

Performance Management Committee



Voting Membership

All the members of the Committee will have the voting rights.

External Membership (non-voting)

The Committee or the Council (from time to time) may appoint external memberships to the Committee. The membership to the external entities is aligned to Council's Vision with an aim to improve external stakeholder relationships.

Quorum

As per Section 2.4.3 of NZS 9202:2003 [cl. 23(3). Cl. 30(9), Schedule 7, LGA]

Chair

The chair will be elected by Council and remunerated at a level as agreed by the Council/remuneration policy.

Responsibilities

Performance management is a process of determining objectives, measuring progress against those objectives, and using the results to improve the Council's delivery of services to the community.

The key feature of this definition is the link between the performance management information and improvement in service delivery. This Committee is responsible for ensuring that the levels of service and performance measures represent Council's commitment to the community in return for the rates and charges they pay.

The Performance Management Committee will ensure that management has established a performance management framework that includes policies and procedures to effectively create a performance management culture, or set of organisational values, beliefs and behaviours that focus on performance, and use measurement and reporting as tools for continuous improvement.

The Committee will also use the performance management framework information to make certain that Council is delivering on its strategic direction, or vision. The alignment of effective monitoring and reporting with the Council's Vision will assist the Council in future planning and decision making.

In undertaking its responsibilities, the committee will at all times ensure relevance to Council's vision, which is *Westland will, by 2030, be a world class tourist destination and have industries and businesses leading through innovation and service.*

Frequency of Meetings

The Performance Management Committee will meet every 2 months or as and when required.

General Purpose and Objectives

To assist the Council in having performance reports which:

- are compliant with applicable laws, regulations, standards and best practice guidelines;
- follow the principles of performance management;
- clearly articulate strategy, link strategy to business/asset management plans, monitor the delivery, and evaluate the strategic effects and results;
- demonstrate Council's levels of service are valued by users and are influenced by the community and stakeholders;
- provide timely, accurate, evidence-based information which links to policy decisions;
- understandable, have integrity and are appropriate for internal and external audiences;
- can be used to evaluate Council Controlled Organisations; and
- provide data that can be used for benchmarking.

In fulfilling their role on the Performance Management Committee, members shall be impartial and independent at all times.

Terms of Reference

The Performance Management Committee has the responsibility and authority to:

1. Undertake the administration of all statutory functions, powers and duties within its terms of reference, other than those specifically delegated to any other Committee or Working party, or retained by Council;
2. **Legal Requirements**
 - 2.1 The Committee will monitor Council's compliance with laws (including governance legislation, regulations and associated government policies), with Council's own standards, and Best Practice Guidelines as applicable.
3. **Principles of Performance Management**
 - 3.1 The Committee will ensure the performance framework follows best practice in principle. These principles that underpin the development of a good performance management framework are:
 - i) *Specialised* – A performance framework developed against the Council's individual circumstance.
 - ii) *Organisation-wide* – Performance management has financial, service delivery and capability implications and therefore should be approached in a systematic and transparent way across the Council.

- iii) *Alignment* – A good performance management framework should have coherent flows of logic from strategic priorities (including contribution to the Community Outcomes) through service level decisions to performance measures and targets.
- iv) *Robustness* – The performance management framework should deliver robust information that enables realistic assessment of the Council’s performance.
- v) *Relevance* – The information generated by your framework gets to the people who have an interest in the information.
- vi) *Efficiency* – Performance management frameworks should collect only that information which is necessary to inform governance and management and enable an informed assessment of overall performance of the Council.
- vii) *Clarity and Transparency* – Performance frameworks should be clearly understood by all and the methodologies used clearly documented and available to all.
- viii) *Simplicity* – Performance management systems should be designed to be as simple to operate and understand as is necessary to meet the other requirements of a good performance management system.
- ix) *Feedback* – Measurement and feedback are the link between the framework and driving improvement in service delivery.

4. Council Strategies and Performance Management

4.1 The Committee will monitor that the performance management framework answers the question ‘are we achieving what we set out to?’. Critical issues will be identified at a strategic level and will be monitored and evaluated by the Committee to help the Council to have the time and quality information to make informed decisions.

5. Levels of Service, Performance Measures and Targets

5.1 Levels of service are the things that the users of, or beneficiaries from the activity, actually value from receiving the service. Common ones are affordability, quality, reliability, customer service, sustainability, safety and accessibility. The Committee will play a key role in ensuring that the levels of service are defined by the community, elected members and activity managers.

6. Linking the Framework to the Day to Day

6.1 The Committee will ensure that there is a direct link between policy decisions made by Council to the capability of the Council. The key users of the performance management information are the Chief Executive Officer (CEO) and elected members. The key requirements of these users are that the process provided timely, accurate, evidence-based feedback on the Chief Executive’s performance against performance targets.

6.2 The Committee will also, through the CEO, ensure that there is a link from the CEO’s performance to the rest of Council staff. The key users of an individual’s performance management are the employee and their manager. The key requirements of the users are

that the process provides timely, accurate, evidence-based feedback on employee performance targets which are aligned with those of the CEO.

7. Communicating and Reporting Performance Management

7.1 The Committee will make certain that the performance management information will be communicated with good practice. This introduces what the Office of the Auditor General termed the '5 C's of performance reporting'. These are:

- i) *Consistency* – using a consistent format for all of Council's activities
- ii) *Connections* – having a clear logical flow from the Community Outcomes or Council's Vision to Council's strategic priorities to activities to levels of service to performance measures.
- iii) *Context* – including supporting information that helps give meaning to the levels of service and performance measures.
- iv) *Completeness* – including enough information so that people know what the Council is trying to do.
- v) *Compliance* – ensuring that the reporting meets statutory requirements and that there is robust evidence to support each result reported.

8. Performance Management and Council Controlled Organisations (CCOs)

8.1 The Committee will review the performance management framework of the CCOs to ascertain if a suitable performance reporting system is in place so that the Council, and in turn the community, can assess the effectiveness of its expenditure as well as its contribution to achieving community outcomes or the Council's vision.

9. Performance Benchmarking

9.1 The Committee will pursue opportunities to develop Council's performance management framework to provide data that can be benchmarked against other councils or against other relevant industries. This will provide the Council with the ability to compare apples with apples and the benchmark data provides a robust basis for performance comparisons leading to the identification of areas of best practice from which all can benefit.

Delegated Authority

The Performance Management Committee will have delegated authority to carry out activities within its terms of reference.

APPOINTMENTS TO ORGANISATIONS

Big Brothers Big Sisters	Councillor Neil Bradley
Community Associations	Enterprise Hokitika Councillor Kyle Scott
	Heritage Hokitika Councillor Kyle Scott
	Ross Community Society
	Harihari Community Association
	Whataroa Community Association
	Okarito Community Association
	Franz Josef Community Forum
	Franz Inc.
	Fox Glacier Community Association
	Glacier Country Tourism Group
	Haast Promotions Group
Development West Coast – Appointment Panel	Mayor Maureen Pugh
Life Education Trust	Community Services Officer
Local Government New Zealand & Chair of Zone 5	Mayor Maureen Pugh
New Zealand Historic Places Trust	Manager Planning & Regulatory
Road Controlling Authority Forum	Manager Operations
Tourism West Coast Representatives	Jenny Keogan and Chris Alexander
Wasteminz	Waste Management & Resources Officer
West Coast Regional Land Transport Committee	Councillor Kerry Eggeling
West Coast Rural Fire District	Manager Operations
West Coast Waste Management Group	Mayor Maureen Pugh, Deputy Mayor Bryce Thomson, Councillor Neil Bradley

Memo



DATE: 9 November 2010
TO: Mayor and Councillors
FROM: Manager Audit and Compliance

Major District Initiative (MDI) Funding

Westland District Council has had a total of six applications for MDI funding for projects in Westland approved by Development West Coast.

Total MDI funds available to Council from Development West Coast, based on their allocation of \$400,000 per annum to each West Coast District Council up to 2020 is:

TO	MDI Allocation	MDI Funds Committed by Westland District Council
30 June 2009	\$1,600,000	\$829,373
30 June 2010	\$2,000,000	\$2,044,063
30 June 2011	\$2,400,000	\$2,463,063
30 June 2012	\$2,800,000	\$2,523,063
30 June 2013	\$3,200,000	\$3,523,063
30 June 2014	\$3,600,000	
30 June 2015	\$4,000,000	
30 June 2016	\$4,400,000	
30 June 2017	\$4,800,000	
30 June 2018	\$5,200,000	
30 June 2019	\$5,600,000	
30 June 2020	\$6,000,000	

Summary of Westland Projects Approved by Council and Development West Coast

	Approved	Total Project Cost	MDI Funding
Westland District Library Relocation	November 2008	752,912	489,373
Regent Theatre Restoration		1,400,000	
- Stage 1	November 2008		340,000
- Stage 2	November 2009		570,000
Donovan's Store Okarito Restoration	November 2008	323,375	78,375
Westland I-SITE Relocation	July 2009	456,850	296,952
Hokitika Gorge Development	September 2009	393,822	82,014
4 th Westland Boys Brigade Extension	October 2009	576,852	247,349
Total of Projects Approved by DWC		\$3,903,811	\$2,104,063
Projects Approved by Council but not yet submitted			
Harihari Community Centre	June 2008	1,050,000	419,000
Fox Glacier Community Centre	June 2009	5,500,000	1,000,000
Total MDI Projects Approved		\$10,453,811	\$3,523,063

MDI projects started or completed to November 2010 are:

Regent Theatre Restoration - Stage 1	340,000	Completed October 2009
- Stage 2	310,000	Est completion June 2011
Hokitika Library Relocation	489,373	Completed 30 June 2009
Relocation of Hokitika i-SITE	296,952	Completed May 2010
4 th Westland Boys Brigade	247,349	Expenditure to date \$166,640
Hokitika Gorge Upgrade	<u>82,014</u>	Completed March 2010
Total MDI Funds Utilised	1,765,688	

Projects approved and expected to be started during the 2010/2011 year.

Harihari Community Centre	200,000
Donovan's Store	<u>78,375</u>
Funds Committed at June 2010	\$2,044,063

Therefore assuming that projects are carried out in accordance with plans and MDI funds are uplifted, Council's MDI funding will be in arrears by \$44,063 for the 2009/2010 year.

Council has allocated the \$570,000 Stage 2 funding for the Regent Theatre project to be paid over three years with up to \$310,000 available in 2009/2010, \$200,000 in 2010/2011 and the remaining \$60,000 in 2011/2012.

The Harihari Community Centre has also been allocated its funding over two years with \$200,000 available in 2009/2010 and \$219,000 in 2010/2011. Estimates for construction of the facility have come in higher than expected and a lotteries application is being prepared requesting up to \$200,000 additional funding.

Council resolved, at its meeting held on Tuesday 30 June 2009, to commit up to \$1 million MDI funding to the Fox Glacier Community Centre plus a further \$500,000 from the proceeds of land sales over the next two years. It also resolved to determine over the next 12 months how Council could commit another \$500,000, from other funding sources, toward the project over the next three years. Possible funding sources noted were land sales, the Reserves Development Account or loans financed by the local community by way of a special rate. This project is now expected to be the next priority for Westland District Council for MDI funding assistance but is reliant on the extra funds required being assured by 2012 before the project can be included in the 2012-2022 LTCCP.

Summary of MDI Funding Approved

	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013+	Total
Approved						
Regent Theatre Restoration	340,000	310,000	200,000	60,000		910,000
Library Relocation	489,373					489,373
Westland Business Unit		296,952				296,952
Donovan's Store Restoration		78,375				78,375
Harihari Community Centre		200,000	219,000			419,000
4 th Westland Boys Brigade		247,349				247,349
Hokitika Gorge Development		82,014				82,014
Fox Glacier Community Centre					1,000,000	1,000,000
Total Projects	\$829,373	\$1,214,690	\$419,000	\$60,000	\$1,000,000	\$3,523,063

Geoff Day
Manager Audit and Compliance

Report



DATE: 11 November 2010
TO: Mayor and Councillors
FROM: Electoral Officer

REPORT OF THE ELECTORAL OFFICER

This report is to advise that the Triennial Elections have been undertaken in accordance with the requirements of the Local Electoral Act 2001 and the Society of Local Government Managers Code of Practice and the Service Level Agreements put in place.

There were a total of 5,897 registered electors and 3,495 voting documents were returned which was 59.3% of eligible electors. A preliminary result was available to the public on 9 October 2007, by 12.35 pm for the constituency issues, and at 3.30 pm the same day for the District Health Board.

In addition to the constituent issues, (Mayoralty, Ward, Regional Council and Development West Coast) I acted as the Electoral Officer for the West Coast District Health Board.

There was no contest for the Southern Ward and there were sufficient candidates for an election in all other issues.

A feature of the election three years ago was that only 50 non-resident ratepayers chose to register (34 voted). In 2010 the number of non-resident electors has risen marginally to 54 (45 voted) which is still a very low number given that 30% of Westland's ratepayers are non-resident. Westland was again a party to the national campaign for re-enrolment of non-resident ratepayers. Given the publicity at a national level and the publicity through the rates newsletter the number of non-resident ratepayers registered for the election was somewhat disappointing. In addition, on the basis of the national estimated voting population for Westland, only 84% of eligible voters were registered. This was one of the lower figures for the country.

The election proceeded smoothly with no local issues or surprises. This is largely due to the preparation procedures through the software made available by Datacom which is the company that provided the voting document printing and packaging. New Zealand Post had all the envelopes delivered within the timeframes required. There was an error in the Buller District with the West Coast District Health Board papers in that the ordering of the candidates names

was by alphabetical surname rather than pseudo-random. The reason for the non-conformity was able to be identified and consideration was given to issuing new papers.

I came to the view that alphabetical order of candidate's names on the voting document is the default provision in the Local Electoral Act 2001 and the majority of elections are conducted using this order. A list of candidates in alphabetical order is not a novelty and I did not see that the non-conformity of the Buller voting documents would have resulted in an irregularity that could be demonstrated to materially affect the outcome of the election. In addition, I was aware of the outcome of studies that indicate that the advantages of a pseudo random order over an alphabetical order are only of significance where there are at least 18 candidates. Accordingly, I decided that the election should proceed.

Costs associated with the election have to be finalised and there are some accounts still not received. Costs will be pro-rated to the Regional Council, Development West Coast and the West Coast District Health Board in accordance with a Memoranda of Understanding.

The close outcome of the Development West Coast issue was quickly confirmed with a double manual recount in the presence of scrutineers. An outcome of the manual vote was the confirmation of the integrity of the electronic vote recording process. The election outcome was not challenged by way of recount or enquiry and all voting documents were deposited with the District Court as required by the Act.

All candidates, with the exception of a West Coast District Health Board candidate, polled sufficiently to have their deposit returned.

The early release of the result is testimony to the excellent cooperation of all concerned and the willingness of the Justices of the Peace who supervised the early processing. The West Coast District Health Board STV papers were processed by the Grey District Council in the interests of sharing services locally. The early availability of the STV outcome was refreshing and appreciated.

The only two matters now required to be attended to relate to the finalisation of the costs and the receipt of statements of electoral income and expenditure from the various candidates.

Statements of Electoral Expense and Income are due to be received from all candidates by 8 December 2010.

Recommendation:

That this report be received.

Richard Simpson
Electoral Officer

Report



DATE: 11 November 2010
TO: Mayor and Councillors
FROM: Manager Planning and Regulatory

HOKITIKA BRANCH - SPCA

Council is aware that discussions commenced by the Planning and Development Committee with the SPCA have been underway with regard to facility sharing. No goals have been determined at this time and discussions have been informal.

The SPCA has been actively working towards a new shelter and Council staff have been assisting the SPCA with development plans. The plans for a new shelter (incorporating a pound) are advanced and the layout is acceptable to the SPCA. The building is, essentially, a fitted out *Sky-line Garage*. Progress is at the stage where an order for the basic structure can be lodged. A deposit of \$5,000 is required.

The SPCA is assessing various funding options and will be approaching Council in due course. The pound facility (subject to agreement) will be funded by Council.

In order to advance the project and to provide a further expression of goodwill to the SPCA, I propose that the deposit for the new building be met by Council (dog registration and control account) as an interim measure until both parties are in a negotiated position. The dog registration and control account can support the \$5,000.00 required.

Recommendation:

That, as an interim statement of goodwill, the dog registration and control account meet the deposit for the new Hau Hau Road SPCA building.

Richard Simpson
Manager: Planning and Regulatory

PFL4.1

RECEIVED
- 9 NOV 2010
BY:

Councillor Kyle Scott
88 Stafford Street
Hokitika

5 November 2010

Mayor and Councillors
Westland District Council
36 Weld Street
Hokitika 7810

CEO	HWN	MPR	MO	MAC	MF	RPA	CSO	ENG
✓	✓					✓		✓

Councillors

*at agenda.
petition attached*

RE: TENANTS OF SEWELL STREET PENSIONER FLATS KEEPING OF PETS/CAGED BIRDS

Please find attached a handwritten petition signed by 13 tenants of the Council Sewell Street flats.

The petitioners wish Council to change its existing Policy re Pets/Caged Birds.

The present Tenancy Agreement which is attached refers Para 4(b) "But the keeping of Pets or Caged Birds will not be objected to provide no other annoyance is caused to other tenants or the general public.

The organiser of the Tenants Petition Pat O'Brien has attempted to resolve the alleged issue with Council staff.

The main issue appears to be alleged defecation and noise issues from the offending felines and dogs.

I attempted to explain to Mr O'Brien that pets if looked after responsibly provide company and at times solace to a high percentage of our population and that living in pensioner flats requires the ability to adjust and co-exist with your close neighbours.

If a Policy Change was considered a graduated phase in period for existing tenants with pets would appear appropriate.

For you information and discussion.

Kyle Scott
Councillor Hokitika Ward

Attachment:

WESTLAND DISTRICT COUNCIL
 36 WELD STREET
 HOKITIKA

14-10-2016

FROM THE TENANTS OF 34 SEWELL ST HOKITIKA
 WISH TO HAVE THE COUNCIL TERMINATE THE
 AGREEMENT WHICH ALLOWS CATS AND DOGS
 TO STAY ON THESE PREMISES.

THANK YOU

SIGNED BY

UNIT NUMBER

Les French	40
M Wallace	26
My Kent	27
John A. Wilson	34
John B. K. Anderson	30
John G. Barr	37
Bill G. Carter	25
John G. King	33
John G. Johnson	22
John G. Johnson	39
P. J. O. Brown	25
P. J. O. Brown	29

premium for insurance against fire or which may make void any policy for such insurance.

4. THE tenant shall not, without the previous written permission of the Council (and then only as far as such permission may authorise):
- (a) Affix to or exhibit on the premises any notice, name-plate or advertisement.
 - (b) Keep on the premises or any part thereof any rabbits, fowls, pigeons or other live-stock; but the keeping of pets or caged birds will not be objected to, provided no annoyance is caused to other tenants or the general public.
 - (c) Erect or permit to be erected any structure in the grounds of the premises.
 - (d) Accommodate boarders.

REPAIRS AND MAINTENANCE

5. (a) The tenant shall keep the said premises (including garden) and all appliances, furnishings, fittings and chattels provided in good, clean and tenantable order, repair and condition, damage by fire (not willfully caused by the tenant) earthquake and reasonable wear and tear excepted and shall yield up the same in like repair and condition at the completion of the tenancy.
- (b) Without limiting the generality of subclause (a) of this clause the obligation of the tenant shall in particular extend to all windows internal and external. glass partitions and panels, cooking and heating appliances, electric light globes, shades fittings and elements, sinks, baths, wash basins, sanitary and water appliances, fixtures and fittings, drains and any gates and fences.
- (c) The exception as to reasonable wear and tear shall not apply to electric light globes, electrical cooking elements and elements of heating appliances.
- (d) The tenant will repay to the Council (to be constructed as rent due and unpaid) –
- (i) The cost of any special cleaning necessitated on the determination of the tenancy by reason of having left the premises in a dirty condition.
 - (ii) The cost of repairing damage done to the premises other than that arising from reasonable wear and tear.
- (e) The Council undertakes decorative and other repairs, but not including drapes which become the responsibility the tenant, that have in the Council's opinion become necessary as a result of fair wear and tear. The tenant shall report to the Council all defects needing attention.

TERMINATION OF TENANCY

6. THE Council may apply to the Tenancy Tribunal to have the tenancy terminated immediately if:
- (a) The rent is three weeks in arrears.
 - (b) Assault or threatening occurs.
 - (c) There is substantial property damage.
 - (d) The tenant has broken the conditions of the agreement and has not put this right within ten (10) days of being asked to do so.
 - (e) The tenant is absent from the flat for a period exceeding thirty one (31) days without the consent of the Council.

DAMAGE BY FIRE

7. IN the case of damage by fire or earthquake to the flat the rent shall abate pro rata until the dwelling shall be repaired but if the flat shall be so damaged by fire or earthquake as to be untenable this agreement shall cease and determine and the Council will not be responsible for finding alternative accommodation.

TRANSFER TO ANOTHER FLAT

8. IN the event of any flat designed to accommodate two persons becoming occupied by only one person through death or any other cause, the Council reserves the right to transfer such person to another flat designed to accommodate one person.

ENTRY

9. THE Council shall give the tenant 48 hours notice for general inspection, once a month, and 24 hours notice for repairs, unless otherwise agreed to.

ELECTRICITY/TELEPHONE

10. THE tenant shall be responsible for all charges rendered for electricity supplied to the premises and in connection with any telephone installed in the premises.

COSTS

11. THE tenant shall be liable for the stamp duty payable on this agreement.

IMPLIED COVENANTS

12. THERE are implied in this tenancy agreement on the part of the tenant all such lessee's covenants and in favour of the Council all such lessor's powers as are implied in leases under the Property Law Act 1952, except in so far as those implied powers and covenants are inconsistent with the express terms of this agreement.

DISPUTES

13. ANY disputes arising between the parties howsoever relating to this agreement shall be determined by the Tenancy Tribunal.

RECEIPT OF KEYS ETC

14. THE tenant acknowledges the receipt of the number of keys specified in the Schedule and a copy of this agreement.

NOTICES

15. ANY notice to be given to the Council under this agreement shall be determined or posted to the General Manager of the Westland District Council at 36 Weld Street Hokitika and in the case of a tenant shall be delivered personally to the tenant or left with some person on the said premises appearing to be of the age of 18 years or more or the notice may be sent by registered post to the last know address of the tenant in which case it shall be deemed to have been received by the tenant in which case it shall be deemed to have been received by the tenant on the day when the letter would in the ordinary course of post have been delivered.

ADVICE TO TENANTS

URGENT REPAIRS

Any repair or defect noticed that is the responsibility of the Council must be reported to the Council, phone 755 8322, and on no account may tenants authorise any such work to be done.

VENTILATION

Where any ventilators are provided in the buildings tenants are to ensure that these are not covered.

DRAINS

Tenants are required to take particular care to prevent blockages to any drains.

ERECTION OF STRUCTURES

No shed or any other type of structure is to be erected without the written permission of the Council having been obtained.

FIRE

In the event of fire likely to cause damage, the tenant shall immediately call the Fire Brigade. In addition, a fire must be reported either orally or in writing to the Council at the earliest opportunity. Care should be taken not to store flammable materials within the building.

VERMIN

In the event of vermin, including borer, being discovered in the furniture or any part of the premises, the matter shall be reported to the Council at once.

ROOFS

With a view to preventing serious damage to ceilings, tenants shall report to the Council as soon as possible any signs of dampness appearing in ceilings.

INTERNAL AND EXTERNAL DECORATIONS

Tenants shall not paint or otherwise attempt to vary the internal or external decorative scheme of the houses without the express permission of the Council.

INSURANCE

Tenants are advised that they should carry an insurance policy covering all the contents of their own particular flat. The Council carries an insurance on the building but this does not cover the tenants own possessions. Tenants are asked to note this matter particularly. Tenants are asked to note the clause above headed fire in which they are required to notify the Council at the earliest opportunity of any fire which may take place.

SCHEDULE

TENANT: _____

FLAT NO.: _____ ADDRESS: _____

DATE OF COMMENCEMENT OF TENANCY: ____/____/____

RENT: \$ _____ per four weeks.

CHATELS INCLUDED: _____ electric stove _____ electric washing machine
_____ lights _____ light fittings
_____ own washing machine

KEYS: Back door _____
Front door _____
Other _____

DATED this _____ day of _____ 20____

SIGNED for and on behalf of)
the **WESTLAND DISTRICT COUNCIL**)
as landlord:) _____

in the presence of:) _____
(Witness)

SIGNED by the abovenamed)
as tenant:) _____

in the presence of:) _____
(Witness)



WESTLAND DISTRICT COUNCIL
 Private Bag 704,
 HOKITIKA 7842

CEO	HWM	MPR	MO	MAC	MF	MPA	CSO	ENG

RECEIVED
 22 OCT 2010

ANILG.2

29 Jacks Road, South Beach
 P O Box 453, Greymouth
 Ph: (03) 768 9674
 Fx: (03) 768 9043
vcs123@xtra.co.nz
www.wcrc.govt.nz

Kirsty, Please acknowledge receipt. Reply to Council. Rob.

Our Reference: Blue Spur 2011

Thursday 21st October

Consultation on bovine tuberculosis (TB) aerial control operation: Blue Spur Area

Dear Sir/Madam

The Animal Health Board (AHB) manages the National Pest Management Strategy for bovine TB. Possums are the main transmitter of bovine TB to domestic cattle and deer. By controlling possums to very low levels in forested areas and surrounding farmland, the risk of contact between bovine TB infected possums and stock is greatly reduced.

Unfortunately, the West Coast continues to have the highest number of bovine TB infected herds of any region in New Zealand. The most effective means of controlling this situation is through the aerial application of sodium fluoroacetate (1080).

Vector Control Services (VCS) has been contracted by the AHB to undertake the Blue Spur aerial operation in winter 2011.

The views of the community are important to us to ensure the operation is completed with as little impact on the community as possible. Therefore, as a property owner/occupier adjacent to the proposed control boundary, you are invited to have input.

The consultation includes discussing the planned Blue Spur aerial operation, checking your property boundaries against our maps, recording the water supply location/s, taking note of any major concerns you might have and providing you with further information should you have any queries.

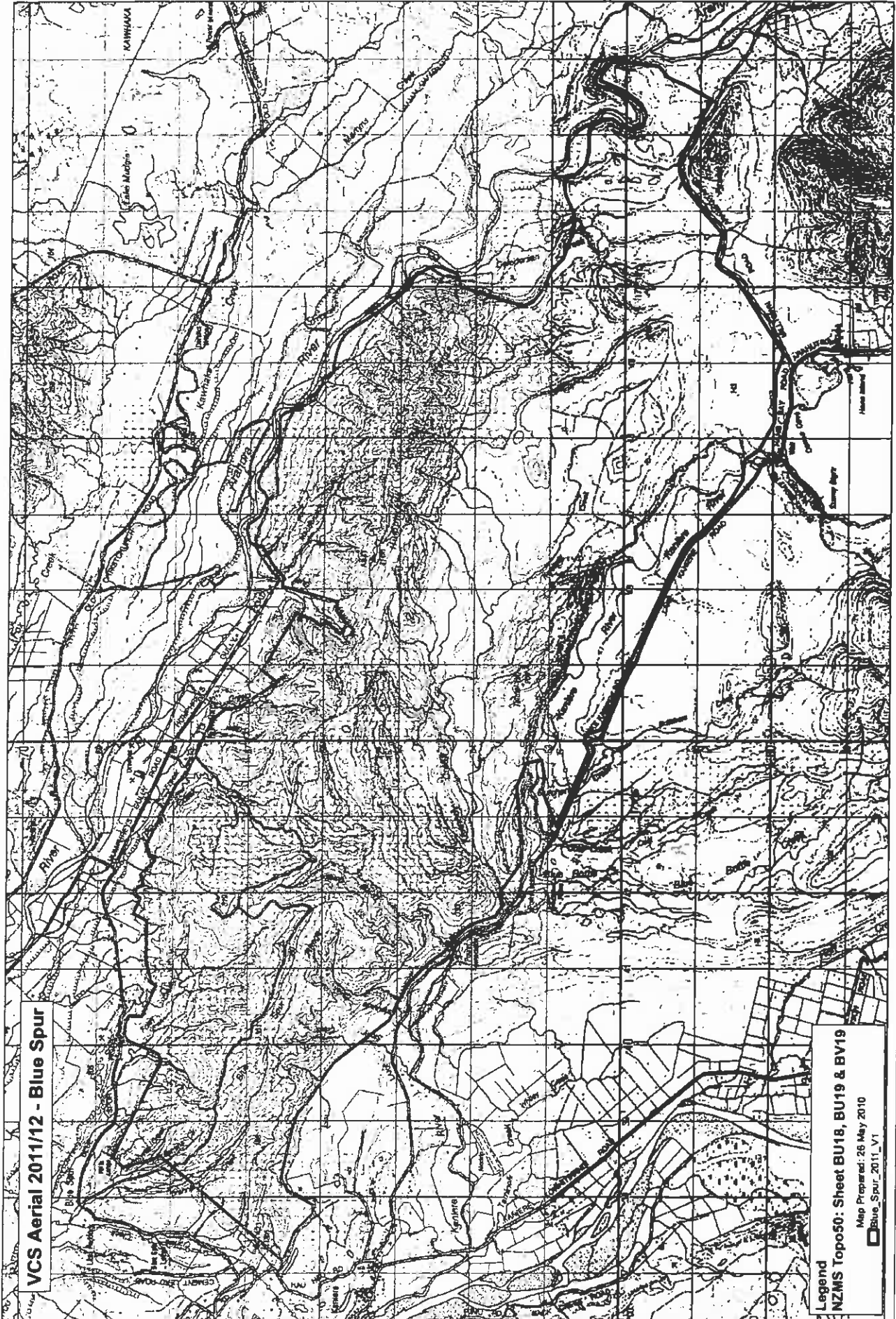
A VCS representative will be visiting the area to meet with all adjoining landowners. If you wish to arrange a specific time to meet, please contact me on (03) 768 9674; 021 702 594 or email vcs123@xtra.co.nz. Alternatively, Robbie Blankenstein can be contacted on 021 816 045.

If, as an absentee property owner you get this letter by mail, we request you engage in the consultation process by contacting us using the details provided above.

Further information regarding the proposed operation is outlined in the accompanying fact sheet.

Yours faithfully

David Priest
 VCS



VCS Aerial 2011/12 - Blue Spur

Legend
 NZMS Topo50: Sheet BU18, BU19 & BV19
 Map Prepared: 26 May 2010
 Blue_Spur_2011_V1

Scale - 1:42,208 on A3
 500m
 Meters

This map is produced by VCS on behalf of the Animal Health Board

Projection NZTM



About Bovine TB Possum Control Operations

About Bovine TB

Bovine TB is an infectious disease caused by the bacterium *Mycobacterium bovis*. It is one of New Zealand's most serious animal health problems, affecting domestic cattle and deer herds throughout the country. Bovine TB is a particular threat to the West Coast which presently has the highest bovine TB infection rate in New Zealand. This relates to the unique nature of the Coast where farms abut dense native forest that is home to possums, which are the main cause (vector) of bovine TB in cattle and deer herds. Bovine TB was first discovered on the West Coast in a Buller dairy herd and it has been difficult to eradicate ever since.

Scientific analysis shows that possums are responsible for some 70 per cent of new herd infections in New Zealand. The combination of possum control methods used has seen levels of the disease reduced dramatically throughout New Zealand. The aim of New Zealand's TB control programme is to achieve official TB free status by 2013. This goal was endorsed by farmers, industry and local and central Government who want to protect our reputation as a supplier of safe, high quality meat and dairy products. On the West Coast, the bovine TB control programme protects the \$700 million per year pastoral agricultural sector.

How Bovine TB Control Works

The Animal Health Board uses a combination of disease control and vector control programmes to control bovine TB. Disease control involves determining the TB status of cattle and deer herds, slaughtering infected animals, and controlling the movement of TB-infected herds. Vector control involves the control of wild animals that are the primary agent for the spread of bovine TB. Possums are the main 'vector' in New Zealand although other wild animals, such as deer, ferrets and pigs, also carry the disease.

On the West Coast, possums are the main target of bovine TB control. The Animal Health Board manages the TB possum control programme in the region, and is represented locally by the West Coast TBfree Committee. The committee is made up of West Coast farmer representatives and provides a link between the Animal Health Board, and the local farming community.

Possum Control Methods

The aim of possum control operations is to reduce the number of wild animals (vectors) responsible for spreading bovine TB and/or to contain the spread of these populations. This is achieved by undertaking both ground and aerial control operations targeting possums. All operations on the West Coast form part of the bovine tuberculosis (TB) control strategy prepared for the whole region.

Ground control operations covering around two-thirds (by area) of Animal Health Board contracted work on the West Coast use either trapping and/or toxins such as cyanide or

sodium fluoroacetate (1080) as the main control methods. These methods are best used where there is easy access and easy terrain, such as along the bush margins and in lowland country. Ground control methods tend to be slower, more labour intensive and more expensive than aerial 1080 control.

Aerial control operations, which form about one-third (by area) of Animal Health Board contracted work on the West Coast, are done by dispersing cereal bait pellets containing the pesticide 1080 by helicopter. Once the final decision has been made about which parts of a control area will be done aurally and the necessary consents obtained, there is modern technology available (GPS) which enables very accurate distribution of the pellets. This helps ensure pellets are not dropped in agreed "no fly zones" (such as creek catchments from which one or more households take domestic and/or dairy shed water supplies).

In addition, possum populations can now be effectively controlled with as little as 1.5 kilograms of 1080-impregnated cereal bait per hectare in most situations. This is almost a 90% reduction in the amount of bait compared with the 1970s. It means around 2 grams of 1080 – less than half a teaspoonful - is used per hectare.

Science and experience also tells us that aerial pest control is the most effective method for drastically reducing possum numbers and maintaining these low populations. This, in turn, reduces the risk of TB possums spreading to farmed livestock, particularly into neighbouring TB "clear" areas. It's also just as important to prevent "clean" possums from migrating into areas where TB infected animals might remain after control work. This also reduces the risk of the disease cycle continuing in the possum population.

The Process for Getting Permission for Aerial Operations

Regulations covering the use of sodium fluoroacetate (1080) are specified and monitored by the Environmental Risk Management Authority (ERMA), but regionally many further regulations are applied to meet local council requirements. On the West Coast, this includes obtaining resource consent from the West Coast Regional Council. The Animal Health Board holds resource consent for the Blue Spur area which was previously treated in November 2006.

The operation also requires the approval of the Medical Officer of Health, to ensure any public health concerns are met, and of the Department of Conservation, to ensure native flora and fauna are not adversely affected. Landowner consent is required for work on private land.

Over and above any conditions laid down by consenting authorities, the operation will also be subject to operational protocols. This includes:

- All affected landowners will be sent notice of the final outcomes from consultation.
- Any domestic water supplies within the operational area will be excluded from the aerial operation unless alternative arrangements have been met.
- All affected landowners will be advised at least two weeks and 24 hours before the operation commences.
- Warning signs will be erected at all main access points into the operational area.
- The operation will be publicly notified through the local media immediately before it commences.

As part of the communication process all adjoining landowners must be contacted and their attitudes considered.