



Office Use Only Application Number:

APPLICATION FOR RESOURCE CONSENT OR FAST-TRACK RESOURCE CONSENT

(Or Associated Consent Pursuant to the Resource Management Act 1991 (RMA))

(If applying for a Resource Consent pursuant to Section 87AAC or 88 of the RMA, this form can be used to satisfy the requirements of Form 9)

Prior to, and during, completion of this application form, please refer to Resource Consent Guidance Notes and Schedule of Fees and Charges – both available on the Council's web page.

1. Pre-Lodgement Meeting

Have you met with a Council Resource Consent representative to discuss this application prior to lodgement? Yes / No

2. Type of Consent being applied for (more than one circle can be ticked):

- Land Use
- Fast Track Land Use*
- Subdivision
- Discharge
- Extension of time (s.125)
- Change of conditions (s.127)
- Change of Consent Notice (s.221(3))
- Consent under National Environmental Standard (e.g. Assessing and Managing Contaminants in Soil)
- Other (please specify) _____

***The fast track for simple land use consents is restricted to consents with a controlled activity status and requires you provide an electronic address for service.**

3. Would you like to opt out of the Fast Track Process?

Yes No

4. Applicant Details:

Name/s: Gas & Tyre Limited Attn: Brendon Reyburn

Electronic Address for Service (E-mail): _____

Phone Numbers: _____

Postal Address: (or alternative method of service under section 352 of the Act) _____

Post Code: _____

5. Address for Correspondence: Name and address for service and correspondence (if using an Agent write their details here).

Name/s: Holly Jenkins c/- The Property Group Limited

Electronic Address for Service (E-mail): _____

Phone Numbers: _____

Postal Address: (or alternative method of service under section 352 of the Act) _____

Post Code: 0140

All correspondence will be sent by email in the first instance. Please advise us if you would prefer an alternative means of communication.

6. Details of Property Owner/s and Occupier/s: Name and Address of the Owner/Occupiers of the land to which this application relates (where there are multiple owners or occupiers please list on a separate sheet if required)

Name/s: Solid Holdings Limited

Property Address/
Location: 1913 State Highway 10, Waipapa 0230

7. Application Site Details:

Location and/or Property Street Address of the proposed activity:

Site Address/
Location: 6 - 8 Industrial Way, Waipapa

Legal Description: Lot 5 DP 69740 Val Number: _____

Certificate of Title: NA25C/985

Please remember to attach a copy of your Certificate of Title to the application, along with relevant consent notices and/or easements and encumbrances (search copy must be less than 6 months old)

Site Visit Requirements:

Is there a locked gate or security system restricting access by Council staff?

Yes/No No

Is there a dog on the property?

Yes/No No

Please provide details of any other entry restrictions that Council staff should be aware of, e.g. health and safety, caretaker's details. **This is important to avoid a wasted trip and having to re-arrange a second visit.**

Please contact Agent prior to site visit so this can be arranged with landowner.

Site is an active construction site.

8. Description of the Proposal:

Please enter a brief description of the proposal here. Attach a detailed description of the proposed activity and drawings (to a recognized scale, e.g. 1:100) to illustrate your proposal. Please refer to Chapter 4 of the District Plan, and Guidance Notes, for further details of information requirements.

Establishment of an LPG facility. Please see attached applicaiton for full details.

If this is an application for an Extension of Time (s.125); Change of Consent Conditions (s.127) or Change or Cancellation of Consent Notice conditions (s.221(3)), please quote relevant existing Resource Consents and Consent Notice identifiers and provide details of the change(s) or extension being sought, with reasons for requesting them.

9. Would you like to request Public Notification

Yes/No No

10. Other Consent required/being applied for under different legislation (more than one circle can be ticked):

- Building Consent (BC ref # if known) Regional Council Consent (ref # if known)
- National Environmental Standard consent Other (please specify)

11. National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health:

The site and proposal may be subject to the above NES. In order to determine whether regard needs to be had to the NES please answer the following (further information in regard to this NES is available on the Council's planning web pages):

Is the piece of land currently being used or has it historically ever been used for an activity or industry on the Hazardous Industries and Activities List (HAIL) yes no don't know

Is the proposed activity an activity covered by the NES? (If the activity is any of the activities listed below, then you need to tick the 'yes' circle). yes no don't know

- Subdividing land Changing the use of a piece of land
- Disturbing, removing or sampling soil Removing or replacing a fuel storage system

12. Assessment of Environmental Effects:

Every application for resource consent must be accompanied by an Assessment of Environmental Effects (AEE). This is a requirement of Schedule 4 of the Resource Management Act 1991 and an application can be rejected if an adequate AEE is not provided. The information in an AEE must be specified in sufficient detail to satisfy the purpose for which it is required. Your AEE may include additional information such as Written Approvals from adjoining property owners, or affected parties.

Please attach your AEE to this application.

13. Billing Details:

This identifies the person or entity that will be responsible for paying any invoices or receiving any refunds associated with processing this resource consent. Please also refer to Council's Fees and Charges Schedule.

Name/s: (please write all names in full)

Gas & Tyre Limited Attn: Brendon Reyburn

Email:

Postal Address:

[Redacted area] _____

Post Code: _____
Fax: _____

Phone Numbers:

Fees Information: An instalment fee for processing this application is payable at the time of lodgement and must accompany your application in order for it to be lodged. Please note that if the instalment fee is insufficient to cover the actual and reasonable costs of work undertaken to process the application you will be required to pay any additional costs. Invoiced amounts are payable by the 20th of the month following invoice date. You may also be required to make additional payments if your application requires notification.

Declaration concerning Payment of Fees: I/we understand that the Council may charge me/us for all costs actually and reasonably incurred in processing this application. Subject to my/our rights under Sections 357B and 358 of the RMA, to object to any costs, I/we undertake to pay all and future processing costs incurred by the Council. Without limiting the Far North District Council's legal rights if any steps (including the use of debt collection agencies) are necessary to recover unpaid processing costs I/we agree to pay all costs of recovering those processing costs. If this application is made on behalf of a trust (private or family), a society (incorporated or unincorporated) or a company in signing this application I/we are binding the trust, society or company to pay all the above costs and guaranteeing to pay all the above costs in my/our personal capacity.

Name: Holly Jenkins, _____ (please print)

Signat [Redacted] _____ (signature of bill payer – **mandatory**) Date: 07/06/24

14. Important Information:

Note to applicant

You must include all information required by this form. The information must be specified in sufficient detail to satisfy the purpose for which it is required.

You may apply for 2 or more resource consents that are needed for the same activity on the same form.

You must pay the charge payable to the consent authority for the resource consent application under the Resource Management Act 1991.

Fast-track application

Under the fast-track resource consent process, notice of the decision must be given within 10 working days after the date the application was first lodged with the authority, unless the applicant opts out of that process at the time of lodgement. A fast-track application may cease to be a fast-track application under section 87AAC(2) of the RMA.

Privacy Information:

Once this application is lodged with the Council it becomes public information. Please advise Council if there is sensitive information in the proposal. The information you have provided on this form is required so that your application for consent pursuant to the Resource Management Act 1991 can be processed under that Act. The information will be stored on a public register and held by the Far North District Council. The details of your application may also be made available to the public on the Council's website, www.fndc.govt.nz. These details are collected to inform the general public and community groups about all consents which have been issued through the Far North District Council.

Declaration: The information I have supplied with this application is true and complete to the best of my knowledge.

Name: Holly Jenkins (please print)

Signature: [REDACTED] (signature)

Date: 07/06/24

(A signature is not required if the application is made by electronic means)

Checklist (please tick if information is provided)

- Payment (cheques payable to Far North District Council)
- A current Certificate of Title (Search Copy not more than 6 months old)
- Copies of any listed encumbrances, easements and/or consent notices relevant to the application
- Applicant / Agent / Property Owner / Bill Payer details provided
- Location of property and description of proposal
- Assessment of Environmental Effects
- Written Approvals / correspondence from consulted parties
- Reports from technical experts (if required)
- Copies of other relevant consents associated with this application
- Location and Site plans (land use) AND/OR
 - Location and Scheme Plan (subdivision)
- Elevations / Floor plans
- Topographical / contour plans

Please refer to Chapter 4 of the District Plan for details of the information that must be provided with an application. Please also refer to the RC Checklist available on the Council's website. This contains more helpful hints as to what information needs to be shown on plans.

Only one copy of an application is required, but please note for copying and scanning purposes, documentation should be:

UNBOUND

SINGLE SIDED

NO LARGER THAN A3 in SIZE

07 June 2024
Our job no. 719658

Resource Consents Manager
Far North District Council
Private Bay 752
Kaikohe, 0440

Attention: Resource Consents Team Leader

To whom it may concern,

Application for Resource Consent – Gas & Tyre Waipapa – 6 - 8 Industrial Way, Waipapa

Please find enclosed a resource consent application on behalf of Gas & Tyre Ltd to establish an LPG Facility at 6 - 8 Industrial Way, Waipapa (Lot 5 DP 69740) (the site).

This application includes a Form 9, a detailed description of the proposal, along with an assessment of environmental effects and supporting appendices.

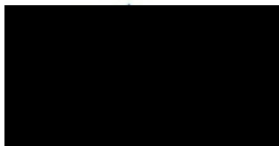
A lodgement deposit of \$2,500.00 will be paid by the Applicant by electronic transfer upon receipt of the lodgement invoice.

The Property Group Limited (TPG) is the agent for this application and should be the contact for any correspondence or telephone discussions.

I would appreciate being able to review draft conditions prior to consent being issued.

Please contact me should you have any questions regarding the application.

Yours sincerely



Holly Jenkins

Senior Planner

027 339 1666
hjenkins@propertygroup.co.nz


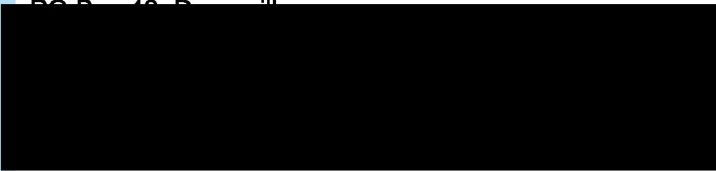

Application for Resource Consent

Gas & Tyre Waipapa



Form 9

Application for Resource Consent - Section 88, Resource Management Act 1991

To:	Far North District Council
Applicant:	Gas & Tyre Ltd
Agent:	Holly Jenkins – Senior Planner The Property Group Limited (TPG) 
Address for service:	The Property Group Limited PO Box 377 Whangārei, 0140 Attention: Holly Jenkins
Invoice details:	Gas & Tyre Ltd PO Box 19, Dunedin 
Site address:	6 - 8 Industrial Way, Waipapa
Legal description:	Lot 5 DP 69740
Owner of site:	Solid Holdings Limited
Consent for:	Land use consent to operate an LPG facility No other resource consents are required for this proposal
Enclosed:	Application and AEE Appendix 1 – Record of Title Appendix 2 – Development Plans Appendix 3 – Rules Assessment Appendix 4 – Emergency Response Plan Appendix 5 – Hazardous Substances Signage
Signed:	 Holly Jenkins Senior Planner
Date:	07 June 2024

Application for Resource Consent

Gas & Tyre Waipapa

6 - 8 Industrial Way, Waipapa

Gas & Tyre Ltd

June 2024

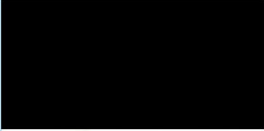
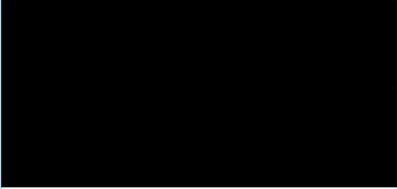


Application for Resource Consent

Gas & Tyre Waipapa



Quality control

Title:	Gas & Tyre Waipapa Resource Consent
Client:	Gas & Tyre Waipapa
Job number:	719658
Prepared by:	Holly Jenkins – Senior Planner
Signature:	
Reviewed by:	Brad Allen – Planning Manager Auckland & Northland
Signature:	
Date:	06/06/2024

1 Introduction

Gas & Tyre Ltd hereby apply for resource consent from Far North District Council (Council) to establish an LPG facility at their site at 6 - 8 Industrial Way, Waipapa.

The site is located within the Rural Production Zone of the Far North District Plan (District Plan) and requires resource consent for the reasons outlined in Section 5 of this report. The application includes plans of the proposal which are included as Appendix 2.

2 Site Description and Background

2.1 Location and description

The subject site is known as Lot 5 DP 69740, a large 8.941ha parcel of land adjoining State Highway 10. The site supports a range of existing land uses including Farm Source Waipapa, Z – Waipapa Truck Stop, Bay of Island Gas, Northland Waste Kerikeri Re:Sort Resource Recovery Park, NT Engineering, and Waipapa Landscape Supplies. Figures 1 and 2 below illustrate an aerial image of the subject site.



Figure 1: Aerial image of the site (Source: Council Property and Land Maps)

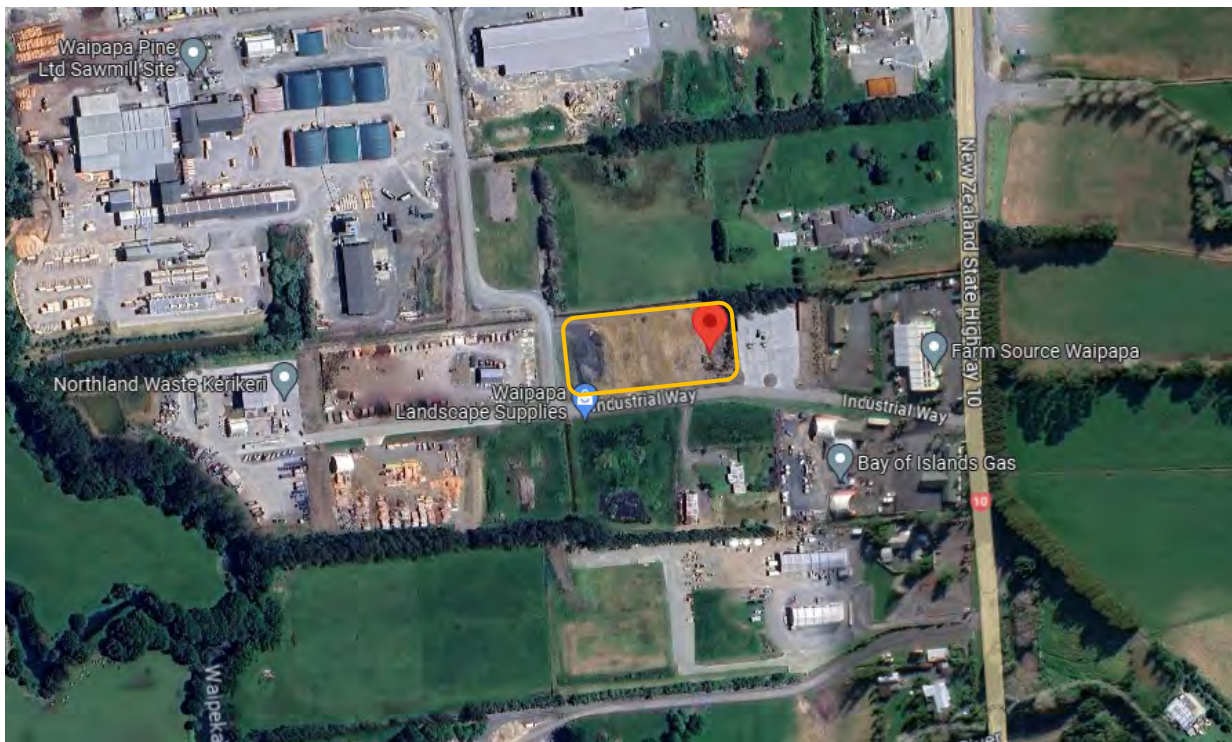


Figure 2: Current aerial image of the subject site, and Gas & Tyre Lease Area (orange outline) (Source: Google).

The area of land to which this application specifically relates is known as 6 - 8 Industrial Way, Waipapa. This is one of the many lease sites which make up Lot 5 DP 69740 as demonstrated in Figure 2 above.

6 - 8 Industrial Way is leased by Gas & Tyre for the purposes of operating their new workshop which is currently under construction in accordance with Building Consent EBC-2024-552/0 granted on 12 March 2024. This is due for completion in 2025.

The area of the site which Gas & Tyre have leased is generally flat in contour with the part of the ground being built up with engineered fill in accordance with the previously granted resource consent RC:2190448. The lease area also includes an existing 209m² stormwater pond to which stormwater from the site is to be directed to.

The subject site also has an existing internal road known as Industrial Way which provides controlled access onto State Highway 10. This is a private road, that is not currently vested in Council.

The site is generally flat in contour and due to the established and operational land uses generally contains little vegetation. The surrounding environment supports a range of land uses such as Waipapa Pine Sawmill to and a remaining rural property immediately north of the site. Twin Coast Marine and ATJ Hire Waipapa to the south. Rural land to the east and west. Of note is also the Te Puāwaitanga – Bay of Islands Sports Hub which is currently under construction and due for completion shortly. This is situated on the eastern side of State Highway 10 slightly north-east of the site.

The site is held within one Record of Title which has the following details:

Record of Title Details			
<i>Identifier</i>	<i>Legal Description</i>	<i>Area</i>	<i>Owner</i>
NA25C/985	Lot 5 DP 69740	8.991ha	Solid Holdings Limited

A copy of the Record of Title is attached as [Appendix 1](#).

3 Background

The site holds a number of existing building and resource consents for existing land use activities undertaken across it:

- The construction of buildings on the Gas & Tyre site and the adjoining land area to the west were granted under RC2190448 on 30 September 2019.
- Building Consent for the new Gas & Tyre building was granted under EBC-2024-552 on 12 March 2024.

Furthermore, Industrial Way which remains a private road within the subject site has been designed and upgraded previously to future proof it for the complete development of the subject site, as well as carrying vehicles from the adjoining Waipapa Pine.

The intersection of Industrial Way with State Highway 10 which relates to this application is referred to by NZTA as Crossing Point 76 (CP76). This has been designed with a channelised right turn and auxiliary left turn treatment in accordance with the Austroads Guide to Road Design Part 4A Section 4.8) as directed by NZTA at the time of upgrading this intersection. This design ensure the crossing place can safely accommodate the level of traffic anticipated by the complete development of the subject site.

4 Proposal

Resource consent is sought to operate an LPG facility as part of the new Gas & Tyre premises.

The LPG facility is proposed to consist of a large concrete slab which is to be 10m by 20m to be located on the eastern side of the lease area. This will then be enclosed by secure fencing and access gates. Within the secure cage a mix of 9kg and 45kg cylinders will store both liquid and vapour LPG. A maximum quantity of 15 Tonnes of LPG is proposed to be stored on-site at any one time.

A site plan illustrating the proposed site layout and LPG facility are included in [Appendix 2](#).

The LPG vapour and liquid will be brought to site in the form of multiple 45kg cylinders which will be stored on-site for refilling of 9kg bottles and distribution around the district. At the south-eastern corner of the facility will be where trained staff refill 9kg LPG cylinders utilising the 45kg

cylinders. Adjoining this will be a 20ft container which is set up as a refilling station whereby multiple 45kg bottles are set up to refill 9kg bottles.

Hazardous substances signage will be required to be displayed on site in accordance with the Health and Safety at Work (Hazardous Substances) Regulations 2017. Examples of this signage is illustrated in [Appendix 5](#).

Gas & Tyre staff and vehicles already on-site will be involved in this activity. No additional staff or vehicles are anticipated in relation to this additional component of Gas & Tyre's operations.

There are no other works proposed as part of this activity.

5 Statutory Framework

5.1 National Environmental Standard for Assessing and Managing Contaminants in Soil to Project Human Health Regulations 2011 (NESCS)

The NESCS 2011 applies to land that currently has, or historically had, an activity or industry undertaken on it that is included in the Hazardous Activities and Industries List (HAIL).

The site has been identified on Northland Regional Council's GIS Maps as a HAIL site. The identification classifies the HAIL use as E2 – Asphalt or bitumen manufacture or bulk storage; F7 – Service Station; D5 – Engineering workshops with metal fabrication; G6 – Waste recycling or waste or wastewater treatment. These all relate to the various activities which are undertaken across the different lease areas of the wider site.

None of these activities have occurred or are undertaken within the piece of land to which this application relates. Therefore, in accordance with the definition of 'land covered' in clause 5 of the NESCS, it is not considered that the NESCS is applicable to this application. Furthermore, the proposal does not seek to remove a fuel storage tank, sample the soil, subdivide the land, or change the use of the land. While a 200m² of the site will need to be compacted in preparation for the concrete pad facility this will not result in material being taken off-site.

5.2 Resource Management (National Environmental Standards for Freshwater) Regulations 2020 (NESFW 2020)

The NESFW 2020 sets the requirements for any person wanting to carry out activities that pose a risk to freshwater and freshwater ecosystems. The site does not contain any existing wetlands, nor is the proposed development within proximity to any potential wetlands or waterways on any adjoining property. As such, it is not considered that the NESFM is relevant to this application.

5.3 Far North District Plan

The application site is located within the Rural Production Zone of the Far North District Plan. It is not subject to any District Plan notations, overlays or features.

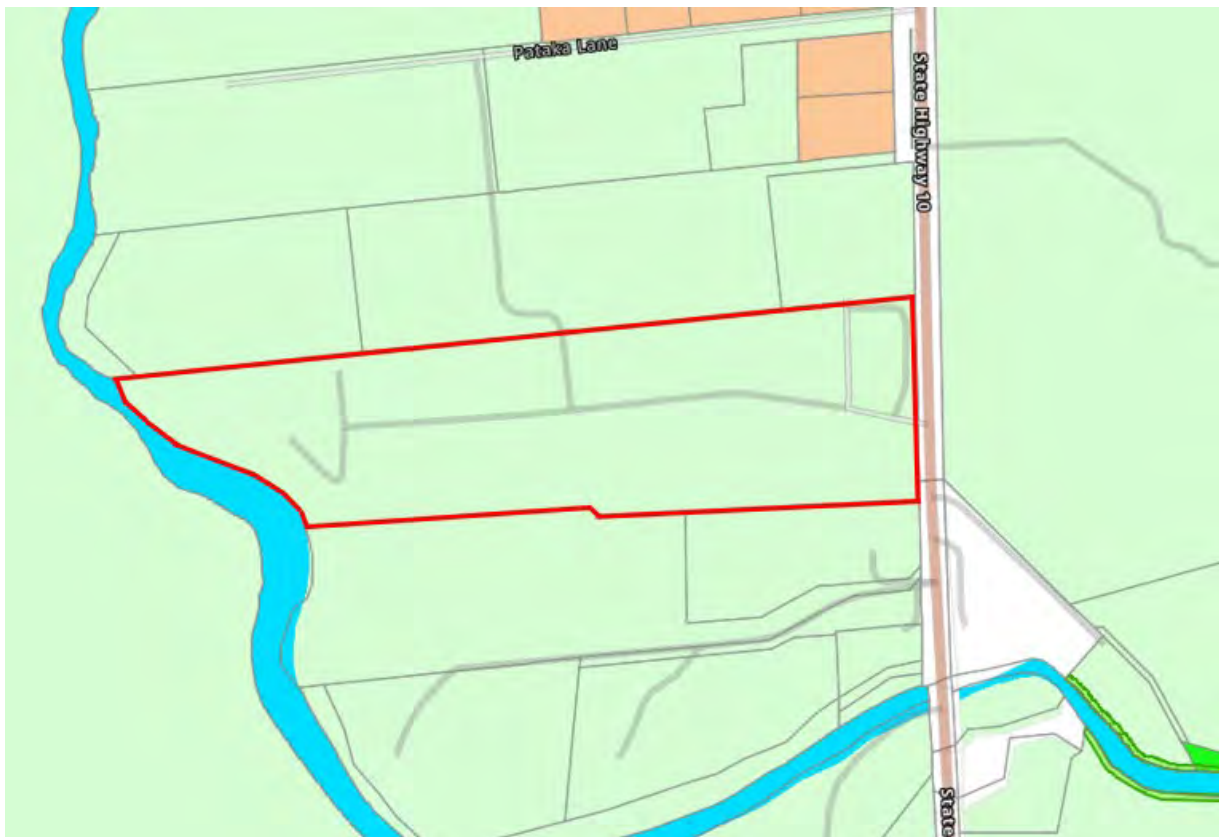


Figure 4: Application site zoning as shown on the Far North District Plan (Source: FNDC District Plan Maps)

Under **Rule 12.8.6.2.1** the storage and sale of LPG is a controlled activity provided it complies with standards (a) – (g). A full assessment of this criteria is provided below. The proposal is considered to comply with these standards and therefore resource consent is required as a Controlled Activity.

12.8.6.2.1 Storage & Sale of LPG Assessment Criteria

- a) *That part of a site where hazardous substances are stored or used (including underground storage tanks) and where a substance is hazardous to land or water shall be sealed with impervious materials and protected by suitable systems such as bunds, diversion drains, sumps or oil/water interceptors to prevent the discharge of any spills of hazardous substances or contaminated stormwater to the stormwater system or natural waterways.*

Assessment: The LPG is stored within industry standard cylinders permanently when on-site. These are located on a concrete pad and securely enclosed in a gated area. This is in line with industry requirements in accordance with the Health and Safety at Work (Hazardous Substances) Regulations 2017. In order to store the gas on-site the Applicant will be required to obtain Compliance Certification from a suitably qualified certifier which is required to be renewed annually.

Should any accidental leak occur during the refilling process then the Emergency Response Plan will be followed as required by Worksafe New Zealand. Generally speaking, if a spill did occur during the refilling process then the LPG substance would dissipate before having any ability to be discharged to land or water. As such, all necessary measures are in place to avoid hazardous substances entering waterways or stormwater systems.

b) All stormwater intake points shall be clearly marked.

Assessment: The site's stormwater network remains in accordance with building consent EBC-2024-552.

c) Areas of the facility which are used for washing equipment or trucks contaminated with hazardous substances shall be sealed or bunded and drained to either a sewerage treatment plant or another facility approved by the Council.

Assessment: There is no washing of equipment or vehicles associated with this activity. As such there is no ability for runoff to enter the site's drainage systems. Compliance is achieved.

d) All hazardous facilities where flammable hazardous substances are either used or stored shall have adequate fire safety equipment in place.

Assessment: As required by Worksafe New Zealand the site will be equipped with fire safety equipment at all times, as well as trained personal who are capable of utilising all emergency equipment. Compliance is achieved.

e) Hazardous substances will be stored on-site in containers that meet the requirements of the Hazardous Substances and New Organisms Act 1996 in terms of design and labelling, and that are suitable for existing storage conditions.

Assessment: The hazardous substance, being LPG, will be stored in industrial standard cylinders, on a level concrete pad, within a secure caged area on the site. No members of the public will have access to this substance or the facilities. The site will also contain the necessary hazardous substances identification signage. The site will meet the requirements of the Health and Safety at Work (Hazardous Substances) Regulations 2017 requirements at all times. Compliance is achieved.

f) Any part of the facility that generates stormwater potentially contaminated with hazardous substances shall be protected by suitable systems to prevent the discharge of contaminated stormwater to the stormwater system.

Assessment: As described above, there is no potentially contaminated stormwater present on the site. Compliance is achieved.

g) Hazardous substances disposal in the District may only be to facilities which are lawfully established and operated in terms of the Act and relevant hazardous substances legislation.

Assessment: There is no hazardous substances disposal proposed as part of this activity. Compliance is achieved.

Rural Production Zone

The proposal has also been assessed against the Rural Production Zone provisions. A full assessment of the relevant provisions is included in Appendix 3 of this application. This assessment finds that the proposal will also result in a further non-compliance with the rule 8.6.5.1.3 Stormwater Management due to a further increase in total impervious areas beyond those which have previously been consented. Resource consent is considered to be required as a **Discretionary Activity** pursuant to **8.6.5.4(c)**.

District Wide Rules

A full assessment of the relevant District Wide provisions is included in Appendix 3 of this application. All relevant provisions are considered to be complied with or already consented.

5.4 Far North Proposed District Plan

Far North District Council have publicly notified the Proposed Far North District Plan (PFNDP).

Under the PFNDP the site is proposed to be rezoned to Heavy Industrial Zone. The western most part of site is also shown to be shown within the River Flood Hazard (100 year and 10 year).

Under PDP as notified it is considered the proposed LPG facility would be classed as a 'Significant Hazardous Facility' given it will involve the storage of more than 6 Tonnes of LPG. Such activity is a permitted activity in the Heavy Industrial Zone where it is not located in or near a sensitive environment/activity. The adjoining land to the north is also to be rezoned to Heavy Industrial however for the time being contains an existing residential dwelling. The proposed LPG facility would be separated approximately 75m from this dwelling which is less than the required 250m under the PDP. Provided that dwelling remained on-site, resource consent would be required as a Discretionary Activity under HS-R2, however these rules do not currently have legal effect.

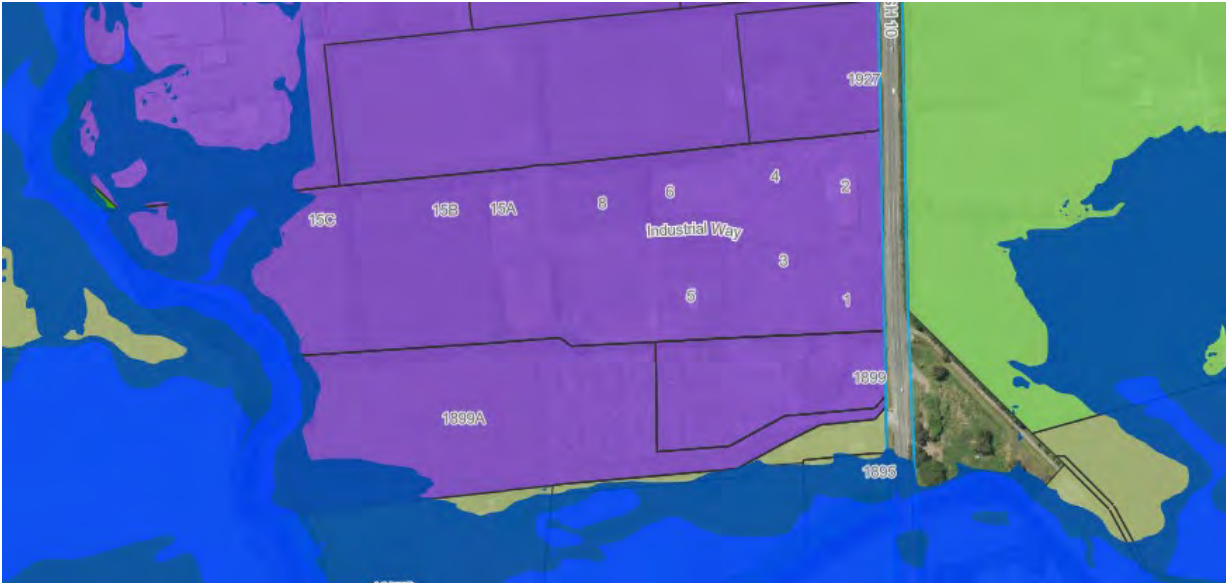


Figure 5: Application site zoning as shown in the Proposed Far North District Plan (Source: FNDC District Plan Maps)

5.5 Activity Status

As demonstrated in Section 5.3 above, the proposal requires resource consent as a **Discretionary Activity** under the Operative District Plan.

5.6 Scope of Application

This application seeks to establish an LPG facility which is to store up to 15 Tonnes on-site at any one time.

If Council is of the view that resource consent is required for alternative or additional matters to those identified in Sections 5.3 of this report, it has the discretion to grant consent to those matters as well as, or in lieu of those identified in this AEE.

Additionally, if Council is of the view that the activity status of any of the matters requiring consent is different to that described in Sections 5.3 of this report, Council has the ability under Section 104(5) of the Act to process the application, regardless of the type of activity that the application was expressed to be for.

6 Assessment of Environmental Effects

In accordance with section 88(2)(b) of the Act and Clause 1(d) of Schedule 4 to the Act, this assessment of environmental effects of the proposed activity has been prepared in such detail as corresponds with the scale and significance of the effects that it may have on the environment.

Although a Discretionary Activity, it is acknowledged that the District Plan identified assessment criteria which Council will have regard to in considering this application. These matters are set out in chapter 11 of the District Plan and have been taken into account in assessing the actual and potential adverse effects of the proposal below.

6.1 Permitted Baseline

In forming the opinion for the purposes of s95 and s104(1)(a), adverse effects on the environment can be disregarded if the Plan permits an activity with that effect.

Under the Far North District Plan the storage and sale of LPG requires resource consent as a Controlled Activity in all cases. As such there is no permitted baseline relevant to the consideration of this application.

6.2 Existing Environment

As described above, although the subject site is zoned Rural Production it contains a number of existing land uses which are not rural production activities. These activities are largely industrial

and commercial based. Beyond the site the environment continues to support a varied range of activities including rural, residential, industrial, commercial and sport and recreation type activities. As such it is considered that the existing environment is highly varied in its form and character. The site benefits from approved resource consent RC:2190448. This is the existing environment to which this application relates.

6.3 Positive Effects

In assessing the effects of a proposal, there is a tendency to focus on negative effects however it is also important and appropriate to consider positive effects. For this application, the following positive effects are considered to result:

- The addition of the LPG facility in Waipapa enables Gas & Tyre to service the local Waipapa, Kerikeri and Bay of Islands communities from a local site instead of relying on facilities outside of Waipapa or the District.

6.3 Storage and Handling of Hazardous Substances

The proposal involves the storage and handling of LPG which is a hazardous substance. The 45kg cylinders are brought to the site in bulk where they will then be stored and delivered direct to customers or utilised to refill smaller 9kg cylinders on site. All refilling will be undertaken by trained and qualified personal, and no members of the public will have any interface with the LPG. This material is transported to and from the site by persons and vehicles which are certified to do so.

The storage of the LPG cylinders is undertaken on site in accordance with a Compliance Certificate which is obtained from WorkSafe New Zealand under the Health and Safety at Work (Hazardous Substances) Regulations 2017. This certificate must be obtained before operation of the activity and requires an annual compliance certification.

In addition to certification, the site and all persons working on-site are required to operate in accordance with the Emergency Response Plan of which a copy is included in [Appendix 5](#). This plan sets out all the respective emergency response details for any incidents should they occur and respective contact details. Again, this is managed and monitored by WorkSafe New Zealand and is an on-going requirement for the site.

As discussed above, the proposed activity involves the storage and handling of LPG by trained personal. Any refilling of cyclers is to be undertaken within the dedicated refilling area and must be undertaken by trained personal. This area is completely separated from the public realm as it is required to be and will be secured through security fences with gated access only. When undertaking filling, the trained person will connect the 9kg bottle(s) to the 45kg bottle(s). Bottles are designed to be non-spill and extremely robust, so they are not able to be broken easily. Should any accidental spill occur then the LPG dissipates as it leaves the bottle as such there is no ability for the substance to sit on the ground or be washed into any water ways. If any emergency on-site did occur, then Emergency Response Plan would be activated and the necessary personnel engaged.

As described above, the subject site supports a range of land uses including a large scale refilling station adjoining the lease area. In accordance with industry requirements, the LPG facility has been located on site in a manner which achieves the required physical setback distances from public and protected places. The facility will also be setback 10.4m from the northern site boundary.

The subject site is located in an Industrial environment and surrounded by a range of commercial and industrial activities. There is an existing residential dwelling on the adjoining property to the north however the proposed facility is appropriately setback from this activity and the common site boundary. It is not considered this activity would increase the risk to any person or sensitive receiver.

Overall, for the reasons discussed above it is considered that the storage and handling of hazardous substances as proposed will have less than minor effects on the environment.

6.4 Visual Amenity Effects

As identified above the existing site contains a range of existing buildings, structures, storage of materials and outdoor yard areas. The proposed LPG facility will consist of a concrete pad, security fencing and a 20ft container containing the refilling station. Signage will also be erected on site, likely on the security fencing as required by the Worksafe Regulations to ensure it is visible to any person on or near the site. This will all sit within the Gas & Tyre site adjacent to their new premises which are currently under construction.

Visually this proposal is considered to be consistent with the existing environment which supports a range of existing land uses of various scales and forms. The LPG refilling and distribution component is not considered to be visually dominant or alter the existing visual amenity of the subject environment.

For these reasons, it is considered that proposed additional LPG storage will result in visual amenity effects which are less than minor on the surrounding environment or any person.

6.5 Transportation Effects

As outlined in the assessment of the proposal against the relevant transport provisions of the District Plan (Appendix 3), the proposal is not anticipated to generate any new or additional transport movements. At the time that RC2190448 was obtained, additional vehicle movements to and from the site were accounted for to accommodate a future industrial activity on the subject lease area to which this application relates.

The addition of the LPG facility component relies on staff and customers which are already accounted for as part of the Gas & Tyre site. The LPG facility will include the distribution of LPG cylinders from the site, however these movements was also accounted for as part of the overarching Gas & Tyre operation. This proposal therefore does not propose any new or additional movements, or changes to the existing transport network. Adverse effects in this regard on the environment are considered to be less than minor.

6.6 Stormwater Effects

As detailed above and in Appendix 3, the subject site has a consented impervious area coverage of 48.1% (43,007m²) in accordance with RC:2190448. The addition of the concrete pad (10m x 20m) and container (6.1m x 2.44m) to which the LPG facility will operate from, will increase this by 214.88m² to a total of 43,221.88m² being 48.3%.

The development of this part of the site was designed with a stormwater basin which is located to the east of the proposed facility. This has been designed so that stormwater from the site travels toward the open swale drain and then is directed to the stormwater basin. The design of this basin was reconsidered and expanded as part of Building Consent EBC-2024-552 to be 209m². Stormwater from the additional 214.88m² of hardstand area will also be directed to and contained within this basin. Assessments provided under Building Consent EBC-2024-552 confirm that additional capacity exists, which will accommodate the proposed additional 214.88m² of runoff. This will prevent stormwater generated from this part of the site being dispersed off-site or elsewhere within the subject site.

As such, the proposed design is considered to appropriately mitigate actual and potential adverse stormwater effects from the proposal.

6.7 Hazard Effects

The western most part of the wider site is shown to be within a floodplain. The proposed activity is substantially separated from this part of the site and therefore it is not considered the proposal would have any impact on this flood hazard. Furthermore all stormwater from the site is directed to an approved stormwater management area.

For these reasons, hazard effects on the environment are considered to be less than minor.

6.8 Effects Conclusion

Based on the above assessment, I consider all actual and potential effects associated with the proposal will be less than minor with no persons adversely affected.

7 Objectives and Policies

7.1 Objectives and Policies Assessment

Far North District Plan (operative)

The following objectives and policies of the Far North District Plan are relevant to this proposal.

Objectives and Policies

Objective 12.8.3.1 *To avoid or mitigate adverse environmental effects and to minimise the risks presented by activities involving the use, storage, transport and disposal of hazardous substances.*

Objective 12.8.3.2 *To protect people and the environment from the adverse effects of hazardous substances.*

Policy 12.8.4.1 *That activities and facilities involving the use of hazardous substances be designed, located, constructed and operated so as to avoid adverse effects on people and the environment and to minimise risk to people and the environment.*

Policy 12.8.4.2 *That where the Council deems it necessary, spill response contingency plans will be developed and operated on sites where hazardous substances are stored, used, transported or disposed of.*

Policy 12.8.4.3 *That hazardous substances are disposed of only at specifically designed hazardous substance disposal facilities using techniques which avoid adverse environmental effects.*

Policy 12.8.4.4 *That the cumulative effects of activities involving the use of hazardous substances do not pose unacceptable risks to the environment and people.*

Comment:

The proposed LPG facility has been designed to ensure compliance under the Health and Safety at Work (Hazardous Substances) Regulations 2017 is achieved and the appropriate certifications can be given. Ensuring the facilities uphold compliance with this legislation ensures that the proposed use, handling and storage of LPG avoids adverse effects on people and the environment. This also ensures any risk to people and the environment is sufficiently mitigated.

The site will operate in accordance with the Emergency Management Plan that the site is required to hold under Worksafe New Zealand. This plan provides for all possible emergency scenarios and ensure the correct and trained personal are available on-site.

The proposal does not propose any disposal of hazardous substances as such no environmental effects are anticipated in this regard.

It is acknowledged that the wider site already contains a fuel station. Both facilities must operate in accordance with the national legislation and their own specific site management plans. There is nothing which suggests cumulative effects of the two facilities operating from the site would result in any adverse effect on people or the environment.

Objectives and Policies

Overall, the proposal is consistent with the above objectives and policies.

Objective 8.6.3.1	<i>To promote the sustainable management of natural and physical resources in the Rural Production Zone.</i>
Objective 8.6.3.2	<i>To enable the efficient use and development of the Rural Production Zone in a way that enables people and their communities to provide for their social, economic, and cultural well-being and for their health and safety.</i>
Objective 8.6.3.3	<i>To promote the maintenance and enhancement of amenity values of the Rural Production Zone to a level that is consistent with the productive intent of the zone.</i>
Objective 8.6.3.6	<i>To avoid, remedy or mitigate the actual and potential conflicts between new land use activities and existing lawfully established activities (reverse sensitivity) within the Rural Production Zone and on land use activities in neighbouring zones.</i>
Objective 8.6.3.7	<i>To avoid, remedy or mitigate the adverse effects of incompatible use or development on natural and physical resources.</i>
Objective 8.6.3.8	<i>To enable the efficient establishment and operation of activities and services that have a functional need to be located in a rural environment.</i>
Policy 8.6.4.1	<i>That the Rural Production Zone enables farming and rural production activities, as well as a wide range of activities, subject to the need to ensure that any adverse effects on the environment, including any reverse sensitivity effects, resulting from these activities are avoided, remedied or mitigated and are not to the detriment of rural productivity.</i>
Policy 8.6.4.2	<i>That standards be imposed to ensure that the off site effects of activities in the Rural Production Zone are avoided, remedied or mitigated.</i>
Policy 8.6.4.4	<i>That the type, scale and intensity of development allowed shall have regard to the maintenance and enhancement of the amenity values of the Rural Production Zone to a level that is consistent with the productive intent of the zone.</i>
Policy 8.6.4.9	<i>That activities be discouraged from locating where they are sensitive to the effects of or may compromise the continued operation of lawfully</i>

Objectives and Policies

established existing activities in the Rural Production zone and in neighbouring zones.

Comment:

The Rural Production Zone objectives and policies place emphasis on ensuring that the characteristic amenity values of a locality are maintained and enhanced, with particular reference to ensuring that development is consistent with the purpose of the site zoning, and avoids conflicts between land uses. The Rural Production Zone also seeks to manage natural and physical resources of the rural area are managed sustainably.

The subject site, surrounding and consented land uses do not represent standard rural production land practices, however these form the existing and long-established environment to which this proposal relates. Given this established environment, the ability to manage the natural and physical resources of this land is lost. However, given this established environment the proposal is considered to be consistent with the characteristic and amenity values of the environment in which it is to locate. Furthermore it is not considered that the proposed activity conflicts with those activities which are established in this environment, nor will it result in any reserve sensitivity effects. Overall, based on the existing environment, on balance the proposal is considered to be consistent with these objectives and policies.

Proposed Far North District Plan

The following objectives and policies of the Proposed Far North District Plan are relevant to this proposal.

Objectives and Policies

Objective HS-O1 ***The risks associated with the storage, use or disposal of hazardous substances to people, property and the environment are minimised to acceptable levels while recognising the benefits of activities that store, use and dispose of hazardous substances.***

Objective HS-O2 ***Significant hazardous facilities and sensitive activities are managed through separation distances and other methods to avoid to the extent practicable, or otherwise mitigate, reverse sensitivity effects.***

Policy HS-P1 ***Manage the effects of hazardous substances by:***
 a. locating, designing, constructing and managing significant hazardous facilities to avoid or mitigate adverse effects and risks to

people, property and the environment, particularly sensitive environments and sensitive activities;

- b. identifying, assessing and managing risks and adverse effects, including cumulative effects, of significant hazardous facilities so they do not create unacceptable residual risks to people, property and the environment; and*
- c. locating land use activities so that the adverse effects and risks of transporting hazardous substances on roading infrastructure and other land use activities are minimised.*

Policy HS-P2 *Require appropriate separation distance between significant hazardous facilities and sensitive activities to avoid where practicable, or otherwise mitigate, reverse sensitivity effects and the risk to people and property.*

Policy HS-P3 *Manage new or expanded significant hazardous facilities and sensitive activities to address the effects of the activity requiring resource consent, including (but not limited to) consideration of the following matters where relevant to the application:*

- a. separation distances and other methods to avoid and mitigate risks and adverse effects of significant hazardous facilities on sensitive activities and sensitive environments;*
- b. separation distances and other methods to avoid or mitigate reverse sensitivity effects between significant hazardous facilities and sensitive activities;*
- c. the extent to which adverse effects and risks are adequately managed through other legislation and organisations;*
- d. the type, scale, intensity, duration and frequency of the risks and effects on people, property and the environment;*
- e. site design and layout of the activity and the ability to internalise effects within the site;*
- f. any historical, spiritual or cultural association held by tangata whenua, with regards to the matters set out in Policy TW-P6;*
- g. avoidance or management of risks associated with natural hazards; and*
- h. any potential adverse cumulative effects.*

Comment: As discussed above, the proposed LPG facility is designed and will operate in accordance with national legislation which is designed to ensure the health and safety of the environment and all persons.

The activity will be located within proximity to a sensitive land use however as apparent by the legislation which manages and regulates these activities, the activity is appropriately setback from all public spaces as indicated on the site plan. Reverse sensitivity effects are not considered to arise given the land has been rezoned for this purpose and such activities are anticipated by the Plan.

Furthermore, the surrounding environment clearly contains a range of land uses and this will not generate any new or additional adverse effects.

There are no additional measures required to manage the proposed facility above and beyond those that are already in place under the appropriate legislation. As discussed above, there is no risk to people or the environment. The proposal is consistent with these objectives and policies.

7.2 Weighting Assessment

As demonstrated in the assessment above, the proposed development is consistent with the objectives and policies of the Operative and Proposed District Plans. Therefore, a weighting assessment is not required.

7.3 Objectives and Policies Conclusion

For those reasons outlined above, it is considered that the proposal is consistent with all relevant objectives and policies of the Operative and Proposed Far North District Plan.

8 Notification Assessment

8.1 Public Notification – Section 95A

The matters to be considered by the consent authority when deciding whether or not to publicly notify an application are set out in Section 95A of the RMA. This comprises the following four-step process to determine whether to publicly notify an application.

Step 1 – Mandatory public notification in certain circumstances (sections 95A (2) and (3):

Mandatory public notification is not required as the applicant does not request public notification [s95A(3)(a)], and the application has not been made jointly with an application to exchange recreation reserve land under section 15AA of the Reserves Act 1977 [s95A(3)(c)].

Step 2 – Preclusion to public notification:

Public notification is not precluded because the activity is not subject to any rule in the District Plan or a National Environmental Standard that precludes public notification [s95A(5)(a)] and the activity is not for a controlled activity [s95A(5)(b)(i)] or a boundary activity [s95A(5)(b)(iii)].

Step 3 - Public notification – rule/adverse effects:

Public notification is not required as the application does not include an activity that is subject to any rule in the District Plan or National Environmental Standard that requires public notification, and in accordance with section 95D adverse effects on the environment will not be more than minor [s95A(8)(a) and (b)].

Step 4 – Special circumstances:

There are no special circumstances that warrant public notification under section 95A(9) because none of the circumstances of the application are exceptional or unusual.

Accordingly, it is considered that this application should be processed **without public notification**.

8.2 Limited Notification – Section 95B

Section 95B relates to limited notification of consent applications and (in summary) directs that, where notification of an application for resource consent is not required under Section 95A, the consent authority must give limited notification of the application to any affected person. Section 95B is also a four-step process to determine whether to limited notify an application.

Step 1 – Customary rights and marine title groups, and statutory acknowledgements:

There are no protected customary rights groups or customary marine title groups that will be affected by the proposal, and the proposal is not on, adjacent to, or likely to affect land subject to a statutory acknowledgement [s95B(2)(a) and (b) and s95B(3)].

Step 2 - Preclusions to limited notification:

There is no preclusion to limited notification as there is no rule in the District Plan or National Environmental Standard that precludes limited notification of the application [s95B(6)(a) and (b)] and the application is not for a district land use consent with controlled activity status [s95B(6)(b)].

Step 3 – Limited notification – affected persons:

Limited notification is not required as the effects on any person will be less than minor [s95B(8)]. Refer to the assessment of effects and conclusions in Section 6 of this report.

Step 4 – Special circumstances:

There are no special circumstances that exist relating to the application that warrant limited notification to any persons who have not been excluded as affected persons by the assessment above. There are no special circumstances that warrant limited notification under section 95B(10) because none of the circumstances of the application are exceptional or unusual.

Accordingly, it is considered that this application should be processed **without limited notification**.

8.3 Notification Conclusion

Section 95 of the Act sets out the requirements for the Council to consider when determining whether an application for resource consent should be notified.

Section 6 of this report confirms that any effects on specific parties and the wider environment will be less than minor. Therefore, in accordance with the steps outlined above, notification of the proposal is not required.

9 Statutory Assessment

9.1 Section 104 of the RMA

Section 104

In considering an application for land use consent, the consent authority must have regard to Part 2 (Purposes and Principles) of the RMA, and to the matters to be considered as set out in section 104(1). Section 104(1) states that, subject to the provisions of Part 2, a consent authority must have regard to:

- (a) any actual and potential effects on the environment of allowing the activity; and*
- (b) any relevant provisions of –*
 - (i) a national environmental standard;*
 - (ii) other regulations;*
 - (iii) a national policy statement;*
 - (iv) a New Zealand coastal policy statement;*
 - (v) a regional policy statement or proposed regional policy statement;*
 - (vi) a plan or proposed plan; and*
- (c) any other matter the consent authority considers relevant and reasonably necessary to determine the application.*

In respect of section 104(1)(a), an assessment of any actual or potential effects has been included in Section 6 of this report. This assessment is also relevant to section 104(1)(a) and I therefore determine that effects of the actual and potential effects of the proposal will be acceptable.

I have considered the higher order planning documents specified at section 104(1)(b)(i) – (vi) of the Act and consider that the following documents are relevant to this proposal:

National Environmental Standards for Freshwater 2020

The proposed activity is not located within or in proximity to any freshwater environment to which the provisions of the NES Freshwater relate. Therefore no further consideration is required.

National Policy Statement for Freshwater Management

The proposed activity is not located within or in proximity to any freshwater environment to which the provisions of the NPS Freshwater Management relate. Therefore no further consideration is required.

National Policy Statement for Highly Productive Land

The NPS-HPL provides direction under the RMA to improve the way that highly productive land is managed.

The NPS-HPL directs that territorial authorities avoid the inappropriate use or development of highly productive land that is not land based primary production. Section 3.9 provides further clarification on what is considered inappropriate use or development.

Highly Productive Land means:

- Land that has been mapped in accordance with clause 3.4 of the NPS-HPL and is included in an operative regional policy statement as required by clause 3.5; or,
- Until a regional policy statement containing maps of highly productive land in the region is operative, is land that at the commencement date zoned general rural or rural production; and contains land mapped by the New Zealand Land Resource Inventory as Land Use Capability Class 1, 2, or 3;

Land is not classified as Highly Productive Land where it is identified for future urban development; or subject to a Council initiated, or an adopted, notified plan change to rezone it from general rural or rural production to urban or rural lifestyle.

The application site is zoned Rural Production Zone and comprises LUC 3 soil. However, the subject land is also subject to a Council initiated Plan Change, being the Proposed Far North District Plan, and as notified is proposed to be rezoned to Heavy Industrial Zone. The site is considered to benefit from this as the plan change was notified on 27 July 2022, being prior to the critical cut-off date of 17 October 2022. As such the subject land is no longer classified as Highly Productive Land under the NPS-HPL.

Northland Regional Policy Statement

The Northland Regional Policy Statement (RPS) defines how the natural and physical resources, including air, land, water and the coastal marine area, will be sustainably managed. Part 2 identifies the significant resource management issues for Northland.

Part 3 identifies the objectives of the RPS, with supporting policies included in Parts 4 -8. While it is not considered that any of the objectives and policies are overly relevant to the proposal, it is considered that objective 3.5 which pertains to the economic well-being of Northland is of overarching relevance to this application as this development enables the ongoing support and contribution to the local economy and businesses of the Far North and Northland more broadly.

Application for Resource Consent

Gas & Tyre Waipapa



For these it is considered that the proposal is consistent with the relevant objective of the Regional Policy Statement.

Northland Regional Plan

The Proposed Regional Plan for Northland – Appeals Version 2023, is a combined regional air, land, water and coastal plan.

Given the nature of this proposal, the objectives and policies of the Regional Plan are considered to have limited relevance to the consideration of this application.

Other Matters

There are no other matters that the consent authority should consider in the determination of this application.

9.2 Resource Management Act 1991 – Part 2 Assessment

In accordance with recent case law, decision makers can no longer refer to matters under Part 2 of the RMA 1991 when considering resource consent applications unless the relevant district plan is considered to be invalid, has incomplete coverage or is uncertain. This includes sections 5 (Purpose), 6 (Matters of National Importance), 7 (Other Matters), and 8 (Treaty of Waitangi).

The Far North District Plan is a valid planning document, has complete coverage over the proposed activities and anticipated effects, and is therefore of sufficient certainty to not require an assessment against Part 2 Matters.

10 Conclusion

The application is being made by Gas & Tyre for resource consent from Far North District Council to establish an LPG facility at 6 – 8 Industrial Way, Waipapa. The application requires resource consent as a Controlled Activity in regard to the LPG facility, as well as Discretionary Activity consent in regard to impervious area coverage, under the Far North Operative District Plan.

Section 5 details an assessment of effects and Section 9 outlines the key planning considerations for this assessment. These assessments conclude that the proposal will result in less than minor effects and no persons will be adversely affected. The proposal is also not contrary to the objectives and policies of the Operative District Plan or the Proposed District Plan.

On this basis, it is considered that the proposal can be granted on a non-notified basis in accordance with Sections 104 and 104B.

We request the opportunity to review the draft conditions prior to the decision being issued.

We look forward to working with you and your team further during this resource consent process.

Appendix 1 - Record of Title



**RECORD OF TITLE
UNDER LAND TRANSFER ACT 2017
FREEHOLD
Search Copy**




R. W. Muir
Registrar-General
of Land

Identifier NA25C/985
Land Registration District North Auckland
Date Issued 13 August 1973

Prior References
NA494/299

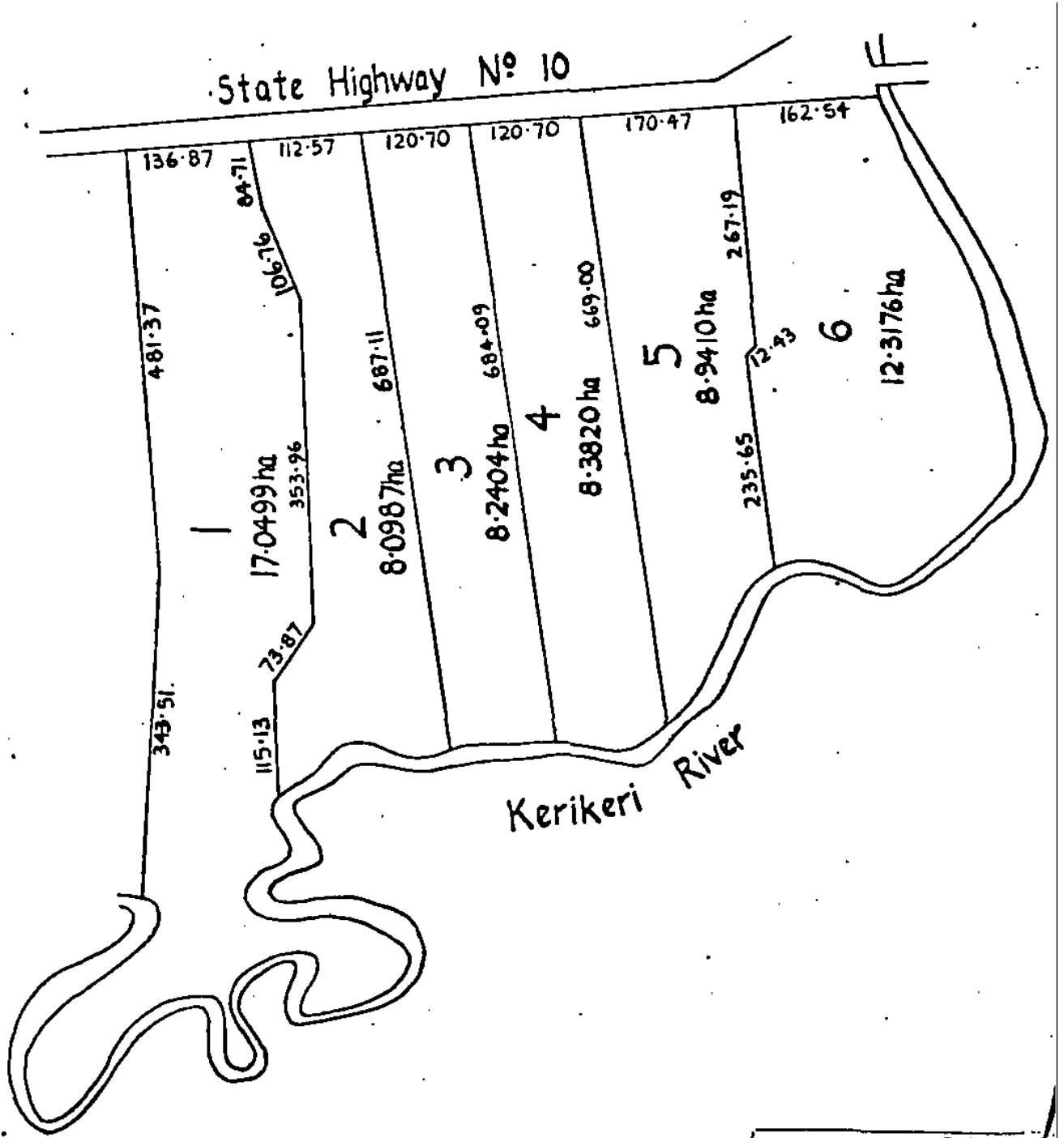
Estate Fee Simple
Area 8.9410 hectares more or less
Legal Description Lot 5 Deposited Plan 69740

Registered Owners
Solid Holdings Limited

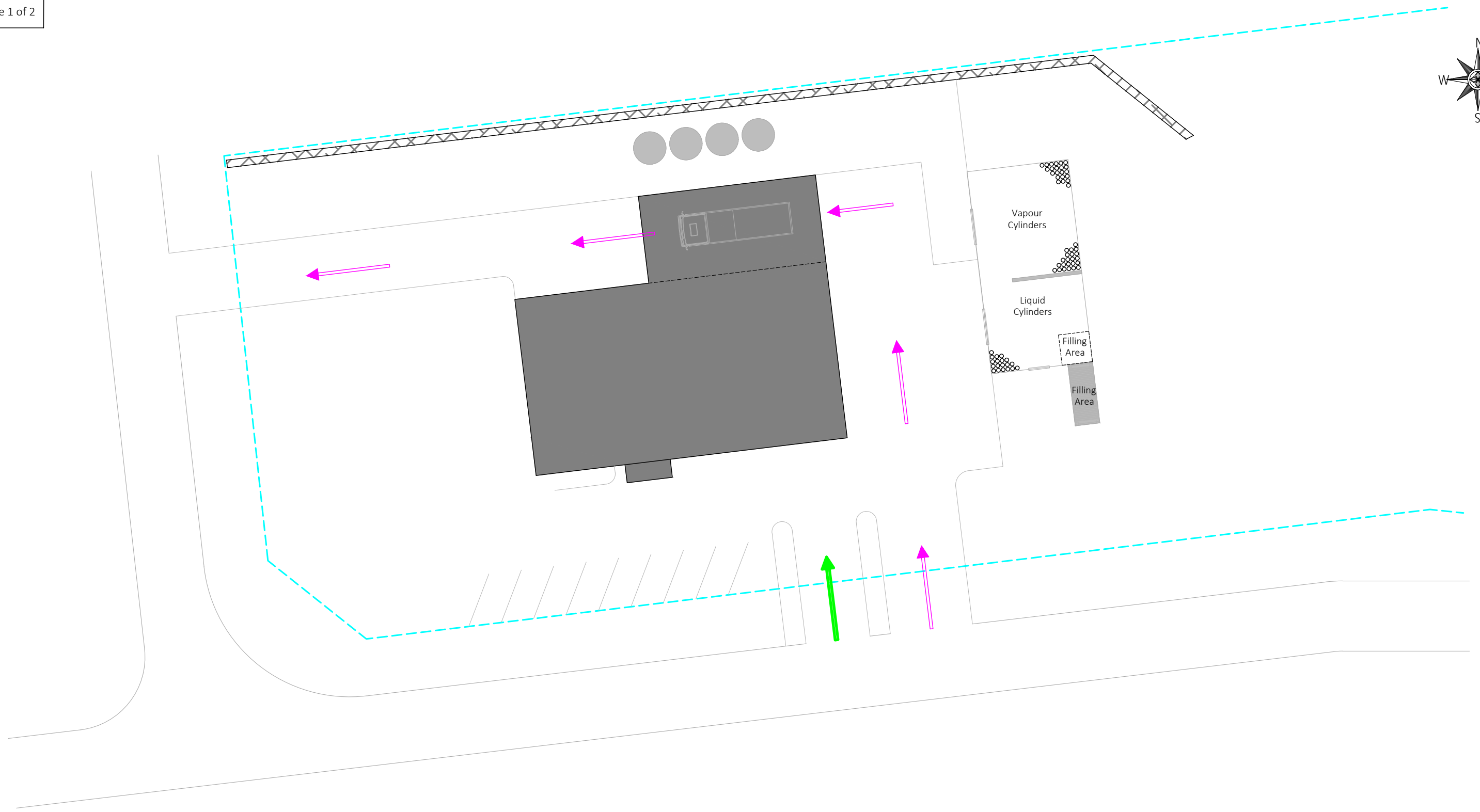
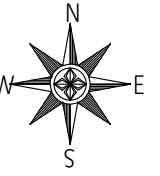
Interests





573901.1 Gazette Notice declaring the adjoining State Highway to be a limited access road - 31.1.1979 at 10.51 am
Land Covenant in Easement Instrument 9571379.1 - 19.8.2016 at 4:16 pm
Land Covenant in Easement Instrument 9571379.2 - 19.8.2016 at 4:16 pm
Subject to a right of way over part marked A on DP 469893 created by Easement Instrument 9571379.3 - 19.8.2016 at 4:16 pm

X Kerikeri S.D.



Appendix 2 – Proposed Site Plans



Legend	
	Hazardous area zone 2
	Retail Access/Egress
	Truck Access/Egress
	Boundary



Site plans are created from the information provided by the client. Hazardous & Control Zones have been based on recognised safety standards – AS/NZ 60079.10.1. These plans are not for electrical engineering planning, only Location Compliance

Plan View
 • LPG Storage
 • LPG Filling Location
 Drawing Number: 3289464 Rev1

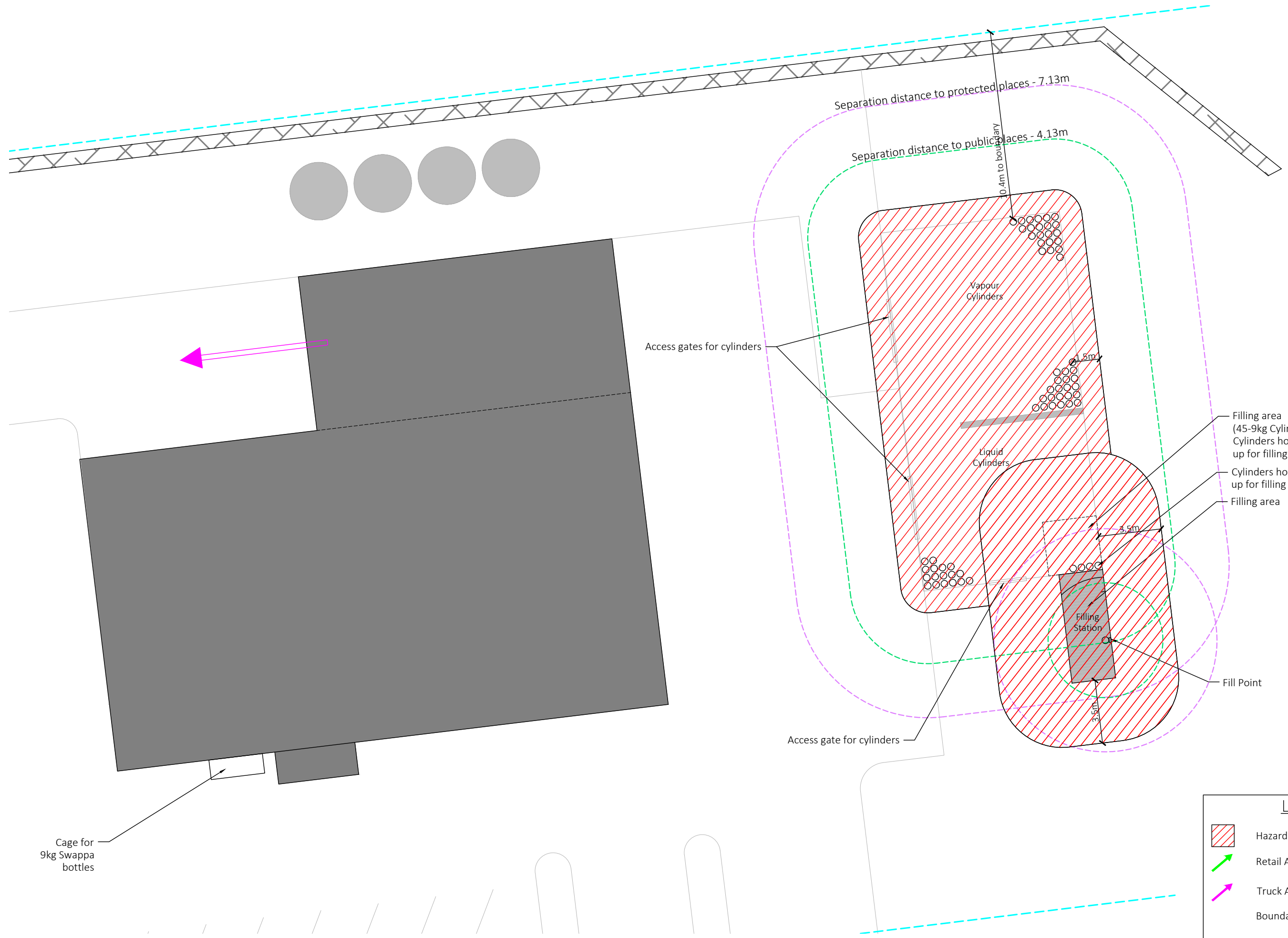
Contact: Brendan Reyburn
 Gas & Tyre Ltd
 Operations Manager
 Gas & Tyre Ltd
 Mobile 0212620866
 Waipapa Industrial Estate

Drawn by:
 Luke Robertson

Location: Gas & Tyre Ltd
 Operations Manager
 Gas & Tyre Ltd
 Mobile 0212620866
 Waipapa Industrial Estate

Drawn date:
 10/05/2024

Scale:
 1:600 in A3



Cage for 9kg Swappa bottles

Access gates for cylinders

Separation distance to protected places - 7.13m

Separation distance to public places - 4.13m

0.4m to boundary

Vapour Cylinders

Liquid Cylinders

1.5m

3.5m

3.5m





Filling Station

Filling area (45-9kg Cylinders)
Cylinders hooked up for filling
Cylinders hooked up for filling
Filling area

Fill Point

Access gate for cylinders

Legend

-  Hazardous area zone 2
-  Retail Access/Egress
-  Truck Access/Egress
-  Boundary

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Appendix 3 – District Plan Rules Assessment

Appendix 1A – Supporting District Plan Assessment

Rural Production Zone

Rule	Description	Compliance
8.6.5.1.1 Residential Intensity	Residential development is limited to one unit per 12ha of land.	N/A No residential development is proposed.
8.6.5.1.2 Sunlight	Buildings must be contained within a building recession plane envelope.	Complies.
8.6.5.1.3 Stormwater Management	Maximum of 15% of gross site area can be covered in buildings and other impervious surfaces.	Does not comply. Site has a consented impervious area coverage of 48.1% (43,007m ²) in accordance with RC:2190448). The addition of the concrete pad (10m x 20m) and container (6.1m x 2.44m) will increase this by 214.88m ² to a total of 43,221.88m ² being 48.3%.
8.6.5.1.4 Setback	Buildings shall be setback 10m from a site boundary.	Complies. The additional LPG facility is setback at least 10m from all boundaries.
8.6.5.1.5 Transportation	Refer chapter 15	Complies. See below.
8.6.5.1.6 Keeping of Animals	Applies to the keeping of animals.	N/A
8.6.5.1.7 Noise	All activities must comply with the following noise limits at the notional boundary of a dwelling in any other rural zone: 0700 to 2200 – 65dBA L10 2200 to 0700 – 45dBA L10 and 75dBA Lmax	Complies. The proposed LPG facility is not anticipated to generate or result in any new or additional noise sources. The facility will only operate during day-time hours given it can only be operated by trained staff.

8.6.5.1.8 Building Height	The maximum building height is 12m	Complies. All buildings will be less than 12m in height.
8.6.5.1.9 Helicopter Landing Area	Applies to helicopter landings	N/A
8.6.5.1.10 Building Coverage	Maximum building coverage is 12.5% of the gross site area	Complies. A total site building coverage of 5,066m ² being 5.7% was accounted for under RC2190448, with 920m ² of building coverage at the subject lease area. The addition of the container will bring the building coverage of this lease area to 914.88m ² which is less than anticipated for the subject lease area.
8.6.5.1.11 Scale of Activities	The maximum number of persons on site which do not reside on site is 48 persons across each site. (being 2 persons per ha, per site)	Complies. The scale of activities was accounted for under RC2190488. This proposal will not alter the maximum number of persons on-site approved by this consent.

Transport

Rule	Description	Compliance
15.1.6A.1 Traffic Movements	30 daily one way traffic movements are permitted to a state highway.	Complies. Traffic movements were accounted for under RC2190488. This proposal will not generate any additional traffic movements that have not already been accounted for.
15.1.6A.2 Traffic Intensity	The Industrial Activity Traffic Intensity Threshold is 10 per 100m ² of Gross Business Area.	Complies. Traffic intensity has been accounted for under RC2190488. This proposal will not generate any additional traffic movements that have not already been accounted for.

15.1.6B.1.1 Parking	On-site car parking is required at a rate of 1 per 100m ² Gross Business Area as an Industrial Activity.	<p>Complies.</p> <p>The lease area has ample room on-site to accommodate the required 12 on-site car parking spaces.</p>
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Signage

Rule	Description	Compliance
16.6.1.4 Signage Excluded from Minimum Area per Site Thresholds	Directional and Health and Safety Signage	<p>Complies</p> <p>All signage will be less than 1m²</p>

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Appendix 4 – Emergency Response Plan



STOP • THINK • ACT

Emergency Response

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Emergency response

The first priority in an emergency is the safety of all people present

- Raise the alarm. If you need to evacuate yourself or others, do so immediately.
- If you need to call emergency services, call them as soon as possible after ensuring the safety of all people present.
- If you can do so safely, follow the steps on the page in this flipchart that deals with your emergency or has the information you need. See the black or yellow bar at the bottom of each page to find the information you need.
- Follow the instructions for that emergency.

Call emergency services (dial 111) and ask for **Fire** or **Ambulance**

1. Call from a safe place.
2. Use a cordless or mobile phone if practical, away from any flammable liquids or gases.
3. Tell the operator which emergency service you want.
4. Wait until that service answers and give the following address:

Company name:

Gas & Tyre Ltd

Phone number: 4079476

Street name and street number:

6-8 Industrial Way,
Waipapa

Nearest intersection, cross street or landmark:

Farm Source building
State Hwway 10, Waipapa

Suburb: Waipapa

Nearest city/town: Kerikeri

Region: Northland

5. Let emergency services know if chemicals or hazardous substances are involved in the emergency or are present on site.
6. Do not hang up until the emergency service tells you to do so.
7. Make sure someone is available to direct the emergency service to the scene.

All workers must read and understand this flipchart



Emergency contact details

- Contact the people below for support as required.
- Turn to the page that deals with your emergency or that has the information you need.
- Report to your supervisor all incidents:
 - that result in harm to people or damage to property
 - where emergency services are involved, and
 - where workers are involved.

NAME	PHONE (DAY)	PHONE (NIGHT)	PHONE (MOBILE)
Site and company contacts			
Owner	Josh Boakes/John Miller 021416395 / 021 723 437		
Supervisor	Brendan Reyburn 0212620866		
Safety officer	Arno Pretorius 021 318 993		
Fire warden	George McLeod		
Spill Coordinator	Malcolm Powell 021471111		
First aider	Billy Reid, Luis Delens, Lee MacCarthy		
Certified handlers			
Arno Pretorius			
Malcolm Powell			
Billy Reid			
George McLeod			
Luis Delens			
Lee MacCarthy			



BACK

NAME	PHONE (DAY)	PHONE (NIGHT)	PHONE (MOBILE)
Emergency contacts (other than 111)			
Fire and Emergency New Zealand	Kerikeri Firestation - 4078006		
Police	Kerikeri Police - 4079211		
Ambulance	St John - 4078131		
Doctor	Broadway Health - Waipapa 407172		
Medical centre	Broadway Health - Waipapa 407172		
Hospital	Bay of Islands - Kawakawa		
Poisons centre	0800 POISON (0800 764 766)		
Local/regional council			
Pollution hotline	FNRC 0800 920 029		
Neighbours			
Farm Source - 4071375			
Waipapa Landscaper - 4076668			
Contractors and consultants			
Electrician	Classic Electrical - Stu - 0212220416		
Plumber	Boi Pa G - 4077519		
Waste disposal	WMNZ - 4073824		
Compliance certifier	Neil - DGC Whangarei		
Insurer	ANZO - MARSH Insurance - 021315361		



Checklist

Once completed, you can use this flipchart as your emergency response plan, or you can prepare your own. For any foreseeable emergency that could arise from a breach or failure of the controls on any hazardous substances

at (or likely to be at) your workplace, an emergency response plan needs to:

- **describe** the actions responsible people need to take to:
 - **warn** people at the workplace and nearby who may be affected by the emergency (see **pages 2 and 3**)
 - **advise** these people how to protect themselves (see **pages 5, 7 and 9** for examples of the precautions)
 - **help or treat** people injured in the emergency (see **pages 11 to 14**)
 - **RESTRICT** the effects of the emergency to the area first affected, **THEN**
 - **REDUCE** the effects of the emergency as soon as practicable, **THEN**
 - **ELIMINATE** the effects of the emergency if reasonably possible (see **pages 5 to 10** for examples of **restricting, reducing and eliminating** the effects of fires, spills and LPG leaks)
 - **reestablish** controls, and the personal protective equipment and other measures needed for this
- **identify** every person responsible for the above actions and provide information about:
 - contacting these people
 - the skills and special training they need to deal with emergencies and how they will get this training
 - the actions they are expected to take (see **page 19** for the contact details of the responsible people)
- **specify**:
 - how to get information about hazardous properties of substances and control measures (see **page 23**)
 - how to contact emergency service providers (see **page 1**)
 - the purpose and location of all equipment or material for managing the emergency (**pages 17 and 18**)
 - how to decide what actions to take in an emergency and their sequence (**pages 5 to 10**)
- **provide**:
 - an **inventory** of hazardous substances present at the workplace and a **site plan** (see **page 23**).
- **Include** information about:
 - the type and location of fire extinguishers, firefighting equipment, materials and systems (see **page 17**)
 - retaining any liquid or liquefied oxidising substances in an emergency (see **page 6**)
 - testing the plan, and how often it is tested (see **page 20**).
- If you complete this flipchart, your emergency response plan will have all of the information listed above. Use the templates on **pages 25 and 26** to plan for any other emergencies in your workplace.



Fire response

- Your first concern in a fire is always the immediate safety of all people present.
- Call emergency services (dial 111) and ask for Fire.
- Contain the fire, but only if it is safe to do so.

If others are safely able to help, send someone to meet the fire engine and direct firefighters to the fire.

FIRE EMERGENCY CHECKLIST

- Raise the alarm.
- Evacuate people from the area.
- Activate emergency shut down systems.
- Call emergency services (dial 111) and ask for Fire. Tell the operator if chemicals are on site or involved in the fire.
- Call your supervisor.

PRECAUTIONS

- Do not endanger yourself.
- Make sure you have an escape route.
- Do not use water on petrol, oil or electrical fires.
- Do not leave the site unattended if there is a risk of further outbreak.
- Advise your supervisor of the incident.

Fire and Emergency New Zealand Review

- Fire and Emergency New Zealand can review your plan to check that any roles proposed for them in it are achievable and consistent with their operational policies and identify anything that could affect operations in an emergency. They may ask for more details to clarify their role in the plan and the resources they will need.
- If Fire and Emergency New Zealand makes a written recommendation about the plan, the plan must be amended to give effect to the recommendation.

Evacuation/assembly points:

truck exit onto
access way
to Waipapa Landscape
Supplies

Location of the nearest fire extinguishers:

OFFICE & WORKSHOP

Location of the nearest phones:

OFFICE, cellphones



Fire

If the fire is too large, do not try to put it out – retreat to a safe distance

1. Raise the alarm by (eg switching on the fire alarm, shouting, or alerting others – enter below):

Shouting, Air horn, Fire Alarm

2. Evacuate everyone from the area.
3. If it is safe to do so:
 - activate the emergency stop
 - shut any isolation valves, and
 - switch off power to all equipment
 - use your fire extinguisher – contain and extinguish the fire.
4. Call emergency services (dial 111) and ask for Fire. Tell the 111 Operator if there are chemicals on site or involved in the fire. If there are, tell them which chemicals and their quantities. Make sure someone is available to direct Fire and Emergency New Zealand personnel to the scene.

Using a fire extinguisher

- Make sure the extinguisher is the correct type.
- Break extinguisher seal/remove the safety pin. Keep yourself low so you are not overcome by the heat and smoke.
- When you are safely in position, aim the extinguisher at the base of the flames.
- Discharge the extinguisher in a sweeping motion across base of the flames until fire is completely extinguished.
- If the fire becomes uncontrollable, or there is too much heat or smoke to stay safe, leave immediately.

Don't let the fire block your escape route

After the event

- Complete an incident report and review the effectiveness of the emergency plan.
- If necessary, replace used fire extinguishers.



Spill response

- Your first consideration is the immediate safety of all people present.
- Call emergency services (dial 111) and ask for Fire.
- If safe to do so, contain the spill.
- If others are safely able to help, give them tasks to help manage the spill.

SPILL CHECKLIST

1. Raise the alarm.
2. Evacuate people, if necessary.
3. If the spill involves a flammable substance, move away from the spill before using a mobile or cordless phone.
4. Call emergency services (dial 111) and ask for Fire. Tell the 111 Operator that you have a chemical spill and if you can, tell them what the chemicals are and the quantities involved.
5. ONLY if it is safe to do so close the valve, plug the leak or turn the container upright.
6. Use safety equipment to contain the spill. Prevent the spill from entering drains or waterways.
7. Call on specialist advice.
8. Clean up the spill.
9. Recover the product or dispose of the waste safely.

PRECAUTIONS

- Do not endanger yourself.
- Wear personal protective equipment appropriate for the spilled substance (eg suitable gloves, protective eyewear, suitable protective clothing).
- Do not leave the area unattended if there is risk of a further spill.
- If the spill is likely to enter a waterway then notify the local council.
- Advise your supervisor of the incident. If the spill exposes workers or anyone else to a serious risk to their health and safety, notify WorkSafe.

Evacuation/assembly points:

truck exit onto
access way to
Waipapa Landscape
Supplies
- Patoka Lane

Location of the nearest phones:

Office, cellphones



Hazardous substance spills

Raise the alarm by (eg switching on the fire alarm, shouting) – enter response below:

Shouting, Fire Alarm, Air horn

- Identify the nature of the spilled substance only if you can do so without putting your safety or anyone else's safety at risk.
- Evacuate and if necessary call emergency services (dial 111) and ask for Fire. Tell the 111 operator that you have a chemical spill and if you can, tell them what the chemicals are and the quantities involved.
- Put on personal protective equipment (eg overalls, boots, gloves, eye protection).
- Close off the source of the spill, if it is safe to do so.
- Remove sources of ignition if a flammable substance has been spilled.
- Identify the dangers posed by the spill – only respond if it is safe to do so.
- Refer to the safety data sheet or call a certified handler or other specialist for advice.

Where can safety data sheets be found?

Office File,

- If necessary, advise the local council (if the spill is likely to enter a waterway) and WorkSafe (if the spill exposes workers or any other person to a serious risk to their health and safety).
- Use your spill kit if it is appropriate for the spill and safe to do so. Contain the spill by using a drip tray, oversized container or an absorbent to soak up a small spill.
- Dispose of waste safely according to the instructions on the safety data sheet and any district council rules for disposing of hazardous waste.

Oxidisers

- Apply the following measures to keep liquid/liquefied oxidisers or organic peroxides away from incompatible substances:

- N/A
-

Fire and Emergency New Zealand Review

- Fire and Emergency New Zealand can review your plan to check that any roles proposed for them in it are achievable and consistent with their operational policies and identify anything that could affect operations in an emergency. They may ask for more details to clarify their involvement in the plan and the resources they will need.
- If Fire and Emergency New Zealand makes a written recommendation about the plan, the plan must be amended to give effect to the recommendation.

After the event

- Replenish your spill kit.
- Complete an incident report.
- Review the effectiveness of the emergency plan.



LPG leak response

This section also applies to other flammable gases. If you have toxic gases, we recommend you include the emergency response for them in the Other Emergencies section at the back of this flipchart.

- Your first consideration is the immediate safety of all people present.
- If you suspect a flammable gas is leaking, move away from the likely source of the leak before using a mobile or cordless phone.
- Evacuate, and if necessary call emergency services (dial 111) and ask for Fire.
- If safe to do so, isolate or turn off the gas at the source.
- If others are safely able to help, give them tasks to help manage the leak.

<p>GAS LEAK CHECKLIST (BULK FACILITY)</p> <p>Follow these steps only if safe to do so:</p> <ol style="list-style-type: none"> 1. Raise the alarm. 2. Evacuate all people from the area. 3. Activate any emergency shut down systems. 4. Activate any water spray protection systems. 5. Call emergency services (dial 111) and ask for Fire. Tell the 111 operator that you have a gas leak, and if able, tell them what the gas is. 6. Call your supervisor. 	<p>PRECAUTIONS</p> <ul style="list-style-type: none"> - Do not endanger yourself. - Make sure you have an escape route. - Keep your hands and face clear of any escaping gas or liquid. - No smoking! Keep ignition sources at least 20 m away until the area is safe. - Do not use the equipment again until it has been inspected. - Do not leave the site unattended if there is risk of a further leak. - Advise your supervisor of the incident. If the leak exposes workers or anyone else to a serious risk to their health and safety, notify WorkSafe.
--	---

Evacuation/assembly points:

truck exit onto access way to Waipapa Landrope
Supplies - Patska Lane

Maximum amount of LPG held on site:

Please enter information about the maximum amount of LPG you hold on site (eg size of tank, volume of system).

15 tonne

Location of the nearest phones:



Suspected LPG cylinder or appliance leak

- First, if there is any possibility of cylinder(s) being engulfed by fire, evacuate all surrounding areas.
- Then, call emergency services (dial 111) and ask for Fire. Advise them of a suspected LPG leak, the location of the cylinder or appliance and the cylinder size.
- Remove or extinguish all sources of ignition.
- If it is safe to do so and possible:
 - remove the cylinder or appliance from any heat sources
 - stop the leak by shutting the cylinder valve, and
 - remove the cylinder or appliance to a safe outdoor area, if the leak persists
 - DO NOT attempt any of the above if you are not completely sure of what to do.
- If gas is leaking, ventilate the area thoroughly until the air is clear.
- If it is a minor leak, check the system for any indication of gas leaking, such as a smell or hiss. Test with a soapy water solution, which will bubble at any point where gas escapes.
- If a leak is found at a connection, remake the connection and test it again.
- Do not use the cylinder or appliance again until it is inspected.
- If necessary, notify WorkSafe (if the leak exposes workers or any other person to a serious risk to their health and safety).

Bulk storage system leak

- Activate the alarm, evacuate the area.
- Call emergency services (dial 111) and ask for Fire. Tell the 111 Operator that you have an LPG leak from a bulk storage system, and how much the tank or system holds.
- Remove all sources of ignition.
- Activate any fire protection systems.
- If it is a pipeline leak, close isolation valves if it is safe to do so.
- If necessary, notify WorkSafe (if the leak exposes workers or any other person to a serious risk to their health and safety).

Fire and Emergency New Zealand Review

- Fire and Emergency New Zealand can review your plan to check that any roles proposed for them in it are achievable and consistent with their operational policies and identify anything that could affect operations in an emergency. They may ask for more details to clarify their involvement in the plan and the resources they will need.
- If Fire and Emergency New Zealand makes a written recommendation about the plan, the plan must be amended to give effect to the recommendation.

After the event

- Complete an incident report.
- Review the effectiveness of the emergency plan.
- Check and reset emergency protection systems, as necessary.



Cardio-pulmonary resuscitation (CPR)

- Danger:** Check for your safety and the safety of the patient and bystanders.
- Response:** Check for response: tap the patient, gently shake and shout.
- Send for help:** Dial 111 and ask for an ambulance. If the patient has been, or might have been, affected by a chemical tell the 111 operator. If you know which chemical it is, tell the 111 operator.
- If others are able to help, send someone to meet emergency services and direct them to the scene. Tell them to look out for a fire truck as well as an ambulance. Both a fire truck and ambulance often respond to CPR calls, and in many areas the fire truck will arrive first.
- Airway:** Open the patient's airway, tilt their head back.
- Breathing:** If the patient is not breathing normally then start CPR. See the page below for more information on how to carry out CPR.
- CPR:** Start CPR: 30 chest compressions; two breaths.
- Defibrillate:** If you have a defibrillator and have been trained in its use, attach it and follow the machine prompts.

First aiders trained in CPR:

Lee MacCarthy
Billy Reid
Luis Decera

Doctor:

Broadway Health
Waipapa

Location of defibrillator:

Ballance Waipapa

The medical centre is:

Broadway Health
Waipapa

To check for normal breathing

Tilt the patient's head back and raise their chin forward.

- Look for movement.
- Listen for breathing.
- Feel for breath on your cheek.
- If the patient is not breathing normally, turn them onto their back and start CPR.



CPR

Position your hands in the centre of the patient's chest and push down firmly and quickly 30 times.

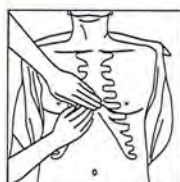
- Breathing: with the patient's head tilted back, pinch their nose and seal your mouth over their mouth. Blow twice into the patient's mouth. *Take care if poisoning is suspected. Make sure there is no residual poison in the mouth; consider mouth to nose resuscitation.*
- Chest compressions: push down on chest firmly and quickly 30 times. Continue with two breaths and 30 pumps until help arrives.

Chest compressions are the most important part of CPR, so, if for any reason you cannot give rescue breaths to a patient, DO attempt chest compressions.

Call, pump, blow



CALL
Dial 111.



PUMP
Position hands in the centre of the chest.



Firmly push down 5 cm on the chest 30 times.



BLOW
Tilt head.
Lift chin.
Check breathing.



Give two breaths. Continue with 30 pumps and two breaths until help arrives.

- CPR is needed if a patient has collapsed, is not responsive and is not breathing normally.
- Patients who have collapsed should be carefully assessed to decide what emergency care is needed.
- If you are reluctant to give mouth to mouth then continue with only the chest compressions.



Emergency first aid

Have the product label or safety data sheet available and read the instructions on what to do in an emergency.

First aiders:
Lee McCarthy
Billy Reid
Luis Decerq

First aid kits are located:
workshop, all vehicles,
office

Safety data sheets are located:
OFFICE

Doctor: Broadway Health
Waipapa

The medical centre is:
Broadway Health
Waipapa

Poison centre: 0800 POISON/0800 764 766

Controlling bleeding

1. Apply direct pressure to the wound - use your hand(s) (wear gloves).
2. Raise the limb.
3. Apply a pad and firm bandage - use clean rags or clothing, if necessary.

Remember:

- Always check circulation below the bandage.
- If there is tingling, numbness or blueness, loosen the bandage.

Foreign bodies (objects) in the eye(s)

1. Wash the eye(s) with clean, cool water.
2. If the foreign body is stuck to the eye surface, do not attempt to remove it.
3. Place a covering over both eyes and send for, or take the person to, medical aid.

Poisoning

Seek medical advice, call the poison centre or call an ambulance (dial 111).

Remember:

- Do not make the person vomit without advice from a medical professional.
- Do not give fluids without advice from a medical professional.

Chemicals in the eye(s)

1. Wash the eye(s) with clean, cool water for at least 15 minutes.
2. Wash outwards from near the nose and always wash under the upper eyelid.
3. Send for, or take the person to, medical aid.

Exposure to gas or vapours

1. Remove patient to fresh air.
2. Keep them calm and make sure they are comfortable.
3. Seek medical help.



Breathing difficulties

1. If a person is breathing but unconscious, turn them onto their side.
2. Clear their airway from obstructions, such as their tongue or vomit.
3. Seek medical help.

Burns

1. Cool the burnt area with cool water for 10-15 minutes.
2. If necessary, cover the burn with a clean dressing or plastic wrap before taking the person to medical aid.

Remember:

- Do not burst blisters.
- Do not remove clothing that is stuck.
- Do not apply creams.

Minor wounds

1. Clean the wound with soap and water.
2. Cover it lightly with a clean dressing.
3. Seek medical help, if necessary.

Chemical burns

1. Protect yourself from the substance and avoid contact with your skin and eyes.
2. Remove any contaminated clothing.
3. Brush off dry chemicals and flush liquids from the skin using cool, running water for 15 minutes or more. Flush or wash skin after brushing off dry chemicals to remove any remaining particles.
4. Treat for shock if the patient looks faint or pale or has shallow, rapid breathing.
5. Wrap the area with a dry, sterile dressing or a clean cloth.
6. Protect the burn from pressure and friction.
7. If the skin has blisters, or if there is an overall body reaction, get medical help immediately.

Your first aid kit contains

ITEM	DATE CHECKED	DATE CHECKED	DATE CHECKED	DATE CHECKED
Bandages	1/11/23	14/5/24		
Plasters	1/11/23	14/5/24		
Gloves	1/11/23	14/5/24		
Scissors	1/11/23	14/5/24		
Gauze	1/11/23	14/5/24		
Mouth screen-CPR	1/11/23	14/5/24		
Saline Solution	1/11/23	14/5/24		
Sling	1/11/23	14/5/24		
Fabric tape	1/11/23	14/5/24		
Iodine Solution	1/11/23	14/5/24		
Plastic-wide	1/11/23	14/5/24		



When disaster strikes

- Turn on your radio for advice and information.
- Know the civil defence warning signal.
- Know your nearest civil defence post and police station.
- Do not go sightseeing or make unnecessary trips to affected areas.

Civil defence

Your civil defence warning signal:

Siren

Your local radio station:

91.6 FM

Your nearest civil defence post:

Northland Regional
Council

Your civil defence cabinet/kit is located:

First Aid Kits
- workshop
- all vehicles
- office

Your nearest police station:

Kerikeri

Earthquake

During the earthquake:

- Keep calm.
- Stay indoors, where practical.
- Keep away from windows and heavy furniture.
- **DROP, COVER, HOLD.** Get under something that covers you, like a doorway, strong table or other sturdy structure. Hold onto it if you can.
- **IF IT'S LONG OR STRONG, GET GONE.** If an earthquake makes it difficult to stand up, or if an earthquake lasts a minute or more and you are in a tsunami zone, head inland or for higher ground immediately.

After the earthquake, if the building is damaged:

- Turn off gas at the mains. Before you turn off electricity and water, think about if gas detection, fire suppression and alarm systems need these services.
- Conserve your water.
- Treat injuries.
- Get in touch with neighbours – they may need help. If you have one or are part of one, activate your call tree (a list of people and their contact details, where each person contacts the person below them in an emergency).
- When help is needed, go to your nearest civil defence post.
- If any other emergency in this flipchart is likely as a result of the earthquake and **ONLY** if it is safe to do so, carry out the steps listed for that emergency.
- Advise your supervisor of damage or injury sustained.



Tsunami

This business is in a tsunami risk zone Yes No

Warning systems:

Siren

If the earthquake is **LONG OR STRONG GET GONE**. Immediately go to high ground or as far inland as possible. Your route to a safe location:

Assembly point

- Do not go sightseeing.
- Listen to the radio for information and follow civil defence instructions.
- If any other emergency in this flipchart is likely as a result of the tsunami and **ONLY** if it is safe to do so, carry out the steps listed for that emergency.

Disease outbreak

- If you are sick then stay home, keep away from other people and avoid receiving visitors.
- Wash and dry your hands when handling food, using the bathroom, wiping children's noses or if you are looking after sick people.
- Use tissues to cover coughs and sneezes, throw used tissues in a bin and wash your hands.
- Give fluids to people with a fever and/or diarrhoea.
- Paracetamol can be used to bring down high fevers.
- See the Ministry of Health website: www.health.govt.nz

Volcanic eruption

Warning systems:

Siren

BEFORE A VOLCANIC ERUPTION

Your route to a safe location:

Evacuation assembly point

DURING THE VOLCANIC ERUPTION

- Stay indoors as much as possible.
- Save water as early as possible as supplies may become contaminated.
- If it is safe to do so, keep gutters and the roof clear of ash to prevent your roof collapsing.
- If you must go outside, use protective clothing, cover your head, breathe through a mask and carry a torch.
- If any other emergency in this flipchart is likely as a result of the eruption and **ONLY** if it is safe to do so, carry out the steps listed for that emergency.

Flood

- Be prepared to get to high ground.
- Turn off electricity and gas supplies.
- Do not go into floodwaters alone.
- Do not go sightseeing.
- Do not drink floodwater.
- Move valuables, clothing, food and medicines above likely reach of floodwater, if it is safe to do so.
- Avoid back flow from drains and toilets - fit bungs (stoppers) or sandbags and weigh them down.
- If any other emergency in this flipchart is likely as a result of the flood and **ONLY** if it is safe to do so, carry out the steps for that emergency.



Emergency equipment

Fire fighting equipment

ITEM	LOCATION	DESCRIPTION (eg 2 kg dry powder or 9 L foam/other)	TEST DATE
Fire extinguishers	OFFICE	2.5 Kg dry powder	21/10/23
	WORKSHOP.	2.5 Kg dry powder	21/10/23
	all vehicles	2.5 Kg dry powder	21/10/23
<hr/>			
Hose reel	workshop		
<hr/>			
Sprinkler systems			
<hr/>			
Fire blanket			
<hr/>			
Other			



Responsibilities and testing the plan

People with specific responsibilities and skills

Enter any people in your workplace with any specific responsibilities and skills in carrying out the emergency response plan in the tables below.

NAME	LOCATION	RESPONSIBILITIES AND SKILLS	HAS SPECIAL TRAINING TO DEAL WITH EMERGENCIES INVOLVING (enter substance name)	CONTACT DETAILS	AVAILABLE (in minutes)
Arno Pretorius	Office	-Manager	LPG		1
Lee MacCarthy	Office	-LPG manager	LPG & First Aid		1
Malcolm Powell	LPG	LPG	LPG		1
Billy Reid	Workshop	First Aid			1

Fire wardens and training

NAME	LOCATION	DATE TRAINED	DATE TRAINED	DATE TRAINED	DATE TRAINED
George McLeod	-Workshop	5/9/23			

First aid and training

NAME	LOCATION	DATE TRAINED	DATE TRAINED	DATE TRAINED	DATE TRAINED
Lee MacCarthy		01/06/23			
Billy Reid		3/7/22			
Luis Decena		3/7/22			



Reporting incidents and access to the plan

Every incident resulting in harm to people, damage to property or to the environment must be reported to a supervisor immediately.

- Respond to the incident promptly and if it is safe to do so carry out the steps for the emergency in this flipchart.
- Preserve the scene in the case of serious harm.
- Collect relevant information about the incident.
- Develop and take remedial actions.
- Complete any insurance claims and reports required.

Report all incidents to:

Arno Pretorius
Brendan Reyburn

Enforcement agencies contact numbers:

WorkSafe:

0800 030 040

City or District Council:

FNOC 0800 920029

Accident report forms are found:

OFFICE

Regional Council:

NRC 0800 002 004



Inventory, safety data sheets and site plan

- Your emergency response plan needs to state where the inventory of hazardous substances at your workplace can be found - use the table below. Ideally the inventory should be kept near the emergency response plan.
- Where is the hazardous substances inventory and when was it last updated?

LOCATION(S) OF YOUR HAZARDOUS SUBSTANCES INVENTORY	DATE LAST UPDATED
office - with ERP	23/11/23

- Safety data sheets contain important information about the hazardous properties of your substances and controlling their effects.
- Make safety data sheets or condensed versions of the key information from safety data sheets (eg product safety cards) readily accessible to workers in work areas and to emergency service workers likely to be exposed to the substances at your workplace.
- Where are your safety data sheets or condensed versions located?

LOCATION(S) OF SAFETY DATA SHEETS (OR CONDENSED VERSIONS)
office - with ERP

Your emergency response plan needs to include a site plan. Make sure the plan is accurate and drawn to scale so that anyone who needs to use it can identify the distances involved and any other relevant information about the location.

The plan could show, depending on the nature of your operation, the following items:

- a north point
- all hazardous substance locations and tanks or processing equipment for hazardous substances
- all buildings, entry and exit points to buildings, and any stairs or lifts
- the location of the fire alarm panel on your building
- the main electrical switchboard
- the main structures, roads and landmarks on your site
- access points for emergency vehicles and any barriers or height limitations for vehicles entering the site
- the location of the nearest water supply, such as tanks or hydrants
 - if you have water tanks on site, the size of the tanks
 - if the nearest hydrant is not visible on the plan, place an arrow on the plan (where the plan shows the road outside your site) to indicate its direction



- the emergency evacuation meeting points
- access and shut-off points for gas, water and electricity mains
- any major electrical transformers, generators or other potentially hazardous plant
- shut-off valves for any piped gas or chemical processing systems
- any specialised fire safety systems, such as mist or drencher systems
- the location or direction of any high-risk neighbours such as:
 - schools or public meeting places
 - retirement homes or hospitals
 - petrol stations or neighbours that store large volumes of chemicals.

Other useful information to include on your site plan:

- drains, marking the direction of flow, and any storm water grates on your site or on the road outside it
- the location of spill kits, first aid kits, fire extinguishers and any other emergency equipment
- the location of your SDS, inventory, and of the site plan.
- Use the space on this page for your site plan or to attach a copy of your site plan.



Other emergencies

Use these pages to enter any other emergency that could occur in your workplace not already listed in this flipchart.

Enter details about the emergency here and on the bar at the bottom of the page 26 and fill out the emergency response details below:

N/A

List the people in surrounding areas you need to warn and their contact details below. See also pages 2 and 3.

List the people at the workplace who need to be warned about the emergency, and where they usually work:

List the people with responsibilities in the emergency and their contact details below. See also pages 2 and 3.

- Help or treat any person injured in the emergency. See information on CPR and first aid on pages 11 to 14.
- Enter the steps to **restrict, reduce and eliminate** the effects of the emergency and to **re-establish controls** after the emergency and any important information about the order of these steps.

ACTION	RESPONSIBLE PERSON	ACTION
1.		
2.		
3.		
4.		
5.		

- State where to find equipment and material to manage the emergency and its purpose. See also pages 17 and 18.

EQUIPMENT/MATERIAL	PURPOSE



Enter details about the emergency here and at the bottom of the page and fill out the emergency response details below:

List the people in surrounding areas you need to warn and their contact details below. See also pages 2 and 3.

List the people at the workplace who need to be warned about the emergency, and where they usually work:

List the people with responsibilities in the emergency and their contact details below. See also pages 2 and 3.

- Help or treat any person injured in the emergency. See information on CPR and first aid on pages 11 to 14.
- Enter the steps to **restrict, reduce and eliminate** the effects of the emergency and to **re-establish controls** after the emergency and any important information about the order of these steps.

ACTION	RESPONSIBLE PERSON	ACTION
1.		
2.		
3.		
4.		
5.		

- State where to find equipment and material to manage the emergency and its purpose. See also pages 17 and 18.

EQUIPMENT/MATERIAL	PURPOSE

WORKSAFE
NEW ZEALAND | MAHI KAUMARU
AOTEAROA

ISBN: 978-1-98-852704-8 (online)

Level 6, 86 Customhouse Quay
PO Box 165, Wellington 6140

0800 030 040 worksafe.govt.nz

Appendix 5 – Hazardous Substances Signage

Appendix 5 – Hazardous Substance Signage for Gas & Tyre Waipapa Site



