



Our reference  
F19/13/03-D21/26182

1 December 2022

**Farm and Aerodrome and Audit and Risk Committees**

Notice is hereby given that the Farm and Aerodrome Committee and Audit and Risk Committee Meeting will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 6 December 2022** starting at 12noon.

**Timetable for 6 December 2022 as follows:**

12 noon	Farm and Aerodrome Committee
2.00pm	Audit and Risk Committee

Yours faithfully

Sven Hanne  
**Chief Executive**

# 2022 - Agenda - Farm and Aerodrome - December

06 December 2022 12:00 PM



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# AGENDA

## Farm and Aerodrome Committee



F22/55/05-D22/45662

**Date: Tuesday 6 December 2022 at 12noon**

**Venue: Council Chambers, 63 Miranda Street, Stratford**

The meeting location may change, or will be held via Audio Visual Link, if required due to current COVID-19 Alert Levels or Government Guidelines.

1. Welcome

1.1 **Opening Karakia**  
D21/40748 Page 6

1.2 **Health and Safety Message**  
D21/26210 Page 7

2. Apologies

3. Announcements

4. Declarations of members interest

Elected members to declare any real or perceived conflicts of interest relating to items on this agenda.

5. Attendance Schedule

Attendance schedule for Farm & Aerodrome Committee meetings.

6. Confirmation of Minutes

6.1 **Farm and Aerodrome Committee Meeting - 20 September 2022**  
D22/36048 Page 9

**Recommendation**

THAT the confirmed minutes of the Farm and Aerodrome Committee Meeting held on Tuesday 20 September 2022 be received.

/  
Moved/Seconded

7. Matters Outstanding

D20/11504 Page 15

**Recommendation**

THAT the matters outstanding be received.

/  
Moved/Seconded

8. Programme of Works  
D20/28552 Page 16

**Recommendation**

THAT the Programme of Works be received.

/  
Moved/Seconded

9. Decision Report – Stratford Aerodrome – Hangar Site Lease  
D22/46317 Page 17

**Recommendations**

1. THAT the report be received.
2. THAT the Committee consents to the applicant constructing a new hangar at the Stratford Aerodrome and approve the proposed location.
3. THAT the Committee recommends to Council to grant a new site lease at the Stratford Aerodrome to the applicant to construct a new Hangar, with the rental for the site be set in accordance with the rate currently paid by current leases relative to the Aerodrome.
4. THAT the term of the lease be for a period of 10 years with an option for a further term of up to 10 years.

**Recommended Reason**

Currently there are no available hangars to lease at the Aerodrome. A new hangar is required to be constructed to allow the applicant to be based at the Aerodrome.

/  
Moved/Seconded

10. Information Report – Risk Review  
D22/45991 Page 23

**Recommendation**

THAT the report be received.

**Recommended Reason**

To update the Farm and Aerodrome Committee of changes to both the Farm and Aerodrome Risk Registers and advise the Committee of any incidents in relation to the identified risks.

/  
Moved/Seconded

11. Quarterly Report – Farm and Aerodrome Financial Report  
D22/46227 Page 31

**Recommendation**

THAT the report be received.

**Recommended Reason**

This report provides a quarterly business and financial update to the Farm and Aerodrome Committee. It highlights the milk production from the current season at the farm and reports on the key activities at the Aerodrome.

\_\_\_\_\_  
/\_\_\_\_\_  
Moved/Seconded

12. Quarterly Report – Health and Safety Update  
D22/45983 Page 55

**Recommendation**

THAT the report be received.

\_\_\_\_\_  
/\_\_\_\_\_  
Moved/Seconded

13. Questions

14. Closing Karakia  
D21/40748 Page 58



**Our reference**  
F19/13/03-D21/40748

**Karakia**

Kia uruuru mai  
Ā hauora  
Ā haukaha  
Ā haumāia  
Ki runga, Ki raro  
Ki roto, Ki waho  
Rire rire hau Paimārire

I draw in (to my being)  
The reviving essence  
The strengthening essence  
The essence of courage  
Above, Below  
Within, Around  
Let there be peace.



**Our reference**  
F19/13/03-D22/17082

### **Health and Safety Message**

In the event of an emergency, unless guided to an alternative route by staff, please exit through the main entrance. Once outside the building please move towards the War Memorial Centre congregating on the lawn area outside the front of the council building.

If there is an earthquake, please drop, cover and hold where possible. Remain indoors until the shaking stops and you are sure it is safe to exit or remain where you are until further instruction is given.

5. Attendance schedule for 2022 Farm and Aerodrome Committee meetings.

Date	06/12/22				
<b>Meeting</b>	<b>FA</b>				
<b>Neil Volzke</b>					
<b>Steve Beck</b>					
<b>Grant Boyde</b>					
<b>Annette Dudley</b>					
<b>Jono Erwood</b>					
<b>Ellen Hall</b>					
<b>Amanda Harris</b>					
<b>Vaughan Jones</b>					
<b>Min McKay</b>					
<b>John Sandford</b>					
<b>Clive Tongaawhikau</b>					
<b>Mathew Watt</b>					

Key	
FA	Farm and Aerodrome Committee Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
	Non committee member
(AV)	Meeting held, or attended, by Audio Visual Link



# MINUTES

## Farm and Aerodrome Committee



F19/13/05- D22/36048

Date: Tuesday 20 September 2022 at 12noon  
Venue: Council Chambers, 63 Miranda Street, Stratford

### Present

Councillor G W Boyde (the Chairman), the District Mayor N C Volzke, Councillors P S Dalziel and V R Jones, and Committee Members: the Director Corporate Services – Mrs T Radich, and the Property Officer – Mrs S Flight.

### In attendance

Councillors W J Sandford, and G M Webby.

The Chief Executive – Mr S Hanne, the Director – Assets – Mrs V Araba, the Director – Environmental Services – Mr B Sutherland and the Committee Advisor and Executive Assistant – Mrs E Bishop, one member of the public and one member of the media (Stratford Press).

#### 1. Welcome

The Chairman welcomed the Acting Chief Executive, Councillors, staff, the public and the media.

##### 1.1 Opening Karakia D21/40748 Page 6

The opening karakia was read.

##### 1.2 Health and Safety Message D21/26210 Page 7

The Chairman reiterated the health and safety message and emergency procedures.

#### 2. Apologies

An apology was noted from the Director – Community Services – Ms K Whareaitu

#### 3. Announcements

There were no announcements.

#### 4. Declarations of Members Interest

The Chairman requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

#### 5. Attendance Schedule

The attendance schedule for Farm & Aerodrome Committee meetings was attached.

*NEW Pub.*

6. Confirmation of Minutes

6.1 Farm and Aerodrome Committee Meeting – 21 June 2022  
D22/21720 Page 9

**Recommendation**

THAT the minutes of the Farm and Aerodrome Committee Meeting held on Tuesday 21 June 2022 be confirmed as a true and accurate record.

VOLZKE/BOYDE  
Carried  
F&A/22/18

The Committee Advisor and Executive Assistant undertook to make the following amendments:

- Page 12, item 11, second bullet point amend “*there were only one or two hangers every ten years*” to “*there were only one or two hangars built every ten years*”.

Questions/Points of Clarification:

- It was clarified that the instruction had been to retain the status quo for the new sharemilking agreement. However if a new contract was created with a new sharemilker then the dividend payout would be the standard agreement with 100% being returned to the land owners (council).

7. Matters Outstanding  
D20/11504 Page 15

**Recommendation**

THAT the matters outstanding be received.

BOYDE/DALZIEL  
Carried  
F&A/22/19

8. Programme of Works  
D20/28552 Page 16

**Recommendation**

THAT the Programme of Works be received.

BOYDE/JONES  
Carried  
F&A/22/20

The Director – Corporate Services noted that the non-financial performance measures from the Fonterra Farm Insights report would be brought to the December meeting.

9. Decision Report – Approve Draft Farm Business Report 2022  
D22/34842 Page 17

<p><b>Recommendations</b></p> <p>1. <u>THAT</u> the report and draft Farm Business Report 2022 be received.</p> <p style="text-align: right;">DALZIEL/JONES Carried <u>F&amp;A/22/21</u></p> <p>2. <u>THAT</u> the Committee makes a decision on the allocation of the remaining profit made in the 2021/22 financial year and allocates \$175,000 to loan repayment with the remaining profit balance being transferred to the farm reserve after the rates mitigation portion.</p> <p style="text-align: right;">VOLZKE/DALZIEL Carried <u>F&amp;A/22/22</u></p> <p><b>Recommended Reason</b> To uphold the Committee's responsibilities in relation to the Council farm.</p>
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The Director – Corporate Services noted the following points:

- This report asks the committee to decide the allocation of the funds from the profit for the year. This can be allocated to repaying some of the loan and/or allocating funds to the farm reserve. Last year \$96,000 was allocated to the farm reserve which was used for rate mitigation this year. This is excluding the \$50,000 already committed to rate mitigation.
- It was clarified that note 4.6 stated that the farm achieved the full 10 cents of the new Co-Operative Difference Payment, however this has not been confirmed and may be closer to 8.5 cents.

Questions/Points of Clarification:

- The District Mayor noted the observation that this has been an outstanding year financially and also as a result of outstanding production and an increased pay-out. The cost of capital investment has been significant but there is still a profit.
- The District Mayor suggested that \$175,000 be allocated for loan repayments with the remaining balance being allocated to the farm reserve. This will ensure that debt has not increased and will help with establishing funds in the reserve which is currently at a zero balance.
- The Chairman noted that the balance of the reserve had been used for rate mitigation this year which resulted in just over 1.5% off the rates increase.
- Councillor Dalziel supported clearing the debt incurred from last year as a result of the capital works with the balance being put into the reserve.
- Councillor Jones supported these figures. He noted that the sharemilking contract needed to be amended to be the Federated Farmers agreement as it was incorrectly referred to in the draft budget as the Fonterra agreement.
- It was clarified the lease for the aerodrome was not split with the sharemilkers. It was requested that this be added to matters outstanding.
- Councillor Jones queried the fact that the lease for the aerodrome has not increased for the 2023 budget and felt this was an opportunity to gain more income. Mrs Radich clarified that this was an internal journal from the aerodrome to the farm. Councillor Jones felt it was the right time to review the lease.
- The Chairman noted the increase to the sustenance figure but he noted that the right decision had been made regarding the feed as the consultant had noted at the previous meeting that modelling indicated the farm had been about 1.5 tonnes down in pasture which would have equated to around 25,000 kgs/ms (about \$32,000). He reminded the committee that it was important to keep an eye on these costs.
- The Chairman noted that average farm working expenses have risen by 32% over the past couple of seasons and that the budget had not been increased by this, however the farm was doing a good job of keeping control of the return from the supplements. He noted that the fertiliser budget had doubled, however this year would just be a maintenance spread following council's decision to lift the low performing paddocks to a higher level. Future dressings will still be required.

- It was noted that capital expenditure for this current season only included riparian planting and water lines and troughs. Councillor Jones queried if there were any further items the sharemilkers may require this year, with the committee having to change the budget part way through the year last year. The Chairman noted that the races, in-shed feed system, yard replacement and new loading ramp had all saved a massive amount of time and money in the long run. He noted there was a culvert to be replaced and some other repair work required.
- The Chairman noted that the achievement summary showing milk quality was at 45% was outside of council's control, however this may need to be discussed in the future as this is potential revenue and suggested this could be incentivised.
- Mrs Radich clarified that the figures from last year may still change following the final report being received.

#### 10. Information Report – Risk Review

D22/33938 Page 40

##### Recommendation

THAT the report be received.

BOYDE/DALZIEL  
Carried  
F&A/22/23

##### Recommended Reason

To update the Farm and Aerodrome Committee of changes to both the Farm and Aerodrome Risk Registers and advise the Committee of any incidents in relation to the identified risks.

The Property Officer noted there had been no new risks or amendments made to the risk register.

- There has been no new risks or amendments made to the risk register.

Questions/Points of Clarification:

- The Chairman noted that inflationary increases would be considered along with risk 3, low pay-out. This could impact the farm working expenses and cause a farm to run on a maintenance only programme.
- It was clarified that the item number did not reflect the priority level of the risk as this was reflected by the risk score.

#### 11. Quarterly Report – Farm and Aerodrome Financial Report

D22/32383 Page 47

##### Recommendation

THAT the report be received.

JONES/BOYDE  
Carried  
F&A/22/24

##### Recommended Reason

This report provides a quarterly business and financial update to the Farm and Aerodrome Committee. It highlights the milk production from the current season at the farm and reports on the key activities at the Aerodrome.

The Property Officer noted the following points:

- As a result of the cows maintaining their condition over winter and earlier calving the farm has produced over 7,000 kgs/ms in August which is a 9% increase on last year.
- The installation of the jet fuel is programmed to begin in October and to be completed by December in time for the next open day at the aerodrome.

Questions/Points of Clarification:

- It was clarified that note 4.1.6 should read that the painting was pushed out to November/December this year, and that calving started early.
- It was requested that the budget line for repairs and maintenance be clarified better as it currently suggests that \$24,600 has been allocated for house repairs.
- It was noted that the Property Officer would be holding a workshop/meeting with aerodrome users as a result of the poor response rate for the satisfaction survey. Attendees will complete the survey while they are in attendance at this meeting.

## 12. Quarterly Report – Health and Safety

D22/32382 Page 61

### Recommendation

THAT the report be received.

BOYDE/DALZIEL  
Carried  
F&A/22/25

The Property Officer noted there have been no incidents or accidents at the farm or aerodrome since the last meeting.

Questions/Points of Clarification:

- It was requested that the council's Health and Safety Advisor have a meeting with the sharemilkers to ensure they are following best practice. It was noted that the sharemilkers do take health and safety very seriously.

## 13. Questions

- Councillor Jones asked if there was any clarification on what capital works or maintenance is occurring at the aerodrome, or if any was required. The Property Officer clarified that the only work being undertaken was ground work such as mowing. The Chief Executive noted that the vast majority of infrastructure at the aerodrome was privately owned therefore there was not much maintenance required by council. It was noted there is an annual maintenance programme that includes drainage and if there was something additional required then it would need to be looked at to be included in the budget.
- The Chairman noted this was the last meeting prior to the local government elections and thanked retiring Councillor Peter Dalziel for his passion for the council farm and the way he has challenged and questioned decisions. He wished Councillor Jones all the best for the upcoming election and thanked staff and managers for the work that they do. The thanked the Committee Advisor and Executive Assistant for her help during his time as Chairman.

## 14. Closing Karakia

D21/40748 Page 64

The closing karakia was read.

*The meeting closed at 12.36pm*

G W Boyde  
**Chairman**



Confirmed this 20<sup>th</sup> day of September 2022.

N C Volzke  
**District Mayor**



## Farm and Aerodrome Committee Matters Outstanding Index

D20/11504

ITEM OF MATTER	MEETING RAISED	RESPONSIBILITY	CURRENT PROGRESS	EXPECTED RESPONSE
Aerodrome Lease – split cost with sharemilkers and charge	Farm and Aerodrome – 20 September 2022	Sara Flight	Complete	Addressed in Item 11
Risk addition – Rising expenses	Farm and Aerodrome – 20 September 2022	Sara Flight	Complete	Addressed in Item 10

2022 - Agenda - Farm and Aerodrome - December - Programme of Works

FARM AND AERODROME COMMITTEE - PROGRAMME OF WORKS

Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
	Farm Environmental Report	Committee Strategic Review	Review Risk Register		Farm Environmental Report
Draft Budget 2023/24		Farm Business Plan/Report	Final Farm Business Report 2021	Draft Budget 2024/25	
		Draft Results 2021/22			
Farm Operations - Monthly Report	Farm Operations - Monthly Report	Farm Operations - Monthly Report	Farm Operations - Monthly Report	Farm Operations - Monthly Report	Farm Operations - Monthly Report
Health and Safety Report	Health and Safety Report	Health and Safety Report	Health and Safety Report	Health and Safety Report	Health and Safety Report



# DECISION REPORT



F22/55/04 – D22/46317

**To:** Farm and Aerodrome Committee  
**From:** Property Officer  
**Date:** 6 December 2021  
**Subject:** Stratford Aerodrome – Hangar Site Lease.

## Recommendations

1. THAT the report be received.
2. THAT the Committee consents to the applicant constructing a new hangar at the Stratford Aerodrome and approve the proposed location.
3. THAT the Committee recommends to Council to grant a new site lease at the Stratford Aerodrome to the applicant to construct a new Hangar, with the rental for the site be set in accordance with the rate currently paid by current leases relative to the Aerodrome.
4. THAT the term of the lease be for a period of 10 years with an option for a further term of up to 10 years.

## Recommended Reason

Currently there are no available hangars to lease at the Aerodrome. A new hangar is required to be constructed to allow the applicant to be based at the Aerodrome.

/  
Moved/Seconded

## 1. Purpose of Report

The purpose of this report is to seek the Committee approval to the construction and location of a new hangar.

A new site lease at the Aerodrome will be required for this hangar.

## 2. Executive Summary

- 2.1 The applicant has a long-standing connection to the Stratford Aerodrome and intends to support the Stratford Aeroclub in its recruitment and training activities.
- 2.2 The applicant intends to store one airplane in the proposed hangar.
- 2.3 The applicant has consulted with the Aerodrome users and the Sharemilkers who support the proposed location for the new hangar.

**3. Local Government Act 2002 – Section 10**

Under section 10 of the Local Government Act 2002, the Council's purpose is to “enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future”			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:		Yes	
<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	<b>Cultural</b>
✓	✓		

**4. Background**

- 4.1 Stratford Aerodrome occupies approximately 17 hectares of land, within the council farm. The 130 hectare block of land was acquired in the 1930's for the purpose of “establishing and maintaining an aerodrome.”
- 4.2 Constructed on the aerodrome is a clubhouse belonging to the Stratford Aero Club and eight aircraft hangars, all of which are on sites leased from Council.
- 4.3 The existing aircraft hangar structures are privately owned.
- 4.4 Council adopted the Stratford Aerodrome Management Plan in 2012. This Plan provides that all privately owned structures on the aerodrome are on leased sites. The proposed hanger location is not compliant with the current Aerodrome Management Plan however, a new lease will be required prior to the erection of any new private structures. To be consistent with this requirement it is appropriate to formalise any continued occupation by way of a new lease agreement.
- 4.5 The proposed location of the hangar is next to the Aeroclubs proposed new hangar. (Shown in **Appendix 1**). This location is most suitable as with the Aeroclub already occupying part of the paddock, it's not cost effective for the Sharemilker to maintain the surplus land.

**5. Consultative Process**

- 5.1 **Public Consultation - Section 82**  
As this is a commercial matter relative to Council's property that has no public impact, public consultation is not considered necessary. There is also no legal requirement for such. Views of the aerodrome users and sharemilkers have been sought.
- 5.2 **Māori Consultation - Section 81**  
Consultation has not been undertaken with iwi on this Decision Report. Iwi have been consulted with specifically as part of the Long Term Plan consultation process, but not to a detailed level with regards to the farm and aerodrome.

**6. Risk Analysis**

<p>Refer to the Council Risk Register - available on the Council website.</p> <ul style="list-style-type: none"> <li>• Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating?</li> <li>• Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks.</li> <li>• Is there a legal opinion needed?</li> </ul>
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6.1 This report relates to:

**Risk 59 – Reputational and Conduct.** CCO and other out-sourced functions. If Council's non-core activities (farm, aerodrome) or CCO (Percy Thompson Trust) operate in a way that has the potential for non-compliance with the law or potential for financial loss then there may be legal, financial, environmental and health and safety implications.

**Risk 83 – Health, Safety and Wellbeing.** Aerodrome unsafe conditions. If the council fails to carry out its legislative responsibilities to ensure aircraft movements are restricted or prohibited in unsafe conditions/areas of the aerodrome, then lives could be at risk and property damaged.

**7. Decision Making Process – Section 79**

**7.1 Direction**

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	The recommendation is consistent with the Annual Plan and the Long Term Plan 2021 – 2031.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	The recommendations do not impact adversely on current or future infrastructure requirements or Council's regulatory or public service functions.

**7.2 Data**

<ul style="list-style-type: none"> <li>Do we have complete data, and relevant statistics, on the proposal(s)?</li> <li>Do we have reasonably reliable data on the proposals?</li> <li>What assumptions have had to be built in?</li> </ul>
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The recommendations of this report are based on a review of all available data and no assumptions have been built in.

**7.3 Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
High	Medium	Low
		✓

7.4 **Options**

An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.

1. What options are available?
2. For **each** option:
  - explain what the costs and benefits of each option are in terms of the present and future needs of the district;
  - outline if there are any sustainability issues; and
  - explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions?
3. After completing these, consider which option you wish to recommend to Council, and explain:
  - how this option is the most cost effective option for households and businesses;
  - if there are any trade-offs; and
  - what interdependencies exist.

The options available to Council in this instance are as follows:

**Option 1** Decline the request for a new lease and require the applicant to look at alternative locations.

**Option 2** Approve the construction of the hangar at the proposed location as shown in **Appendix 1**.

The proposed location of the hangar is next to the Aeroclub’s proposed new hangar. (Shown in **Appendix 1**). This location is most suitable as with the Aeroclub already occupying part of the paddock, it is not cost effective for the sharemilker to maintain the surplus land.

**Option 2 is the recommended option**, as it will help the growth of the Aerodrome and is at no cost to Council. It is in line with council’s Aerodrome Management Plan for the continued growth of the aerodrome.

7.5 **Financial**

- Is there an impact on funding and debt levels?
- Will work be undertaken within the current budget?
- What budget has expenditure come from?
- How will the proposal be funded? eg. rates, reserves, grants etc.

There is only a positive impact on funding or debt levels in relation to this matter due to the additional income received from lease rental. There is no cost to Council.

7.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council’s capacity to deliver;
  - contractor’s capacity to deliver; and
  - consequence of deferral?

Not applicable. There is no issue with Council’s capacity to undertake this transaction and deferral is neither considered necessary nor recommended for the reasons outlined above.

7.7 **Legal Issues**

- Is there a legal opinion needed?

- Are there legal issues?

There are no legal issues inherent herein.

7.8 **Policy Issues - Section 80**

- Are there any policy issues?
- Does your recommendation conflict with Council Policies?

There are no policy issues inherent in this proposal, however it is not consistent with the Aerodrome Management Plan. The current plan allowed for the increase in hangers to be constructed in front of the existing hangers, (runway side), but not in this particular location. From discussions with the aerodrome user group, should any new hangers be constructed parallel to the existing hangers, these new hangers would impede visibility for aircraft using the two runways. This could be a safety issue that would need to be assessed if a further request for anew hanger is made to Council. The proposed location of this application does not impede any sight lines for pilots taking-off or landing their aircraft.

It is therefore recommended to approve the application as this is an efficient use of the land.



Sara Flight  
**Property Officer**



[Endorsed by]  
Steve Bowden  
**Acting Director - Assets**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date** 29 November 2022

## Appendix A

### Proposed Location



# INFORMATION REPORT



F22/55/04-D22/45991

**To:** Farm and Aerodrome Committee  
**From:** Property Officer  
**Date:** 6 December 2022  
**Subject:** Risk Review

## Recommendation

THAT the report be received.

## Recommended Reason

To update the Farm and Aerodrome Committee of changes to both the Farm and Aerodrome Risk Registers and advise the Committee of any incidents in relation to the identified risks.

\_\_\_\_\_/\_\_\_\_\_  
 Moved/Seconded

### 1. Purpose of Report

The purpose of this report is to present any changes made to the Farm and Aerodrome Risk Registers in **Appendices 1 & 2**. It is to inform the Committee of any incidents and/or changes in relation to identified risks since the last Farm and Aerodrome Committee meeting, held in September 2022.

### 2. Executive Summary

The Senior Leadership Team (SLT) discusses changes to the corporate risk register weekly. This review of the Farm and Aerodrome Risk Registers is undertaken at the Quarterly Sharemilkers meetings, by Sharemilkers and staff present, to ensure that all risks are being managed appropriately. In the past quarter, no new risks have been added to the risk register.

### 3. Local Government Act 2002

Under section 10 of the Local Government Act 2002, the Council's purpose is to "enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future"			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:			Yes
Social	Economic	Environmental	Cultural
	✓	✓	

Active management and monitoring of farm risks will support the performance of a good quality council owned asset to ensure the health and safety of the sharemilker, contractors, farm workers and visitors to the farm.

#### 4. Background

The Farm and Aerodrome Risk Registers, (one for each activity), were adopted by the committee at the September 2020 meeting.

The two Risk Registers are based on the requirements from:

- The Taranaki Regional Council;
- Fonterra Limited;
- Ministry of Primary Industries; and
- Civil Aviation Authority.

The Risk Register reports on all risks identified to be managed by the Sharemilkers and Council staff.

#### 5. Information Summary

##### 5.1 **New Risk identified and added to the Risk Register**

There has been one new risk added to the Aerodrome Risk Register since the last Farm and Aerodrome Committee meeting. This being “Mechanical Error” as **Appendix 2**.

##### 5.2 **Changes to the Risk Register**

There has been one change to both the Farm and Aerodrome Risk Register since the last Committee meeting.

Identified risks on the Farm and Aerodrome risk register have been reordered based on the risk raw score, high - low.

##### 5.3 **Incidents or Threats in relation to the Risk Register**

There have been no incidents or threats in relation to the risk register since the last Farm and Aerodrome Committee meeting.

##### 5.4 **Matters Outstanding**

It was requested in the previous meeting that the risk of rising cost be incorporated in the already identified risk for “Financial - Low Pay-out”. Low pay-out can cause financial stress on the farm or the farm can only manage to operate on a “maintenance only” scenario, where no investment can be undertaken to increase productivity or growth.

This has been discussed with the sharemilkers who are in agreeance that this be included and therefore, Risk 6 has been updated accordingly (**Appendix 1**).

#### 6. Strategic Alignment

##### 6.1 **Direction**

This report is consistent with the relevant sections of the 2021-2031 Long Term Plan.

##### 6.2 **Annual Plan and Long-Term Plan**

Not Applicable

##### 6.3 **District Plan**

Not Applicable

##### 6.4 **Legal Implications**

Not Applicable

##### 6.5 **Policy Implications**



No policy implications

**Attachments:**

**Appendix 1 – Farm Risk Register**

**Appendix 2 - Stratford Aerodrome Risk Register**



Sara Flight  
**Property Officer**



[Approved by]  
Stephen Bowden  
**Acting Director - Assets**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date 29 November 2022**

## APPENDIX 1

## Farm Risk Register

Risk Alert Number	Risk Category	Risk Subject	Risk Description	Risk Score Raw	Control Description	Residual Risk Score
1	Reputational and Conduct	Reputational Damage	<ul style="list-style-type: none"> <li>Reputational damage to Council can occur as a result of: <ul style="list-style-type: none"> <li>Lack of operational transparency;</li> <li>Poor Management;</li> <li>Environmental damage;</li> <li>Non-compliance</li> </ul> </li> <li>Reputational damage could lead to hefty fines which may cause ratepayers and the public losing faith in the council-run farm.</li> <li>Change of Government Policy or Legislative change can also have consequences to the reputation of the farm and the council also.</li> </ul>	High	<ul style="list-style-type: none"> <li>Continually working with TRC to ensure that: <ul style="list-style-type: none"> <li>the farm complies with TRC Best On-farm practise;</li> <li>the farm complies with Fonterra requirements in terms of supply;</li> <li>All records are kept up to date on a regular basis.</li> </ul> </li> <li>Ensure transparent decisions are made at all times;</li> <li>Consistently keep all involved in the farm up to date and well informed of any changes to rules and regulations.</li> <li>Review contract with Sharemilkers every three years to ensure everyone is on same page</li> </ul>	Medium
2	Operational	COVID- 19	<ul style="list-style-type: none"> <li>If the sharemilker contracts COVID-19 and is unable to work for a few weeks this could affect the operation of the farm.</li> </ul>	Medium to High	<ul style="list-style-type: none"> <li>Prepare and maintain a Business Continuity Plan.</li> <li>Have a Movement Plan between the Sharemilker and other workers to eliminate the transmission of the virus to others.</li> <li>Limit movement of stock, people and machinery on/off farm.</li> <li>Work with Bio-Security NZ, Ministry Primary Industries (MPI), Taranaki Regional Council (TRC), Farm Vets to ensure the threat is identified and work to minimise the threat.</li> <li>Ensure Staff/committee are kept up to date with everyday decisions. Follow MPI Guidelines - <a href="https://www.biosecurity.govt.nz/growing-and-harvesting/land-care-and-farm-management/biosecurity-on-your-farm/">https://www.biosecurity.govt.nz/growing-and-harvesting/land-care-and-farm-management/biosecurity-on-your-farm/</a></li> </ul>	Medium to Low
3	Operational	Infectious Disease/ Biosecurity Risk and Pandemic	<ul style="list-style-type: none"> <li>If there is a threat to animals on farm through disease, this will affect the wellbeing of all stock on farm.</li> <li>Given the current Sharemilkers have a run-off this will also limit stock from outside the farm coming onto the dairy farm.</li> </ul>	Medium to High	<ul style="list-style-type: none"> <li>Take a proactive approach to any known threats to protect the farm and develop a plan to deal with this threat, in discussion with the Fonterra and the Bank;</li> <li>Prepare and maintain a Business Continuity Plan.</li> <li>Have a Movement Plan between the Sharemilkers runoff farm and the Council's farm to eliminate any infection due to movement between farms.</li> <li>Limit movement of stock, people and machinery on/off farm.</li> <li>Work with Bio-Security NZ, Ministry Primary Industries (MPI), Taranaki Regional Council (TRC), Farm Vets to ensure the threat is identified and work to minimise the threat.</li> <li>Ensure Staff/committee are kept up to date with everyday decisions. Follow MPI Guidelines - <a href="https://www.biosecurity.govt.nz/growing-and-harvesting/land-care-and-farm-management/biosecurity-on-your-farm/">https://www.biosecurity.govt.nz/growing-and-harvesting/land-care-and-farm-management/biosecurity-on-your-farm/</a></li> </ul>	Medium to Low
4	Operational	Aerodrome	<ul style="list-style-type: none"> <li>Cows on runway</li> </ul>	Medium to High	<ul style="list-style-type: none"> <li>Prepare and maintain a clear set of rules for both the Aerodrome users and the Council farms Sharemilkers and employees</li> </ul>	Low
5	Animal Welfare	Reputational Damage	<ul style="list-style-type: none"> <li>Animal Welfare issues – If an animal welfare issue eventuates on-farm then reputational damage to both Sharemilker and Council could occur.</li> </ul>	Medium	<ul style="list-style-type: none"> <li>To ensure there is good animal welfare practice on farm and as the cows are owned by the Sharemilkers, the following codes must be complied with: <ul style="list-style-type: none"> <li>The Animal Welfare Act 1999;</li> <li>An <i>Animal Health Plan</i> provided through a Veterinary Practice; and</li> <li>The Fonterra Welfare Codes and Regulations</li> </ul> </li> </ul>	Low

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Risk Alert Number	Risk Category	Risk Subject	Risk Description	Risk Score Raw	Control Description	Residual Risk Score
6	Financial	Low Pay-out and or significant increase in operational costs.	<ul style="list-style-type: none"> <li>• Low pay-out can and will cause financial stress on farm if not handled correctly.</li> <li>• Significant increases in essential materials such as feed and fertiliser can and will cause financial stress on farm if not handled correctly.</li> </ul>	Low - Medium	<ul style="list-style-type: none"> <li>• Work with the farm owner (Council)/bank/accountant to set up a budget. A low pay-out can be addressed by running the farm on minimal operations and very low costs. For example, maintenance fertiliser only. Only things that need to be done to keep the farm running will be done.</li> <li>• Select correct options for current financial climate and low pay-out.</li> </ul>	Low
7	Environmental	Natural Disaster	<ul style="list-style-type: none"> <li>• Weather, Eruption, Earthquakes any of these can affect the farm.</li> <li>• Any of these disasters can cause major damage to farm buildings and infrastructure.</li> <li>• Loss of income also will come into effect.</li> </ul>	Low - Medium	<ul style="list-style-type: none"> <li>• Prepare and maintain a Natural Disaster Management Plan.</li> <li>• Communicate to the regional /district Civil Defence Authority;</li> <li>• Prepare and maintain a Business Continuity Plan.</li> <li>• Have an up-to-date Business Interruption Insurance.</li> <li>• Secure an alternative power source e.g. generator that is available when required.</li> <li>• Work with Sharemilkers to ensure that they are aware of their responsibilities.</li> <li>• Ensure industry best practice is followed.</li> </ul>	Low
8	Health and Safety and Wellbeing	Health and Safety	<ul style="list-style-type: none"> <li>• Lone worker - If a staff member is seriously injured or killed on farm, then possible health and safety breaches, death or serious injury.</li> </ul>	Low-Medium	<ul style="list-style-type: none"> <li>• Work with the Sharemilkers to ensure that they have quality training and are aware of their responsibilities.</li> <li>• Ensure contract is updated in accordance with Health and Safety regulation and best on-farm practices;</li> <li>• Ensure that there are processes and measure in place to ensure that a lone worker is safe and can communicate effective in emergency and be reached promptly.</li> </ul>	Low

## APPENDIX 2

## Aerodrome Risk Register

Source of Risk		Risk Rating (Uncontrolled risk rating)			Hierarchy of Control	Controls	Residual Risk	Persons responsible	Date to be Completed	Review Date and Initial
Source of Risk	Risk	Consequence	Likelihood	Risk Rating						
Contractor vehicles, including moving vehicles crossing the runway and accessing the aircraft manoeuvring area	Service vehicle vs aircraft	Catastrophic	Possible	HIGH	M	<p>Vehicle access to airfield is restricted to ground maintenance vehicles (Downer completes mowing) - these vehicles must have a roof top strobe as per signage at the entrance to the operational area</p> <p>Mowing operations are scheduled on Thursdays (usually) - pilots to check with the radio room prior to landing for update on conditions / NOTAMS</p> <p>Contractor to hold a radio dialled in to airside channel (enter channel [ENTER CHANNEL])</p>	MED	Operations & Members using the Aerodrome Stratford District Council	On-going monitoring	N/A - ongoing management
Stock on the runway and, or airfield	Damage, injury, distraction	Catastrophic	Probable	HIGH	M	<p>The perimeter of the airfield is fenced</p> <p>Stock on the airfield to be reported to the Club House who will facilitate clearing the airfield</p>	MED	Operations & Members using the Aerodrome	As required	N/A - ongoing management
Birds	Bird strike resulting in damage or injury	Catastrophic	Possible	HIGH	M	<p>Monitor bird activity in the area and manage if a problem is identified - Solutions to bird problems should be made in consultation with the farmer and Stratford District Council</p>	MED	Operations & Members using the Aerodrome Stratford District Council	As required	N/A - ongoing management
Debris on Airfield	Damage, injury	Catastrophic	Possible	HIGH	M	<p>Physical check of airfield, including runway and wider manoeuvring area to identify and remove debris, including but not limited to Bale wraps and other wind blow material</p>	LOW	Operations & Members using the Aerodrome	As required	N/A - ongoing management
Aircraft Crash	Mechanical Error	Catastrophic	Possible	High	M	<p>Complete pre-flight inspection to ensure aircraft is fit for flying, keep up to date with preventative maintenance</p>	Low	Operations	On Going	N/A ongoing

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Tourists and, or members of the public accessing the airfield	Public vs aircraft, aircraft rotor / propeller or service vehicle	Critical	Possible	MED	M	Parking available near the Club House for visitor parking  Signage in place identifying the Airfield as an Operational Area - Unauthorised Access Prohibited  Gate in place and able to be used as required	LOW	Operations & Members using the Aerodrome	On-going monitoring	N/A - ongoing management
Model Aircraft crashing outside the aerodrome in the farmers fields	Distress the farmers stock / cattle  Animal vs Member  Member injury	Major	Probable	MED	M	Access to farmers paddocks must be recorded in the appropriate log book held at the Club house  Model Aircraft flying is restricted and only permitted by members of the Egmont Modellers Club (reducing other recreational users)	LOW	Operations & Members using the Aerodrome	On-going monitoring	N/A - ongoing management
Fuel Bowser	Vehicle vs fuel bowser / pump  Vehicle fire near bowser/pump	Major	Unlikely	MED	M	Bollards have been installed around the fuel bowser  Clear line if sight to minimise accidental collision  Fire extinguisher located at the Browser for use as requires  Fuel Safety Data Sheet (SDS) located in the Notice Board (Marked in Box labelled MSDS)	LOW	Operations & Members using the Aerodrome	As required	N/A - ongoing management
Commercial operations conducted from the airfield - Aerowork	Traffic including trucks	Major	Unlikely	MED	M	All activities are carried out in the Operational Area and in line with CAA Guidelines and requirements  Vehicles / traffic must use roadways provided, be mindful of speed and pedestrians	LOW	Operations & Members using the Aerodrome	As required	N/A - ongoing management
Runway markings and general conditions	Markings become faded / damaged / or otherwise unclear over time  Damage to runway and wider airfield	Catastrophic	Rare	MED	M	Guide line to be maintained as required to ensure the runway remains clearly visible  All damage to runway and surrounding airfield to be reported immediately to the Radio Room so it can be used to update incoming aircraft, NOTAMS and Stratford District Council can be notified as required	LOW	Operations & Members using the Aerodrome  Stratford District Council	As required	N/A - ongoing management
Winch launching of Gliders	Aircraft impact with winch rope and associated vehicles on runway	Moderate	Possible	MED	M	Operating Procedures  Maintaining communication with Radio Operations / Control	LOW	Operations & Members using the Aerodrome	On-going monitoring	N/A - ongoing management
Aircraft fuel and oil spills are likely whilst aircraft are parked and refuelled during refuelling operations	Aviation fuel spills	Moderate	Rare	LOW	M	Follow fuelling procedures  Drains and interceptors in place in compliance with Ministry for the Environment	LOW	Operations & Members using the Aerodrome  Stratford District Council	On-going monitoring	N/A - ongoing management

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<p>It is of critical importance that the fuel taken on-board at uplift is not contaminated since the effects of any such contamination are likely to affect the engines and this may not be evident until after an aircraft has become airborne.</p>	<p>Fuel Contamination</p>	<p>Moderate</p>	<p>Unlikely</p>	<p>LOW</p>	<p>M</p>	<p>Fuel filtration procedures                      Fuel Testing                      Fuel Storage                      Pre-flight checks</p>	<p>LOW</p>	<p>Operations &amp; Members using the Aerodrome</p>	<p>On-going monitoring</p>	<p>N/A - ongoing management</p>
<p>Access into and out of the aerodrome via the driveway</p>	<p>Vehicle collision or vehicle vs stock</p>	<p>Minor</p>	<p>Rare</p>	<p>LOW</p>	<p>M</p>	<p>Traffic is restricted to 30km per hour with signage clearly in place , to this effect</p>	<p>LOW</p>	<p>Operations &amp; Members using the Aerodrome</p>	<p>As required</p>	<p>N/A - ongoing management</p>

# QUARTERLY REPORT



F22/55/04 - D22/46227

**To:** Farm and Aerodrome Committee  
**From:** Property Officer  
**Date:** 6 December 2022  
**Subject:** Farm and Aerodrome Financial Report

## Recommendation

THAT the report be received.

## Recommended Reason

This report provides a quarterly business and financial update to the Farm and Aerodrome Committee. It highlights the milk production from the current season at the farm and reports on the key activities at the Aerodrome.

\_\_\_\_\_  
Moved/Seconded

## 1. Purpose of Report

The purpose of this report is to provide an update of the Farm and Aerodrome business activities to the Committee.

## 2. Executive Summary

- 2.1 This report provides information on the current financial position of the Farm and Aerodrome.
- 2.2 It highlights the milk production from the current season at the farm and reports on the key activities at the Aerodrome.
- 2.3 Last season's riparian planting is now completed. Taranaki Regional Council (TRC) undertook an audit and identified planting gaps and fences which need attention.
- 2.4 The 2022 Farm Dairy Assessment report identified that kerbing is required along the race beside the yard. Works will be programmed in for May, once cows are dried off.
- 2.5 Repair and Maintenance Major Works –Available balance \$2,184.70 (LTP \$11,000)
- 2.6 Repair & Maintenance –Available budget is \$18,134.88 (LTP \$25,625)
- 2.7 Capital expenditure –Available budget is \$8,360.00 (LTP \$12,300)

**3. Local Government Act 2002**

Under section 10 of the Local Government Act 2002, the Council’s purpose is to “enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future”			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:			Yes
Social	Economic	Environmental	Cultural
	✓	✓	

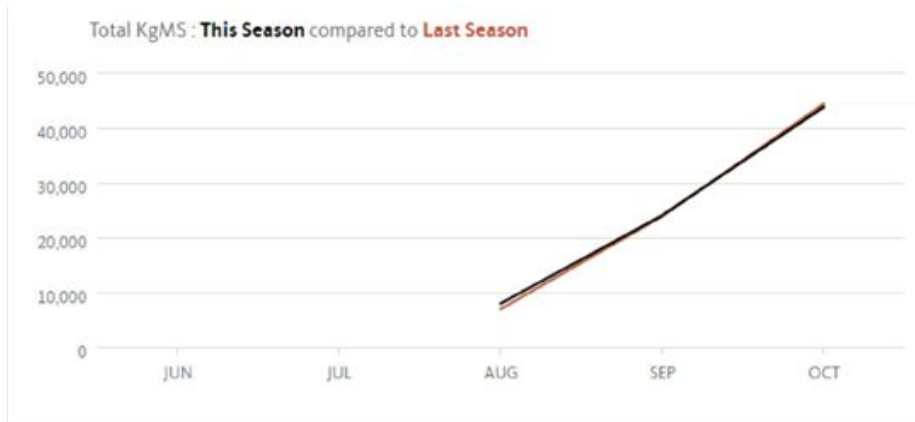
This report supports the provision of a good quality council owned asset as well as the performance of the council owned farm.

**4. Information Summary**

**4.1 Farm Information**

4.1.1 The farm production from August to October, is shown in the Monthly Production graph below (**Figure 1**) with an 1.4% variance (decrease) when compared to the same period last year.

4.1.2 Even with the continuous bad weather during this period, we are confident the farm will meet its annual milk solids production of 150,000kgm target by the end of the season.



**Figure 1: Total Kg Milk Solids Production from August to October.**

4.1.3 Last season’s riparian planting is now completed. TRC undertook an audit and identified planting gaps and fences which need attention. An order of between 150-200 plants has been placed with the TRC for pickup and planting next year.

4.1.4 The Sharemilkers quarterly meeting was held on Thursday 24 November 2022.

4.1.5 In the 2022/2023 season Council has three fixed milk price contracts. (See **Table 1**).



**Table 1: Fixed Milk Prices**

FMP AGREEMENTS	EST.SEASONAL PRODUCTION (KGMS)	FIXED QUANTITY (KGMS)	FIXED MILK PRICE	FIXED % OF EST SEASONAL
<b>Season 2022/2023</b>				
October	149391	50000	9.77	33.47%
June	149391	6986	10.24	4.68%
May	149391	11618	9.38	7.78%

- 4.1.6 The 2022 Farm Dairy Assessment report identified that kerbing is required along the race beside the yard. Works will be programmed in for May, once the cows are dried off.
- 4.1.7 The painting of the milking parlour had commenced in July; but due to early calving and bad weather, it was put on hold till the warmer months. This is due to commence in November/December.
- 4.1.8 A shipping container (**Figure 2 below**) was transferred to the farm in September to be utilised as a chemical shed. The Sharemilker is yet to install the Petrol/Diesel tank on the concrete pad to the left of the container as you look at the image below.



**Figure 2: Chemical Container located near the milking shed**

- 4.1.9 TRC have approached officers with a proposal to install a weather station and wind pole at the Farm. TRC will complete a walk around with Sharemilkers to investigate alternative locations.
- 4.1.10 The Tiaki Farm Environment Plan will be reviewed in December.
- 4.1.11 A section of the race at the back of the farm, has been built on top of a culvert. Over the years, the stream has started to erode the side of the bank surrounding the culvert and the outer edge of the race above. Remedial works is required to prevent the race from further erosion.

Council officers will complete a site visit with TRC to ensure that Regional Fresh Water Quality Plan regulations are met. A further report will be presented to Council seeking approval for the remedial works. Depending on the requirements of the TRC for a fish passage, the cost could be reasonably significant. The existing culvert outlet is

“perched” thereby requiring rock to be placed below the outlet to allow native fish to climb up the rock and through the culvert.

4.1.12 Matters Outstanding

The cost of the Aerodrome lease for farm use was raised at the previous Committee Meeting in September. Discussions were held with the sharemilkers regarding the splitting of this expense. The sharemilkers have stated that if they were required to pay for the land around the Aerodrome which they currently graze, they wouldn't continue to graze this area. At present the sharemilker maintains the area. If the sharemilkers were to stop using this land, council would have to maintain this area, thus leading to additional cost to Council.

4.2 Aerodrome Information

4.2.1 RD Petroleum Aviation commenced the installation of the new jet A1 fuel dispenser and holding tank, on the 18 November. The installation is progressing smoothly despite the bad weather, with a completion date of 6 December 2022.



**Figure 3: Progress photos of the Jet A1 Fuel holding tank being installed.**

4.2.2 An Aerodrome User group has been established to enable discussions, consultation and coordination of procedures for the safe use of the aerodrome and associated airspace. The group will also provide advice and support to the Property Officer on issues pertaining to the Aerodrome.

4.2.3 Council Officers are currently reviewing the Aerodrome Management Plan and will engage with Aerodrome specialists to ensure that future location for hangars meet CAA, TRC and Council Requirements.

- 4.2.4 An additional hangar proposal was presented to the sharemilkers at the farm monthly meeting in November. The Sharemilkers and Aerodrome Users have approved the location and are in agreement for it to proceed. A separate report is provided to the Committee seeking approval to proceed further.
- 4.2.5 Council officers are liaising with the aerodrome user group to identify any future upgrades or capital improvements to the aerodrome. The associated cost for these capital works will be developed in conjunction with the user group and will potentially form part of the 2024/27 Long Term Plan.
- 4.2.6 The aircraft movements by month and type are shown Figures 4 and 5 below.

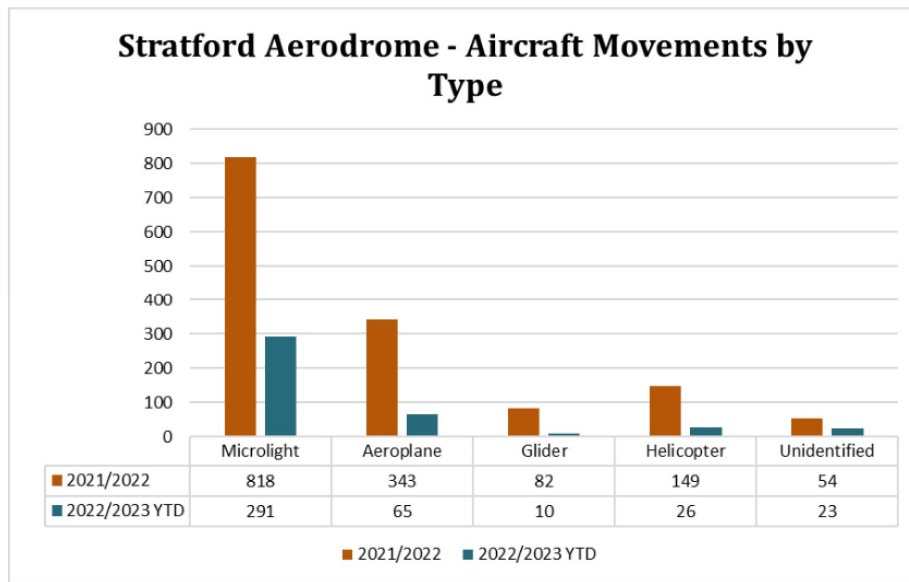


Figure 4: Aircraft Movements by Month

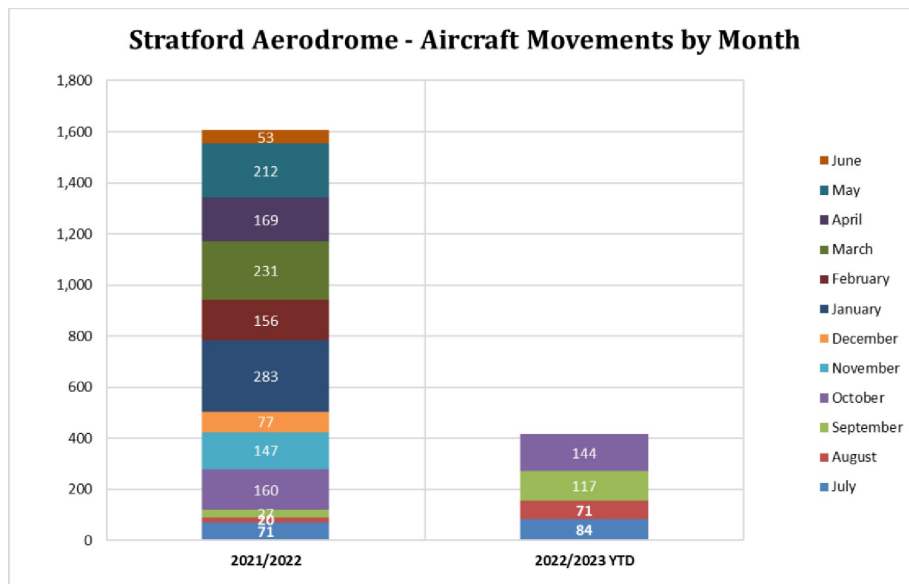


Figure 5: Aircraft Movements by Type

As can be seen in the tables above there has been a significant reduction in the number aircraft using the aerodrome. This could be attributed to the wet weather through the winter months. Should we have a glorious summer, the aircraft numbers using the aerodrome may increase.

## 5. Financial Report

- 5.1 An overview of the expenditure to date including the works undertaken has been outlined in **Table 2** below.

Activity	Works completed	Budget	Expenditure to date	Balance Remaining
Maintenance – Major Works	Race maintenance	\$11,000	\$8,815	\$2,185
Repair and Maintenance	General maintenance on the farm, such as fencing, farm house repairs, milking equipment and so forth.	\$25,625	\$7,490	\$18,135
Capital Expenditure	A total of 20 troughs will be purchased. Out of the first 10 purchased to date, three have been installed. A further seven will be installed in December.	\$12,300	\$3,940	\$8,360

The figures shown in table 2 above provide an overall indication of progress almost mid-way through the financial year on planned works around the farm. The remaining sums have been allocated to the following:

- Purchasing of a further 10 water troughs and connecting water lines.
- Riparian planting of 150-200 plants.
- General on-going maintenance and repairs on the farm as the need arises.
- We have purchased a new hot water cylinder for the workers house due to it failing.
- A new three-phase air compressor has been purchased for the milking shed, again due to the old one failing.

## 6. Strategic Alignment

### 6.1 Direction

This report is consistent with the 2021-2031 Long Term Plan

### 6.2 Annual Plan and Long-Term Plan

This report supports the Farm and Aerodrome activities as indicated in the Annual Plan and Long-Term Plan.

### 6.3 District Plan

There are no implications on the District Plan.

### 6.4 Legal Implications

There are no legal implications.

### 6.5 Policy Implications

There are no policy implications.

**Attachments:**

**Appendix 1** – YTD Financial Report – October 2022

**Appendix 2** – Work Programme

**Appendix 3** – Capital expenditure report

**Appendix 4** – Farm Insight Report



Sara Flight  
**Property Officer**



[Endorsed by]  
Steve Bowden  
**Acting Director - Assets**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date:** 28 November 2022

## APPENDIX 1

### YTD Financial Report – October 2022

	YTD PREVIOUS 2021/22	YTD ACTUAL 2022/23	YTD BUDGET 2022/23	Variance	BUDGET 2022/23 Reforecast
<b>3800 - Farm Investment</b>					
<b>1700 - Income</b>					
Milk Production (KgMs)	44,449	43,845	50,000	-6,155	155,000
Forecast Milk Payout	9.29	9.25	6.25	3.00	7.50
Council's Share of Milk Revenue*	206,466	202,782	156,250	46,532	581,250
Less adjustments / timing	- 36,616	- 17,612	-	-17,612	-
	<b>169,850</b>	<b>185,170</b>	<b>156,250</b>	<b>28,920</b>	
Dividend	12,489	12,228	6,613	5,615	19,840
<b>Total Income</b>	<b>182,339</b>	<b>197,398</b>	<b>162,863</b>	<b>52,147</b>	<b>601,090</b>
<b>1701 - Operating Costs</b>					
Fencing	977	-	1,025	3,075	3,075
R&M Major Works	-	8,815	3,667	-5,149	11,000
Repairs & Maintenance	2,447	4,760	8,542	3,782	25,625
Consultants	-	617	171	-446	513
Off-Farm Grazing	10,238	9,689	16,000	6,311	48,000
Pasture Management	467	4,797	1,781	-3,017	5,342
Fertiliser	6,036	27,232	23,917	-3,315	71,750
Urea	-	-	0	0	0
Insurance	8,349	8,719	2,923	-5,797	8,768
Lease	2,167	2,167	2,167	-0	6,500
Licences & Permits	717	-	249	249	748
Rates (Services Only)	960	1,045	0	-1,045	
Subscriptions & Publications	-	723	854	131	2,563
Sustenance	23,238	18,576	25,000	6,424	75,000
Weed Control	-	197	1,367	1,170	4,100
Health and Safety Compliance	-	-	0	0	0
	<b>55,595</b>	<b>87,337</b>	<b>87,661</b>	<b>2,375</b>	<b>262,984</b>
<b>1703 - Indirect Costs</b>					
Interest	-	-	15,436		46,307
Depreciation	14,400	14,400	14,400	0	43,200
Corporate Services	8,474	9,318	7,436	-1,882	22,308
Assets Director	1,796	1,904	2,001	97	6,003
Property Asset Manager	9,212	11,719	9,645	-2,074	28,935
	<b>33,883</b>	<b>37,341</b>	<b>33,482</b>	<b>-3,859</b>	<b>146,753</b>
<b>Total Expenditure</b>	<b>89,478</b>	<b>124,677</b>	<b>121,143</b>	<b>-1,484</b>	<b>409,737</b>
<b>Net Profit</b>	<b>92,861</b>	<b>72,720</b>	<b>41,720</b>	<b>50,663</b>	<b>191,353</b>

**APPENDIX 2**

**Work Programme**

<b>2022</b>	January	February	March	April	May	June	July	August	September	October	November	December
Quarterly Meetings												
Fertiliser Application												
Riparian Planting												
Calving												
Drying off												
Sowing crops												
Mowing – SDC Contractors												
Drain Clearing under runway												
Mating												
Club Day												

## APPENDIX 3

### Capital Expenditure

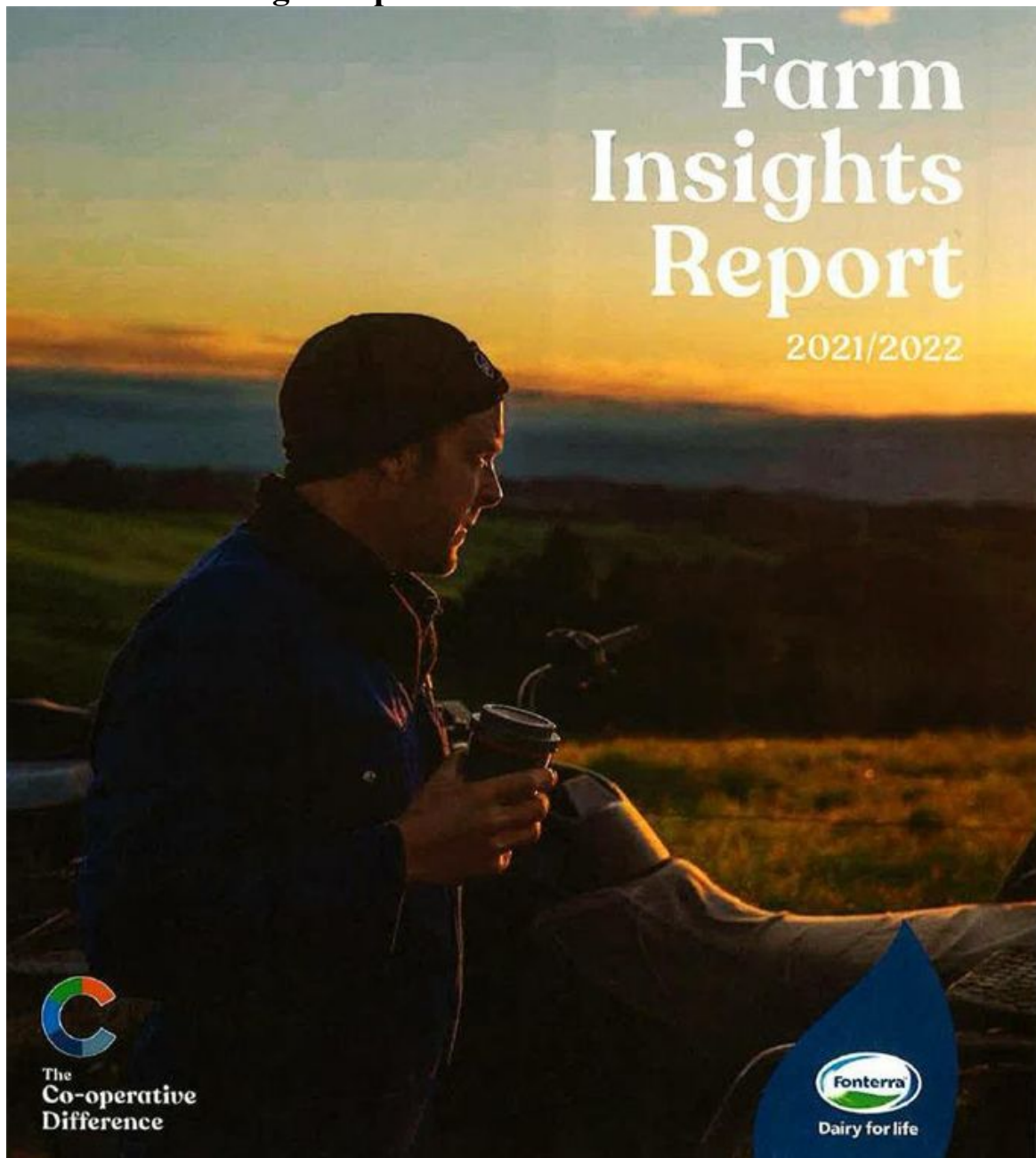
#### Capital Expenditure for 2022/2023

Capital Expenditure Actual Vs Budget 2022/2023			
	YTD ACTUAL	Full Year BUDGET	Variance
<i>Increase in Service Level</i>			
Riparian Planting		3,600.00	3,600.00
Water Lines and Trough Upgrades	3,940.00	12,300.00	8,360.00
<b>Total Service Level Increase</b>	<b>\$ 3,940.00</b>	<b>\$ 15,900.00</b>	<b>\$ 11,960.00</b>



## APPENDIX 4

### Council Farm Insight Report



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## A message from Rich



I hope the season has started well. We know it's important for you to have access to great information to support your farming business, so we've made some improvements to the report this year to help you understand how your farm is performing relative to your peers so you can identify opportunities to improve on-farm efficiency.

### Some of the key changes:

- New section on farm system optimisation focusing on nitrogen fertiliser conversion efficiency.
- Expanded greenhouse gas emissions section to include non-biological emission sources.
- Further refined insights in the heat stress and milking efficiency sections.

As you'll see, the report contains a lot of information including some potential opportunities for improvements. There's a lot to take in, so I'd encourage you to get in touch with the Farm Source team, or your rural professional, to support you if required.

Hope the rest of the season goes well, catch up soon.

Noho ora mai,

**Richard Allen**  
Group Director, Farm Source

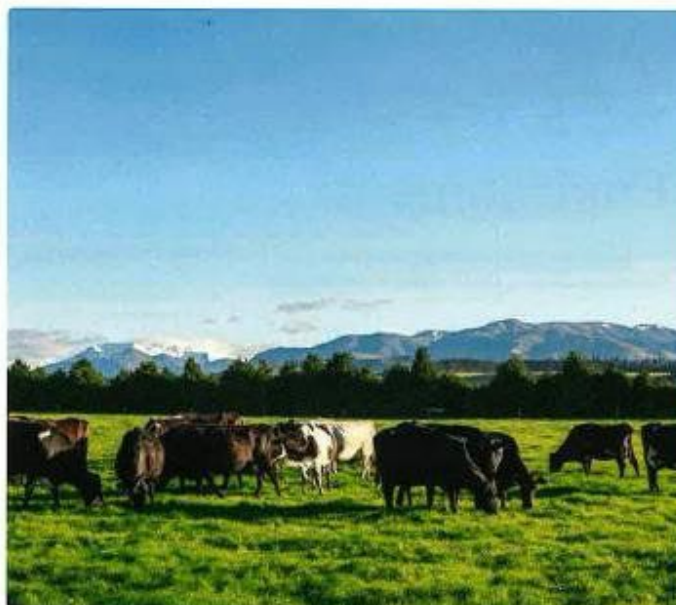
The information and insights provided to you in this report are sourced from information that you have provided through your Farm Dairy Records, together with milk quality and production data that we hold and third party industry research. While the information and insights provided may identify risks and opportunities, such information is general information only and is not in the nature of advice. We make no representations or warranties (whether express or implied) as to whether information or data provided in this report is accurate, reliable or complete. You are solely responsible for your own assessment and evaluation of the information and for the actions or decisions you take in reliance on the information or data generated. Accordingly, Fonterra shall not be liable for any loss arising from any actions or decisions taken by you in reliance on the information contained in this report.



## Introduction

This report uses the information that you provide in your Farm Dairy Records, together with milk quality and production data that the Co-op holds, to provide useful insights into what is happening on your dairy farm. The metrics included in this report highlight risks and opportunities that may exist in your farming system, helping you to improve your efficiency and reduce your impact.

Improving your farm's efficiency can not only have benefits for your individual farm business, but collectively supports our strategy to maintain a sustainable milk supply.



Your Farm's Key Information	Units	2019/2020	2020/2021	2021/2022
Dairy farm effective area	ha	132.0	132.0	132.0
Peak cows (maximum cow numbers)	cows	377	370	375
Stocking rate (milking cows)	cows/ha	2.9	2.8	2.8
Production (milk solids produced)	kgMS	154,177	150,918	154,394
Production per cow	kgMS/cow	409	408	412
Production per hectare	kgMS/ha	1,168	1,143	1,170
Average somatic cell count	cells/ml	144,109	200,372	163,400
Nitrogen fertiliser applied per hectare	kgN/ha	102	46	65
Imported supplementary feed fed	tDM	168	160	300
Imported supplementary feed fed per cow	tDM/cow	0.4	0.4	0.8
Purchased Nitrogen Surplus	kgN/ha	57	1	49
Biological Greenhouse Gas Emissions per hectare	kgCO <sub>2</sub> e/ha	12,109	10,386	12,025

Previous seasons data will be shown where data is available and farm ownership hasn't changed.



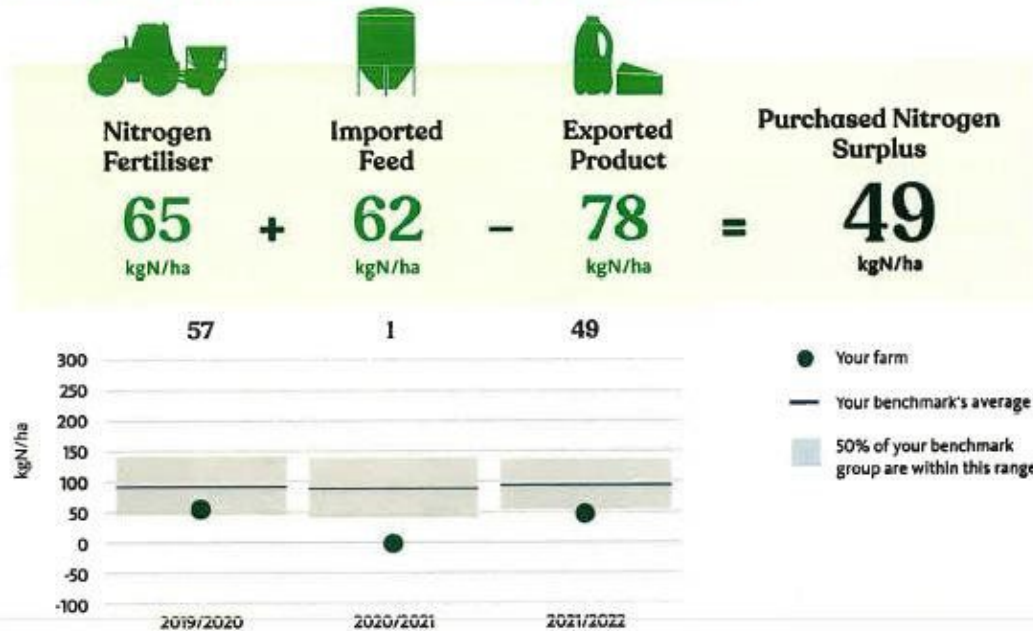
## Environment

Your farm's environmental insights are broken down into Purchased Nitrogen Surplus, Nitrogen Risk Scorecard, Nitrogen Fertiliser Conversion Efficiency and Greenhouse Gas Emissions.

### Purchased Nitrogen Surplus

Purchased Nitrogen Surplus is the difference between the nitrogen inputs (fertiliser and imported feeds) and the nitrogen outputs (milk, meat, crop, supplementary feed or exported effluent) on your dairy farm effective area. A high number means more nitrogen is at risk of being lost from your farm to the receiving environment.

#### Your Farm's Purchased Nitrogen Surplus Per Hectare



Your farm is benchmarked against other farms in the Taranaki region with production between 1051-1250 kgMS/ha.

### Your Farm's Nitrogen Risk Scorecard



## Your Farm's Nitrogen Risks

### STOCK MANAGEMENT



#### Stocking Rate

The higher the stocking rate<sup>(1)</sup> (peak), the greater the nitrogen loss.

**Total** 25.9 su/ha

Milking herd (2.8 cows/ha) 22.7 su/ha

Replacement/other animals 3.2 su/ha

#### Dry Matter Eaten

The more dry matter eaten<sup>(2)</sup> per hectare, the more nitrogen ingested by the animal and returned to pasture as dung and urine.

**Total** 14.9 tDM/ha

#### Grown on this farm

Pasture and crops 13.0 tDM/ha

#### Imported to this farm

Pasture and crops<sup>(3)</sup> 0.0 tDM/ha

All other feeds 1.9 tDM/ha

#### Wintering Off/Culling

Reducing the number of animals on farm (from peak numbers) by culling and/or wintering off (May-Aug) will reduce the nitrogen loss risk on your dairy farm effective area.

4% off platform

#### Winter Practices

Reducing the amount of time cows spend on pasture and/or crops over winter will reduce the nitrogen loss risk.

Off pasture facility 0%

**On pasture** 100%

Break fed fodder crop 0%

### NITROGEN FERTILISER



#### Nitrogen Fertiliser Applications

The more nitrogen fertiliser applied, the higher the nitrogen loss risk.

63 kgN/ha

#### Milk Solids per kg Nitrogen Used

Using less Nitrogen fertiliser (all other inputs being equal) whilst maintaining production, will lower purchased nitrogen surplus.

18 kgMS/kgN

#### Timing of Application

Fertiliser applied during the winter months can increase the chance of nitrogen being lost.

Sep - Apr

Jul - Aug

May - Jun

#### Highest Application Rate

Lower application rates reduce the nitrogen loss risk.

Below 25 kgN/ha

Above 25 kgN/ha

#### Feed Budget

Using a feed budget or wedge to help plan strategic fertiliser applications is a good farming practice.

No feed budget used

Feed budget used

### IMPORTED FEED



#### Nitrogen Imported From Feed

The greater the amount of imported feed, the more nitrogen that enters the system.

62 kgN/ha imported

#### Nitrogen Content

The greater the average nitrogen content, the higher the amount of nitrogen that enters the system.

Average N content of 2.73%

#### Nitrogen Use Efficiency of Imported Supplements

The greater the conversion efficiency, the lower the nitrogen surplus available to be lost.

19 kgMS/kgN

<sup>(1)</sup> Stock Units (su) are a means of calculating stock numbers between species, breeds, and age groups based on relative feed demand. As an example 23.9su is equivalent to approximately 3 cows/ha (Friesian/Jersey cross) or 1500kg liveweight per hectare.

<sup>(2)</sup> Energy model calculations based upon the DairyBase model developed by DairyNZ.

<sup>(3)</sup> Includes feed fed to stock grazed off the dairy farm effective area.

Key driver of Nitrogen loss risk.

## Your Farm's Nitrogen Risks Continued...

### CROPPING AND CULTIVATION



#### Conventional

This is the greatest risk method for sowing a crop and the risk increases as the cultivated area increases.

7% of farms cultivated annually

#### Minimum Tillage

This is a lower risk activity than conventional cultivation, however the risk increases with the total area cultivated.

Not Applicable

#### Direct Drill

This is a lower risk activity than both full cultivation and minimum tillage for establishing a crop.

Not Applicable

#### Season of Harvest/Grazing

Crops harvested/grazed during winter pose a higher risk to nitrogen leaching.

Summer harvest

Winter harvest

#### Timing of Fertiliser Application

There is greater risk if fertiliser is applied to crops during high risk months of May, June, July and August.

No fertiliser applied during winter

Fertiliser applied during winter

### EFFLUENT MANAGEMENT



#### Effluent Discharge Method

Discharging treated effluent to land is the lowest risk.

Irrigate to pasture

Irrigate to pasture (low storage)

Discharge to water

Discharge to water and pasture

#### Effluent Irrigation Area

An undersized effluent area can result in the average amount of nitrogen per hectare applied exceeding local rules and regulations.

6ha/100 cows

#### Application Depth

Low rates will ensure greater flexibility of management with more irrigation days available and increase the chance of the plant utilising the nutrients within the effluent rather than it being lost.

< 12mm application depth

### IRRIGATION



#### Irrigation Method

Irrigation generally increases the nitrogen loss risk due to the potential for over irrigating to induce drainage events. Some systems are inherently riskier than others irrespective of management.

No fresh water irrigation

#### Irrigation Scheduling

Deciding when to start or stop irrigation is important as poor management of an irrigation event can lead to induced drainage.

Not Applicable

#### Irrigation Application Method

Having control over the amount and how often water is applied can greatly influence nitrogen loss risk with poor management of irrigation events leading to induced drainage.

Not Applicable

Key driver of Nitrogen loss risk.

## Farm System Optimisation

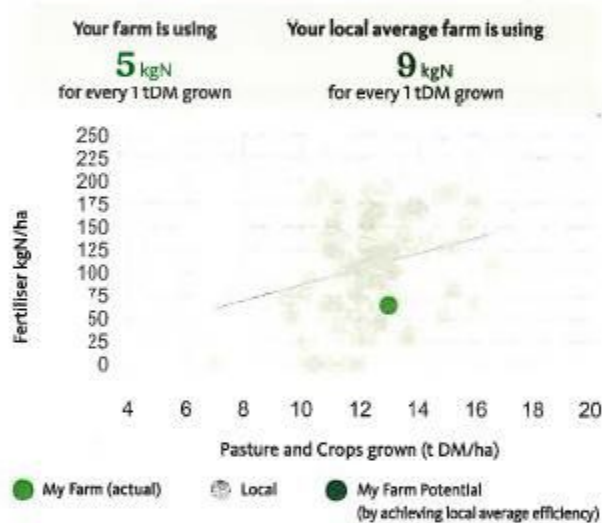
Optimising your current farm system means making the most of the factors within your control. The benchmarking below provides an indication of how others in your local area\* are performing. Understanding how you utilise nitrogen fertiliser to supplement pasture growth is our first step in helping you to improve the efficiency of your farming system.



### Your Farm's Nitrogen Fertiliser Conversion Efficiency

This data compares your farm's nitrogen fertiliser conversion efficiency against farms in your local area. If an opportunity to grow the same amount of pasture from less nitrogen fertiliser looks possible, then the benefits will be estimated.

#### How does your farm compare?



\*Local as defined as the 100 closest farms to your location (radius 10kms).

**You are achieving above average efficiency**

Further improving efficiency by using less nitrogen fertiliser for the same yield could reduce:

- Purchased Nitrogen Surplus
- GHG Emissions
- Annual spend on nitrogen fertiliser

Further advice should be sought if you would like to explore factors influencing efficiency of your farm system.

Environment

## Support and Next Steps

There are many factors that influence nitrogen fertiliser conversion efficiency and before you make any decisions, it is recommended that you seek further advice from your [Sustainable Dairying Advisor](#) or a suitably qualified person to complete:

- An assessment on-farm of potential contributing factors
- Prioritise focus areas for improvement
- Further modelling to assess impacts

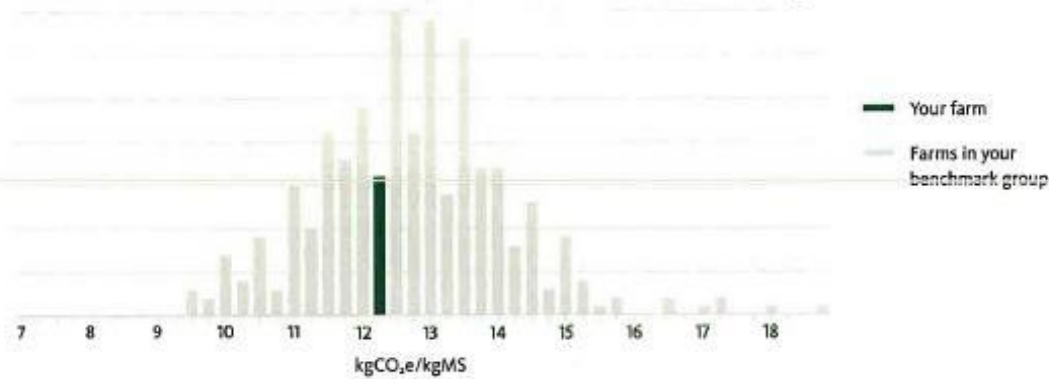
Examples of factors influencing nitrogen fertiliser conversion efficiency

Fertiliser	Pasture
Effluent	Irrigation
Cropping	Soil

7

## Greenhouse Gas Emissions

Your farm's greenhouse gas (GHG) footprint consists of both **Biological** and **Non-Biological** sources of emissions. The Greenhouse Gas Emissions in this report accounts for practices on your dairy farm effective area. Your biological emissions are what we have reported in previous years and are covered on the next page.



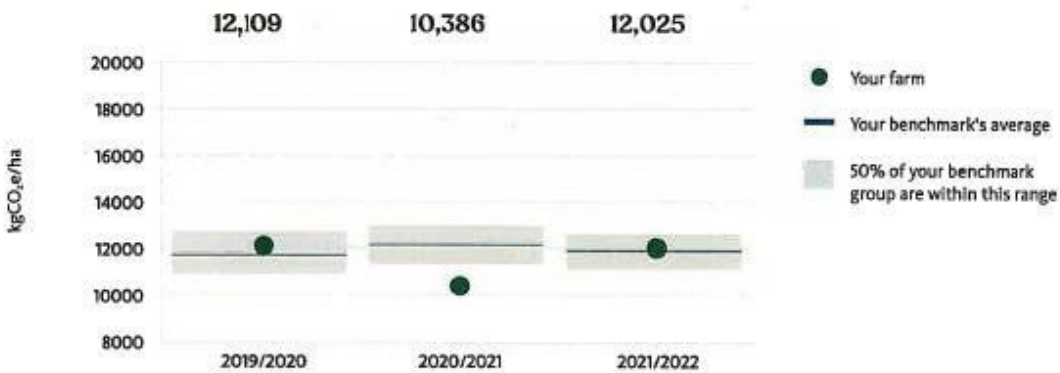
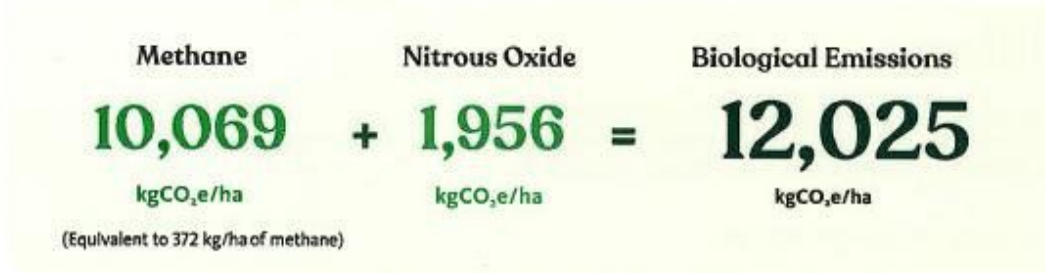
Your farm is benchmarked against other farms in the Taranaki with production between 1051-1250 kgMS/ha

Your Biological Emissions were calculated using the Agriculture Inventory Model (AIM), which was developed by Ministry for Primary Industries. All Non-Biological emissions in this report have been calculated using regional averages and the emissions factors in accordance with NZ GHG Inventory and the AgResearch LCA model.



## Your Farm's Biological GHG Emissions per Hectare

This section shows estimates of your farm's **biological** GHG emissions for your dairy farm effective area. Your biological emissions consist of methane and nitrous oxide gases. A GHG Emissions assessment for your total farm area is available on the Farm Source Business website under Digital Farm Insights (if your Farm Dairy Records Submission included additional information relating to animals and practices on your support land). For the link to this website, please go to the reference guide at the back of this report.



Your farm is benchmarked against other farms in Taranaki with production **between 1051-1250 kgMS/ha**.

## Trees on Farm

In the future farmers may be recognised for their ability to sequester carbon from some types of on-farm vegetation. As a guideline the information below is approximately how much carbon will be removed from the atmosphere from 1 ha of on-farm vegetation that meets the criteria.



*All carbon sequestration values have been averaged across the country for soil type and growth potential.*

## For more information

Information relating to agriculture, climate change, and carbon sequestration is available on the He Waka Eke Noa and AgMatters websites. For links to these websites, please go to the reference guide at the back of this report.



This section of the report provides key insights into potential savings and opportunities for your farm. These insights have been provided using tools and calculators that have been tested and developed through industry research.

## Somatic Cell Count

Mastitis is usually caused by bacteria, which enter through the teat canal and infect the udder. Effective mastitis prevention will ensure more milk in the vat, higher quality milk, less use of antibiotics and more time saved on farm. If your bulk somatic cell count (SCC) is greater than 100,000 cells/ml this indicates some cases of sub-clinical infection are present with the potential to impact milk production.

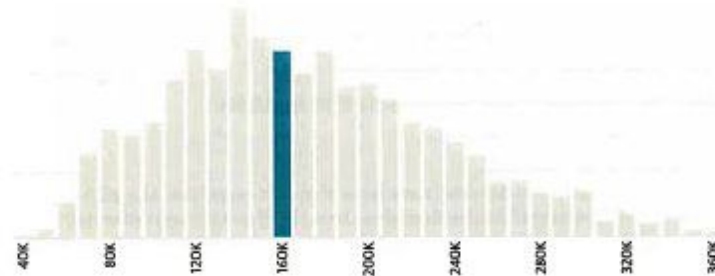
Research has shown there is a 2.1% loss in production for every doubling of somatic cell count over 100,000 cells/ml.

### Potential Benefit

# \$21,400

By reducing your cell count to 100,000 cells/ml there is the potential to increase production on your farm that could be worth up to \$21,400. This does not include the cost of treatment or culling and is based off a milk price of \$9.30.

## Your Farm's Annual Average Somatic Cell Count 2021/2022



# 163,400

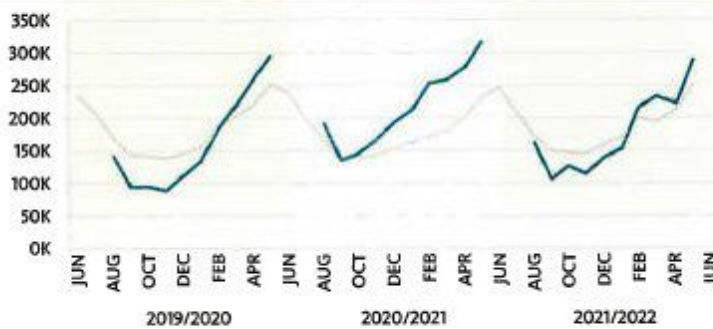
cells/ml

- Your farm
- Farms in your benchmark group

Your farm is benchmarked against other farms in your region. This placed you in the top 50% of suppliers in the Taranaki Region for the 2021/2022 season.



## Your Farm's Historical Monthly Average Somatic Cell Count



Your farm is benchmarked against other farms in your region.

- Your farm
- Farms in your benchmark group

Previous season's trends will be shown for up to three seasons where data is available and farm ownership hasn't changed.

/Milk

## Milking Efficiency

More efficient milking leads to better outcomes for people, cows and farm profitability. Simple changes that save seconds per cow can quickly add up to minutes saved per milking, and hours saved per day.

This section of the report uses milk vat monitoring data for your month of peak production to benchmark your milking efficiency. It uses DairyNZ research to provide an estimate of the amount of time that could be saved by changing the way your dairy is operated.

### Your Farm's Peak Milk Production Data

<b>Shed Type</b>	36 ball herringbone
<b>Herd Size</b>	373 cows
<b>Peak Month</b>	October
<b>Peak Volume</b>	7,463 L/day

**Milking Frequency** TAD (9.4-14.6 h interval between milkings)

Milking*	Times	Volume
1	04:59 to 07:35	12
2	14:26 to 16:40	8
3	-	-
<b>Total</b>	<b>5 hours/day</b>	<b>20 L/cow</b>

\*Milking is defined as the start of milk flow to the end of milk flow into the vat

### We Estimate You Could Save

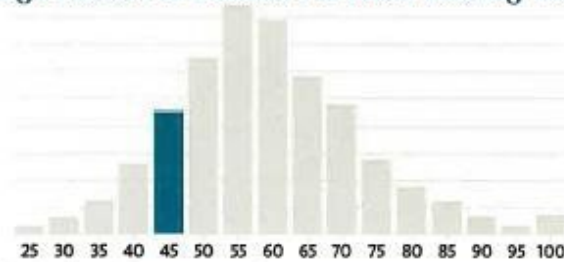
# 13 to 17 hours

per week

This estimate is based on your farm reaching 80-100% of its potential milking efficiency using the maximum milking time (MaxT) strategy.

The insights in this section will not be accurate if you have a split calving herd or if part of the herd is being milked OAD. For more detailed information please use the Dairy NZ Milksmart App or visit the website found in the reference guide at the back of this report.

### Average Litres Per Cluster Per Hour During Your Peak Month



# 43

L/cluster/hour

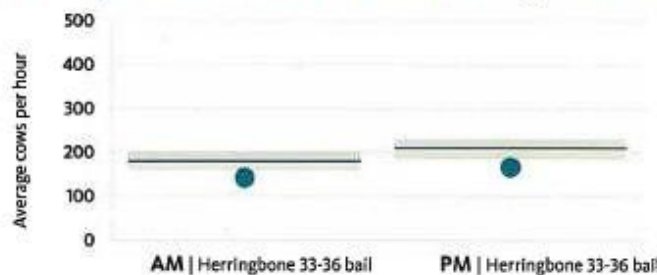
— Your farm

— All Fonterra Farms

This benchmark allows a fair comparison of all dairy types, sizes and production levels.

For context, if your cows average milk flow rate is 2 L/min, then the maximum potential would be 120 L per cluster per hour (2 L/min x 60 min).

### Average Cows Milked Per Hour During Your Peak Month



# 143

Cows/hour AM

● Your farm

— Your benchmark's average

■ 50% of your benchmark group are within this range

# 167

Cows/hour PM

This benchmark is influenced by the number of clusters in the dairy and the herd's level of production. Therefore, you are benchmarked against similar sized dairies nationally.

### Support and Next Steps

Contact your field team representative or the Service Centre on 0800 65 65 68 for a Milk Quality Improvement visit or Milking Efficiency visit with your [Regional Food Safety and Assurance Manager](#).

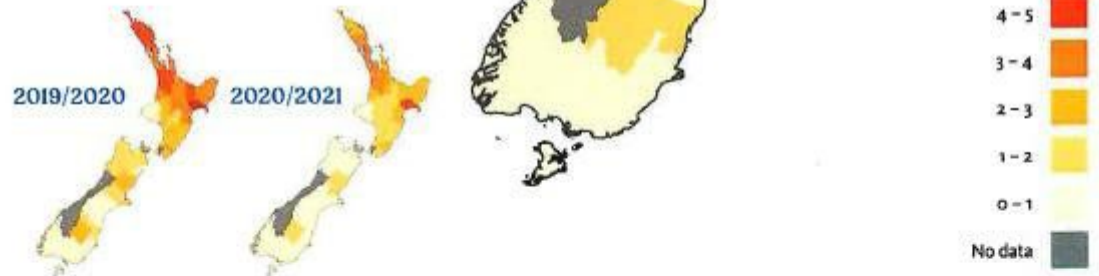


## Animals

### Heat Stress

The heat generated by rumen fermentation means that cattle are more tolerant to cold conditions than humans, but it also makes them more likely to get too hot. Cows that are too hot will seek shade, drink more, and their appetite and rumination times will reduce, depressing production. Severe heat stress can also have impacts on reproductive performance.

New Zealand research (AgResearch and DairyNZ) has shown that milk production decreases relative to increasing temperature and humidity. Combining this research with actual and modeled weather data supplied by NIWA for your farm location, along with your herd size and breed, we have calculated the impact of unmitigated heat stress for your farm.



Farm Details	
<b>Herd size</b>	375
<b>Predominant breed</b>	Friesian x Jersey
<b>Nearest virtual climate station</b>	1.96 kms

### Estimated Impact of Heat Stress For Your Farm

**\$1,300**

per year

Lost revenue indicated above (predicted production loss @ \$9.30/ kgMS) is based on the 2021/2022 weather data from your nearest virtual weather climate station. The table also shows predicted loss (kgMS) for the three most recent seasons.

To find out more in depth information about the impact heat stress can have on your herd visit the DairyNZ website. For the link to this website, please go to the reference guide at the back of this report.

	Above Threshold	Predicted Loss
<b>2019/2020</b>	23 Days	133 KgMS
<b>2020/2021</b>	6 Days	14 KgMS
<b>2021/2022</b>	22 Days	133 KgMS

Estimates based on a collaborative NZ Bioeconomy In the Digital Age project between AgResearch, DairyNZ, NIWA and Fonterra funded by NZ taxpayers and milk solids levy payers through the Strategic Science Investment Fund and DairyNZ Inc. In preparing NIWA VCSN data for this insight, all reasonable skill and care was exercised and the best available data and methods were used. NIWA accepts no liability for any loss or damage (whether direct or indirect) incurred by any person through the use of or reliance on this information.



Animals

## Mastitis



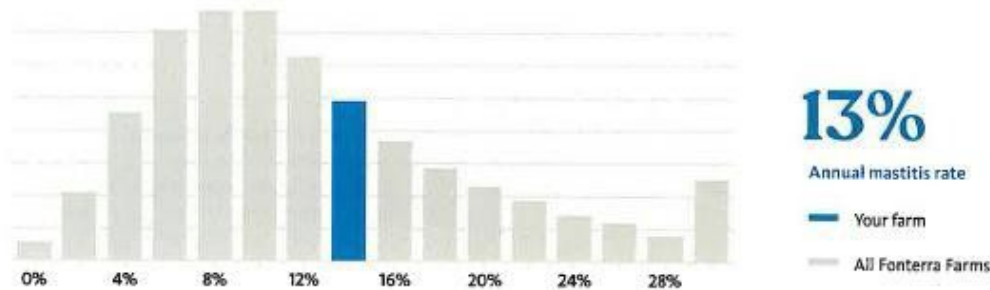
Mastitis is painful for the affected animal, takes time and money to treat, and can have long term impacts on production, reproduction, and cell count. Most antibiotics used in dairy farming are for the control of mastitis, and reducing cases will reduce the risk of development of antibiotic resistant bacteria.

### Estimated Impact of Mastitis For Your Farm

**\$7,500**  
per year

This is based on the 50 cases of clinical mastitis reported in your Farm Diary Records, multiplied by \$150. This represents the average cost of treatment and withheld milk, but doesn't cover the longer term costs such as reduced production or increased culling risk. A more detailed calculator is available from DairyNZ. The link for this calculator can be found in the reference guide at the back of this report.

### 2021/2022 Mastitis Cases as % of Peak Cows



## Lameness



As well as being painful for animals, lameness can add considerable cost to a farming operation with impacts on milk production, reproduction and staff time.

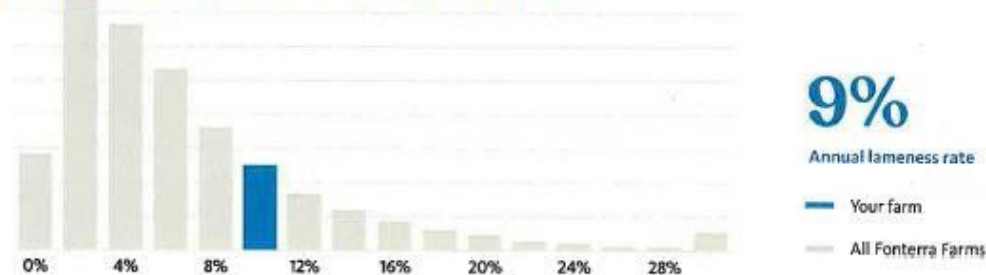
Management decisions have a huge influence on lameness rates, and DairyNZ have created a great guide called Preventing and Managing Lameness, that has some simple actions farmers can take to assess and improve the situation on their farm.

### Estimated Cost of Lameness For Your Farm

**\$8,750**  
per year

The base cost to treat and withhold a lame cow is thought to be around \$250 per case. The figure above is calculated for the 35 lame cows you diagnosed or treated last season. DairyNZ have developed a calculator that takes into account the additional costs due to lost reproductive performance and increased culling risk. The link for this calculator can be found in the reference guide at the back of this report.

### 2021/2022 Lameness Cases as % of Peak Cows



# Reference Guide

## Environment



He Waka Eke Noa  
[www.hewakaekenoa.nz](http://www.hewakaekenoa.nz)

9



AgMatters  
[www.agmatters.nz](http://www.agmatters.nz)

9



Farm Source Website - Farm Insights  
[fontterra.nz/farmsource.co.nz/fs/s/farm-insights](http://fontterra.nz/farmsource.co.nz/fs/s/farm-insights)

9

## Milk



Milking Efficiency  
[www.dairynz.co.nz/milking/milking-efficiently/milksmart-app](http://www.dairynz.co.nz/milking/milking-efficiently/milksmart-app)

11



Milk Quality Improvement  
[nzfarmsource.co.nz/business/advice-support/mq-service/](http://nzfarmsource.co.nz/business/advice-support/mq-service/)

11

## Animals



Heat Stress  
[www.dairynz.co.nz/animal/cow-health/heat-stress](http://www.dairynz.co.nz/animal/cow-health/heat-stress)

12



Mastitis  
[www.dairynz.co.nz/animal/cow-health/mastitis/](http://www.dairynz.co.nz/animal/cow-health/mastitis/)

13



Lameness  
[www.dairynz.co.nz/animal/cow-health/lameness/](http://www.dairynz.co.nz/animal/cow-health/lameness/)

13

# QUARTERLY REPORT



D22/45983

**To:** Farm and Aerodrome Committee  
**From:** Property Officer  
**Date:** 6 December 2022  
**Subject:** Health and Safety Update

## Recommendation

THAT the report be received.

\_\_\_\_\_  
 Moved/Seconded

### 1. Purpose of Report

The purpose of this report is to provide to this committee the Health and Safety update for the period between September and December 2022.

### 2. Executive Summary

2.1 There was one recorded incident at the Council Farm.

2.2 There was one recorded incident at the Stratford Aerodrome involving a microlight aircraft.

### 3. Local Government Act 2002

Under section 10 of the Local Government Act 2002, the Council's purpose is to "enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future"

Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:

Yes

Social	Economic	Environmental	Cultural
✓	✓	✓	

It supports the provision of a good quality council owned asset for the economic benefit to the community through ground leases of the land occupied by the various hangers on the aerodrome.

#### 4. Information Summary

- 4.1 This report provides a summary of the Farm and Aerodrome's Health and Safety performance in the last quarter.
- 4.2 The Council has recorded one any health and safety incidents on the Farm in the last quarter.
- 4.3 The Council has recorded one health and safety incident at the Aerodrome in the last quarter.

#### 5. Sharemilker Health and Safety Report

The Sharemilker's operational summary of the Farm's Health and Safety performance is provided below:

##### 5.1 General

- The Chemical Container was transferred to the Farm in September. The Sharemilker is yet to arrange for the petrol/diesel tank to be installed at the opened end of the concrete pad.
- Council's Health and Safety Manager will be visiting the farm in December to ensure everything is compliant.

##### 5.2 Incidents/Near-Misses

**Incident:** 1 incident to report - Worker received minor burns from the hot water from the cylinder in the shed – no injury- or requirement of any medical attention.

**Near-Misses:** 0 Near-Misses to report.

**Action:**

Conversation with all staff to remind them of staying vigilant while working around hot water.

#### 6. Aerodromes Health and Safety Report

##### 6.1 Incidents/Near-Misses

**Incident:** 1 incident to report - CAA have completed their investigation on an incident in October involving a microlight, which nosed over when the control grip came out of the control stick - No one was hurt or injured. CAA were happy with the process and procedures which the Aerodrome user followed and have closed the investigation.

This incident involved a privately owned microlight aircraft and no SDC owned assets or maintenance activities were identified to have been a contributory factor to this particular incident.

**Near-Misses:** 0 Near-Misses to report.

**Action:**

Users reported incident immediately with CAA and followed CAA procedures.

#### 7. Strategic Alignment

##### 7.1 Direction

This report is consistent with the 2021-2031 Long Term Plan.

Failure to notify Council in a timely manner of this event will be formally addressed with the relevant parties concerned.

##### 7.2 Annual Plan and Long-Term Plan

This report supports the Farm and Aerodrome activities as indicated in the Annual Plan and Long-Term Plan.



7.3 **District Plan**

There are no implications on the District Plan.

7.4 **Legal Implications**

There are no legal implications on SDC from the incident at the aerodrome, as no SDC assets, maintenance activities or other obligations have been found to have contributed to this event.

7.5 **Policy Implications**

There are no policy implications.



Sara Flight  
**Property Officer**



[Approved by]  
Stephen Bowden  
**Acting Director - Assets**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date**



**Our reference**  
F19/13/03-D21/40748

### **Karakia**

Kia uruuru mai  
Ā hauora  
Ā haukaha  
Ā haumāia  
Ki runga, Ki raro  
Ki roto, Ki waho  
Rire rire hau Paimārire

I draw in (to my being)  
The reviving essence  
The strengthening essence  
The essence of courage  
Above, Below  
Within, Around  
Let there be peace.