

# Agenda

## Canterbury Policy Forum

<b>Date</b>	Friday 29 January 2016
<b>Time</b>	12.00pm (lunch) for 12.30pm (meeting commences)
<b>Venue</b>	Council Chambers, Selwyn District Council, 2 Norman Kirk Drive, Rolleston
<b>Attendees</b>	Bill Bayfield (Chair – ECAN), Rachel Vaughan (Kaikōura), Hamish Dobbie (Hurunui), Geoff Meadows and Simon Markham (Waimakariri), Brendan Anstiss (Christchurch), David Ward and Murray Washington (Selwyn), Vincie Billante (Ashburton), Mark Low (Timaru), Carolyn Johns (Waimate), Toni Morrison (Mackenzie), Michael Ross (Waitaki)
<b>In Attendance</b>	Don Chittock (ECAN) Katherine Wilson and Mike Hurley (MFE) Secretariat: Steve Gibling, Ronnie Cooper, Bernadette Sanders, David Bromell
<b>Apologies</b>	Jill Atkinson (ECAN), Bede Carran (Waimate)

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<b>Item</b>	<b>Person</b>
1. Welcome, introductions and apologies	Chair
<b>Housekeeping</b>	
2. Confirmation of Agenda	Chair
3. Minutes from the previous meeting	
a. Confirmation of meeting Minutes, 25 September 2015	
b. Action points	Secretariat
c. Regional governance meetings schedule	
<b>Regional priorities</b>	
4. CREDS update	David Bromell
5. Local government regulation and the CREDS – reports from Planning Managers Group	Geoff Meadows
<b>Multiple council issues</b>	
6. Combined Infrastructure Strategies -- presentation	Murray Washington
7. LGOIMA policy and practice	Chair / David Ward
8. Government initiatives – Canterbury engagement and responses:	Chair
a. Business Growth Agenda	
b. NPSs and NESs – update from the Ministry	Katherine Wilson
c. Resource Legislation Amendment Bill	
d. Resource management legislation future options – discussion documents from LGNZ and the Productivity Commission	
<b>Collaboration to build capability to provide effective local services</b>	
9. Canterbury Mayoral Forum / Chief Executives Forum updates	Chair
10. Regional approach to managing natural hazard risk in Canterbury	Don Chittock
11. Pilot workshop for local authority policy advisors	Vincie Billante / Ronnie Cooper
<b>General business</b>	
12. Other matters identified	
13. Next meeting: <b>Friday 18 March 2016</b>	



# Minutes

## Canterbury Policy Forum

Date: Friday 25 September 2015

Time: 12.30pm

Venue: Selwyn District Council Chamber, 2 Norman Kirk Drive, Rolleston

Attendees: Bill Bayfield (Chair, ECan), Carolyn Johns (Waimate), Hamish Dobbie (Hurunui), Mark Low (Timaru), , Toni Morrison (Mackenzie), Murray Washington (Selwyn), Simon Markham (Waimakariri), Mike Theelen (Christchurch), Vincie Billante (Ashburton)

In attendance: Geoff Meadows (CPMG, Waimakariri), Don Chittock (ECan), Ian Hyde (Ashburton), Lesley Baddon (MfE), Julia Forsyth (MfE)

Secretariat: Steve Gibling (ECan), David Bromell (ECan), Ronnie Cooper (ECan), Bernadette Sanders (ECan)

Apologies: Jill Atkinson (ECan), David Ward (Selwyn), Bede Carran (Waimate)

The meeting commenced at 12.30pm.

Lesley Baddon and Julia Forsyth of MfE joined the meeting at 12.43pm.

### 1. Welcome, introductions and apologies

Bill Bayfield welcomed all attendees to the meeting.

Apologies were received from Jill Atkinson (ECan), David Ward (Selwyn) and Bede Carran (Waimate), and Vincie Billante for lateness.

That the apologies received for today's Forum be accepted.

*Bill Bayfield/Simon Markham*  
*Carried*

### 2. Confirmation of Agenda

Bill Bayfield explained that the order of discussion of today's Agenda will accommodate the arrival of the representatives of the Ministry for the Environment.

Additional items to be discussed under item 12, General Business:

- Rules reduction taskforce (Secretariat).
- Irrigation scheme rating (Hamish Dobbie).

### 3. Minutes from the previous meeting

#### a. Confirmation of meeting Minutes, 31 March 2015

The Minutes of the meeting held 26 June 2015 were confirmed as a true and accurate record.

#### **Resolved**

*Bill Bayfield/Carolyn Johns*  
*Carried*

**b. Confirmation of meeting Minutes, 31 March 2015**

Bill Bayfield noted that there were no actions outstanding.

**c. Regional schedule**

The dates on the regional schedule were noted. Attendees were in agreement that the regional schedule details are useful and would like the document to remain on the agenda.

**4. Government programme: NPSs and NESs – update from the Ministry**

*This Agenda item was discussed following item 7.*

Bill Bayfield welcomed Julia Forsyth (Acting Manager of the Planning Template team) and Lesley Baddon (Urban Environment Policy team) to the meeting and introductions took place around the room. Julia and Lesley advised that any questions or guidance from today's discussions with the Policy Forum would be fed back to the Ministry. Bill explained that the Forum provides an opportunity for Canterbury's councils to collaborate and develop region-wide responses to central government policy initiatives.

The Ministry acknowledged a lack of national direction in the past for councils implementing the RMA. The proposed programme of National Direction is an attempt to be more transparent and forward-looking in terms of national policy guidance and direction. Julia and Lesley explained that the Ministry is working on improving relationships with councils and stakeholders, and acknowledged that for local government the programme's timetable is key to allow councils time to develop effective input on the proposals. Topics further out on the Minister's current timeline, such as the proposed NPS for Natural Hazards scheduled for completion in 2018, will allow more opportunity for councils to work through the issues and inform the agenda.

A lively discussion then took place, with the following points noted:

*Urban Development:*

- The Ministry proposes the NPS for UD be completed by mid-2016. To enable this, the first phase of discussions, which will include the scope of the NPS, must be completed by the end of 2015. The second phase – taking place in the first half of 2016 – will be more detailed and will include discussions with those councils who have an interest, e.g. councils experiencing high levels of growth.
- In response to a question on how the Ministry will develop an UD NPS suitable for the entire country when the majority of the problems around growth are centred in Auckland, the Ministry advised that they will work to have some standard methodologies for calculating future demand (eg population projections) that can be used by any council. It was noted that the term 'urban' and other key terms are yet to be defined.
- The Ministry was asked to bear in mind the challenges for councils experiencing slow or negligible growth, and was questioned whether it will be possible for the NPS to assist smaller communities' consolidation plans and regeneration plans. The Ministry responded that the first stage of the UD NPS process will first look at housing supply; however, they will also be looking for ideas from councils on other aspects to consider.
- It will be important for the UD NPS to clarify the balance to be achieved between growth and intensification, and associated issues with the costs of renewal of infrastructure.
- Another important theme identified was: how to mix regulatory and non-regulatory tools and approaches, and how to adjust regulatory frameworks more quickly when councils have non-regulatory initiatives in place.

- The links between UD and transport planning were noted. The community of Rolleston began as a satellite town, showing that there needs to be more than just one model for urban development across NZ. The Ministry suggested that it will be important to have a common set of understandings, tools, templates and language for policy development and planning.
- It was suggested that the Forum liaise with Keith Tallentire in terms of the UDS Refresh programme, and with the Planning Managers Group. Ronnie Cooper will lead this with involvement from UDSIC.

#### *Biodiversity:*

- The Ministry advised that the process for the NPS for biodiversity will take a different format. Whereas with urban development, much of the expertise is available within local government, biodiversity requires a much wider range of knowledge and participation. Collaboration is needed between environmental groups and farmers.
- The previous attempts to develop an NPS for biodiversity made considerable progress and the process for the current proposal will build on those achievements.

#### *Costs for councils:*

- The Ministry representatives were asked about analysis of the downstream costs to councils to participate in processes for the development of national standards, and then to implement them. It is important that these implications for local government are signalled and clearly understood in the processes for the proposed programme of National Direction. For one Canterbury council, the two largest spending drivers are the NPS for Freshwater and the national drinking water standards.
- The Ministry advised that this varies depending on each issue; the government has different narratives depending on what the standard needs to achieve. A s32 analysis is required. In terms of water, there is a growing understanding of what is involved. However there was no firm understanding on how the contaminated land standards would play out and the cost burden that would be imposed.

#### *Telecommunications:*

- The draft Telecommunications Facilities NES is out now for consultation; the intention is for it to be updated to reflect modern requirements. Councils' efforts with digital enablement plans may be impacted. The Ministry will arrange for contact to be made with Vincie Billante (Ashburton) and any other council with an interest in this area.

#### *Freshwater management:*

- The largest freshwater initiative at present for the entire country is Māori rights in freshwater, which process is working to a similar timeframe in early 2016. It was recommended to the Ministry that it would be useful if other policy initiatives around this issue, such as the work of the Land and Water Forum (LAWF) on freshwater, are flagged and the links made clear, e.g. via an integrated work programme.

#### *Planning agility:*

- Since the earthquakes the Canterbury region has undertaken two experiments with RMA processes: the process for the Christchurch City District Plan, and the Environment Canterbury Water Plan. These both allow for accelerated processes and have proved effective as part of the shared rebuild and recovery work.
- One important aspect not addressed by the Ministry in the programme of proposed National Direction is planning agility in New Zealand. The costs and timelines faced by ratepayers to get simple things done by RMA experts can be costly, and major delays can occur over small technical issues. The timeframes for the average plan change are not sensible and hamper councils' ability to address minor errors or draw on new science or other developments. Adjustments to such regulatory frameworks as a district Water Plan or the NES for Pest Control would require a complex formal process that

would invite relitigation of old controversies. There are difficulties for communities too who can feel disenfranchised from these processes. An NPS or NES may not always be the best solution to deal with problems. The Ministry advised that they do see this as a concern and the issues are being considered.

Ronnie Cooper then outlined the next steps proposed, being that relevant councils and staff will work with the CPMG to create a framework and process for working together across the region in response to the Ministry's initiatives.

## **Resolved**

That the Canterbury Policy Forum:

- note the Government's proposed programme of new and revised national policy instruments under the RMA
- agree to work in collaboration and with the Canterbury Planning Managers Group to develop shared responses to each of these Government policy initiatives
- agree that the process of developing shared Canterbury responses to these initiatives will be facilitated by the Policy Forum secretariat
- note that key issues or areas of interest for their councils in the topics included in the Government's programme will evolve over time
- note that the Secretariat will contact each council to identify staff with relevant expertise to contribute to the development of responses to particular policy initiatives.

*Bill Bayfield/Mike Theelen*  
*Carried*

Bill Bayfield thanked Julia Forsyth and Lesley Baddon for attending today's Policy Forum. The Ministry representatives left the meeting shortly after the close of this discussion.

## **5. Canterbury Mayoral Forum update and implementing the CREDS**

*This Agenda item was discussed following item number 11.*

Bill Bayfield spoke to the agenda item, noting the newsletter update out of the CMF. Bill outlined the launch of the CREDS in August 2015, including the work stream presentations from each Mayor, and ministerial presence. He noted that MBIE had been unaware of the positive progress being made in Canterbury and has requested a meeting with Canterbury representatives to outline the strategy. Overall, the CREDS has been viewed as a positive development for the Canterbury region.

A discussion around resourcing required to implement and continue the momentum of the CREDS took place and the Policy Forum was asked to consider and agree to the CDC monitoring report services proposal attached to the paper.

The issue of how Canterbury will stay well connected with Wellington/central government once Cera is disbanded was discussed, as the organisation has been proactive in initiating many vital contacts across government departments. This issue has also been discussed at Transition Board level with Dame Jenny Shipley with regards to the entire Canterbury region. Bill was unclear at what stage these discussions are at, but this issue will be raised in his Policy Forum update report to the CEF.

A discussion on the CREDS then took place, with approximately half of the Policy Forum representatives indicating their active involvement in the development of the strategy, and some councils advising that many council staff have little knowledge of the strategy yet. Bill outlined the framework of the strategy in terms of cluster groups and action plans and stressed the importance of resources being put in place to support the work programmes.

All work programmes within the CREDS require different demands on resources. The individual mayors are working to connect people, but it is now vital for the chief executives and mayors to have the right support behind them. A request was made for all councils to provide an update to David Bromell for the CEF on 9 November 2015 advising how the work programme relating to their respective mayor/council will be put in place and resourced. This will then go to CMF in December 2015.

**AP: All councils to provide an update to David Bromell outlining how the work programme relating to their respective mayor/council will be put in place and resourced.**

- The actions directly involving the Policy Forum and CPMG were noted as being digital connectivity, value-added production, and regional tourism (including freedom camping bylaws).
- Integrated regional transport planning is ongoing.
- Carolyn Johns and David Bromell will contact each council to arrange a contact to maintain a watching brief on the value-added production issue. It was noted that it could be sensible to connect with council EDAs for assistance.
- Newcomer and migrant settlement support is being followed up by Vincie Billante.

Bill noted that the implications around resourcing to ensure the success of the CREDS means that CDC could be funded from the Policy Forum Research Fund. All were in agreement. A request was made for digital connectivity to be added to the list of CDC indicators; David Bromell will follow this up.

**AP: David Bromell to liaise with CDC with regards establishment of indicator monitoring and the addition of digital connectivity to the monitoring list.**

**Resolved**

- That the Canterbury Policy Forum
- note actions required by the Policy Forum and Planning Managers Group to implement the CREDS
- provide feedback on resourcing implications, to inform a paper to the Chief Executives Forum on 9 November 2015
- agree to fund CREDS monitoring reports by CDC from the Policy Forum Research Fund.

*Murray Washington/Vincie Billante  
Carried*

**6. Local government regulation and the Canterbury Regional Economic Development Strategy**

*This Agenda item was discussed following item number 5.*

Bill Bayfield spoke to the Agenda item. Geoff Meadows confirmed the acceptance of the Canterbury Planning Managers Forum to pick up the work of identifying regulatory barriers and inconsistencies in plans and policies that could adversely affect the CREDS programmes for digital connectivity, value-added production, and regional tourism (including freedom camping bylaws).

**Resolved**

That the Canterbury Policy Forum

- request the Planning Managers Group, supported by Policy Forum members from the Timaru, Waimate, Kaikōura and Christchurch councils, to report to the Chief Executives Forum in February 2016 on opportunities to address unnecessary regulatory barriers and improve consistency of regulation in relation to digital connectivity, value-added production and tourism in Canterbury.

*Bill Bayfield/Carolyn Johns*  
Carried

**7. MBIE 2015 Regional Economic Activity Report**

*This Agenda item was discussed following item number 10.*

Vincie Billante spoke to the Agenda item which outlined feedback submitted to MBIE following a review of their draft on the Canterbury chapter of the economic activity report, including the progress of the rebuild. The comments submitted included questions about some of the data sources used, and encouragement of a wider rural perspective than the focus on the dairy sector. No feedback has yet been received from MBIE.

A brief discussion on the diagram depicting construction worker numbers (Figure 2) took place and was led by Simon Markham. The figures indicate that the rebuild has plateaued which will directly affect the construction sector. Overall, it is predicted that the total of construction jobs in Canterbury will fall considerably over the next three years, with a decline predicted by 2018 of approximately 30,000 sector jobs or one in ten jobs in the region. Simon advised that Westpac has information on the origins of the workforce, which indicates that migrant numbers are less than initially thought. There is a lack of research on these questions, and it was suggested that the University be approached regarding opportunities for research on the migrant workforce in the region.

Simon Markham will circulate to the Policy Forum the full MBIE June review and rebuild modelling presentation once it has been cleared for circulation by the Minister.

**AP: Simon Markham to contact the University regarding opportunities for research on the migrant workforce in the region.**

Bill thanked Vincie Billante and David Bromell for their joint effort in providing feedback to MBIE, and asked David, Vincie and Simon to work together to brief the CEF meeting scheduled for 9 November 2015 on these issues.

**AP: Simon Markham will circulate to the Policy Forum the full MBIE June review and rebuild modelling presentation once it has been cleared for circulation by the Minister.**

**Resolved**

That the Policy Forum note that it has provided a submission on the draft Canterbury chapter of the Ministry of Business, Innovation and Employment's 2015 Regional Economic Activity Report.

*Bill Bayfield/Simon Markham*  
Carried



## 8. Service Delivery Reviews

*This Agenda item was discussed following item 3.*

Steve Gibling provided a verbal update to the Agenda item on behalf of David Ward, and an accompanying memo was circulated providing an overview of the process to date. Following an initial workshop in August 2015, David is developing a working group of councils, with a meeting scheduled for 16 October 2015. Both SOLGM and OAG will be present.

The working group's aim is to develop consistency of service reviews within Canterbury's councils, including the comparison of a list of services and how they are defined, processes already in place and any political factors which may impact the process. Steve requested that all councils forward to the Secretariat any legal opinions pertaining to their councils that may also impact this process. He advised that the process of developing a consistent approach for the region will not be audited.

Timeline is for a common approach to be developed between March–June 2016 for review by the Chief Executives Forum (CEF), before taking to the Canterbury Mayoral Forum (CMF) in July/August 2016.

### **AP: Policy Forum councils to forward to the Secretariat any legal opinions relating to their councils that may impact service delivery reviews.**

That the update on Service Delivery Reviews be accepted.

*Bill Bayfield/Hamish Dobbie  
Carried*

## 9. Long-Term Plans and infrastructure strategies audit process update

*This Agenda item was discussed following item number 8.*

Steve Gibling provided a verbal update. He explained that, at the last meeting of the CEF, agreement had been reached on the value in undertaking an audit process with a view to identifying any collaborative opportunities, as well as support for a section 17A review process and setting guidelines for future reviews. The workload in managing this data collation to ensure its proposed completion by the end of 2015 will require some assistance from the Policy Forum. Murray Washington volunteered to assist in this process.

Simon Markham explained that the chief executives requested phase one of the process be to gauge whether data out of LTPs is sufficient before moving into infrastructure strategies (which haven't been prepared on a consistent basis). Agencies, including the DIA, SOLGM and OAG, will be approached with a request to review the information they collect in order to define a consistent set of data across key infrastructure areas out of LTPs for all councils' 2015-25 period, rather than the Secretariat administering a questionnaire.

Bill Bayfield noted that the CMF has requested information on which councils are undertaking major infrastructure projects with a view to their chief executives looking for efficiencies in timing of works.

### **AP: The Secretariat will circulate a draft process structure (previously circulated to the CEF) to the Forum for feedback.**

## 10. Managing natural hazard risk in Canterbury – A regional approach

*This Agenda item was discussed following item number 9.*

Don Chittock provided a verbal update to the Agenda item, following agreement from the March Policy Forum for the establishment of a regional approach and framework development.

A meeting on 22 September 2015 of TA planners and CDEM staff to discuss the framework identified key issues as being communication of risk to the community, the difference between hazards and risks, local and regional thinking and requirements, and wider resources that could be included. Current work taking place around the Canterbury region was outlined, including the Canterbury Regional Economic Development Strategy (CREDS), Urban Development Refresh, and Resilient Cities.

Main issues out of that meeting included timing and resources to develop a framework with achievable outcomes using information currently available and sharing resources across the region and agencies. Members of the Policy Forum were requested to ensure that their staff who attended that meeting were aware of the mandate agreed to by the Policy Forum to develop this framework.

Next steps include designing the framework, developing a Terms of Reference for the working group, and key milestones. By 23 October 2015, the framework will be circulated to the attendees of the planners' meeting with a view to bringing the proposed framework to the CEF on 9 November 2015.

Bill Bayfield thanked Don Chittock for the update and noted that the item had been received by the Policy Forum.

#### **11. Collaborative working group: ECan/DOC/LINZ/TAs**

*This Agenda item was discussed following item number 4.*

As coordinator of this this working group, Ian Hyde provided a verbal update, explaining that the project stemmed out of the original issue raised at a previous Policy Forum on tenure reviews and a general lack of communication between the relevant parties involved. He noted that work undertaken by Don Chittock and David Culverhouse of ECan had facilitated the progress of this issue.

A meeting took place in August 2015 between LINZ, DOC and ECan where it was agreed that fostering relationships with TAs and regional councils would be beneficial for all parties; a list of primary points of contacts from each organisation will be drawn up and circulated to each organisation.

This issue had been discussed at the August meeting of the CPMG. Information on agency work programmes will be shared with the working group to ensure these do not continue in isolation and resources can be shared where possible, e.g. aerial mapping.

Ian Hyde was thanked for his update to the Policy Forum.

#### **12. Workshop for new policy advisors**

*This Agenda item was discussed following item number 6.*

Vincie Billante spoke to the Agenda item, explaining that there was a lack of appropriate local government training for professionals employed to advise on policy and local government issues and there would be region-wide benefits for regular workshops designed to upskill these employees and capitalise on regional knowledge. It is proposed that a pilot programme be undertaken in Canterbury through the Policy Forum Secretariat, with a view to the first workshop being held in late October/early November 2015. There was support from all attendees, with the suggestion that the workshop extend to cover the entire South Island in the future.

Bill Bayfield noted the support of the Policy Forum for this pilot programme to go ahead.

**AP: Vincie Billante will work with the Secretariat (Ronnie Cooper) to develop and undertake a pilot workshop.**

### **13. Canterbury Planning Managers Group update**

*This Agenda item was discussed following item number 12.*

Geoff Meadows spoke to the Agenda item and outlined the current work being undertaken by the CPMG, including land and water, air, government legislation, and discussions taking place on agreeing a common approach to the use of land for housing.

Bill Bayfield thanked Geoff for the work undertaken by the CPMG and extended the assistance of the Policy Forum when and if required.

### **14. Annual review of Forum Terms of Reference and chair/secretariat**

*This Agenda item was discussed following General Business.*

Bill Bayfield spoke to the Agenda item and queried Policy Forum members as to the value of the Forums and whether there was a need for the Forum to continue. It was noted that the Forum still has momentum and the CEF and CMF rely on the work out of and undertaken by the Forum; however, caution was noted around stretching the Forum too far in terms of issues of focus. Any areas of improvement should be communicated to the Secretariat.

There were no changes recommended to the current Terms of Reference.

At this point in the meeting Bill Bayfield stepped down as Chair of the Canterbury Policy Forum.

Hamish Dobbie, representing the Chief Executives Forum as Acting-Chair of the Policy Forum, called for nominations for the role of Chair of the Canterbury Policy Forum for the year 2016.

Murray Washington (Selwyn District Council) nominated Bill Bayfield (Environment Canterbury). The nomination was seconded by Vincie Billante (Ashburton District Council).

Bill Bayfield accepted the nomination. The nomination will go to the CEF for vote on 9 November 2016.

The preferred Secretariat will remain unchanged.

### **Resolved**

That the Canterbury Policy Forum:

- note progress achieved to date through the Forum
- advise the Chief Executives Forum that there are no changes recommended to the Terms of Reference at this time
- nominate Bill Bayfield (ECan) as chairperson of the Canterbury Policy Forum to the Chief Executives Forum, for appointment from 1 January 2016
- agree that the current secretariat arrangements continue to support the work of the Forum from 1 January 2016, subject to the appointment of Bill Bayfield as chairperson.

*Simon Markham/Hamish Dobbie  
Carried*

**15. Draft schedule of meetings – 2016**

*This Agenda item was discussed following item number 13.*

Ronnie Cooper explained that the Secretariat is waiting for the agreement of meeting dates from LGNZ and SOLGM. Once this information is known, dates for the Policy Forum will be proposed and circulated to Forum members via email.

**GENERAL BUSINESS****Rules reduction taskforce**

Ronnie Cooper circulated a memo updating the Policy Forum on the recent Rules Reduction Taskforce report and accompanying media release from Paula Bennett.

Murray Washington noted that the report was clear and concise. Bill Bayfield advised that the CPMG will review the report and implement action where required.

**Council rating of irrigation schemes**

Hamish Dobbie spoke to the item and queried the policy amongst individual councils to the rating of irrigation schemes in their areas. Irrigation schemes and their assets are now rateable based on infrastructure and the value of the scheme; however, there appears to be mixed policy around the region as to when rates charging commences and the use of hardship clauses for rates relief, if such clauses are available. After discussion, it was noted that there is no set standard or policy across all councils. Bill Bayfield advised that Environment Canterbury is not in a position to determine an across-the-board policy on irrigation scheme rating.

**Public Transport**

Bill Bayfield noted that the CMF had received a report from the chief executives that they are looking at PT governance and operational delivery in greater Christchurch, with the involvement of Selwyn, Waimakariri, ECan and CCC, joined by NZTA and MOT. The options outlined in the Winder Report had been consulted and it was recommended to investigate option 5 – a joint committee. Terms of reference and delegations for a joint committee are currently being drawn up, with the process being led by Steve Gibling. The recommendation will go to the CEF in November and CMF in December.

**16. Next meeting**

The date of the next Policy Forum will be confirmed at a later date.

There being no further business, the meeting closed at 3.12pm.

# Action Points

## Canterbury Policy Forum

As at 25 September 2015

Items will be removed once complete.

Date	Subject	Actioned by	Deadline	Status
29.10.14	<b>Mayoral Forum:</b> Keep CPF informed.	Bill Bayfield	25 Sept 2015	
31.03.15	<b>Service delivery review:</b> Provide update to CPF around proposed strategy, including workshops.	David Ward, Steve Gibling	25 Sept 2015	
25.09.15	Councils to forward to the Secretariat any legal opinions relating to their councils that may impact service delivery reviews.	Forum	ASAP	
26.06.15	<b>LTPs/infrastructure strategies:</b> Forum members to provide feedback on audit processes to Steve Gibling.	Forum	ASAP	
25.09.15	The Secretariat will circulate a draft process structure (previously circulated to the CEF) to the Forum for feedback.	Secretariat	ASAP	
26.06.15	<b>Online voting:</b> Provide feedback, when available, on the outcome of SDC's use of the online voting system for the 2016 local government elections.	David Ward	When available	
26.06.15	<b>Collaborating to get better results:</b> Secretariat to request training requirements with member councils early in 2016.	Secretariat	March 2016	
25.09.15	<b>Canterbury Regional Economic Development Strategy:</b> All councils to provide an update to David Bromell outlining how the work programme relating to their respective mayor/council will be put in place and resourced.	Forum	30 October 2015	
25.09.15	<b>Canterbury Regional Economic Development Strategy:</b> Liaise with CDC with regards the establishment of indicator monitoring and the addition of digital connectivity to the monitoring list.	David Bromell	ASAP	
25.09.15	<b>MBIE 2015 Regional Economic Activity report:</b> Simon Markham to contact the University regarding opportunities for research on the migrant workforce in the region.	Simon Markham	ASAP	
25.09.15	Circulate to the Policy Forum the full MBIE June review and rebuild modelling presentation once it has been cleared for circulation by the Minister.	Simon Markham	ASAP	
25.09.15	Brief the CEF November meeting on issues arising from the predicted decline in the Canterbury construction workforce.	David Bromell, Vincie Billante, Simon Markham	30 October 2015	

Date	Subject	Actioned by	Deadline	Status
25.09.15	<b>Workshop for new policy advisors:</b> Pilot programme.	Vincie Billante, Ronnie Cooper	Late Oct/early Nov 2015	

# Action Points

## Canterbury Policy Forum

As at 29 January 2016  
Items will be removed once complete.

Date	Subject	Actioned by	Deadline	Status
29.10.14	<b>Mayoral Forum:</b> Keep CPF informed.	Bill Bayfield	Ongoing	Refer Agenda item 9, Policy Forum meeting 29 January 2016
31.03.15	<b>Service delivery review:</b> Provide update to CPF around proposed strategy, including workshops.	David Ward, Steve Gibling	25 Sept 2015	Completed
25.09.15	Councils to forward to the Secretariat any legal opinions relating to their councils that may impact service delivery reviews.	Forum	ASAP	Completed
26.06.15	<b>LTPs/infrastructure strategies:</b> Forum members to provide feedback on audit processes to Steve Gibling.	Forum	ASAP	Refer Agenda item 6, Policy Forum meeting 29 January 2016
25.09.15	The Secretariat will circulate a draft process structure (previously circulated to the CEF) to the Forum for feedback.	Secretariat	ASAP	Completed
26.06.15	<b>Online voting:</b> Provide feedback, when available, on the outcome of SDC's use of the online voting system for the 2016 local government elections.	David Ward	When available	
26.06.15	<b>Collaborating to get better results:</b> Secretariat to request training requirements with member councils early in 2016.	Secretariat	March 2016	Will be done in February 2016
25.09.15	<b>Canterbury Regional Economic Development Strategy:</b> All councils to provide an update to David Bromell outlining how the work programme relating to their respective mayor/council will be put in place and resourced.	Forum	30 October 2015	Resourcing of the Secretariat was agreed December 2015. All councils to consider resource implications in 2016/17 Annual Plans.
25.09.15	<b>Canterbury Regional Economic Development Strategy:</b> Liaise with CDC with regards the establishment of indicator monitoring and the addition of digital connectivity to the monitoring list.	David Bromell	ASAP	Completed
25.09.15	<b>Local government regulation and CREDS:</b> Support the Planning Managers Group to report to CEF on opportunities to address unnecessary regulatory barriers and improve consistency of regulation in relation to digital connectivity, value-added production and tourism in Canterbury (CREDS).	Timaru, Waimate, Kaikōura, Christchurch	February 2016	Reports completed on digital connectivity and value-added production – report under way on tourism issues (refer Agenda item 5, Policy Forum meeting 29 January 2016)

Date	Subject	Actioned by	Deadline	Status
25.09.15	<b>MBIE 2015 Regional Economic Activity report:</b> Simon Markham to contact the University regarding opportunities for research on the migrant workforce in the region.	Simon Markham	ASAP	MBIE presented to Mayoral Forum CREDS workshop 3 December 2015
25.09.15	Circulate to the Policy Forum the full MBIE June review and rebuild modelling presentation once it has been cleared for circulation by the Minister.	Simon Markham	ASAP	
25.09.15	Brief the CEF November meeting on issues arising from the predicted decline in the Canterbury construction workforce.	David Bromell, Vincie Billante, Simon Markham	30 October 2015	
25.09.15	<b>Workshop for new policy advisors:</b> Pilot programme.	Vincie Billante, Ronnie Cooper	Oct/ Nov 2015	Completed 25 November 2015 (refer Agenda item 11, Policy Forum meeting 29 January 2016)



# Canterbury Policy Forum

## Item 3c

**Date:** 29 January 2016

**Presented by:** Secretariat

## Regional governance meetings schedule

### Purpose

This schedule is to inform Forum members of the forthcoming meetings for 2016.

Date	Forum	Key task(s)
<b>First cycle</b>		
Friday 29 January	Canterbury Policy Forum	
<i>Monday 8 February</i>	<i>Waitangi Day</i>	
Monday 15 February	Chief Executives Forum	
Friday 19 February	Canterbury Planning Managers Group	
Friday 26 February	Canterbury Mayoral Forum	
<b>Second cycle</b>		
Friday 18 March	Canterbury Policy Forum	
<i>25-28 March</i>	<i>Easter</i>	
Monday 4 April	Chief Executives Forum	
Friday 15 April	Canterbury Planning Managers Group	
Friday 22 April	Canterbury Mayoral Forum	
<i>Monday 25 April</i>	<i>Anzac Day</i>	
<b>Third cycle</b>		
Friday 6 May	Canterbury Policy Forum	
Monday 30 May	Chief Executives Forum	Sign off on draft briefing to incoming Mayors
<i>Monday 6 June</i>	<i>Queen's Birthday</i>	
Thursday 23 June	Canterbury Mayoral Forum + CREDS reference group	Six-monthly review and workshop
Friday 24 June	Canterbury Mayoral Forum	Sign off on briefing to incoming Mayors
Friday 15 July	Canterbury Planning Managers Group	
<b>Fourth cycle</b>		
Friday 12 August	Canterbury Policy Forum	Approve budget for 2016/17
Monday 29 August	Chief Executives Forum	
Friday 16 September	Canterbury Planning Managers Group	
<b><i>Saturday 8 October</i></b>	<b><i>Polling Day</i></b>	
<i>Monday 24 October</i>	<i>Labour Day</i>	
Monday 31 October	Chief Executives Forum	Prepare for first meeting with new Mayors, including advice on triennial agreement and three-year work programme

<b>Date</b>	<b>Forum</b>	<b>Key task(s)</b>
Friday 25 November	Canterbury Mayoral Forum	First meeting; develop triennial agreement and three-year work programme
Friday 2 December	Canterbury Policy Forum	Implementation of matters arising from Canterbury Mayoral Forum Nomination of Chair for 2017

#### CANTERBURY REGIONAL TRANSPORT COMMITTEE:

##### 2016 MEETINGS:

- Friday 26 February
- Friday 22 April
- Friday 24 June
- Friday 25 November

#### LGNZ ZONE 5 & 6:

##### 2016 MEETINGS:

- Tuesday and Wednesday 19 and 20 April
- Monday 7 November

# Canterbury Policy Forum

## Item 4

**Date:** 29 January 2016

**Presented by:** David Bromell, Mayoral Forum secretariat

## Canterbury Regional Economic Development Strategy

### Purpose

This paper provides an update on implementation of the Mayoral Forum's Canterbury Regional Economic Development Strategy (CREDS).

### Recommendations

That the Canterbury Policy Forum:

- 1 **note** progress in implementing the Canterbury Regional Economic Development Strategy (CREDS) since November 2015
- 2 **seek opportunities** to support lead Mayors and Chief Executives to implement and further develop CREDS work programmes
- 3 **note** that the Mayoral Forum has requested Environment Canterbury to host secretariat and executive support to the Mayoral Forum, Chief Executives Forum, Policy Forum and Planning Managers Group on an ongoing basis, funded from the regional council general rate from 1 July 2016.

### Background

- 1 The CREDS is an initiative of the Mayoral Forum, launched in August 2015. Each of seven work programmes has a lead Mayor, who is supported by their Chief Executive, council staff and the secretariat.

### Workshop with reference group, 3 December 2015

- 2 The Mayoral Forum meets six monthly with its CREDS reference group – Te Rūnanga o Ngāi Tahu, Canterbury Development Corporation (CDC), Canterbury Employers' Chamber of Commerce (CECC), the Committee for Canterbury and key stakeholders who presented to workshops held in December 2014 and February 2015.
- 3 CDC has worked with the secretariat to develop [baseline economic indicators](#) (*access from this hyperlink*), against which the Mayoral Forum will assess progress over time in achieving its objectives.
- 4 Staff from the Ministry of Business, Innovation and Employment presented on the [progress of the rebuild](#) (*access from this hyperlink*) and their modelling of construction and construction-related employment, which will decline sharply from 2018 with a loss of an estimated 25,000 construction-related jobs by the end of 2021. (This has always been a key driver of the CREDS – to position Canterbury's economy for long-term, sustainable growth as the earthquake rebuild comes to a conclusion.)

- 5 Key themes that emerged from discussion with the reference group were:
  - the seven work programmes are building a solid framework
  - keep taking a long-term view, and add value wherever we can
  - co-ordinate and scale up propositions for capital investment
  - tell a compelling story about Christchurch and its region – to ourselves, to the rest of New Zealand and to the world, to attract people to live, study and do business here.
- 6 Dame Margaret Bazley as chair of the Mayoral Forum wrote to relevant Ministers and chief executives of central government agencies before Christmas to report progress on implementing the CREDS.

## **CREDS developments since November 2015**

### **Integrated regional transport planning (Mayor Winton Dalley, Hurunui)**

- 7 On 2 December 2015, chief executives of transport agencies met and agreed in principle to share data and analysis and build a common evidence base to support better co-ordinated regional transport planning and investment. Environment Canterbury is scoping a proposal to implement this.

### **Digital connectivity (Mayor Damon Odey, Timaru)**

- 8 On 10 December 2015, Spark New Zealand announced that it will accelerate its roll out of 4G mobile broadband across all of Canterbury and complete this by December 2016, instead of its previous three-year timeframe. This is the first time Spark has partnered with local authorities to drive a region's economic development in this way.
- 9 The Connected Canterbury group has teamed up with the Mayoral Forum and is now chaired by Mayor Damon. A draft Canterbury Digital Strategy has been prepared for consideration by the Mayoral Forum on 26 February 2016.

### **Freshwater management and irrigation infrastructure (Commissioner David Caygill, Environment Canterbury)**

- 10 The Forum through the Canterbury Water Management Strategy continues to promote an integrated water distribution network, and is making good progress on Resource Management Act plans. Industry groups have reached agreement on good land management practices, which will be the basis for Farm Environment Plans and reporting in ways that are verifiable and enforceable.
- 11 Collaborative work on storm water management planning and consenting is well progressed, with a draft assessment of storm water treatment construction costs, a gap analysis of storm water best practice guidance, and a consent ownership framework that clarifies roles and responsibilities.
- 12 Te Waihora and Wainono restoration projects await decisions on Government funding.

### **Value-added production (Mayor Craig Rowley, Waimate)**

- 13 Mayor Craig has established a steering group of key sector leaders that will meet approximately six monthly to identify barriers to growth, propose solutions and establish networking opportunities across Canterbury and across industry sectors.

- 14 The Planning Managers Group reports to the Chief Executives Forum on 15 February and the Mayoral Forum on 26 February 2016 on opportunities in District Plan reviews to align planning, rules and regulation across the region – to support the value-added production, digital connectivity and visitor work programmes.

### **Education and training (Mayor David Ayers, Waimakariri)**

- 15 A steering group of tertiary education institutions meets regularly. Actions are focused on recovering, and growing, the number of domestic and international students in Canterbury; options to ensure every school leaver has a transition plan to further education, training or employment; and developing new and modified courses in agricultural engineering and water management.
- 16 While enrolments of international students are yet to return to pre-quake levels, Canterbury has exceeded the New Zealand-wide rate of growth in the past two years.

### **Newcomer and migrant settlement (Mayor Angus McKay, Ashburton)**

- 17 Issues for migrants on work visas and their families around access to subsidised primary health care and to tertiary education are being raised with central government agencies and Ministers.
- 18 Ashburton Council (lead agency) has met with senior staff in Immigration New Zealand and is establishing an advisory group to develop an action plan for 2016.
- 19 CREDS partner, the Canterbury Employers' Chamber of Commerce, launched its *Start with a Smile* campaign in October 2015. CECC is keen to roll this out across all of Canterbury in 2016 (contact Vincie Billante).

### **Regional visitor strategy (Mayor Winston Gray, Kaikōura)**

- 20 Direct flights three times weekly on China Southern Airlines between Guangzhou and Christchurch commenced on 16 December 2015. Mayor Winston circulated a newsletter with information and ideas ('[Get ready for China](#)') to all councils, economic development agencies and tourism organisations in Canterbury. Christchurch & Canterbury Tourism has designed posters for Canterbury businesses to display during the 'Golden Week' of Chinese New Year (8 February 2016) to celebrate and welcome Chinese visitors.
- 21 Mayor Winston has led the development of a draft Canterbury Visitor Strategy, which will be considered by the Mayoral Forum on 26 February.

### **Resourcing CREDS implementation**

- 22 At its meeting on 4 December 2015, the Mayoral Forum asked Environment Canterbury to host secretariat and executive support to the Mayoral Forum, Chief Executives Forum, Policy Forum and Planning Managers Group on an ongoing basis, funded from the regional council general rate.

### **Ensuring continuity**

- 23 The Chief Executives Forum will support the Mayoral Forum with preparing a briefing to incoming Mayors following local body elections in October 2016.

# Canterbury Policy Forum

## Item 5

**Date:** 29 January 2016

**Presented by:** Geoff Meadows (Canterbury Planning Managers Group)

## Local government regulation and the CREDS

### Purpose

This paper responds to the request from the Policy Forum of 12 October 2015 for the Canterbury Planning Managers Group (CPMG) to report to the Chief Executives Forum in February 2016 on opportunities to address unnecessary regulatory barriers and improve consistency of regulation in relation to digital connectivity, value-added production and tourism in Canterbury.

### Recommendations

That the Canterbury Policy Forum:

- 1 **Receives** the attached reports from Timaru District Council on digital connectivity, and from Waimate District Council on value-added production.
- 2 **Notes** that Kaikōura District Council has work-in-progress on surveying the tourist industry about perceptions of unnecessary regulatory barriers and inconsistency of regulation in tourism.
- 3 **Recommends** the completed reports from Timaru and Waimate are included on the agenda for the Chief Executives Forum of 15 February 2016.
- 4 **Notes** the reports have not had formal endorsement from the Canterbury Planning Managers Group (CPMG), which does not meet until 19 February 2016 – however they have been endorsed out-of-session by the majority of CPMG representatives
- 5 **Discuss** the key findings of the two reports and **provide guidance** to the CPMG on key messages to take through to the Chief Executives Forum and Mayoral Forum.

### Background

- 1 Two teleconferences with CPMG representatives were held on 12 October 2015 and 23 November 2015 to discuss the task set by the Policy Forum.

### Digital connectivity

- 2 Timaru District Council planning staff consulted with telecommunications carriers for them to outline their perceptions of regulatory barriers, and all Canterbury Councils were asked a set of questions regarding telecommunication facilities.
- 3 Timaru District Council staff met with Spark, Chorus and 2 Degrees Mobile on 30 November 2015. Vodafone and Enable Services Limited were invited to the meeting, but did not attend.
- 4 A draft of the attached report was prepared and reviewed internally by a number of senior staff within Timaru District Council, circulated to telecommunication providers for their comment, and subsequently circulated to Canterbury Councils for comment.

- 5 Responses were then considered before finalising this report for the agenda of the Canterbury Planning Managers Group.

### Value-added production

- 6 Similarly Waimate District Council staff surveyed District Plan rules throughout Canterbury and looked at the various stages of second generation District Plan reviews in Canterbury.
- 7 Waimate District Council staff examined various chapters of Canterbury District Plans where there was opportunity for some commonality.

### Tourism

- 8 Kaikōura District Council staff are still in the process of surveying the tourism industry in Canterbury to glean perceptions about regulatory barriers from a tourism perspective. Kaikōura District planning staff are being superbly assisted with the survey by Christchurch City Council staff. This is work-in-progress and Kaikōura District Council planning staff will report on their findings when they are to hand.

### Variation in plan rules

- 9 It is noteworthy that the Regulatory Impact Statement accompanying the *Resource Legislation Amendment Bill*, (which has the stated purpose of better aligning and integrating the resource management system), states the following:

*The RMA was designed to allow plan development and decision making to be undertaken at the level of the affected community. This was so that local biophysical conditions and community priorities could be reflected in plans. For this reason, variation in regional and district plan rules across the country is expected and necessary. (RIS page 6).*

### Key findings

- 10 Key findings of the two reports include:
  - no major barriers to economic development were identified – most of the inconsistencies that were noted are relatively minor
  - many of the differences identified in District Plan provisions reflect and provide for particular local conditions and requirements – some differences in the definitions in Plans are the result of Court decisions
  - resolving inconsistencies between District Plan provisions would require formal plan review processes or plan changes – these would impose significant costs for councils and there would be complications with the timelines, with each District Plan in the region at a different stage in the plan review schedule
  - the Government's programme of national direction instruments under the RMA and the changes proposed in the Resource Legislation Amendment Bill (refer Agenda item 8) seek to establish greater consistency in local government plans and processes
  - some matters can be relatively easily addressed through coordination across our councils, via:

- agreement on matters such as 40m height limits for telecommunications masts (with rules to provide for sensitive locations and proximity to sensitive activities), and requiring easements for reticulated telecommunication services to be provided at the time of subdivision
  - providing information and guidance for the interpretation of rules and codes of practice
  - reviewing rules for rural areas development and rural subdivision requirements
- other matters may raise more complex issues, eg a proposal that telecommunications providers have access to councils' databases of landowner details.

### **Attachments**

- Timaru District Council report (12 January 2016): *Digital Connectivity and the Canterbury Regional Economic Development Strategy*
- Waimate District Council report (18 January 2016): *Local Government Regulation and the Canterbury Regional Economic Development Strategy (CREDS)*





To:	Canterbury Planning Managers Group
From	Mark Geddes, District Planning Manager, Timaru District Council
Date:	12 January 2016
Topic:	Digital Connectivity and the Canterbury Regional Economic Development Strategy

## **PURPOSE**

The purpose of this report is to summarise a detailed report (attached) that principally investigated the consent barriers and consistency of approach to digital connectivity in Canterbury.

## **BACKGROUND**

The Canterbury Policy Forum tasked Timaru District Mayor Damon Odey and Timaru District Council to investigate this matter on behalf of Canterbury Councils. This work was one aspect of a seven part work programme set out in the Canterbury Regional Economic Development Strategy.

## **CONSULTATION**

Canterbury's Councils and a number of telecommunication providers were consulted on this matter.

## **FINDINGS**

Given that the proposed amendments to the National Environmental Standard for Telecommunication Facilities will permit a significant amount of telecommunication activities, it will be unlikely that there will be any major future regulatory barriers to digital connectivity in Canterbury.

While telecommunication providers have raised a number of issues concerning telecommunication facilities, these matters were found to be relatively minor in nature. However, in order to address these minor issues, this report makes a number of recommendations. It is anticipated that implementing these recommendations will help streamline the consenting systems as they relate to telecommunication facilities and will assist telecommunication companies provide a digitally

connected Canterbury. There are also a number of comments made within the report in respect of matters telecommunication providers can action to streamline consenting processing in Canterbury.

## **RECOMMENDATIONS**

1. That the report be received.
2. That the recommendations from paragraph 59 a. to l. of the attached report be adopted.

DRAFT



To:	Canterbury Planning Managers Group
From	Kylie Galbraith, Senior Planner, Timaru District Council Mark Geddes, District Planning Manager, Timaru District Council
Date:	12 January 2016
Topic:	Digital Connectivity and the Canterbury Regional Economic Development Strategy

## INTRODUCTION

1. Canterbury Regional Economic Development Strategy includes seven work programmes, one of which is digital connectivity. The digital connectivity programme seeks to achieve a fully connected Canterbury, so the whole region can achieve the best possible results in health, education, social connectedness, economic growth and the environment. To achieve this Mayor Damon Odey and Timaru District Council have been tasked by the Canterbury Policy Forum to investigate the following by 31 March 2016:

*“Review consent barriers and consistency of approach across the region’s councils:*

- *review consistency of approach to telecommunications easements and subdivision consents;*
- *ensures that Corridor Access Requests (CARs) are processed promptly, and investigate future models for global consents to minimise delays; and*
- *consider creating a council single point of contact to facilitate dealings with all partners for telecommunications consents.”*

2. The Canterbury Policy Forum proposed the regulatory review to:
  - a. identify unnecessary barriers to development in the Regional Policy Statement and District Plans;
  - b. identify opportunities to develop and adopt consistent definitions and rules across the region; and

- c. report to the Chief Executives Forum in February 2016, with recommendations on opportunities to address barriers and improve consistency of regulation.

## **PROCESS**

3. In conducting this assessment, the following process was undertaken:
  - a. All Councils were asked questions (Appendix 1) regarding telecommunication facilities.
  - b. Responses were correlated and compared.
  - c. The writer and the District Planning Manager met with Spark, Chorus and 2 Degrees Mobile on 30 November 2015 to provide them with an opportunity to have their say. Vodafone and Enable Services Limited were invited to the meeting, but did not attend.
  - d. A draft of this report was prepared and reviewed internally by a number of senior staff within Timaru District Council.
  - e. The draft was then circulated to telecommunication providers for their comment.
  - f. Responses were considered and subsequently a draft of this report was provided to Canterbury Councils for comment.
  - g. Responses were then considered before finalising this report for the agenda of the Canterbury Planning Managers.

## **GENERAL FINDINGS**

4. No major consent barriers were identified by Canterbury Councils. The Canterbury Regional Policy Statement (RPS) is generally supportive of telecommunication infrastructure. Canterbury's District Plans provide for telecommunication activities with varying activity status depending on the activity and the sensitivity of the location. Despite this, it was found that most resource consents for telecommunication activities were granted and processed on a non-notified basis.
5. The proposed amendments to the National Environmental Standards for Telecommunications Facilities (NES-TF) due to come into force by mid-2016 will provide for the majority of telecommunication activities as a permitted activity. Appendix 2 provides a summary of the NES-TF. The NES-TF will significantly improve consistency of approach to telecommunication activities across Canterbury. As a result the number of resource consents required will significantly decrease. For example, most of Chorus' activity will be covered by the proposed NES-TF. Although proposed NES-TF will not permit all telecommunication activities (e.g. it is

likely that only 50% of 2 Degree Mobile's activities will be permitted), it will significantly reduce regulatory barriers.

6. Despite the proposed NES-TF, telecommunications providers raised a number of consenting issues that were worthy of further investigation. Although these matters were considered to be relatively minor, addressing them has the potential to streamline consenting and therefore assist telecommunication providers in providing a digitally connected Canterbury.
7. Telecommunication providers generally do not have any major issues with the fact they need to obtain resource consent, building consent or Corridor Access Requests (CARs) in certain circumstances. This reflects our view that there will always be a need to manage some telecommunication activities at some locations.
8. Timeliness of consenting was not raised as a significant issue by telecommunication providers. Nor was the building consent process, which in any case is infrequently required for telecommunication activities.
9. Although a number of issues were raised by telecommunication providers, the main issues of concern were the consistency of:
  - a. District Plan activity status;
  - b. Resource consent conditions;
  - c. CAR conditions.
10. Inconsistencies often mean that telecommunication providers have to compromise their activities, creating delays, costs and sometimes an inferior facility.
11. The remainder of this report discusses each raised issue by the telecommunication providers in detail, grouping each matter under the headings 'resource consent', 'Corridor Access Request' and 'other matters'.

## Resource Consents

### Consistency of Approach

12. While the NES-TF will improve the consistency of approach in respect of telecommunication activities across Canterbury, where activities are not permitted by the NES-TF they will still require consent by the relevant District Plan. This will invariably result in inconsistencies in approach across Canterbury. A consistent approach to telecommunication activities across Canterbury would be difficult to provide for as the matter would have to be considered separately through District Plan Reviews or by way of plan changes.
13. Rather than endeavouring to provide consistent objectives, policies and rules in District Plan's throughout Canterbury, it may be simpler to try and achieve some consistency around the particular matters, such as the height of telecommunication masts in rural areas, which appears to be a significant issue for telecommunication providers.

### Height Restriction

14. Canterbury's various District Plans provide different height restrictions for telecommunications masts dependant on the location. Telecommunication providers accept that resource consents are required in sensitive locations but do not accept that telecommunication masts cause more than minor visual effects generally in standard rural areas (e.g. Canterbury Plains farmland) when compared to other structures that are permitted in the rural zones e.g. irrigators.
15. With a prevalence of high shelterbelts throughout Canterbury, telecommunication providers have found the optimal height of telecommunication masts is 40m. Below this height the telecommunication network is not as effective as it could be.
16. Resource consents for 40m high telecommunication masts often require public notification. To avoid this, telecommunication providers generally lower the height of masts, resulting in a less effective network. It is not just the increased costs and uncertainty of the public notification process that is of concern to telecommunication providers, but the increased time required to get consent, which can often push projects beyond a financial year. Funding for

telecommunication facilities generally has to be spent within the financial year and is not rolled over to the following year.

17. Having a consistent 40m height limit for telecommunication masts as a permitted activity in rural areas of Canterbury would be of significant benefit to telecommunication providers. Rules could exclude sensitive locations, while performance standards could address proximity to sensitive activities. This could be considered by Canterbury Councils through District Plan Reviews, by way of plan change or by way of global consents. As these are separate processes, it will invariably be difficult to get complete consistency across Canterbury. However, it is possible and should be investigated further. Any attempt to create a consistent 40m height rule should be led by telecommunication providers. Initially, it would be helpful if Planning Managers can confirm whether a 40m height limit for telecommunication masts in rural areas of their district (subject to performance standards and excluding sensitive area) would be acceptable in principle. Subsequently, telecommunication providers are welcome to progress the matter further.

#### **Easements for Telecommunication Services**

18. Some Territorial Authorities (TAs) allow subdivision without the provision of reticulated telecommunication services. Reticulating telecommunication services after a subdivision can be difficult and costly. For instance, Right of Ways (ROW) need to be excavated and the written approval of parties to the ROW are required. Further if the local telecommunication line is copper (which has a limited number of connections) it may mean that connection is not possible without a significant upgrade. It is generally not cost effective for individual landowners to pay for such upgrades therefore foreclosing possible connection to reticulated services. While mobile services are often still available, these are not as good as reticulated services. Telecommunication providers consider that connection to reticulated telecommunications services should be considered at the time of subdivision in urban areas. Note that in rural areas with no telecommunication reticulation, this is not an issue.
19. It is considered that potential purchases of urban properties should be made aware if a property is not connected to reticulated telecommunication services. This could be done by way of Land Information Memorandum (LIM).

20. Councils should consider requiring new subdivisions to connect to telecommunication reticulated services at the time of subdivision. This could be considered through District Plan Reviews, or by way of plan change.
21. Telecommunication providers could assist Councils consider this matter at the time of subdivisions consents and in LIMS by providing Councils with a GIS layer of reticulated telecommunication services.

### **Global Consents**

22. Chorus utilises global consents particularly for underground work around protected trees or for minor disturbance of road surface works in urban areas. 2 Degrees Mobile utilised global consents for work within the industrial areas of Christchurch. Spark will consider utilising global consents for work required prior to the NES-TF amendments coming into force.
23. There are no barriers to global consenting. However, it is a matter that needs to be considered on a case-by-case basis. Telecommunication providers are welcome to work with Canterbury Planning Manager on global consenting.

### **Knowledge on Telecommunications Facilities**

24. Telecommunication providers consider that TA's have varying knowledge of and experience with telecommunication activities. This can lead to inconsistent interpretation and consent requirements. We acknowledge this would be likely. It happens with many aspects of consenting and is difficult to avoid given the vast range of land use and subdivision activities and the vast expertise and experience of staff.
25. It is difficult to recommend something pragmatic Canterbury Councils could do which will resolve this matter on an ongoing basis. We have considered creating a regular forum between telecommunication providers and Council. However, given the large number of staff that would need to be involved and the on-going need for such a forum (to ensure new staff are suitably trained), this is unlikely to be effective.
26. The best approach to address this matter is for Telecommunication providers to work with the providers of the Quality Planning Website to provide suitable information and guidance on telecommunication facilities. This website is provided by the Ministry for the Environment, the



New Zealand Planning Institute, the Resource Management Law Association of New Zealand and Local Government New Zealand. It provides a well known and well used resource for planners that could be constantly updated.

## Corridor Access Requests

### National Code of Practice

27. Compliance with the *National Code of Practice for Utility Operators' Access to Transport Corridors* (the Code) is a requirement under the Utilities Access Act 2010. The Code applies to the activities of all transport corridor managers and utility operators throughout New Zealand. The Code recognises that the ability of utility operators to get in and out of a transport corridor as efficiently as possible to install, maintain and upgrade network infrastructure is critical to New Zealand's economy and quality of life. The Code requires corridor managers to coordinate the work of the various utilities within their districts, including their own, in a way which ensures the best outcomes for all New Zealanders in terms of the performance and longevity of the utility services and the transport corridor.
28. Corridor Access Requests (CARs) under the Code cannot be declined and are subject to standard conditions. Specific location conditions can be applied. Default conditions apply if the CAR is not processed by the TA within 15 working days. Average processing times for CARs range from 2-5 working days. CARs are generally submitted electronically by the utilities or contractors, although some Council's may still rely on paper systems. When a CAR is approved a Work Access Permit (WAP) is issued. Delays in processing are usually due to incomplete information, particularly when CARs are submitted by contractors.
29. As part of a CAR telecommunication provider need to complete a traffic management plan. The traffic management plan is assessed against the *NZ Transport Agency Code of Practice for Temporary Traffic Management v4* (CoPTTM), which stipulates traffic management requirements, which largely depends on the hierarchy of the road.
30. The telecommunication provider's believe the Code is not interpreted consistently, which has lead to some TAs deviating from the standard conditions. To investigate this matter, we recommend that the Canterbury's Transport Officers Group reviews the implementation of Schedule B – *Template for Reasonable Conditions* of the National Code of Practice for Utility

Operators' Access to Transport Corridors and the NZ Transport Agency Code of Practice for Temporary Traffic Management v4. This review should include consultation with telecommunication providers. Canterbury's Transport Officers Group should also consider whether establishing a special interest group of Road Corridors Managers is worthwhile. This may provide a valuable forum to bring about more consistent interpretations.

31. The telecommunication providers have come across situations where there are conflicting requirements between CAR and resource consent conditions. For example, a CAR required a telecommunication mast to be placed near the property boundary as far out of the road reserve as possible, while the resource consent required the mast to be placed on the footpath near the road edge. To address this, it is recommended that TA Planning Managers refer resource consent applications for telecommunication facilities to Road Corridor Managers for comment prior to issuing.

### **Monitoring Requirements**

32. WAPs and resource consents are monitored separately by Council officers, who visit the site and monitor the implementation of the consent/WAP.
33. Telecommunication providers consider the WAP and resource consent could be monitored by the same Council officer in order to increase the efficiency of the monitoring process and avoid any duplication.
34. While in some instances there may be duplication of monitoring effort by Council Officers, it is important to note that the resource consent and WAP monitoring officers will be looking at different matters. For example the WAP monitoring officer will be primarily concerned with the reinstatement of the road reserve, while the resource consent officer would be concerned with the finished height, colour, location and possibly landscaping. Nonetheless, if information from the first Council officer to visit the site is supplied to the other officer (such as site photos) it may avoid the need for a second site visit. However, it may not, and in any case it will not significantly reduce the fees associated with the monitoring. Monitoring charges are relatively low and most of the charge relates to the paper work associated with the monitoring. Site visits are generally undertaken when the officer is already in that area and therefore endeavouring to cut costs by avoiding site visits is unlikely to generate significant cost savings.

35. With this mind, it is considered that the only recommendation is to ask resource consent and WAP monitoring officers to liaise with each other and swap information as required when monitoring telecommunication facilities.

### **Conflict of Interest**

36. Telecommunication providers believe some TAs may be protecting infrastructure corridors for line companies they hold shares in or part own. The Code addresses a conflicted person's obligations where a party is a Corridor Manager and a Utility Operator.
37. It is possible that a TA could seek to protect infrastructure corridors for utilities by approving WAPs for their utilities before other network utility operators have a chance to lodge a CAR. However, we have not been supplied with any evidence of this and have not sought to gather evidence on this matter as it is beyond our brief and expertise.
38. If telecommunication providers see this as a significant issue, they are welcome to request the New Zealand Utility Advisory Group reviews the implementation of the conflicts of interest provisions of the *National Code of Practice for Utility Operators' Access to Transport Corridors*.

### **Other Matters**

#### **Council Owned Land**

39. Telecommunication providers have suggested there may be opportunities to use Council owned land to accommodate telecommunication facilities to fill in current network black spots.
40. Council's would obviously need to consider this on a case by case basis as the answer will likely depend on the use of the subject land. The best approach to progressing this is if Canterbury Council's Chief Information Officers provide a digital map of Council owned land to the telecommunication providers. The latter can then liaise with each Council in respect of what land it would like to use.

41. Use of Council owned land would provide an income for Council. Multiple telecommunication masts on Council land could be managed by requiring all telecommunication providers to utilise the same mast.

#### **National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health**

42. The *National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health* (NES-CS) ensures that land affected by soil contaminants is appropriately identified, assessed and if necessary remediated before it is developed.
43. It is unclear whether telecommunication workers working in the road reserve trigger the NES-CS rules in regards to a 'site'. The telecommunication provider's believe the NES-CS is not interpreted consistently and have requested Canterbury Council's support in requesting the Ministry for the Environment to provide clarification on this matter. It is recommended Councils support that request.

#### **Ultra-Fast Fibre Broadband Wiring of New Dwellings**

44. Telecommunication providers believe new dwellings are being constructed without suitable wiring for ultra-fast fibre broadband. They believe this is occurring as homeowners are not being made aware of modern wiring standards.
45. UFB wiring requirements is not a function under the Building Act 2004 and therefore Council is not responsible for the telecommunication wiring of private buildings. With this in mind, it is recommended that Telecommunication providers lead the promotion of the ultra fast fibre broadband wiring of private dwellings. It is expected that all Canterbury Councils will be willing to assist in making available information provided by telecommunication providers concerning the UFB wiring of new houses on their websites and at their service centres.
46. Telecommunication providers should ensure that it is clear on any information provided that the UFB wiring guidance is not a Council requirement and should provide contact details of someone that can assist the public. Council's do not have expertise in this matter and it will only lead to public frustration if the public is directed either directly or inadvertently to Council.

### **Lack of Public Knowledge in Respect Free Ultra-Fast Fibre Broadband Installation**

47. Telecommunication providers believe the uptake of UFB installation has been slow even though installation is now free for customers.
48. As UFB installation is not a Council function, it is considered that Telecommunication providers should generally lead the promotion of UFB installation. Notwithstanding, it is noted that Environment Canterbury has agreed to promote the installation of UFB in their 'Living here' pamphlet that is circulated to every household in Canterbury.

### **Access to Landowner Details**

49. Telecommunication providers find it difficult to find some landowner contact details when they are trying to establish written approvals or easements for telecommunication services. Canterbury Maps does not provide the landowner contact details. Land Information New Zealand Landonline provides the landowner name but not the contact details. Providing the contact details would assist telecommunication providers. Accordingly, it is recommended that Canterbury Council's Chief Information Officers periodically provides database of landowner details to telecommunication providers.

### **Co-ordination of Works at a Dig Site**

50. Telecommunication providers have stated that road and other infrastructure works are often conducted without coordination with telecommunication providers resulting in roads having to be dug up again to install telecommunication facilities. This increases the costs of installing telecommunication facilities.
51. The Code addresses the coordination of works within the road corridor. The Road Corridor Manager must (where practicable) coordinate works in its transport corridor and provide information of its planned works to Utility Operators. The frequency of the co-ordination meeting generally occurs on a regular basis (i.e. 6 weekly, bimonthly or quarterly).
52. However, some Utility Operators are unwilling to provide information on planned works due to commercial sensitivity. Information is obtained readily from other network utility operators.

53. There are also some situations where a road and/or other utilities area being renewed or upgraded and telecommunication providers are unwilling to participate in a co-ordinated project due to funding issues or insufficient demand at the time. This is a frustration to Road Corridor Managers who are likely to face CARs from telecommunication providers a few years later and dig up the road again.
54. Co-ordinating at work sites may be achieved by all service providers sharing their 12 month work programme with each other prior to the commencement of each financial year. Although the percentage of actual co-ordinated work completed may be small due to work or funding requirements not aligning, any achieved co-ordination would provide significant cost savings.
55. As this matter is outside of our field of expertise, we consider it appropriate to refer the matter to the Canterbury Transport Officers Group to review the implementation of section 2.7 (coordination) of the *National Code of Practice for Utility Operators' Access to Transport Corridors*.
56. Telecommunication providers may also wish to consider ways of overcoming commercial sensitivity issues in participating in road corridor coordination efforts.

## Conclusion

57. No major consent barriers have been identified for telecommunication facilities in Canterbury. The proposed amendments to the NES-TF will provide for the majority of telecommunication activities as a permitted activity and will significantly improve consistency of approach to telecommunication activities across Canterbury.
58. Despite the proposed NES-TF, telecommunications providers raised a number of consenting and other issues that were worthy of further investigation. Although these matters were considered to be relatively minor, addressing them has the potential to streamline consenting and therefore assist telecommunication providers in providing a digitally connected Canterbury.
59. With this in mind, the following recommendations are made.

### Rural Telecommunication Masts

- a. TA Planning Managers shall report back to the next Canterbury Planning Managers Group meeting as to whether they could support in principle a 40m height limit for telecommunication masts in rural areas of their district, subject to suitable performance standards and excluding sensitive areas.

Reason: So that telecommunication providers have the confidence to proceed with a private plan change to facilitate 40m high telecommunication masks in rural areas.

### Availability of Reticulated Telecommunication Services

- b. Chorus to provide Canterbury Councils with a GIS layer of reticulated telecommunication services.

Reason: So that the availability of telecommunication services can be stated on LIMs and considered in the subdivision process.

- c. Canterbury Councils to identify the availability of reticulated telecommunication services in LIMs.

Reason: So that the availability of telecommunication services is understood prior to purchase of a property.

- d. Canterbury Councils to consider requiring new subdivisions to connect to telecommunication reticulated services at the time of subdivision. This should be considered through District Plan Reviews, or by way of a plan change.

Reason: To ensure that due consideration is given to the connection of reticulated telecommunication services.

### Code of Practice

- e. Canterbury's Transport Officers Group shall be requested to review the implementation of the following:

- i. 'Schedule B – Template for Reasonable Conditions' of the *National Code of Practice for Utility Operators' Access to Transport Corridors* in respect of whether conditions are being imposed by Councils that are outside of that specified by Schedule B.
- ii. 'Section 2.7 (Coordination)' of the *National Code of Practice for Utility Operators' Access to Transport Corridors* in respect of whether telecommunication providers are being provided adequate opportunity to coordinate with other works in the transport corridor.
- iii. The *NZ Transport Agency Code of Practice for Temporary Traffic Management v4* in respect of whether greater consistencies between different Council interpretations of the code can be brought about.

This review should include consultation with telecommunication providers.

Reason: To ensure the code is being implemented correctly.

- f. Canterbury's Transport Officers Group shall be requested to resolve whether it would be worthwhile establishing a special interest group for Canterbury Road Corridor Managers to discuss the interpretation of the *National Code of Practice for Utility Operators' Access to Transport Corridors*.

Reason: To improve the consistency of code interpretations.

- g. TA Planning Managers to require resource consent processing officers to refer resource consent applications for telecommunication facilities to Road Corridor Managers for comment prior to issuing.

Reason: To assist in avoiding conflicting requirements of resource consent and WAPs.

#### Coordination of Monitoring

- h. TA Planning Managers to ask resource consent and WAPs monitoring officers to liaise with each other and swap information as required when monitoring telecommunication facilities.



Reason: To assist in avoiding monitoring duplication between resource consent and WAP monitoring officers.

#### Council Owned Land

- i. Canterbury Councils Chief Information Officers to provide a digital map of Council owned land to the telecommunication providers.

Reason: To assist telecommunication providers ascertain if Council land can be used to accommodate telecommunication facilities.

#### National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (NES-CS)

- j. Canterbury Planning Managers to support a request made by telecommunication providers in requesting the Ministry for the Environment to provide clarification on whether works within road corridors triggers the NES-CS.

Reason: To assist telecommunication providers seek clarification on this matter. The NES-CS is a significant regulatory constraint for telecommunication providers.

#### Landowner Details

- k. Canterbury Council's Chief Information Officers to periodically provide telecommunication providers with their database of landowner details.

Reason: To assist telecommunication providers to access landowners details, which they require for operational reasons.

#### UFB Wiring of New Houses

- l. Canterbury Councils to make available information provided by telecommunication providers regarding the UFB wiring of new houses on their websites and at their service centres.

Reason: To help promote the awareness of modern standards for UFB wiring.

Note: Telecommunication providers should ensure that it is clear on any information provided that the UFB wiring guidance is not a Council requirement and should provide contact details of someone that can assist the public.

DRAFT

## Appendix 1: Questions asked of Canterbury's Councils and telecommunication providers

The regional council was asked what consent barriers the RPS has in relation to digital connectivity.

Territorial Authorities were asked:

1. What consent barriers does your District Plan have in relation to digital connectivity?
2. A summary of your district's approach to telecommunications easements and subdivision consents?
3. What do you think is/should be put in place to ensure Corridor Access Requests are processed promptly?
4. Do you think a global consent for CARs to minimise delays is workable/achievable? If no, why?
5. Would a single point of contact to facilitate dealings with all partners for telecommunications consents be easy to manage? Consideration of contacts with consents/planning department and land transport department and the purpose of those contacts is required.
6. Identify the single point of contact or a point of contact for your consents/ planning department and land transport department to facilitate dealings with all partners for telecommunications consents.
7. What opportunities exist or could be created to develop and adopt consistent definitions and rules across the region?

The telecommunication providers were asked their perceptive on:

- consent barriers for resource consents, building consents and CARs;
- consistency of approach for resource consents and CARs;
- global consents;
- single point of contact; and
- other matters they could benefit assistance with.

## **Appendix 2: Proposed amendments to the National Environmental Standard for Telecommunications Facilities**

The NES-TF is proposed to be amended to broaden its scope for consumers to have faster access to new technologies. The current NES-TF only covers a small range of antennas and cabinets in the road reserve. It is proposed to expand the permitted activities to include:

- (a) aerial telecommunications cables alongside existing cabling (with size limits on cabling and ancillary equipment);
- (b) underground telecommunications cables;
- (c) earthworks required for installing telecommunication facilities permitted under the NES-TF provided they manage any environmental effects (sediment control, erosion and dust) and subject to scheduled trees in district plans;
- (d) new masts in the road reserve to carry antenna;
- (e) relocation of replacement utility structures in road reserve within 5 metres radius of the original utility structure;
- (f) new antennas and any necessary ancillary equipment in the road reserve (with size limits);
- (g) replacement of existing antennas and any necessary ancillary equipment (with size limits);
- (h) additional antennas and any necessary ancillary equipment at existing sites outside of a road reserve or residential zone (with size limits);
- (i) new masts and antennas in rural areas up to 25 metres high and 6 metres diameter (with distance limits to certain buildings) and subject to scheduled trees in district plans;
- (j) increasing the total height of a mast and antenna outside of a road reserve or residential zone by up to 5 metres over the height of the existing structure for the purposes of co-location, up to a maximum of 25 metres (with diameter limits);
- (k) antennas on buildings (with size limits and building height in residential zone is no less than 15 metres tall) and associated cabinets;
- (l) cabinets servicing antennas on buildings (with size limits and in residential area associated cabinets must be located within the property boundary);
- (m) small cell units and associated ancillary equipment on existing structures (bus stops, cabinets, light poles, buildings) provided they fit within a maximum volume envelope;
- (n) new telecommunication cabinets (with size limits); and
- (o) replacement telecommunication cabinets which exceed the maximum footprint per site during works (with time limits).

Activities not permitted by the NES will continue to be managed by District Plans.



To:	Canterbury Planning Managers Group
From:	Kevin Tiffen, Resource Planner
Date:	18 January 2016
Subject:	Local Government Regulation and the Canterbury Regional Economic Development Strategy (CREDS)

## Introduction

- 1 The Canterbury Mayoral Forum has developed a Canterbury Regional Economic Development Strategy (CREDS) and tasked the Planning Managers Group to identify unnecessary regulatory barriers and improve consistency of regulation in relation to three areas in the CREDS.
- 2 One area is **the review of the alignment of planning instruments to assist with value-added production**. To achieve this, Mayor Craig Rowley and Waimate District Council have been tasked by the Canterbury Policy Forum to ensure opportunities are taken in District Plan reviews to align planning, rules and regulations in ways that enable sustainable value-added production. It is understood that some developers, consultants and the general public have become frustrated dealing with different councils having different sets of rules and interpretation for, in some cases, the same type of activity. It is claimed that this inconsistency of regulation is needlessly costing time and money.

## Considerations

- 3 In order to give effect to the Resource Management Act 1991 (RMA), each territorial authority in New Zealand is required to develop and make operative a District Plan, to be reviewed every 10 years. For the Canterbury region, with the exception of Waimate and Ashburton who are operating their second generation District Plan, each other council is operating their first generation District Plan. The current schedule of (full or rolling) District Plan reviews is:

Council	First Generation District Plan Review Schedule
Waimate District Council	Completed 2014
Ashburton District Council	Completed 2014

Council	First Generation District Plan Review Schedule
Christchurch City Council	Hearings 2015/16
Hurunui District Council	Hearings 2016
Timaru District Council	Commenced/commencing shortly
Waitaki District Council	Commenced July 2015
Mackenzie District Council	Review paused pending staff appointment
Selwyn District Council	Planned for 2016
Waimakariri District Council	Planned for 2016
Kaikoura District Council	Planned for 2018

- 4 Each of these Canterbury Councils has developed their own distinctive District Plans which is understandable as each council is different and diverse in terms of their size and population, mix of urban/rural population, varying landscapes and visual amenity, topography and climate, range of production and industrial activity, biodiversity, community priorities, heritage and cultural values.
- 5 On the 26 November 2015, the Government introduced the reform of the RMA (Resource Legislation Amendment Bill) into Parliament. While a complete analysis of the effect of the reform bill has not been undertaken at this particular time, it is understood that the process of plan-making will be sped up and made more flexible and once in effect, standard national planning templates will be introduced by the Minister for the Environment to provide greater consistency between District Plans. It is understood that the Ministry for the Environment are currently working on these national planning templates in anticipation of the bill becoming law which is likely later this year.
- 6 Many of the Canterbury District Plans are formatted in a similar manner with the general use of zonings (i.e. Residential, Business, Rural, etc.) with each zone containing individual issues, objectives, policies and rules or set of rules (i.e. site and zone standards); and general overall rules covering matters such as transportation, natural hazards, hazardous substances, developments and subdivision, financial contributions, heritage, utilities, Takata Whenua values, definitions, etc. Of all these general rules, it is perhaps the following sections or chapters of the District Plans that have some commonality:
  - Definitions: The definitions contained in the various District Plans are comprehensive. Some are derived directly from Section 2 (Interpretations) under the RMA while some definitions have been modified over time to capture local situations or are added to assist to clarify meanings contained in each District

Plan. One such example is the modification for the meaning of “allotment”. While “allotment” is clearly defined in Section 218(2) of the RMA, several Canterbury District Plans have chosen to adopt their own specific meaning. This can lead to some confusion. However, since definitions have direct impact on rules, some of these definitions have often been crafted to address Court decisions.

- Hazardous Substances: The rules around the storage, use, disposal and transportation of hazardous substances are determined solely by industry standards, practices or regulation. So, it should be possible to precisely align the various District Plans to reflect common rules to reflect the quantity thresholds or limits of hazardous substances and their containment, and their proximity to sensitive activities. There are some individual variations between the District Plans such as restricting the installation of some hazardous substances within areas of flooding risk (and other hazards) but these variations should still be able to be contained within the individual District Plans. It is worth noting that the RMA reform bill is proposing to repeal Territorial Authorities functions in regard to hazardous substances so there is not likely to be a need for consistency here.
- Natural Hazards: Each Canterbury District Plan contains specific rules around development occurring within natural hazard areas where there is the same basic objective which is to protect and safeguard people and buildings. Environment Canterbury is the main source of information on flooding and other hazards so there is the consistency of establishing a baseline. Topography and climate have a major impact on the types of risks which are generated. Therefore, it should be possible for the alignment of rules around raised floor heights and setback from stop-banks between the various District Plans where similar topography exists. It is hoped some realignment may occur through the efforts of the Risk Reduction Working Group looking at natural hazards management in Canterbury.
- Utilities: With the introduction of the National Environmental Standards for Telecommunication Facilities (NES-TF) and the National Environment Standards for Electricity Transmission Activities, there is already some effect of having the alignment of some utility rules since the national environmental standards do allow certain utilities to occur as of right irrespective of their status in the different District Plans. In addition, the proposed amendments to the NES-TF will even provide for a greater range of telecommunication infrastructure. Over time, it is expected as District Plans are reviewed or changed, that permitted electricity and telecommunication utilities in the District Plans will mirror those activities that are allowed as of right in the national environmental standards. However, for other utilities (water, drainage, etc.) and especially larger utilities and facilities located in sensitive areas, they are likely to still be captured by the different District Plans in response to their individual community responses.
- Takata Whenua values: The issues around the Treaty of Waitangi, areas of concern to Takata Whenua and protection of of Koiwi Tangata (Burial Remains) and other Taonga (Treasures) are common across all districts however each district has its own unique history or story. Canterbury is in a fortunate position with a single iwi. With 18 regional Papatipu Runanga, some individuality is still required in the various District Plans.

- 7 It is considered that some alignment of these above general rules should assist in the interpretation and application of the rules but it is more likely that the other main sections of the District Plans (i.e. Residential, Commercial or Business, Rural, Financial Contributions and Subdivision, etc.) will have more relevance in terms of

assisting with value added production. These remaining sections of the District Plans are quite varied between Councils and have been developed over time through previous District Plans/District Schemes to reflect their respective individual community priorities and aspirations. The planning process and appeal process has resulted in different outcomes of each community.

- 8 The difficulty is in determining which particular issues, objectives, policies and rules should prevail if there is to be an alignment of the planning documents or District Plans. Obviously, some consensus between all the Councils would be necessary and then attempts made to align the various District Plans, presumably at the time of any due plan review or any proposed plan changes. The big challenge would be to get precisely aligned documents as each district would face different times for review and different community responses through the submission and appeal processes. If Canterbury Councils were minded to align planning documents, then it is considered necessary, once consensus was reached on the prevailing rules, for all Councils to publicly notify, hear and determine the aligned rules together as one.
- 9 It is difficult to quantify the costs for Councils in achieving the realignment of the planning documents together, as each Council is at different stages with the operation of their District Plan. If a Council is in the stage of reviewing their District Plan, then the cost to realign the planning documents should not be significant. However, for other Councils that are some period away from the next review and will have to introduce a plan change to align all the planning documents, then it would likely be an extra cost that was not anticipated or budgeted for. But having said that, the proposed RMA reforms may necessitate such action in any case particularly if standard planning templates are required across New Zealand within District Plans by a particular timeframe. The combination of the notification and hearing of the realigned rules for all Councils should provide some cost savings through the sharing of resources.
- 10 While it is accepted that unique differences exist between the districts in Canterbury, there are some areas which could be unified. The first attention could be given to the rural areas of the Canterbury region, in particular, with regards to setbacks for buildings such as dwellings, milking sheds, etc. to assist with value-added production and also maybe, lot sizes for subdivision. If Canterbury Councils are minded, an investigative group could be set up to determine possible aligned standards for the rural areas. Reviewing the rural areas (and maybe, the rural subdivision requirements) has been suggested first as the rural area of the Canterbury region provides primary industry that extends across all the districts, whereas the individual urban areas (such as towns and cities in Canterbury) are located wholly within the one same district so there is a lesser need for the precise alignment of planning documents. This would also apply to secondary industry which is likely to be located within the one district only and not extend over different districts. With respect to aligning Canterbury urban areas, it is accepted that a large metropolitan area such as Christchurch City probably needs to retain its individuality and complexity in terms of planning controls.
- 11 In reviewing the planning controls for the rural area of Canterbury, it is important to note that primary production such as farming and dairying (excluding factory farming) is currently permitted in the general rural areas throughout all of the District Plans. Some District Plans contain special rural areas or subzones where different rules apply and these tend to allow intensive development or lifestyle living or are sensitive zones such as high country areas. These special areas have been excluded, so the differences with the District Plans occur with the different rules in the general rural areas are highlighted in the following table:



RURAL ZONE	Waimate	Ashburton	Christchurch City (Banks Peninsula)	Hurunui	Timaru	Waitaki	Mackenzie	Selwyn	Waimakariri	Kaikoura
Dwelling – road setback (in metres)	7.5	10	7.5 & 20	10 & 75	6	15 & 20	20 & 50	10 & 20	20	10
Dwelling – internal setbacks (in metres)	20	20	7.5		3	20	20	5	20	
Milking Shed – road setback (in metres)	100	50	7.5 & 20	10 & 75	6	15 & 20	20 & 50	30	10	10
Milking Shed – internal setbacks (in metres)	100	80	7.5		3	6	6	30	3	
Milking Shed separation from any dwelling on a different site (in metres)	400	400		100						
Industry (permitted)	No	No	Yes	No	No	No	No	Yes	Yes	No
General Rural – Minimum Lot Size (in hectares)	4	8 & 50	40	4	40 or 10	4	50	4 & 20	4	2 & 4

- 12 In the rural context, it is debatable whether these different planning controls are actually impeding development. Some District Plans have other planning controls (presumably developed to reflect community priorities and aspirations) such as lifestyle areas and it may be these controls that are frustrating some developers and the general public. Understandably, for larger developments such as a milk processing plant, one would expect a resource consent to be required because of the potential to adversely affect the surrounding environment.
- 13 Also, there is an element of subjectivity where a resource consent (or even a permitted activity) involves the discretion of the assessor. This is often a point of contention when different planners exercise their discretion. District Plans have to be written for the planner to understand as much as the general public. Standardising rules and definitions does not eliminate subjectivity altogether, because an assessment is still required even if the rules are the same. This seems to be a point that has escaped in the drive for consistency.
- 14 New Zealand as a nation and Canterbury as a region are not homogenous, and different rules are required for different terrain, climate, natural hazards, community expectations and growth pressures, etc. Even within a District, the national Building Code, for example, is vastly different on the coast vis-à-vis sub-alpine areas. The drive for greater consistency has to be balanced with the reality that one cap does not fit all circumstances. Most Councils offer a free service to prospective developers to discuss proposals with Council staff to assist with achieving all the necessary regulatory approvals.
- 15 In the background, there are the proposed RMA reforms which are most likely going to force councils to use standard national planning templates for their District Plans, to be implemented within a defined timeframe. As part of these reforms, it is claimed the plan-making process is to be streamlined. Also, the Government wants urban planning rules that it considers will help keep housing affordable and help productivity of the wider economy so the role and importance of housing and urban environments will be redefined.

## Conclusion

- 16 It is understandable that some developers, consultants and the general public have become frustrated dealing with different councils, with different sets of rules, with different interpretations, and with different costs for the same type of activity. But District Plans have developed over time to reflect their respective individual community priorities and aspirations. Each Plan has been subject to judicial processes and often the final outcome of each Plan sits beyond the control of the Councils. However, some improvement in the interpretation and the alignment of some rules is possible.
- 17 It is recommended that the Canterbury Mayoral Forum wait until standard planning templates are produced as part of the proposed RMA reforms to ascertain what areas are left for the Canterbury region in order to align the District Plan rules. In the meantime, there are a number of Councils commencing or about to commence the review of their District Plans and they should be encouraged to consider a closer alignment of their rules, in particular to their Rural zones, definitions, hazardous substances, natural hazards, utilities, and Takata Whenua values.

# Canterbury Policy Forum

## Item 7

**Date:** 29 January 2016

**Presented by:** Chair and David Ward (Selwyn)

## LGOIMA policy and practice

### Purpose

This paper is to inform the Forum of issues arising in relation to the Official Information Act 1982, update the Forum on the equivalent provisions in the Local Government Official Information and Meetings Act 1987, and propose a region-wide approach to develop policy.

### Recommendations

That the Canterbury Policy Forum:

- 1 **Note** the issues arising in relation to the OIA for central government agencies
- 2 **Note** the equivalent provision in the LGOIMA
- 3 **Agree** to establish a small team of staff from 3-5 member councils of the Forum to develop a region-wide approach for Canterbury councils to respond to LGOIMA requests.

### Background

- 1 Recent attention to issues around policy for charging applicants for information from central government agencies under the Official Information Act 1982 has highlighted the importance of citizen access to information (attached: item from *The Press*, 15 January 2016). The key issues are the balance between citizen access to information and the agency being able to recover the costs of responding to 'hefty requests'.
- 2 The media, political parties and interest groups can lodge broad requests in an attempt to 'trawl' to find matters of interest of value for their particular objectives. A more specific request could preclude the provision of such information. Due to the broad nature of such requests these 'trawling' approaches can take a large amount of staff time to research and can produce copious volumes of documents of varying value.
- 3 The Local Government Official Information and Meetings Act 1987 establishes that the principle of availability of information should apply unless there is good reason for withholding it (s5). When a request for information is made, the local authority may charge for the supply of that information (s13(1A)). Sections 13(2-4) and 17A(1)(a) set out the processes for determining charges. Regard may be had to the cost of the labour and materials involved in making the information available, and to any costs incurred if the request is urgent.

### Proposed approach

- 4 Rather than each council continuing to manage this individually, it is proposed that a common and consistent approach is developed for local government in the Canterbury region for the processing of LGOIMA requests, in particular for the application of charges to recover costs.

- 5 A small team of relevant staff from 3-5 member councils of the Forum could work together to develop a region-wide approach, including:
- reviewing the existing policies of Canterbury councils
  - drafting a proposed policy for use by all councils
  - reporting back to the Policy Forum with a draft policy for endorsement by the Chief Executives Forum and approval by the Mayoral Forum.

# Spotlight on fees for OIA requests

**SAM SACHDEVA**  
ANALYSIS

Journalists who make requests for official information from government agencies are used to lengthy delays and lots of blacked-out pages.

Hefty invoices, like the \$651 estimate received by Fairfax business journalist Richard Meadows this week for an Official Information Act (OIA) request to the Reserve Bank, are much rarer.

Meadows was informed by the Reserve Bank that charging media for requests was now its “standard policy”, rather than a one-off.

A spokesman for the organisation says it instituted an official OIA policy for the first time in November last year.

It had discussed whether requests from media outlets should be exempt from charges, but decided that “as a matter of policy it will be even-handed on charges”, with no charge for “small, simple or infrequent requests”.

Under the law, government departments and other agencies covered by the OIA are allowed to charge for official information requests.

Most have guidelines which make exceptions for the media, MPs, and the researchers who gather information for political parties – but this may be about to change.

The former Chief Ombudsman, Dame Beverley Wakem, said in a report on the

OIA last year that the law does not support “an outright exemption based on the identity of a requester or their role” when considering whether to charge them a fee.

Wakem recommended that agencies review their policies to ensure certain requesters – like media – were not excluded from the rules, so the Reserve Bank could be the first of many to start charging journalists.

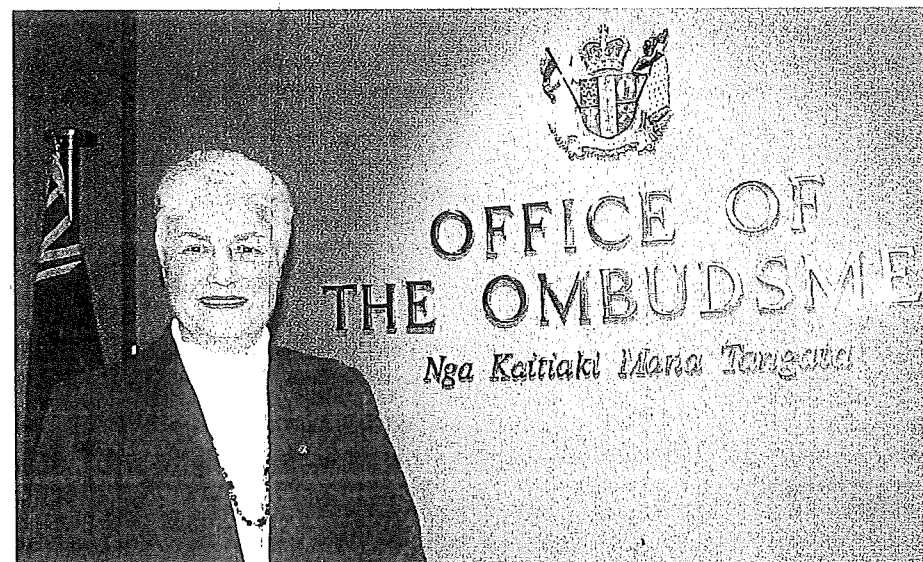
But why is this a problem, and why should be media be treated any differently from an ordinary member of the public?

Labour MP Jacinda Ardern says it would be “really worrying” if media were to be regularly charged for official information requests, given their role in letting the public know what politicians are doing and how it will affect them.

“We’re reliant on their access to information as part of open and transparent government, and it would of course become a deterrent for a journalist to access that information if they are routinely being charged.”

Joanna Norris, editor of *The Press* and chairwoman of the NZ Media Freedom Committee, says it’s not about making special rules for media, but making it easier for everyone to make requests for official information.

“I don’t necessarily believe that media should be treated any differently – this is information that is held on behalf of all New Zealanders and all New Zealanders should have access to that information,” she says.



Former Chief Ombudsman Dame Beverley Wakem has said there is nothing to stop agencies from charging media organisations for information requests.

## Hefty requests

What about wide-ranging requests that could cost agencies thousands of dollars, and take hours to put together?

Ardern says problems with requests like those should be dealt with by speaking to whoever wants the information and asking them to make changes, rather than imposing a hefty sum to access it.

Many organisations already do this, as the Reserve Bank did with Meadows, but there is a question of how useful a

request can be if it is overly “refined”.

Norris says the default position for government agencies should be “transparency and openness”, rather than charging fees.

“It certainly is reasonable to recoup some costs, but the starting point should be, ‘How can we release this information as effectively and efficiently as possible?’”

## Review planned

The Ministry of Justice, which sets guidelines for government organisations

on how they should charge for OIA requests, says it will review the current rules later this year in light of Wakem’s report.

“No decisions have been made on the particular items to be included in scope of the review but as the guidelines were last set in 2002, the ministry and forum considered it timely to review them,” the ministry’s acting civil and constitutional general manager Chris Hubscher said.

So what will happen if the review does lead to more agencies charging media?

Ardern says that would likely lead to fewer OIA requests from journalists, and present “a real challenge to open, accountable, transparent government”.

“You cannot tell me that media would not be deterred from making requests if they were routinely charged . . . and that’s a worry.”

Norris describes regular charging as a “dangerous step”, saying it would put up a barrier to those who could not afford to pay, leading to less transparency.

“That’s contrary to the very purposes of the act – the very reason the act was set up was to ensure that New Zealanders could participate in government and to promote accountability.”

Government agencies concerned about how releasing documents could make them look are themselves looking at things the wrong way, she says.

“They need to stop looking at this as their information, it’s not – it’s the information held on behalf of all New Zealanders.

“It’s not their information, it’s ours.”

# Canterbury Policy Forum

## Item 8

**Date:** 29 January 2016

**Presented by:** Chair

## Government initiatives – Canterbury engagement and responses

### Purpose

This paper is to update the Forum on:

- recent policy and statutory initiatives from central government
- the processes for providing shared Canterbury-wide responses as agreed for the proposals for national direction under the RMA (NPSs and NESs)
- opportunities for responding to other policy initiatives.

### Recommendations

That the Canterbury Policy Forum:

- 1 **Note** the range of initiatives from central government relating to resource management, business growth, environmental legislation and planning systems
- 2 **Note** the programme of consultation for proposed NPSs and NESs
- 3 **Discuss** opportunities to engage with the Ministry for the Environment on the NPS and NES proposals
- 4 **Note** the processes in place for providing shared Canterbury-wide responses to the proposals for NPSs and NESs
- 5 **Consider** the opportunity to respond to the Local Government and Environment Select Committee on the Resource Legislation Amendment Bill
- 6 **Consider** the opportunity to respond to Local Government NZ on their “blue skies” discussion document
- 7 **Consider** the opportunity to respond to the Productivity Commission on their *Better Urban Planning* discussion document.

### Background

- 1 At its previous meeting on 25 September 2015 the Forum agreed to work in collaboration and with the Canterbury Planning Managers Group to develop shared responses to each of the Government’s policy initiatives for new and revised national policy instruments under the RMA.
- 2 Four other policy and statutory initiatives got under way in November and December 2015:
  - Ministers Steven Joyce and Nathan Guy launched the updated *Building Natural Resources* chapter of the Government’s Business Growth Agenda.

- the Government introduced the Resource Legislation Amendment Bill to the House. Submissions are due with the Local Government and Environment Select Committee by **14 March 2016**.
- LGNZ released a “blue skies” think piece on future options for NZ’s resource management system. LGNZ is seeking feedback by **19 February 2016**.
- the Productivity Commission released its issues paper on *Better urban planning*. Submissions are due by **9 March 2016**.

## Business Growth Agenda: Building Natural Resources<sup>1</sup>

- 3 A key element in the overall policy context for the initiatives discussed below is the Government’s Business Growth Agenda (BGA). The emphasis of the newly updated *Building Natural Resources* chapter is on lifting primary sector productivity while reducing environmental impacts and improving NZ’s environmental outcomes. The Government’s high-level goal is that: *The quality of our natural resource base improves over time, while sustaining the growth needed from key sectors to meet our 40% exports to GDP target.*
- 4 The chapter surveys major milestones achieved in 2015, and outlines seven areas of focused effort for the coming year:
  - maximising the productivity of agricultural and horticultural land while reducing environmental effects – including nutrient use, erosion control and pest management
  - providing more flexible governance options for Māori land and assistance for Māori trusts and landowners to improve productivity
  - encouraging regional economic development – including the resource management legislative package, and greater national direction
  - freeing up urban land supply and accelerating access and use of it – via increasing land supply (greenfield and brownfield sites), securing large-scale housing developments, and better gearing the regulatory framework to utilise land
  - improving the efficiency of freshwater allocation and usage within limits, and encouraging investment in water storage and irrigation – and addressing the rights and interests of iwi and hapū in fresh water
  - developing aquaculture, fisheries and other marine resources
  - improving energy efficiency and use of renewable energy.
- 5 There is no requirement to respond to the BGA chapter.

## National policy instruments under the RMA

- 6 In August 2015 Minister Nick Smith announced a programme of national direction under the RMA, including both new NPSs and NESs and amendments to existing policies.

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<sup>1</sup> <http://www.mbie.govt.nz/info-services/business/business-growth-agenda/pdf-and-image-library/towards-2025/BGA%20Natural%20Resources%20Chapter.pdf>

MFE has since provided a timeline of the consultation and policy development phases through to June 2017 for 16 national policy instruments (attached).

- 7 MFE are keen to engage with councils in the earlier stages of development for the proposals, at the preliminary scoping phases (coloured blue in the attached timeline). The aim is to ensure that relevant issues are identified and dealt with, and that the draft policy document that is released for the formal consultation phase of the process reflects and provides for the concerns and practical requirements of local authorities and communities.
- 8 We are delighted to welcome **Katherine Wilson**, Manager of MFE's Resource Management National Direction programme, to this Forum meeting, to discuss opportunities for engagement on the initiatives in the Minister's programme, and priorities for the Canterbury region.

### ***Developing Canterbury responses***

- 9 A network has been established across member councils; members of the Planning Managers Group are central to this process, but other specialist staff for the respective policy areas are also crucial. The network and process will continue to evolve as we learn how to work together most efficiently.
- 10 Councils have been asked to identify the particular issues or initiatives on the Ministry's programme that are priorities for their communities. Not all Canterbury councils will be concerned to engage with all the national direction workstreams – for example, the proposed NPS for marine aquaculture will have relevance principally for Kaikōura and Christchurch City councils.
- 11 Work is already under way with some Canterbury councils developing comments in response to MFE's preliminary questions for the scoping phase for the proposed NPS for Urban Development. Feedback at this preliminary stage of the consultation process is due by 5 February 2016; the main phase of substantive consultation on the draft NPS will commence in May.
- 12 Given that there will often be quite tightly constrained timelines for returning responses to the Ministry, it will be necessary to work via email as drafting evolves. Every effort will be made to ensure as much time as possible for consideration of drafts, but the processes for councils' approval of shared submissions may need quick turnaround times to meet Wellington's deadlines. Forum members are asked to recognise this and to facilitate appropriately within their councils when necessary.

### **Resource Legislation Amendment Bill<sup>2</sup>**

- 13 The Government's second phase of RMA reform saw the introduction to Parliament of a new bill encompassing changes to the RMA, Reserves Act, Conservation Act, Public Works Act and the legislation governing the Environmental Protection Authority. The Bill proposes significant changes which will have major implications for local government planning, consenting and hearings processes, cost recovery, and local decision making. Submissions are due with the Select Committee by 14 March 2016.

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[http://www.legislation.govt.nz/bill/government/2015/0101/latest/whole.html?search=ad\\_bill\\_Resource+Legislation+Amendment+Bill\\_25\\_an%40bc%40rn%40dn%40apub%40aloc%40apri%40apro%40aimp%40bgov%40blo%40bpri%40bmem%40rpub%40rimp\\_bc%40ainf%40anif](http://www.legislation.govt.nz/bill/government/2015/0101/latest/whole.html?search=ad_bill_Resource+Legislation+Amendment+Bill_25_an%40bc%40rn%40dn%40apub%40aloc%40apri%40apro%40aimp%40bgov%40blo%40bpri%40bmem%40rpub%40rimp_bc%40ainf%40anif)



14 The Bill includes provisions for:

- stronger national direction, through:
  - a national planning template for all council plans
  - strengthened powers of National Policy Statements and National Environmental Standards
  - regulation to prescribe councils' monitoring and reporting information
- consideration of significant risks from natural hazards in planning and decision-making (Part 2 RMA)
- two new plan-making options – a streamlined process and a collaborative process
- requiring councils to engage with iwi in the early stages of plan-making
- new processes for simple fast-track consent applications
- requiring councils to ensure there is sufficient development capacity to meet long-term housing demand
- electronic public notification and servicing of documents, and accessibility of all plans online
- regulations to require livestock to be excluded from water bodies.

***Developing Canterbury responses***

- 15 Timaru District Council hosted a seminar this Wednesday 27 January with Cavell Leitch lawyers, providing an opportunity for Canterbury region planners and other council staff to learn about the Bill and to network for the process of developing a shared regional submission. The Planning Managers Group are sharing information and working to draft a shared submission for consideration at the CPMG meeting on 19 February 2016 and approval at the Mayoral Forum meeting on 26 February. Individual councils are also preparing their own submissions.

**LGNZ: 'blue skies' discussion document<sup>3</sup>**

- 16 In September 2015 LGNZ announced a strategic review of NZ's resource management regime, to be conducted over 12 months under the guidance of a working group which includes Environment Canterbury Commissioner David Caygill. In December 2015 LGNZ released a discussion paper to stimulate debate about what a 'fit for purpose' resource management regime might look like.
- 17 The paper acknowledges that 'over its lifetime the RMA has been subject to 21 substantive amendments' – now a key question is 'whether the focus should be on continued evolution or whether we need a more revolutionary approach to resource management'. The paper covers a range of questions including NZ communities' perspectives on what the future should look like, local solutions to local issues, and

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<sup>3</sup> <http://www.lgnz.co.nz/home/our-work/publications/a-blue-skies-discussion/>

increasing customer focus and use of collaborative processes. A progressive three-step reform programme is put forward, that would 'increase the scope and degree of change only once the impact of amendments have been evaluated and understood' via 'a transparent programme of evaluation, monitoring and review'.

### ***Developing Canterbury responses***

- 18 LGNZ are seeking feedback by 19 February 2016, to inform the next phase of their review. There is an opportunity to provide high-level comments on potential future options for NZ's environmental and planning systems, although the timing is very tight. Some individual councils are developing responses. The Planning Managers Group is of the view that, given the very short timeline for feedback to LGNZ, their priorities at this time are to work together on the RLA Bill and national direction proposals.

### **Productivity Commission: Better urban planning<sup>4</sup>**

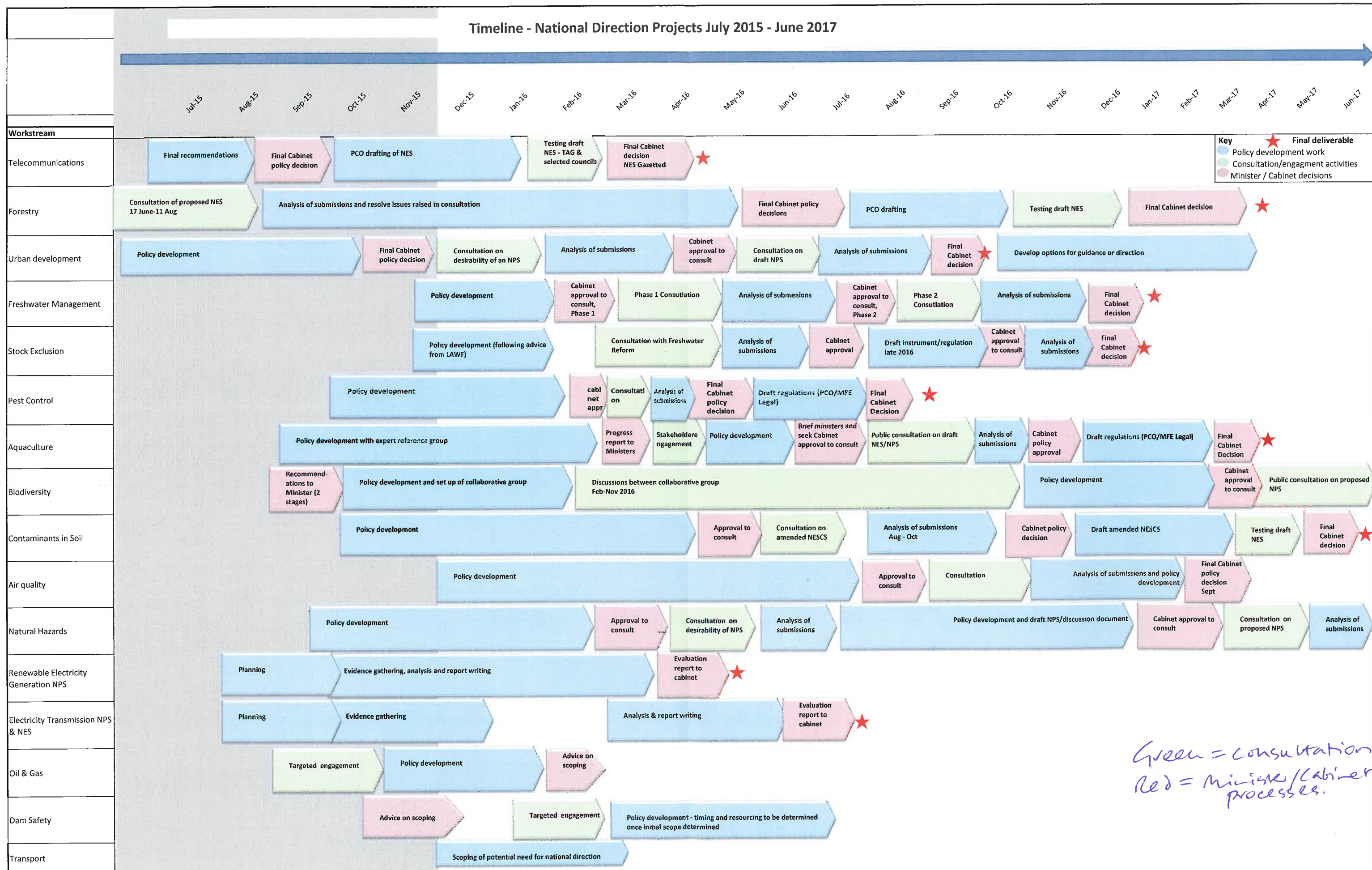
- 19 The Productivity Commission has released its Issues Paper on *Better Urban Planning*. The Government has tasked the Commission with reviewing NZ's urban planning system to identify, from first principles, the most appropriate system for allocating land use to support desirable social, economic, environmental and cultural outcomes.
- 20 Preliminary submissions are due by 9 March 2016. The first round of feedback will inform a draft report to be released in July, with a second submissions period running through to September. The Commission's final report is to be delivered to the Government by 30 November 2016.
- 21 The Commission's inquiry will look beyond current statutes and systems to consider fundamentally different ways of delivering urban planning and development. Alternative approaches surveyed in the paper include options such as tradable development rights and offsets, private lawsuits and bargaining, covenants, levies and user charges. Other sections of the paper look at:
  - the challenges facing urban areas with declining populations or minimal growth
  - managing natural hazards
  - responsiveness to technological change.

### ***Developing Canterbury responses***

- 22 At a meeting on 21 December 2015, the Canterbury Urban Development Strategy team (comprising Christchurch City and Selwyn and Waimakariri District Councils, Environment Canterbury, CERA, NZTA and Ngāi Tahu) agreed that a combined UDS submission be made to this first phase of the Productivity Commission's urban planning investigation.
- 23 The Planning Managers Group is of the view that as the issues are of relevance primarily to the Greater Christchurch councils, and the UDS is providing a response on the Issues Paper, there is no need to develop a wider Canterbury region submission to this preliminary stage of the Commission's process.

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<sup>4</sup> <http://www.productivity.govt.nz/inquiry-content/2574?stage=2>



# Canterbury Policy Forum

## Item 9

**Date:** 29 January 2016

**Presented by:** Chair

### **Canterbury Mayoral Forum / Chief Executives Forum updates**

#### **Purpose**

To keep Forum members informed of developments at the CMF and CEF.

#### **Recommendations**

That the Canterbury Policy Forum:

- 1 **note** the activities of the CMF and CEF.

#### **Background**

- 1 The Newsletter from the December 2015 meeting of the CMF, and the draft Agenda for the CEF meeting on 15 February 2016, are attached for information.



# NEWS FROM THE CANTERBURY MAYORAL FORUM

December 2015

## 4G BROADBAND

On 10 December Spark NZ, supported by the Mayoral Forum, announced an accelerated roll-out of 4G mobile broadband across the whole of Canterbury.

Spark will complete its upgrade to 4G by December 2016, instead of its previous three-year plan.

This is a major win for Canterbury – made possible by our councils working together on economic development.

You can read about the announcement [here](#).

To register your own interest in getting Rural Wireless Broadband when it becomes available, click [here](#).

## REGIONAL ECONOMIC DEVELOPMENT STRATEGY

On Thursday 3 December, the Mayoral Forum met with its CREDS reference group to report progress since the strategy was launched on 28 August. You can download a summary report [here](#).

The Canterbury Development Corporation has developed [baseline indicators](#) that the Mayoral Forum will use to monitor whether its objectives in the CREDS are being achieved.

Staff from the Ministry for Business, Innovation and Employment presented on the progress of the Canterbury rebuild, and modelling of construction-related activity and employment into the future. This is a major driver of the CREDS – positioning Canterbury's economy for when the rebuild levels off. You can download the MBIE report [here](#).

Key themes that emerged from discussion with the reference group were:

- the seven work programmes are building a solid framework
- keep taking a long-term view, and add value wherever we can
- co-ordinate and scale up propositions for capital investment
- tell a compelling story about Christchurch and its region – to ourselves, to the rest of New Zealand, and to the world.

## MAYORAL FORUM MEETING, 4 DECEMBER 2015

Mayors heard from Tim Hunter (Christchurch & Canterbury Tourism) about the economic benefits of tourism to the region. An urgent priority is to get ready to welcome visitors from China to our region – direct flights to Christchurch from Guangzhou on China Southern Airlines start three times per week from 17 December 2015.

Tom Hooper (Canterbury Development Corporation) outlined proposed key themes in the Christchurch Economic Development Strategy (CEDS) and how these will align to the CREDS.

The Forum received reports on the review of public transport governance and delivery arrangements, development of a digital strategy for Canterbury, the work of the Chief Executives Forum, Policy Forum and Planning Managers Group, the CWMS and meeting dates for 2016.

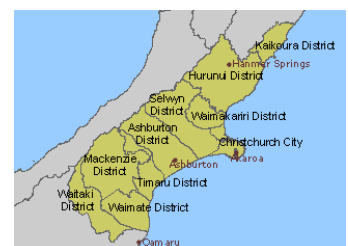
The Forum requested Environment Canterbury to host secretariat and executive support to the Mayoral Forum, Chief Executives Forum, Policy Forum and Planning Managers Group on an ongoing basis, and to fund this from the regional council general rate.

MAYORS  
STANDING  
TOGETHER FOR  
CANTERBURY

## MAYORS ARE PROVIDING LEADERSHIP AND FACILITATION TO:

- identify and remove barriers
- knock on, and open, doors to opportunities
- advocate with one strong voice for Canterbury and its communities.

Contact: the Secretariat, Dr David Bromell, T: 027 839 2708, [david.bromell@ecan.govt.nz](mailto:david.bromell@ecan.govt.nz)



**Canterbury – a great place to live, study, work, play ... and stay!**

# Agenda

## Chief Executives Forum

<b>Date:</b>	Monday 15 February 2016
<b>Time:</b>	9:00am–12.00pm
<b>Venue:</b>	Selwyn District Council chamber, Norman Kirk Drive, Rolleston
<b>Attendees:</b>	Jim Palmer (Chair, Waimakariri), Andrew Dalziel (Ashburton), Angela Oosthuizen (Kaikōura), Bede Carran (Waimate), Bill Bayfield (ECan), David Ward (Selwyn), Hamish Dobbie (Hurunui), Dr Karleen Edwards (Christchurch), Michael Ross (Waitaki), Wayne Barnett (Mackenzie)
<b>In attendance:</b>	Waugh Consulting (item 4) Geoff Meadows, chair, Planning Managers Group (item 8) Secretariat: Steve Gibling, David Bromell, Lorraine Johns, Bernadette Sanders
<b>Apologies:</b>	Peter Nixon (Timaru)

	Item	Person
9:00am	1. Welcome, introductions and apologies	Chair
	2. Confirmation of Agenda	
	3. Minutes from the previous meeting	
	a. Confirmation of meeting Minutes, 9 November 2015	
	b. Action points	
	<b>For decision/discussion</b>	
9:10am	4. Asset management – presentation by Waugh Consulting	Wayne Barnett
9:30am	5. Further opportunities to develop shared services in Canterbury – and review and update 3-year work programme	Chair
9:50am	6. Mayoral Forum meeting with chair of LGC – timing and agenda	Chair
10:05am	7. Rural fire service (update)	Michael Ross
10:10am	8. Report from Planning Managers on opportunities to align policy, rules and regulation in district plan reviews (CREDS)	Geoff Meadows
10:20am	9. CREDS companion strategies/action plans 2016	David Bromell
10:30am	10. Communication of progress of Spark's 4G roll out	David Bromell
10:35am	11. The 'case for Canterbury' (CREDS) – and attracting investment	Chair
10:50am	<b>Break for morning tea</b>	
11:00am	12. Developments and direction, Christchurch City and Regenerate	Karleen Edwards
	<b>For information</b>	
11:20am	13. Report from Canterbury Policy Forum	Bill Bayfield
11:35am	14. Investigation of collective approaches to rating and valuation services	David Ward
11:40am	15. Public transport governance and delivery arrangements (update)	Chair
11:45am	16. Draft agenda, Mayoral Forum, 26 February 2016	Chair
11:50am	17. Health and Safety virtual team (verbal update)	David Ward
11:55am	<b>General business</b>	
	18.	
	19. Next meeting: Monday 4 April 2016	

# Canterbury Policy Forum

## Item 10

**Date:** 29 January 2016

**Presented by:** Don Chittock

## Regional approach to managing natural hazard risk in Canterbury

### Purpose

This paper provides an update on the development of a regional approach to managing natural hazard risk.

### Recommendations

That the Canterbury Policy Forum:

- 1 **note** progress to date and next steps
- 2 **support** the ongoing work of the group and its representatives in producing a regional approach to managing natural hazard risk as outlined in the attached project timeline.

### Background

- 1 At the Canterbury Policy Forum meeting on 31 March 2015 it was agreed that the Forum:
  - support the collaborative development of an integrated regional approach to managing natural hazard risk
  - encourage further development of the Canterbury Maps portal for recording and disseminating natural hazard information
  - invite the region's planners and emergency management officers (EMOs) to join others in the Hazard Risk Reduction Committee (now a working group) facilitated by Civil Defence Emergency Management (CDEM) Group Office, to work towards an agreed regional position on managing hazard risk.
- 2 A joint planners and emergency management officer meeting was held in September 2015 and two workshops were held early in December. From these, four key focus areas have emerged.
  - **Alignment** – Achieving cost efficiency through aligning information gathering and sharing methods while continuing to provide local flexibility. Through aligning processes such as Land Information Memorandums, we hope to make crossing district borders in the region easier for both property owners and the staff working with them. Alignment includes the preparation of consistent information for public consumption as well as collaboration and the sharing of information and opinions within and between councils. At times, alignment may mean acknowledging that consistency in all areas is not desirable.

- **Two way communication and public education** – At a high level we are looking at how we impart and exchange information both within and outside of our organisations. One of the key issues is how we ensure that those making the decisions have, and understand, the appropriate information, whether this be councillors or the public.
- **Roles and responsibilities** – Clarifying roles and responsibilities to align the perception of what organisations do, fostering relationships and preventing the duplication of effort or oversights. Part of this is recognising that our relationships with each other are not all the same and these need to be flexible and fluid.
- **Regional research** – The Canterbury region has some very good hazard research already. This area focuses on making the most of the research we already have, making it easier to access and identifying gaps in information. There is also an opportunity to evaluate research priorities and align with District Plan review schedules.

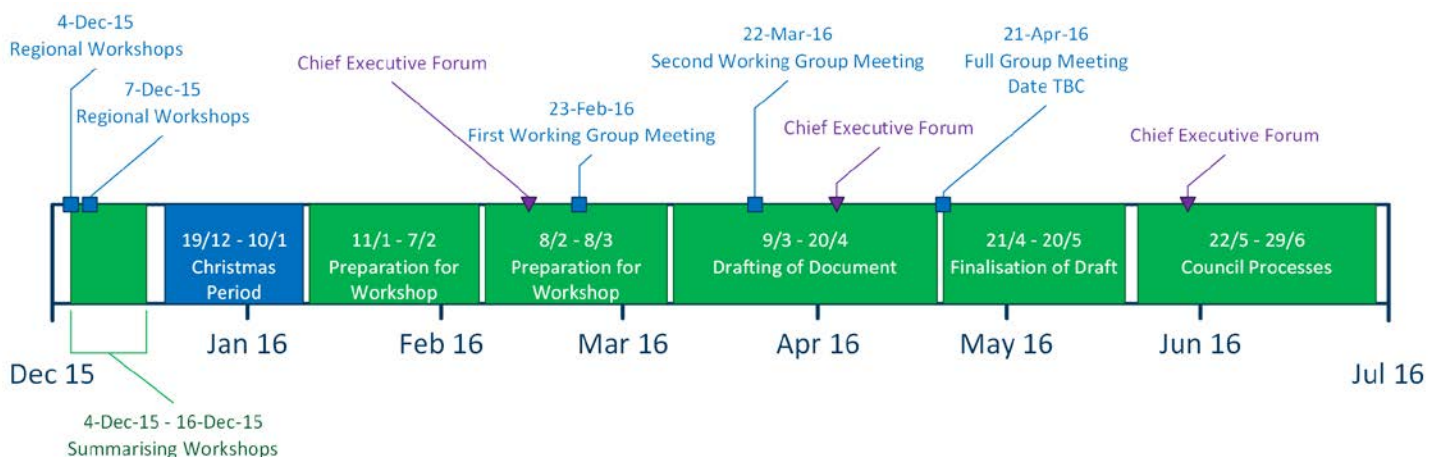
- 3 Workshops held in December 2015 produced an extensive list of issues that sit underneath these key focus areas.

### Next steps

- 4 A working group consisting of a representative from each of the Councils has been established and will meet for the first time in February 2016. This group features a mix of planners, emergency management officers and scientists. The group aims to turn the list of issues into achievable objectives and flesh out work programmes that sit underneath these.
- 5 A basic outline of the work programme is expected to be in draft form by the end of April 2016. Due to the nature of District Plan reviews the work programme will need to have a 10 year timeframe with some short-term projects.

### Financial implications

- 6 No financial contribution is required from councils, other than continued in-kind support (staff resource).





# Canterbury Policy Forum

## Item 11

**Date:** 29 January 2016

**Presented by:** Vincie Billante, Ashburton, and Ronnie Cooper, Secretariat

### Pilot workshop for local authority policy advisors

#### Purpose

This paper reports on the Pilot Workshop held on 25 November 2015 for policy advisors from Canterbury councils.

#### Recommendations

That the Canterbury Policy Forum:

- 1 **note** the successful Pilot Workshop for Canterbury councils' policy advisors
- 2 **consider** opportunities for future workshops for new and more experienced policy staff.

#### Background

- 1 At its meeting on 25 September 2015 the Policy Forum agreed that a pilot workshop would be held to meet the need for training for professionals advising councils on policy and local government issues.

#### The workshop

- 2 The full day workshop was held in Ashburton on 25 November 2015 with attendance from 28 staff from nine Canterbury councils. While the workshop was originally envisaged as targeting staff new to policy roles or to local government, a number of more experienced council advisors also attended.
- 3 The programme covered:
  - role and functions of local authorities, the legislation, governance / policy / operational, councils' toolboxes (policy, strategy, plan, bylaw, etc)
  - what is policy advice, a customer focus, multiple customers, Significance and Engagement Policies, stakeholder mapping
  - clear commissioning of policy work
  - problem definition, assumptions and intervention logic, models of the policy process
  - peer review and criteria for assessing policy papers (from NZIER).
- 4 Feedback was extremely positive, with participants welcoming the opportunity to meet their counterparts from other councils and share experiences and stories. Participants appreciated the practical tools and checklists provided in the workshop materials, and have subsequently reported that these tools are useful and applicable in their work. While some of the more experienced attendees reported that it was valuable to have a

“refresher” of the core principles of local authority policy work, it was also suggested that future workshops might be separated into two levels: sessions for staff new to local government, to cover the more basic information, and sessions for more experienced policy staff.

- 5 The workshop was organised by Vincie Billante and Ronnie Cooper, using materials from a range of sources including Environment Canterbury’s *Better Advice Project*. The venue and catering were provided by Ashburton District Council. Printing and binding of the handout materials was provided by Environment Canterbury.