

Activity: Wharf

Management Zone: Industrial

GPS coordinates: W176.367847 S44.024607

Compliance

RMA (1991) Section	**CIRMD (2018) Rules**	**Permitted** **5.5.3 Industrial**	**PA Compliance**	**Notes**
S.12 Restrictions on use of the coastal marine area	5.6.11.16. Coastal Marine Area within the Industrial Zone.	*Any activity in the portion of the Industrial Zone within the Coastal Marine Area as it relates to existing jetty and wharf structures is permitted if: (a) the activity is specified in an Industrial Zone rule as a permitted activity; and* *(b) any conditions specified in the Industrial Zone rule are complied with.*	Yes	This wharf is used as a jetty for landing fish only. A consent was issued for the construction of the wharf, which has been completed, but there are no ongoing monitoring conditions as part of the consent.
S.15(1)(a) Contaminant or water into water S.15(1)(b) Contaminant onto or into land in circumstances which may result in that contaminant (or any other contaminant emanating as a result of natural processes from that contaminant) entering water	5.5.3.8 Hazardous substances.	*The use, storage and transportation of hazardous substances is permitted if:* *(a) there is compliance with all legislation and regulations and Codes of Practice, including the regulations under the Hazardous Substances and New Organisms Act; and* *(b) no hazardous substance may be dumped or discharged to any waterbody or water course or stormwater system and may not be dumped on land.*	Yes	There is no fuel storage on the structure. Funding is currently being sought to install a tank with pipework to refuel vessels. Power and conduit holes have been installed. This will be a new Tier 1 site under the MTA (94) and will need to be approved by the Regional on Scene Commander (ROSC).

Photographs

Fig. 89: Repaired wharf.

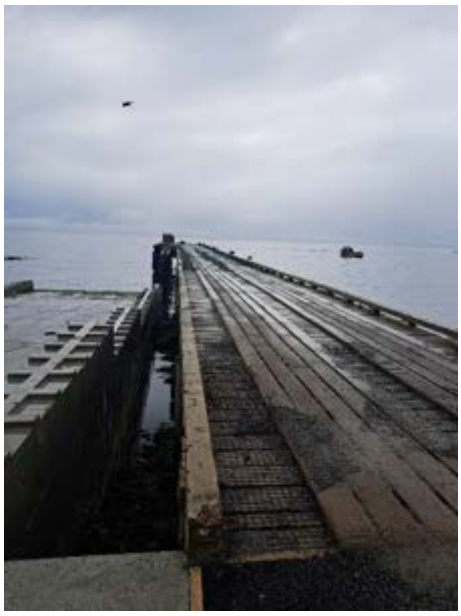

Fig. 90: Repaired wharf.

4 RESOURCE CONSENTS

Consents

There are currently eighteen consents (See Appendix 1) for varying activities on the Island. Some have been completed, some not started, and others, such as the carbon forestry consents, that are currently at a stage where there is nothing to monitor.

Three resource consents were selected for compliance monitoring based on the type, scale and status of the activity. Outcomes are reported in the following sections.

4.1 CIC – SEWERAGE TREATMENT PLANT AND WASTEWATER DISPOSAL SYSTEM

Contact: [redacted]

Company: Chatham Islands Council

Consent number: CIC/2013/02-03

Land ownership: Chatham Islands Council

Activity: Wastewater treatment plant

Management Zone: Industrial

GPS coordinates: W176.560260 S43.957978

The wastewater treatment plant services the Waitangi township, and some properties north and south of the township. The plant is managed by Stantec and maintained and operated by Fulton Hogan. Effluent is sampled post UV treatment on a monthly basis, although sampling may be delayed if there is a delayed, postponed or cancelled flight to New Zealand. Effluent is discharged to irrigation fields via a sprinkler system.

Environment Canterbury reviewed effluent sample results received from Stantec for the last two years (July 2023 to June 2025). The sample results show that the wastewater treatment plant has been discharging treated effluent that does not meet the treatment quality required by the consent conditions.

It is of concern to Environment Canterbury that no records have been kept of the application depth of treated effluent to each disposal area, or which areas are receiving the treated discharge. There is also missing data for soil and groundwater sampling as required by conditions 15 and 16. All areas of non-compliance are listed below and the raw data from Stantec is attached in Appendix 2.

Compliance

Monitoring focused on conditions related to ongoing quality and quantity of discharge and environmental impact monitoring.

<table>
<tr><th>Monitored Conditions</th><th>Complies</th><th>Comment</th></tr>
<tr><td>Condition 5
The consent holder shall ensure that the treated wastewater prior to discharge shall meet the following limits as annual medians:
BOD 25mg/L
Suspended Solids 25mg/L
E. Coli 500cfu/100ml
Total Nitrogen 30g/m^3</td><td>No</td><td>- Chemical Oxygen Demand is measured against an informally adopted limit of 75mg/L, rather than Biological Oxygen Demand at the consented limit of 25mg/L.
- E. coli results are well above the consented limit of 500cfu/100ml
- Ammoniacal-N is measured against an informally adopted limit of 25mg/L, rather than Total N at the consented limit of 30mg/L.

Results Supplied:
<table>
<tr><th></th><th>Consent limit</th><th>Annual median (July 23-25)</th></tr>
<tr><td>pH</td><td></td><td></td></tr>
<tr><td>Electrical conductivity (mS/m)</td><td></td><td></td></tr>
<tr><td>TSS (g/m3)</td><td>25</td><td>12</td></tr>
<tr><td>Total Ammoniacal-N (g/m3)</td><td>25</td><td>26.5</td></tr>
<tr><td>Chemical Oxygen Demand (gO2/m3)</td><td>75</td><td>63</td></tr>
<tr><td>Total coliforms (MPN/100ml)</td><td></td><td></td></tr>
<tr><td>Escherichia coli (MPN/100ml)</td><td>500</td><td>7665</td></tr>
</table></td></tr>
<tr><td>Condition 6
The volume of treated wastewater discharged from the WWTP shall not exceed 126 m^3/day.</td><td>No</td><td>There were four exceedances in daily discharge volume during this reporting period.</td></tr>
<tr><td>Condition 7
The depth of application of treated wastewater to each irrigation areas specified in plan number C102, over a 5 consecutive day period, shall not exceed 5mm and no single application shall exceed 8mm</td><td>No</td><td>No records are kept of the application depth of treated wastewater discharged to each irrigation area. However, while onsite, Phil relayed that the irrigators run for approximately 6 hours per day and are moved every 5-7 days.</td></tr>
<tr><td>Condition 15
The consent holder shall</td><td>No</td><td>No groundwater samples have been taken from the bore holes as these are reportedly dry.</td></tr>
</table>

monitor the groundwater quality and levels at the two proposed monitoring bores on the same day twice annually. *Samples shall be tested for E. coli and nitrate nitrogen concentrations*		
Condition 16 *The consent holder shall establish baseline soil conditions at one representative location of the irrigation areas. Samples shall be taken at 0-200, 200-400, and 400-800mm layers and analysed for total phosphorus, major exchangeable cations (K, Ca, Na, Mg), pH and conductivity*	No	No soil sampling has been undertaken as part of this consent.
Condition 17 *The consent holder shall monitor soil conditions at the locations and layers established condition 16 once every 2 years. Samples shall be tested for the parameter's*	No	No soil sampling has been undertaken as part of this consent.

required by condition 16.		
Condition 22 *12 monthly Annual report*	Yes	Six monthly reports have been submitted.
Condition 23 *Complaints record*	Yes	There has reportedly been one complaint received during this reporting period.

Additional notes:

- It is imperative that the fence is reinstated to ensure people do not access the treatment ponds or discharge field, as this is a major health and safety issue.
- The discharge field is on a hill which is likely resulting in effluent run-off.
- Tables of the monitoring data are attached in Appendix 2.

It is recommended:

- That the consent conditions of the original consent granted in 2005 be reviewed to better reflect the monitoring that can be undertaken. It is noted that there are sometimes issues with getting samples to mainland New Zealand within the required timeframe for testing.
- Changes to the consent should also include a clause requiring additional effluent quality samples to be taken in the event of a non-compliant sample results (e.g. taking a second sample if results are non-compliant).
- New groundwater monitoring bores are drilled so ground water quality samples can be taken. This is important to ensure groundwater quality does not cause adverse health effects to users.
- Soil samples need to be taken to monitor soil conditions as per the consent.
- Accurate records of application time, depth and frequency of applications to irrigation areas must be kept to determine the nitrogen loading of the areas and ensure no areas incur significantly more nitrogen loading than others.

Photographs

Fig. 91: New settling tank. Perimeter fencing incomplete.

Fig. 92: Discharge field with dead vegetation.

4.2 WINDFARM

Contact: [redacted]

Company: Chatham Island Electricity Limited

Consent number: CIC/2023/009

Land ownership: CIET

Activity: Airport / Bulk fuel Storage

Management Zone: Industrial

GPS coordinates: W176.47367 S43.816078

Consent: CIC/2021/009/1-3

Drainage: to ground

Activity description - The erection of three wind turbines at 1296 Waitangi-Tuku road, Point Durham, Chatham Island.

Compliance monitoring focused on conditions related to the construction phase of the project.

Compliance

Monitored Conditions	Complies	Comment
Condition 3 *Wind turbine location*	Yes	The turbines are located on the area provided in Plan A of the consent.
Conditions 5 *disturbed areas*	Yes	Installation of two of the turbines had been completed and the ground reinstated to conform to surrounding landform.
Condition 6 *Equipment biosecurity measures*	Yes	The construction equipment was cleaned and inspected prior to departure from the mainland and inspected on arrival.
Condition 7 *Cultural monitoring*	Yes	An archaeologist was present for all site excavations. There were no discoveries of Moriori or Māori artefacts.
Condition 9 *Turbine dimensions*	Yes	The turbines were of the dimensions supplied in the application document.

Additional notes:

- There were no surface waterways within the vicinity of work site.
- Spill kits were present in the construction plant. There have been no incidents to date.
- There have been no complaints related to noise or dust during the period of construction.

Photographs

Fig. 93: Haul road to site.

Fig. 94: Reprofiled ground following installation.

4.3 NEW OWENGA LANDFILL

Contact: [redacted]

Company: CIC

Consent: CIC/2013/03

Land ownership: CIC lease from Alfred and Robyn Preece 99 years

Activity: Landfill

Management Zone: Rural

GPS coordinates: W176.414593 S44.010262

Drainage: to settling pond, then wetland treatment system, then discharged through perforated pipe to ground.

The new Owenga Landfill was constructed in 2015 and started to received waste in July 2022. The landfill is a Class 1 landfill managed by Stantec and run by Fulton Hogan. A visit was made to visually inspect the site; no other compliance assessment was undertaken. The site was tidy and appeared to be well run.

Compliance

Monitored Conditions	Complies	Comment
CIC/2013/02 - Discharge		
Condition 3 *Within 12 months of the commissioning of the landfill, the previous unconsented sites shall cease to be used*	No	The landfill was commissioned in 2015. Waste continued to be received at the existing sites of Te One, Owenga and Kaingaroa up until July 2022.
Condition 4 *Landfill development and management plan*	No	The site is managed under the 'Owenga Landfill Site, Landfill Development and Management Plan and Sludge Treatment Facility Management Plan (2015)'. However, this condition has been graded non-compliant due to the environmental monitoring sampling regime not being conducted as specified. This has led to insufficient data.
Condition 9 *Complaints register*	Yes	There have been no complaints for the duration of this reporting period.
Condition 12 *Annual report*	Yes	Annual reports have been received for the 2022-2024 period.
Specific conditions to discharge solid waste onto land		
Condition 1 – 5 & 12 *Prohibited waste*	Yes	All waste goes to Te One Transfer Site for sorting prior to being received at the landfill. Prohibited types are disposed of at other locations such as the septic pit, and the fish dump.
Condition 8 *Signage*	Yes	There is no public access to site as per signage at the entrance.
Condition 11 *Records*	Yes	Monthly reports are submitted to Stantec for their annual reporting to Council.
Conditions 13 & 14 *Volumes*	Yes	The last annual survey was conducted in June 2024 by Fulton Hogan. It is estimated that the current cell has approximately 3-4 years' service life remaining.
Specific conditions to discharge stormwater and treated leachate onto land		
Condition 2 - 4 *Diversions*	Yes	The stormwater and groundwater diversions were clean, free of debris and working well.
Conditions 12-14 *Monitoring and surveys*	Yes	A survey was undertaken in July 2024 to determine volumes used and compaction density.
Condition 16 *Discharge system*	No	The irrigation pipe does not discharge effluent uniformly across its length. It is all discharging at one point, causing soil saturation and runoff.
Conditions 18 – 19 *Monitoring*	Yes	The report has been submitted to Council with recommendation to continue monitoring for a further 2 years.
Condition 21 *Inspection and maintenance*	Yes	Fulton Hogan submit inspection and maintenance records to Stantec on a monthly basis.

Condition 26 *Receiving water quality monitoring*	Yes	A programme of monitoring is specified in the plan, yet not always carried out effectively. This is due to no specific person being designated to take the samples.
Specific conditions discharge of contaminants to air		
Condition 2 *Odour and dust*	Yes	There was no dust or odour detected beyond the boundary of the landfill.
CIC/2013/03 - Designation		
Condition 2 *Within 12 months of the commissioning of the landfill, the previous unconsented sites shall cease to be used*	No	The landfill was commissioned in 2018. Waste continued to be received at the existing sites of Te One, Owenga and Kaingaroa up until July 2022.
Condition 3 *Landfill development and management plan*	No	The site is managed under the 'Owenga Landfill Site, Landfill Development and Management Plan and Sludge Treatment Facility Management Plan (2015)'. However, this condition has been graded non-compliant due to the environmental monitoring sampling regime not being conducted as specified. This has led to insufficient data.
Condition 9 *No noxious, offensive or objectionable discharges of odour, dust or landfill gas*	Yes	There were no discharges detected beyond the site boundary at the time of the site visit.
Condition 12 *Litter*	Yes	The catch fences were working well to contain the litter within the site boundary. There was some litter along the entrance road but none observed outside of the entrance gate. Litter is cleaned up from around the site every 2 weeks.
Condition 14 *Weed control*	No	The treatment tank has become overgrown with weeds. This needs maintenance.
Conditions 19 - 21 *Access*	Yes	The perimeter of the site is fenced and the gate locked. Appropriate signage is posted at the entrance of the site prohibiting access.
Condition 23	Yes	Complies.

Photographs

Fig. 95: Litter fence

Fig. 96: Cardboard recycled bales.

Fig. 97: Refuse dump.

Fig. 98: Leachate pond.

Fig. 99: Diversion swale.

Fig. 100: Overgrown treatment tank.

Fig 101: Discharge pipe.

Fig 102: Discharge field.

Fig 103: Area where discharge is pooling.

5 OTHER SITES OF INTEREST FOR FUTURE MONITORING

5.1 PORT HUTT LANDFILL

The Port Hutt landfill was observed on the Waitangi West road past Port Hutt. It is visible from the road and is on the edge of a farmer's paddock and within a large wetland area. It is not fenced off and there is evidence of regular use. Although Environment Canterbury staff were advised that this is a private dump, however the size, scale and variety of items dumped indicate this is used on a regular basis by many people. Items dumped include wire, vehicle bodies, whiteware, fishing ropes and containers, household refuse, glass bottles, open containers of waste liquid and IBC containers of liquid. The CIRMD permits only stormwater, water supply and freshwater to be discharged to land as a permitted activity under Rule 5.3.4.19. All other discharges to land not provided for under another rule require resource consent. As there is no rule in the CIRMD or resource consent that provides for this landfill, it is a breach of section 15(1)(b) of the Resource Management Act 1991.

Photographs

Fig. 104-111: Variety of refuse and contaminants spread across wetland.

5.2 PITT ISLAND

No monitoring visits have been made to Pitt Island to date. It is recommended that, if possible, a visit be made to the Island to monitor:

- The status of the wharf at Pitt Island. A resource consent was issued for upgrades in 2013 which are now complete, however anecdotal reports indicate it has since been damaged.
- The island relies on diesel for electricity generation as well as private fuel and other hazardous substance storage, which should be checked to ensure it is stored appropriately for the safety of the Pitt Islanders.
- Waste management for the island should be monitored, including landfill and septic waste. CIC do not currently provide any public services around waste management on the island. Poorly-managed waste and septic systems can result in serious health and environmental effects.

6 APPENDICES

APPENDIX 1: LIST OF CHATHAM ISLAND CONSENTS

Site	Consent	Status
Airport extension	CIC/2021/009/1; CIC/2021/009/2; CIC/2021/009/3	Complete
CIC - Owenga Landfill	CIC/2013/02-03	Active
Waitangi Wharf	CIC/2015/02	Active
Abalone Resources Ltd – Coastal permit for an aquaculture operation	CIC/2013/01	Not operational
CIC – Replacement of Existing Waikato Bridge with twin Culverts	CIC/2018/001.1	Complete
CIC – Owenga Wharf Upgrade	2160552	Complete
CIC – New Culvert to cross Te One Creek on Waitangi – Owenga Road	CIC/2014/001	Complete
CIC – Recycling Shed Construction	CIC/	Complete
CIC – Sewerage Treatment Plant and Wastewater Disposal System	CIC/2013/02-03	Active
CI energy project - windfarm	CIC/2021/005	Active
Rural connectivity Group (cell towers)	CIC/2020/009; 010	Complete
Owenga wharf ramp	CIC/2024/001	Complete
Tamata Hauha - Taia carbon forestry	CIC/2024/003	Active
Tamata Hauha - Canister carbon forestry	CIC/2024/004	Active
Tamata Hauha - Henga carbon forestry	CIC/2024/005 & 005.1	Active
Tamata Hauha - Page carbon forestry	CIC/2024/006	Active
Tamata Hauha - Clarke carbon forestry	CIC/2024/007 & 007.1	Active
Tamata Hauha - Horler carbon forestry	CIC/2024/008	Not operational

APPENDIX 2: WASTEWATER TREATMENT PLANT MONITORING DATA

The monitoring results received from Stantec for the period July 2023 to June 2025 for monitoring compliance with the wastewater consent are listed below

a) Total Suspended Solids (TSS)

Date	TSS	TSS Rolling Annual Median	TSS Annual Median Limit
18/07/2023	6	6	25
15/08/2023	7	6.5	25
19/09/2023	5	6	25
23/10/2023	29	6.5	25
20/11/2023	15	7	25
18/12/2023	12	9.5	25
15/01/2024	21	12	25
19/02/2024	7	9.5	25
18/03/2024	8	8	25
16/04/2024	9	8.5	25
21/05/2024	6	8	25
26/06/2024	10	8.5	25
23/07/2024	7	8.5	25
13/08/2024	5	8.5	25
17/09/2024	7	8.5	25
30/10/2024	12	8.5	25
19/11/2024	19	8.5	25
17/12/2024	12	8.5	25
20/01/2025	12	8.5	25
17/02/2025	14	9.5	25
17/03/2025	13	11	25
29/04/2025	10	11	25
20/05/2025	8	11	25
16/06/2025	10	11	25
1/07/2025		12	25

b) Ammoniacal Nitrogen

Date	Ammoniacal-N	Ammonia Rolling Annual Median	Ammonia Annual Median Limit
18/07/2023	6.1		25
15/08/2023	2.8		25
19/09/2023	8		25
23/10/2023	38		25
20/11/2023	33		25
18/12/2023	28		25
15/01/2024	25		25
19/02/2024	27		25
18/03/2024	23		25
16/04/2024	26		25
21/05/2024	18.4		25
26/06/2024	25	25.00	25
23/07/2024	17.9	25.00	25
13/08/2024	30	25.50	25
17/09/2024	23	25.50	25
30/10/2024	32	25.50	25
19/11/2024	23	25.00	25
17/12/2024	34	25.00	25
20/01/2025	34	25.50	25
17/02/2025	42	25.50	25
17/03/2025	27	26.50	25
29/04/2025	16.1	26.00	25
20/05/2025	19.8	26.00	25
16/06/2025	6.1	25.00	25

c) Chemical Oxygen Demand (COD)

Date	COD	COD Rolling Annual Median	COD Annual Median Limit
18/07/2023	30	30	75
15/08/2023	25	27.5	75
19/09/2023	28	28	75
23/10/2023	83	29	75
20/11/2023	72	30	75
18/12/2023	64	47	75
15/01/2024	62	62	75
19/02/2024	64	63	75
18/03/2024	49	62	75
16/04/2024	43	55.5	75
21/05/2024	40	49	75
26/06/2024	56	52.5	75
23/07/2024	60	58	75
13/08/2024	58	59	75
17/09/2024	52	59	75
30/10/2024	70	59	75
19/11/2024	56	57	75
17/12/2024	74	57	75
20/01/2025	56	56	75
17/02/2025	66	56	75
17/03/2025	70	57	75
29/04/2025	48	57	75
20/05/2025	50	57	75
16/06/2025	50	57	75

d) Escherichia coli (*E. Coli*)

Date	E.coli	E.coli Rolling Annual Median	E. Coli Annual Median Limit
18/07/2023	6970	6970	500
15/08/2023	8360	7665	500
19/09/2023	745	6970	500
23/10/2023	14210	7665	500
20/11/2023	3360	6970	500
18/12/2023	3220	5165	500
15/01/2024	6500	6500	500
19/02/2024	5380	5940	500
18/03/2024	6370	6370	500
16/04/2024	738	5875	500
21/05/2024	6200	6200	500
26/06/2024	21400	6285	500
23/07/2024	100	5790	500
13/08/2024	13960	5790	500
17/09/2024	745	5790	500
30/10/2024	7120	5790	500
19/11/2024	632	5790	500
17/12/2024	100	5790	500
20/01/2025	632	3062.5	500
17/02/2025	2260	1502.5	500
17/03/2025	2490	1502.5	500
29/04/2025	3680	2375	500
20/05/2025	632	1502.5	500
16/06/2025	1849	1297	500

Chatham Islands Council
PO Box 24
Tuku Road
Waitangi
Chatham Islands

Ph: (03) 3050 033
(03) 3050 034
Fax: (03) 3050 044
Email: info@chathamislands.govt.nz
Web: cic.govt.nz

R25/1 CIC1242

chatham islands council

10. Policies & Bylaws

10.1 Draft Motor Vehicle Policy 2026

Date of meeting	23 April 2026
Agenda item number	10.1
Author	Bob Penter, Interim Chief Executive

Purpose

1. The purpose of this report is to present the Draft Motor Vehicle Policy to Council for consideration and adoption.

Recommendation

That Council:

1. **Receives the report titled *Draft Motor Vehicle Policy*; and**
2. **Considers the adoption of the Draft Motor Vehicle Policy.**

Background

The Council's current Motor Vehicle Policy has not been reviewed or updated since 2009. Since that time, there have been changes in legislative requirements, Inland Revenue Department (IRD) guidance—particularly in relation to Fringe Benefit Tax (FBT)—and evolving expectations around fleet management, health and safety, and organisational accountability.

A review of the policy has been undertaken to ensure it reflects current best practice, aligns with relevant legislation, and provides clear guidance on the appropriate use and management of Council-owned vehicles.

Discussion

The Draft Motor Vehicle Policy has been updated to:

- Align with current IRD requirements to ensure Council does not incur FBT on work-related vehicles
- Clarify permitted and prohibited use of Council vehicles
- Strengthen accountability and responsibility for vehicle use
- Reflect current health and safety obligations

- Provide clearer direction on vehicle allocation, branding, and management

Key provisions include requirements that work-related vehicles are not intended to carry passengers other than on an incidental basis, are clearly branded, and are not available for private use.

The updated policy is intended to provide a clear and practical framework for staff while protecting Council from financial and compliance risk.

Options

1. **Option 1: Adopt the Draft Motor Vehicle Policy**
    - Ensures Council has an up-to-date, compliant policy framework
    - Reduces risk of FBT liability and misuse of vehicles
2. **Option 2: Request amendments to the Draft Motor Vehicle Policy**
    - Allows Council to refine specific provisions prior to adoption
3. **Option 3: Retain the existing policy**
    - Not recommended, as the current policy is outdated and does not reflect current requirements or best practice

Financial Implications

There are no direct financial costs associated with adopting the policy. However, the updated policy supports the avoidance of potential FBT liabilities and promotes efficient fleet management.

Legislative Considerations

The policy aligns with current IRD guidance on FBT and supports compliance with relevant legislation, including health and safety obligations.

Significance and Engagement

This matter is considered of low significance under Council's Significance and Engagement Policy. No public consultation is required.

Attachments

1. Draft Motor Vehicle Policy 2026

Chatham Islands Council

MOTOR VEHICLES POLICY 2026

Motor Vehicles Policy

The purpose of this policy is to:

- provide all Council employees with a clear understanding of the access to and use of Council vehicles; and
- set clear guidelines for the use of Council vehicles that are fair and pragmatic, and will ensure that they are managed, maintained and used in an effective, efficient and safe manner.

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1. Contents

Date	Version	Council Adoption	Description
October 2009	1.0	October 2009	Initial Policy

2. Scope

This policy applies to:

- all Council employees, elected members, consultants, contractors, or people who have been authorised to drive a Council vehicle.
- employees who operate a Council owned vehicle with private use entitlement.
- a person using a private vehicle on Council business.

3. Objectives

The following objectives will guide the selection, operation and management of the Council Operations:

- ensure compliance with all legal requirements;
- ensure the safety of drivers, occupants and other road users;
- reduce the environmental impact of the Operations;
- provide a right sized Operations of vehicles that is effectively and efficiently utilized;
- ensure that each vehicle is maintained, safe and appropriately equipped when required for Council business;
- ensure employees are competent in the safe operation of the vehicles they are required to operate;
- provide whole-of-life value for money for Council;
- ensure effective and efficient Fleet operations and administration;
- support Council's positive brand and reputation.

4. Definitions

In this policy:

Allocated vehicle means a Council vehicle that has been specifically supplied and configured for a dedicated activity and is predominantly being used for that activity. The vehicle will be allocated to a Division or driver responsible for carrying out that activity and for the stewardship of the vehicle.

Authorised driver means an employee, consultant, contractor or other person who has been approved.

Council business means any activity that an employee is expected to undertake during the normal course of their work.

Council vehicle means a vehicle owned, leased or rented by Council for the purpose of conducting Council business; it includes pool vehicles, motor bikes, quad bikes, utility task vehicle (UTV), trailers and any other work-related vehicles.

Fringe benefit means a non-cash benefit that is provided by Council to an employee in connection with their employment; such benefits are subject to

fringe benefit taxation (FBT). Council's private use vehicles are part of the FBT regime, however all other vehicles are operated to not attract FBT.

Off-road means an area that is not a formed road. It includes undulating terrain, bush tracks, farmland, beaches and riverbeds. It may or may not be a legal road.

Pool vehicle means a Council vehicle in the Operations that is available for short-term use by an authorised driver for the purpose of conducting Council business. It is available through Council's vehicle booking system.

Private use approved drivers means employees that are entitled to private use of a Council vehicle as part of their employment agreement. They incur a salary sacrifice to compensate Council for their private use.

Private use vehicles are the vehicles allocated to the private use approved drivers.

Work-related vehicles are all Council vehicles (as defined in the Income Tax Act 2007) except the private use vehicles assigned to private use approved drivers.

Council operates its fleet in a manner that ensures Fringe Benefit Tax (FBT) is not incurred. Accordingly, all work-related vehicles must meet the following Inland Revenue Department (IRD) criteria:

- The vehicle is not intended to carry passengers, other than on an incidental basis; and
- The Council logo must be permanently and prominently displayed on the vehicle; and
- The vehicle may only be used for travel between home and work (at the start and end of the workday) where the Operations Manager determines this is of benefit to Council; and
- The vehicle must not be available for any private use.

5. Part 1 – Vehicle Use - Responsibilities

5.1 Authorised Drivers must:

5.1.1 hold a current driver license for the class of vehicle they are operating on the road and comply with any conditions of that license and notify the Chief Executive or Operations Manager of any traffic related convictions that will impact their license.

5.1.2 complete periodic vehicle checks as required, including replenishing the first aid kit and ensuring the fire extinguisher is current.

5.1.3 maintain the vehicle in a clean and tidy condition and ensure that

driver visibility is never impaired. If the vehicle is excessively dirty the supplied fuel card can be used for a basic car wash.

5.1.4 report vehicle faults or defects to the Operations Manager as soon as practicable.

5.1.5 report all incidents, near misses and accidents to the Operations Manager, whether or not the incident results in damage to a vehicle or injury to a person.

5.1.6 comply with the New Zealand Road Code and all traffic laws, rules and regulations set out in the Land Transport Management Act 2003 and the Land Transport (Road User) Rule 2004.

5.1.7 obtain prior approval from the Operations Manager for a Council pool vehicle to be stored at their home overnight.

5.1.8 agree not to use a Council vehicle for private use, except in an emergency. This excludes the private use approved drivers.

5.1.9 not attempt to drive a Council work-related vehicle after having consumed, or be under the influence of any alcohol, non-prescription drugs, recreational drugs, solvents or intoxicating substances.

5.1.10 not attempt to drive a Council private use vehicle after having consumed, or be under the influence of any alcohol, non-prescription drugs, recreational drugs, solvents or intoxicating substances, in excess of legal limits.

5.1.11 not drive if suffering from fatigue (for any reason) or any condition which inhibits their ability to drive safely and within the law.

5.1.12 not use a mobile device while driving other than through hands-free capability, and even with the hand-free connection they must pull over to the side of the road when it is safe to do so.

5.1.13 not pick-up hitchhikers.

5.1.14 not smoke or vape in the vehicle.

5.1.15 use the supplied fuel card for the purchase of all fuel. This supports the vehicles efficiency and emissions reporting.

5.1.16 be responsible for all traffic and parking infringements while the vehicle is in their charge.

5.1.17 be responsible for all loss or damage to the vehicle if the loss or

damage is the result of breaches to this policy

5.2 Health and Safety Responsibilities

Driving is acknowledged as a significant hazard within Council's operations. All drivers must be aware of the various hazards in the changing conditions and locations in which they drive.

Driving speed and unsafe driving are controllable hazards that affect both the likelihood and consequence of incidents and therefore, in accordance with Council's standard health and safety protocols, any unsafe driving, driving incidents, near misses or accidents will be investigated. For clarification, an unsafe driving investigation will occur for a significant one-off event or an ongoing pattern of less significant events.

The investigation will involve discussions with the driver and their manager and may reference the EROAD information to determine what happened before, during and after the event.

The objective of the investigation will primarily be education and corrective behaviour to ensure safe driving, however repeat offending or serious incidents may be deemed misconduct or serious misconduct and result in disciplinary action.

5.3 Failure to Comply with Driver Responsibilities

Unsafe use of a Council vehicle or any breach of the Authorised Driver responsibilities will be dealt with under the Code of Conduct and Disciplinary Policy.

The actions or behaviours listed below, as being misconduct or serious misconduct, are for guidance only and should not be considered as exhaustive.

5.3.1 Misconduct

The following are examples of the type of actions and behaviours that Council considers to be misconduct:

5.3.1.1 persistently failing to log in correctly under your own name or disabling the EROAD dash mounted device.

5.3.1.2 driving a Council work-related vehicle after having consumed, or be under the influence of any alcohol, non-prescription drugs, recreational drugs, solvents or intoxicating substances.

5.3.1.3 unknowingly driving a Council vehicle, on a road, without a current driver license.

5.3.1.4 any unauthorised or private use of a Council vehicle.

5.3.1.5 any unauthorised and non-work-related removal of equipment from a Council vehicle.

535.1.6 wilful or careless misuse of a Council vehicle.

5.3.1.7 repeated incidents of poor or unsafe driving behaviour.

5.3.2 Serious Misconduct

The following are examples of the type of actions and behaviours that Council considers to be serious misconduct:

5.3.2.1 knowingly driving a Council vehicle, on a road, without a current driver license.

5.3.2.2 being found guilty of a drink-driving offence whilst using a Council vehicle.

5.3.2.3 using the fuel card for fuel for vehicles other than the Council vehicle that the card is allocated to.

5.3.2.4 removing fuel from the Council vehicle.

5.3.2.5 wilful or careless damage to a Council vehicle.

5.3.2.6 repeated and deliberate breaches of this Policy.

6.0 General Vehicle Use Provisions

6.1 Travel between home and work

Authorised drivers with an allocated vehicle may use the allocated vehicle between home and work at the beginning and end of the workday.

6.2 Fuel and Fuel Card

A fuel card is provided for each vehicle and must be used for all fuel purchased for that vehicle. The fuel card can only be used for the purchase of fuel, oil related to the specific vehicle. It must not be used to purchase fuel or oil for any other vehicle.

7. Private use approved Drivers

This section is only relevant to the private use approved drivers that are entitled to private use of a Council vehicle as part of their employment agreement. No other drivers are entitled to use Council vehicles for private use.

7.1 Private use conditions

The following conditions apply to the private use approved drivers and their

allocated vehicles:

(a) each private use approved driver will incur a salary sacrifice deduction from their annual salary of 20% of the base purchase price (excluding GST) of the private use vehicle that they are allocated.

(b) the private use vehicle shall be available to the Pool when not being used by the private use approved driver.

(c) fuel purchased outside the region, while using the vehicle for private use, must be paid for on the fuel card by the private use approved driver who will reimburse the cost of the fuel card use to the Council.

(d) in addition to vehicle use by the private use approved driver, the vehicle may be operated by others with the driver's express permission provided:

(i) the private use approved driver shall be personally liable for any insurance excess or loss when it is operated by others;

(ii) the use by others shall generally be restricted to casual and infrequent use by their partner or spouse;

(iii) no other person under 25 years shall operate the vehicle unless under the supervision of the private use approved driver;

(f) except for the private use access, the private use approved driver will comply with all other aspects of this policy including the authorised driver responsibilities.

(g) when the private use approved drivers', employment is terminated they will be given an option to purchase the private use vehicle in accordance with this policy.

(h) except for the above, all vehicle running costs will be covered by Council.

(i) the private use approved driver may, at their own expense, add accessories or extra equipment to the vehicle provided that the accessory or equipment shall become the property of Council or can be removed without defacing the vehicle.

(j) private use approved drivers should log into the EROAD dash device under the Private Use user name so that private use driving can be identified.

7.2 Private use vehicle conditions

Where a private use approved driver elects to take up the option, as provided in their employment agreement, to use a Council private use vehicle, the following needs to be considered:

(a) the objectives of this policy must be considered when selecting a private use vehicle;

(b) the needs of the private use approved driver incurring the salary sacrifice shall be a factor in selecting a private use vehicle;

(c) Council's standard vehicle replacement guidance, as set out in this policy, will apply.

8. Employee vehicles used on Council business

It is Council's preference that employee vehicles are not used on Council business.

If a situation arises where an employee wants to use their own vehicle, then the following conditions apply:

(a) the employee must obtain approval from the Operations Manager prior to use. In seeking approval, the employee must provide evidence that their vehicle is up to a similar condition, safety standard and maintenance level as a Council vehicle.

(b) the Operations Manager will consider the employee request and the appropriateness of their vehicle, and if approved will provide written confirmation setting out the reimbursement methodology.

(c) the reimbursement will be based in the IRD Tier Two reimbursement rate for the most direct route to perform the Council business. The IRD Tier Two rate covers the running costs associated with the trip and will be similar to the cost that Council would have incurred if a Council vehicle were used.

(d) the use of the employee's vehicle on Council business must comply with this policy, including all authorised driver responsibilities.

(e) the employee will take full responsibility for any loss or damage caused to their vehicle. The employee ought to ensure that their insurance covers their use on Council business.

(f) the employee will need to activate Council's people tracking system so that Council can monitor their safety.

9. Rental Vehicles

An authorised driver that is required to use a rental vehicle to carry out Council business must book that vehicle through Council's approved rental vehicle procurement processes.

An authorised driver using a rental vehicle must comply with this policy, including all authorised driver responsibilities, in addition to complying with all the obligations of the Rental Agreement.

10. Part 2 – Fleet Management - Vehicle Replacement, Procurement, Allocation and Disposal

10.1 Replacement Criteria of Vehicles

The following criteria sets out vehicles deemed available for replacement. However, being available for replacement does not automatically mean the vehicle will be replaced as Council will need to consider a range of other factors before deciding.

Available for replacement criteria:

(a) older than four years of age;
(b) travelled more than 120,000 kms for cars, station wagons and SUV's and travelled more than 150,000 kms for utilities;
(c) adherence to the Operations objective set out in this policy;
(d) high cost of ownership and running;
(e) meeting any lease agreement requirements;

The vehicle replacement process is:

(a) an indicative capital expenditure budget amount relative to the expected replacement less disposal cost will be included in the Annual Plan and Long-term Plan.

(b) in the first quarter of the financial year the Operations Manager will seek Council approval for the replacement of a maximum number of vehicles for that financial year.

(c) the Operations Manager will review the fleet to identify vehicles that meet some or a combination of the replacement criteria.

(d) the Operations Manager will consider Council's current and near-term requirements and prepare a recommended Vehicle Replacement List for Chief Executive approval. The Operations Manager may also consider swapping or transferring allocated vehicles at this time to improve the fleet utilisation.

(e) the Chief Executive will approve the vehicle replacements.

10.2 Procuring Vehicles

The procurement process will be in accordance with Council's Procurement Policy with the additional objective of reducing the net cost of the procurement after any disposal or trade-in.

The following factors will be considered when selecting appropriate replacement vehicles to procure:

(a) the achievement of the Council's Operations objectives as set out in this policy;

(b) all vehicles must have the following features:
  (i) daytime running lights;
  (ii) reversing camera/rear proximity warning system;
  (iii) Bluetooth capability;
  (iv) standard spare tyre (not a "space saver").

(c) all Council work-related vehicles are to be white and in accordance with council logo.

(d) all Council's vehicles must have an ANCAP occupant safety rating of 5 stars.

(e) Council intends to continually reduce the environmental impact of its fleet. Vehicles that reduce this impact by reducing fuel usage and CO_2 emissions will be reviewed favourably. The following will be considered:

  (i) is there a suitable electric vehicle?
  (ii) is there a suitable plug-in hybrid vehicle?
  (iii) is there a suitable non plug-in hybrid?
  (iv) is there a suitable Euro 6 standard vehicle?
  (v) is there a suitable Euro 5 standard vehicle?
  (vi) is there a suitable NZ Government standard vehicle?

  Council will not go below the NZ Government standard and will seek to achieve the Euro 5 standard or better.

(f) Council seeks to obtain the best value from its procurement and will consider the whole-of-life cost of the vehicles being considered. In doing this, the vehicle fuel usage should be included. In addition, an option of leasing should also be taken into consideration, particularly if there are risks or concerns over the vehicles resale value.

(g) work-related vehicle types
  (i) up to 2,500 cc, 4-cylinder, two or four-wheel drive station wagon, SUV, hatchback or sedan, equipped with a tow bar. With the back seat permanently bolted down to avoid FBT.
  (ii) up to 3,300 cc 4-cylinder utility with a double cab, unless special circumstances apply, and may have a canopy provided and will be equipped with a tow bar.

(h) private use vehicle types
  (i) up to 2,500 cc, 4-cylinder, two or four-wheel drive car, station wagon,

SUV or hatchback, equipped with a tow bar. These vehicles are expected to role model Council's motor vehicle objectives, particularly the reduction of the environmental impact. The vehicle shall meet the needs of Council as well as the private use approved driver to which it is allocated.

10.3 Disposing of Vehicles

Vehicles to be disposed of will be determined in the vehicle replacement process or when a vehicle has been identified as surplus to Council needs.

The disposal approach will be at the discretion of the Operations Manager and shall be by the means which is anticipated to give the best return to Council. The options to consider include:

(a) trade-in;
(b) auction;
(c) tender to employees/public;
(d) sale to employees (including to private use approved drivers who will have the first right to purchase the vehicle allocated to them).

In both tender and sale to employees, Council will obtain two written purchase price offers from dealers and/or appropriate qualified persons and the accepted tender or sale price must by equal to or greater than the higher of these two prices.

The vehicle disposal process is:

The Operations Manager will:

(a) identify the vehicle(s) to be disposed;
(b) notify all employees of the intent to offer the vehicle for internal tender advising of the highest purchase price offered by the dealer or appropriately qualified person;
(c) remove all branding;
(d) remove and deactivate the fuel card;
(e) remove the EROAD device and GPS equipment;
(f) obtain or replace keys so that two are available;
(g) operate the tender in accordance with Council's standard tender process;
(h) oversee the change of ownership, to be completed by both Council and the new owner.

The number of private vehicle sales (excluding open market auctions) from the Operations must not exceed 6 vehicles within 12 consecutive months.

11 Vehicle GPS Tracking

For Council to achieve its fleet objectives, as set out in this policy, Council operates a fleet management system that incorporates vehicle GPS tracking. The vehicle

GPS system will enable Council to:

(a) in the event of an accident or incident, use the location information to respond to or pass to emergency services.

(b) investigate any incident, accident, near miss or breaches of this policy.

(c) support the efficient operation of the fleet management pooling system by assessing vehicle location and return times.

(d) locate missing vehicles and use the location information to respond to or pass to the appropriate authorities.

(e) report on the fleet's environmental impact including fuel usage and CO_2 emissions.

(f) obtain exception reports on vehicle use and driver performance.

(g) facilitate effective and efficient use of the fleet

(h) support the provision of Council services.

The GPS system will support driver performance by:

(a) encouraging good driving behaviour in real time and through the star rating.

(b) providing instant performance feedback to drivers enabling them to modify their driving immediately.

(c) providing driver performance trend or repetitive information to indicate improvement opportunities to the driver, and the Operations Manager.

(d) providing information for a health and safety investigation (as per Section 5.4) which may result in the driver's manager or the Operations Manager using it to set performance improvement goals.

Use of the GPS system will be controlled to ensure:

(a) the information is kept confidential and only used for the purposes outlined in this policy.

(b) the information will be used by Council for business related purposes and endeavours will be made to prevent intrusions into the driver's private activities.

(c) the information gathered by the GPS device will always be used in accordance with the Human Rights Act 1993 and the Privacy Act 2020.

12. Fleet Reporting

The Operations Manager is responsible for reporting on Council's fleet.

The reporting is intended to assist Council to make informed decisions that will help it achieve its Fleet Objectives as set out earlier in this policy. This will include periodic (at least six (6) monthly) reporting to the Chief Executive and the Performance, Audit & Risk Committee (PARC) on the following:

(a) the current fleet - detailing age, odometer reading, annual kilometres, last maintenance date, last inspection date and operating cost
(b) the fleet's size and utilisation
(c) proposed disposal and replacement plans and procurement strategy
(d) market developments relating to lower environmental impacts
(e) driver performance
(f) the fleet's environmental impact

13. Related Documents and Resources

The following documents set out further information relevant to this policy:

Code of Conduct
Disciplinary Policy
Drugs and Alcohol Policy
Health and Safety Policy
Procurement Policy

Related legislation

This policy takes account of the following legislation:

Health and Safety at Work Act 2015
Human Rights Act 1993
Income Tax Act 2007
Land Transport Management Act 2003
Land Transport (Road User) Rule 2004
New Zealand Road Code
Privacy Act 2020

14. Review of Policy

This policy will be reviewed every three years.

Public Excluded Agenda

23 April 2026

Mayor to Move

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

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

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
PE.1	PE Minutes 26 March 2026	Good reason to withhold exists under Section 7	Section 48(1)(a)
PE 12.2	Interim CE 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
PE.1.	PE Minutes 26 March 2026	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 12.2	Interim CE Report	7(2)(b)(ii) Section 7(2)(a) 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.