

Agenda

Chief Executives Forum

Date: Monday 6 May 2019

Time: 9:00am–12:00pm

Venue: Selwyn District Council

Attendees: Jim Palmer (Waimakariri – Chair), Angela Oosthuizen (Kaikōura), Bede Carran (Timaru), Bill Bayfield (Environment Canterbury), David Ward (Selwyn), Fergus Power (Waitaki), Hamish Dobbie (Hurunui), Hamish Riach (Ashburton), Dr Karleen Edwards (Christchurch), Stuart Duncan (Waimate), Suzette van Aswegen (Mackenzie)

In attendance: Arihia Bennett (Te Rūnanga o Ngāi Tahu)
Helen Wyn, Deputy Chief Executive Central/Local Government Partnerships, Department of Internal Affairs – for item 4
Allan Prangnell, Director, Central/Local Government Partnerships, Department of Internal Affairs – for item 4
Hugh Logan, Chair, CWMS Regional Committee – for item 5
Caroline Hart, Programme Manager, Environment Canterbury – for item 5
Warren Gilbertson, CREDS Project Manager – for item 8
Secretariat: Simon Fraser, David Bromell

Apologies:

Time	Item	Paper	Person
9:00	1. Welcome, attendance and apologies		Chair
	2. Confirmation of Agenda	✓	Chair
	3. Minutes from the previous meeting	✓	Chair
	a. Confirmation of meeting minutes, 21 January 2019		
	b. Action points		

WORKSHOP

9:05	4. DIA Three Waters review		Helen Wyn, Allan Prangnell
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10:30 *Morning tea*

FOR DISCUSSION/DECISION

10:40	5. Canterbury Water Management Strategy		
	a. Fit for the Future project draft final report	✓	Hugh Logan and
	b. Quarterly update	✓	Caroline Hart
11:20	6. Collaborative funding for regional activities	✓	Secretariat
11:30	7. Draft triennial agreement	✓	Secretariat

VERBAL UPDATES / TAKEN AS READ

11:40	8. Monitoring reports		
	a. Regional Forums report	✓	Forum Chairs
	b. 3-year work programme	✓	Chair
	c. CREDS project update	✓	Warren Gilbertson
	d. PGF pipeline report	✓	Warren Gilbertson
11:50	9. Mayoral Forum draft agenda, 23–24 May	✓	Secretariat
11:55	10. General business		Chair
12:00	Meeting close		

Next meeting: 22 July 2019

Note:

- Item 5a has been withheld under LGOIMA s17(d) - final report will be released following consideration by the Canterbury Mayoral Forum at their 24 May meeting.
- Attachment for item 7 has been withheld under LGOIMA s7(2)(f)(i) & s7(2)(i) - draft agreement yet to be confirmed and under negotiation between member councils.
- Item 8d has been withheld under LGOIMA s7(2)(c) & s7(2)(i) – information is subject to negotiation by external parties.
- Item 9 has been withheld under LGOIMA s17(d) - final confirmed agenda for the Canterbury Mayoral Forum will be released following their 24 May meeting.

Canterbury Chief Executives Forum

Minutes

Date:	Monday 21 January 2019, 9:00am	
Venue:	West Melton Community Centre	
Attendance:	Jim Palmer (Chair), Angela Oosthuizen, Dr Karleen Edwards, Bede Carran, Hamish Dobbie, Hamish Riach, Bill Bayfield, Murray Washington (for David Ward) In attendance: David Perenara-O'Connell (Environment Canterbury) – item 4, Hugh Logan (Chair Canterbury Water Management Regional Committee) – item 5 Caroline Hart (Environment Canterbury) – item 5, Warren Gilbertson (Environment Canterbury) – item 9 Secretariat: Simon Fraser, David Bromell and Louise McDonald (minutes)	
Apologies:	Arihia Bennett (Te Rūnanga o Ngāi Tahu), Stuart Duncan, David Ward, Suzette van Aswegen, Fergus Power Bill Bayfield (for early departure)	
AGENDA ITEM	KEY POINTS DISCUSSED / RESOLVED	ACTION POINTS (Who will action, when?)
1.	Welcome, attendance & apologies The Chair welcomed everyone to the meeting and the apologies were noted.	
2.	Confirmation of the Agenda The agenda was confirmed.	
3	Minutes from 5 November 2018 were confirmed, with all actions either completed or underway.	
4.	Biodiversity in the Canterbury region David Perenara-O'Connell presented this item. The supplied report was a draft paper due to be presented at the next Mayoral Forum. David reiterated the key messages from the paper for the Mayoral Forum, including: <ul style="list-style-type: none"> • seeking support for a refreshed commitment to the Canterbury Biodiversity Strategy (CBS) and development of an implementation plan • the proposed biodiversity work programme is trying to position Canterbury to front-foot upcoming direction from central government 	

	<ul style="list-style-type: none"> requesting the Mayoral Forum to help provide leadership for biodiversity across the region, through driving implementation of the CBS and considering inclusion of biodiversity in the next Triennial Agreement <p>It was noted that the national-level Biodiversity working group, reporting to Minister Mahuta, had produced a report in October 2018. The report provided a good balance between regulatory and non-regulatory measures to improve biodiversity outcomes, which will feed into the refresh of the national Biodiversity Strategy and development of the National Policy Statement on Indigenous Biodiversity.</p> <p>The issue of managing biodiversity in water races, was raised. Retention of any of these water bodies for biodiversity values would need to include consideration of the public versus private good, including any cost to ratepayers.</p> <p>The use of the term 'Significant Natural Areas in the draft National Policy Statement was raised, distrust in some districts over the SNA concept as currently used in district planning.</p> <p>It was agreed that a timeline of major decision points would be a helpful inclusion in the Mayoral Forum paper. Further clarity was required in paragraphs 5 to 15 of the report (National and Canterbury context) on upcoming milestones.</p>	
5.	<p>Canterbury Water Management Strategy</p> <p>a. Fit for Future project update</p> <p>Hugh Logan, Chair of the Canterbury Water Management Strategy Regional Committee presented this report. Notes were tabled that included dates for key workshops and meetings for the Fit for Future project.</p> <p>There was support for the CWMS targets and the following feedback was provided.</p> <ul style="list-style-type: none"> It was important to balance goals so that they were both aspirational and achievable, while keeping in line with national direction There are issues around management of braided rivers versus water storage needs requiring difficult conversations with communities to find the right balance. Growing expectations, e.g. for protecting mahinga kai. Concern about the speed of progress in achieving the targets, too slow for rūnanga, too fast for some farmers. The challenge of Zone Committees transitioning from developing programmes to implementation. 	

	<ul style="list-style-type: none"> • Non-statutory work while Plan Changes are progressed will show good faith to the community as they see on the ground change. The Mayoral Forum should retain the fundamental leadership of the CWMS, while Zone Committees will continue driving implementation. • Implementation needs to include clear monitoring and reporting to improve visibility of progress in implementation of the CWMS. • Any communications plan needs to be clear on who the communication is for and to manage expectations. It was suggested that Mayors Odey, Dally & Broughton with Chair Lowndes could provide a steer on this. <p>b. Quarterly update The Quarterly update was received.</p>	
6.	<p>Climate change regional think-tank Bill Bayfield talked to this item. Following raising verbally with Mayors in December with general support, a more substantial proposal was requested.</p> <p>Chief Executives supported the proposal, noting that a clear Terms of Reference was required.</p> <p>Item 8 was then considered.</p>	<p><u>Secretariat/Bill Bayfield</u> to circulate a draft Terms of Reference prior to presenting to the next Mayoral Forum - Complete</p>
8.	<p>Collaborative funding for regional activities Bill Bayfield introduced this item and conveyed Suzette van Aswegen's support for option 2 noting that her Council is concerned about pressure on their resourcing, both financially and staff time, and the cost of regional activities.</p> <p>Members questioned the \$40,000 estimate for a regional forums levy.</p> <p>Option 2 (an expanded regional forum levy) was supported. It was agreed that any additional funding needed to be supported by a robust budget and rationale for spending.</p> <p>Bill Bayfield left at 11.35am</p>	<p><u>Secretariat</u> to provide a full proposal for an expanded regional forums levy, including indicative budget, at next meeting - Complete</p>
7.	<p>Proposed framework for Canterbury Regional Economic Development Strategy (CREDS) III David Bromell presented this report and invited feedback on the proposed framework for refreshing the CREDS for 2020-22:</p> <ul style="list-style-type: none"> • agreement that the CREDS framework should focus on refinement rather than wholesale change, while aligning with current central government priorities. • caution is needed on what CREDS projects can actually deliver on 	

	<ul style="list-style-type: none"> • a clear focus is required on which projects will make the most difference, with strong justification to support inclusion in the CREDS • It was noted that social issues are different for each Council and there is a need to look at what areas of social wellbeing CREDS gets involved in. The Forum should consider the level of involvement in areas like health and education and look at partnerships • consideration of prosperity without growth • continuing to focus on working collaboratively and advocacy with central government. <p>Mayors will discuss a revised proposed framework at their working dinner on 31 January.</p>	
9.	<p>Monitoring reports</p> <ul style="list-style-type: none"> a. 3-year work programme b. CREDS project update c. PGF pipeline report <p>The reports were received</p>	
10.	<p>Mayoral Forum draft agenda, 31 January – 1 February</p> <p>The agenda for the Mayoral Forum was reviewed. It was agreed to provide more time for the CWMS Fit for Future item.</p>	<p><u>Secretariat</u> to revise Mayoral Forum agenda for 1 February meeting - Complete</p>
11.	<p>General Business</p> <p><u>Canterbury Waste Management</u></p> <p>A query was raised regarding what collaboration is happening across Canterbury councils on waste management and minimisation. It was agreed this should be referred to the Operations Forum for further discussion</p>	<p><u>Operations Forum</u> to discuss waste management collaboration at their next meeting - Complete</p>
	<p>The meeting closed at 12.14pm.</p> <p>Next meeting: 6 May 2019</p>	

Canterbury Chief Executives Forum Item 5b

Date: 6 May 2019

Presented by: Caroline Hart, Environment Canterbury

Canterbury Water Management Strategy update

Purpose

1. This paper provides the Canterbury Chief Executives Forum with an update on region-wide progress towards implementing the Canterbury Water Management Strategy (CWMS) for February to April 2019.

Recommendations

That the Chief Executives Forum:

1. receive the report.

Regional and Zone Committee updates

2. Zone managers and facilitators have summarised the current focus for the CWMS Zone and Regional Committees. The table is included in Appendix 1.

Environment Canterbury updates

3. **Nutrient Management and Waitaki Plan Change / Plan Change 5** to the Canterbury Land and Water Regional Plan was made operative on 1 February 2019. The plan change:
 - deals with the effects of land uses, particularly farming activities, on water quality at a region-wide level
 - ensures the effective management of water quality in the Waitaki sub-region
 - sets industry agreed Good Management Practice as the minimum standard for all farming activities.
4. The nutrient management rules apply in all catchments in the region not currently the subject of sub-region plans. Resource consent, including audited Farm Environment Plans, is required if properties irrigate more than 50 hectares or have more than a specified amount of winter grazing of cattle, depending on property size. As part of the process to settle appeals on the plan change, the external working group (set up to settle appeals on PC5) continues working through implementation challenges.
5. **Plan Change 7** to the Land and Water Regional Plan (LWRP) is currently under development and is being prepared in three parts. The first part is an omnibus change that proposes changes to region-wide policies and rules in the LWRP to:

- provide greater protection to habitats of freshwater species
 - enable consideration of Ngāi Tahu values in relation to a broader range of activities
 - allow the use of managed aquifer recharge across the region
 - provide a revised nutrient framework for commercial vegetable growing operations.
6. The second and third parts of Plan Change 7 relate to the **Waimakariri and Orari Temuka Opihi Pareora (OTOP) sub-regions**. These parts of the plan change have been developed in collaboration with the Waimakariri and OTOZ Zone Committees and put in place a freshwater framework to implement recommendations in each Zone Committee's Zone Implementation Programme Addenda (ZIPA).
 7. These ZIPAs were presented to the respective councils late in December 2018 and early this year. The types of changes being proposed include reductions beyond good management practice to limit the effect of different land uses on water quality and increases in minimum flow, and reduction in allocation in catchments where community outcomes are not being achieved. Environment Canterbury will be asking Ngāi Tahu and key stakeholders for their views in April 2019. Subject to Council decisions, formal notification of the plan change is likely to happen in the middle of the year, at which time the public is encouraged to provide its views through submissions. A hearing will then be held, probably in early 2020.
 8. The Land and Water Regional Plan requires the implementation of **Good Management Practice** on farm to achieve water quality outcomes. There are a total of 7,815 farms (based on Statistics New Zealand) in Canterbury of which 1,400 require a consent and 1,500 are part of a collective (irrigation schemes and farming enterprises). To date, 85% of the required FEPs are in place and have been audited at least once or will receive their first audit within the next year. Targeted campaigns focused on irrigated properties not part of a collective, have led to 48% of these farms now having a resource consent. User trials of the farm portal system have been successful and campaigns to target permitted activity farms are planned for November 2019.
 9. The **fish screen** improvement campaign initially focused on 50 consents with a fish screen condition, selected with input from rūnanga, the Department of Conservation and Fish & Game. These consents are located mainly at large intakes, or environmentally significant or sensitive sites. Environment Canterbury continues to work with industry and consent holders to upgrade fish screens to current best practice. The industry-initiated Fish Screen Working Group operating under the auspices of the CWMS Regional Committee continues to investigate information gaps to inform improvements to intake configuration and practices, with particular regard to native fish species.
 10. A number of projects to improve water quality, increase river flows and groundwater levels continue to be trialled in the region.
 - The **Selwyn/Waikiriri** Near River Recharge project land purchase has been finalised. Consent applications will be lodged in early April with construction for Stage 2 contracted for July and Stage 3 construction currently in the tendering process.

- The Targeted Stream Augmentation and Permeable Reactive Barrier trials are underway in the **Silverstream/Kaiapoi** River catchment in the Waimakariri District.
- The **Ashburton-Hinds** Managed Aquifer Recharge project: Year 2 catchment scoping project has been completed (including the preliminary business case), with a follow up from the Provincial Growth Fund expression of interest accepted to full application stage. A new community trust is also being set up to replace the current governance group.

Policy update

11. The Government is working through its **Essential Freshwater programme**. The Ministry for the Environment (MfE) sought further information on specific catchments in each of the regions in early January and February. This information was to enable MfE to identify a range of exemplar catchments nationally. MfE has indicated it is looking to present the Minister for the Environment with an initial draft list of exemplar catchments in March with a final list for all exemplar catchments at the end of April 2019.
12. The Ministry has also signalled possible changes to **the National Policy Statement for Freshwater Management (NPSFM)**, including provisions to:
 - provide for better management of fish passage and further loss of habitat connectivity
 - require consideration of downstream receiving environments when setting freshwater objectives and limits and strengthened integration between regional/district council functions
 - greater emphasis on urban catchments
 - changes to the National Objectives Framework.
13. Government has also signalled that the **National Environmental Standard (NES) for Freshwater** could include measures to address stock exclusion, riparian management, high risk farming activities and intensification. Consultation on the NPS and NES is expected to take place in mid-2019.
14. The **Three Waters Review** team, including representatives from the Ministry of Health, the Ministry for the Environment and the Department of Internal Affairs, has been undertaking targeted engagement over March and April 2019 on related emerging high-level policy proposals. The Christchurch workshops were re-scheduled to 10 April 2019 and engaged a range of individuals and organisations with operational and technical expertise of implementing, operating and managing drinking water, wastewater and/or stormwater systems. Officials indicate a date of late June 2019 for cabinet papers.

In the news

Since January 2019

15. Environment Canterbury confirmed in early November that **Amuri Irrigation Company's** (AIC) Farm Environment Plan template met the requirements of the Land and Water Regional Plan.

16. **Hurunui Water Project** (HWP) shareholders voted unanimously to accept the offer from AIC to buy the resource consents held by **Hurunui Water Project**. AIC is proposing a smaller piped irrigation scheme between the Hurunui River and Hawarden/Waikari and with the takeover, hold the resource consents held by HWP.
17. As part of a new project, **30 demonstration wetlands** in Canterbury will receive government support as part of the latest round of funding from the Sustainable Farming Fund. The joint project has received co-funding and in-kind support from Environment Canterbury, NZ Landcare Trust, Merino NZ, DairyNZ and Overseer Ltd. Among other things, the project aims to identify how farm wetlands can be managed to recognise their economic, environmental, recreational and cultural values in a way that works for farmers.
18. In March, **Mackenzie Basin** community leaders attended a community forum in Twizel to learn how the five agencies (Mackenzie District Council, Waitaki District Council, Department of Conservation, Land Information New Zealand and Environment Canterbury) with statutory responsibilities in the region had become more aligned in protecting the iconic landscape since forming the Mackenzie Basin Agency Alignment Programme in 2017. The agencies are working on co-ordinated planning and consenting requirements, and provided more resources and support to enable several large-scale initiatives such as a tourism strategy to ensure tourism pressure and investment are well-managed.
19. Environment Canterbury has appealed the December 2018 High Court decision on the extent of a river bed, **Dewhirst Land Company Ltd v Canterbury Regional Council**, to the Court of Appeal. Among other things, the decision to appeal is felt to be necessary to ensure clarity for all – including landowners, communities and river users – on a point of law that has wide-reaching implications and which is central to Environment Canterbury’s work in protecting the region’s much-valued braided rivers. The appeal is expected to be heard later this year.
20. The Co-Governors of Te Waihora / Lake Ellesmere (Environment Canterbury, Te Rūnanga o Ngāi Tahu, Selwyn District Council, Christchurch City Council and the Department of Conservation) announced the blessing of a \$3.5-million project for a new wetland and improved habitat to improve water quality and biodiversity, as well as to ensure the future of mahinga kai in the **Ahuriri Lagoon** and downstream Huritini / Halswell River. This project is an important part of the Whakaora Te Waihora programme designed to help achieve the long-term goals for Te Waihora/ Lake Ellesmere.
21. Results from a Department of Conservation (DOC) report on water quality in the **Ashburton Lakes District** show trends that nitrogen is increasing in some lakes due to land use activities. DOC will work with Environment Canterbury through the Ashburton Zone Committee and landowners to reduce nitrogen and phosphorous loss to the lakes.
22. Implementation of a non-native predatory fish barrier at **Haldon Pasture** to protect the endangered Canterbury mudfish (kōwaro) is underway. This collaborative endeavour is a landmark Environment Canterbury – and national – project, the first of its kind in the southern hemisphere. The collaborative project has received a significant funding boost from Fonterra’s ‘50 Catchments’ initiative. It is jointly funded by Environment

Canterbury, the Department of Conservation, the Selwyn-Waihora Zone Committee and landowners.

23. **Burgess Stream**, near Eyreton, has been identified as a focus area for the first stage of Waimakariri Irrigation Limited's biodiversity project, which is designed to restore and enhance local waterways. The project focuses on 1600 hectares of shareholder land in the Burgess Stream and Old Eyre River catchment. Within that area, 6.3 hectares have been selected by the irrigation company as potential sites for riparian planting and wetland restoration.

Meetings and events

24. A summary of issues arising at recent meetings and events:

Date/Location	Event	Relevance to CWMS/Event summary
11-12 February 2019 Wellington	National Freshwater Conference	2019 conference focused on collaborating to create sustainable and efficient freshwater management strategies for the benefit of all New Zealanders
10-12 April 2019 Dunedin	Industrial Waters Conference 2019	The conference focused on Government's water reform, treatment processes and the impact of tourism on the wastewater industry.
1-3 May 2019 Auckland	Water New Zealand's 2019 Stormwater Conference	The theme of the conference was Stormwater: The Next Generation – introducing, exploring and challenging the impacts of stormwater on the environment.

Appendix 1: Zone Committee Focus: Overview from February 2019

CWMS Committee	Focus of the Zone Committee Work Programme	Highlights of practical work underway
<p>Kaikōura</p>	<p>Earthquake Recovery: Kaikōura earthquake</p> <p>Immediate Steps: implementation</p> <p>Collaborative Inter-agency Programmes</p>	<ul style="list-style-type: none"> Managing, monitoring and reporting of earthquake-related consents and emergency actions under the Order of Council (Hurunui/Kaikōura Earthquakes Recovery Act 2016). Post-earthquake experimental closing of Lyell creek to replicate a tidal and weather event to raise the Lyell/Waikōau level - allowing hatching of tīnanga eggs in the creek has been a success. This will enable an tīnanga run in November 2019. Works on the three significant wetland protection and enhancement projects under the Kaikōura Flats (Lyell/Waikōau Creek) Catchment Programme continue. The Kaikōura Plains Recovery Project – a joint project with ECan, MPI, Fonterra, and DairyNZ covering ‘in paddock’ treatment of drainage water, land assessment and riparian restoration, and integration of mahinga kai values continues in its second year with the identification of two additional drainage sites.
<p>Hurunui Waiau</p>	<p>Minimum Flows: Hurunui and Waiau Rivers.</p> <p>Immediate Steps: Hurunui and Waiau Uwha predator control</p> <p>Good Management Practice: Targeted plan change to permit dryland farming.</p>	<ul style="list-style-type: none"> Progress on implementing the Hurunui Waiau Rivers Regional Plan (HWRRP) minimum flows (on existing water take consents) has paused awaiting a cultural impact assessment. Seven islands enhanced across both rivers to improve native river bird habitat and black-back gull control undertaken at two of the largest colonies on the Hurunui River. “Hurunui Splash” project Balmoral site – river channels were modified to ensure more flows in the side people swim in. Monitoring of <i>E. coli</i> levels will continue. SCAR (soil conservation and restoration) project is focussing on identifying priority areas and options to create a local nursery to provide trees for SCAR and Billion Trees project. Plan Change 1 to the HWRRP, giving effect to the Hurunui Waiau ZIP Addendum will be notified in May. It proposes to change the HWRRP rules that address the cumulative effects of land use on water quality to enable dryland farmers to continue to operate without the need for resource consent.
<p>Waimakariri</p>	<p>RMA Planning: PC 7 giving effect to the ZIPA is planned to be notified in mid-2019.</p> <p>Implementation: A range of priority projects</p>	<ul style="list-style-type: none"> Work continues on the “Clean and Green” Silverstream project with works on the Banyons Rd and Giles Rd reserve sites starting in April. Both sites are important to creating the 27km fresh water biodiversity loop. Identification of funding options for woody weed control in the Ashley /Rakahuri catchment and the protection of wetlands in Lees Valley continues. The three-year infiltration trial to reduce Silverstream’s nitrates levels has proved successful in the first few months. It is a joint project between Environment Canterbury and Waimakariri Irrigation Limited.

CWMS Committee	Focus of the Zone Committee Work Programme	Highlights of practical work underway
Christchurch -West Melton	<p>Canterbury groundwater system: Improving awareness among Christchurch residents.</p> <p>Immediate Steps: Dryland Biodiversity Hub</p>	<ul style="list-style-type: none"> • The Zone Committee are focused on educating Christchurch residents about the Canterbury groundwater system, drinking water supply and the challenges facing urban streams. The committee have hosted two popular public fieldtrips in collaboration with the Centre of Freshwater Management, Christchurch City Council and Environment Canterbury. • Provided feedback on Christchurch City Council Draft Integrated Water Strategy. • Environment Canterbury is beginning a project to investigate the cause/s of the decline of the Ōtukaikino stream and possible solutions. • Allocated Immediate Steps funding for the next three years to undertake weed control, fencing and native planting to enable a dryland biodiversity and recreational hub on the south side of the Waimakariri River.
Banks Peninsula	<p>Forestry Impacts: Considering options and actions related to increasing concerns about the significant risk that forestry poses to waterways.</p> <p>Wairewa Bank Stabilisation</p>	<ul style="list-style-type: none"> • Work continues on the implementation of the new National Environmental Standards (NES) for Plantation Forestry. • Implementation of the Whaka-Ora Healthy Harbour Plan continues. • Wairewa Bank Stabilisation Project –work continues to progress and earthworks at the first pilot site are likely to begin in April 2019. • The latest water quality monitoring results show an improvement in Te Roto O Wairewa. • Environment Canterbury is working with Christchurch City Council staff to improve fish passage at recently installed culverts.
Selwyn-Waihora	<p>Swimmable Selwyn at Coes Ford: Managing tributary impacts continues.</p> <p>Biodiversity Projects: Haldon Springs non-native fish barrier</p>	<ul style="list-style-type: none"> • Environment Canterbury continues to work closely with Selwyn District Council on key projects such as “The Swimmable Selwyn @ Coes Ford”. • The mudfish protection project has started with the majority of the civil works, willow and weed removal completed. The site-specific installation and electrical work for the mudfish protection barrier has begun along with an up-stream habitat enhancement planting. • Continue to progress the Lake Edge (wetland/wet pasture engagement and consent) project. • Catchment removal of willows and broom as well as wetland protection from Lake Grassmere and along the stream to the confluence with Waimakariri river completed in collaboration with land owners and University of Canterbury
Ashburton	<p>Fish Passage: Hinds Drains area</p> <p>Drainage and Food Protection: Focus on Hinds Drains and Carters Creek.</p>	<ul style="list-style-type: none"> • Several sites have been identified for fish passage improvements in the Hinds Drains area and a protocol agreed to between Fish & Game, DOC and Environment Canterbury around how best to implement these. • An assessment of the management of Mahinga Kai trial sites in Hinds is underway to look at management of different weeds.

CWMS Committee	Focus of the Zone Committee Work Programme	Highlights of practical work underway
	<p>Consent review process for consents linked to the Ashburton/Hakatere River.</p>	<ul style="list-style-type: none"> • Consultation on the Hakatere / Ashburton Rivermouth management strategy attracted more than 160 submissions and a draft strategy should be available by June 2019. • The Hakatere / Ashburton River Consent review project is still being considered by the Ashburton Zone Committee with an update expected at their late April meeting. • The Department of Conservation has raised concerns with the Zone Committee about declining water quality trends in several lakes and streams in the Ashburton Lakes area. The Zone Committee has asked for additional information from Environment Canterbury.
<p>Orari-Temuka-Opihi-Pareora</p>	<p>RMA Planning: PC 7 giving effect to the ZIPA is planned to be notified in mid-2019.</p> <p>Saltwater Creek: enhancement project.</p>	<ul style="list-style-type: none"> • Continue to work closely Territorial Authorities and FENZ in relation to ongoing issues with crop burning. Improving monitoring and information provision • Saltwater Creek catchment work is progressing well with several work streams in place with good community engagement. • Joint information event organised with Beef+Lamb on monitoring water quality, using Stream Health Monitoring Assessment Kit. • Implementation of several Immediate Steps projects including protection and enhancement of roosting habitat of long tail bats and joint pest control project with Department of Conservation and forestry company Port Blakely and projects at Milford and Orari Lagoons and Ellis Road coastal wetland.
<p>Upper Waitaki</p>	<p>Biodiversity projects: Lake Poaka.</p> <p>Farming at GMP: continue to support farmers on GMP.</p> <p>Willowburn Restoration</p>	<ul style="list-style-type: none"> • Joint project underway with Department of Conservation, Central South Island Fish and Game and Environment Canterbury to reduce alder trees around the lake to improve amenity and habitat for plants and bird species including kāki. • Alignment activity with Waitaki Irrigators Collective and Morven Glenavy Irrigation Ltd, looking towards simplification of process and reducing unnecessary overlap • Rural Professionals meeting held focussing on PC5 (session held as part of Upper Waitaki Zone Committee) and PC3 • Willow Burn/ Quaiburn Extension programme - identifying High Priority farms and Critical Source Areas (CSAs) • Omarama Stream Extension programme continuation – supporting land owner with FEP and working closely with Irricon
<p>Lower Waitaki</p>	<p>Wainono Lagoon: improving water quality and reducing sediment inflows to help restore the culturally significant resource.</p>	<ul style="list-style-type: none"> • Restoration of Wainono Lagoon continues to be the Zone Committee's main focus along with improving the water quality in the Waihao River. As the likelihood of augmentation of Wainono Lagoon via the Hunter Downs Irrigation Scheme is remote, the Committee is working with Environment Canterbury and other parties to work out next steps. Continuing to work with Waimate District Council with a focus on sharing information and managing rubbish dumping and compliance of burn offs.

CWMS Committee	Focus of the Zone Committee Work Programme	Highlights of practical work underway
	<p>Farming at GMP: visiting farms to advise on GMP.</p> <p>Projects: Native Scrub at Limestone Hills</p>	<ul style="list-style-type: none"> • Alignment activity with Waitaki Irrigators Collective and Morven Glenavy Irrigation Ltd, looking towards simplification of process and reducing unnecessary overlap • Rural Professionals meeting held focussing on PC5 and PC3 (Farming Land Use Campaign: continuing to work with affected landowners) • Continue to work towards improving protection of native forest and grey scrub at Limestone Hills.
<p>Regional</p>	<p>Monitoring progress: Tracking the implementation of the CWMS across the Canterbury region.</p> <p>CWMS 2025& 2030 Targets: Fit for Future Project</p>	<ul style="list-style-type: none"> • Regional Committee is focussed on finalising its advice to ECan and the Mayoral Forum on the CWMS Fit for Future project. and has signed off on this advice during its April meeting.

Canterbury Chief Executives Forum Item 6

Date: 6 May 2019

Presented by: Simon Fraser, Secretariat

Collaborative funding for regional activities

Purpose

1. This paper provides further advice on a potential forums budget to fund activities carried out by the regional forums and its working groups. This was previously discussed at the Chief Executives Forum on 21 January 2019.

Recommendations

That the Canterbury Chief Executives Forum:

1. **agree that the regional forums:**
 - 1.1. **create a regional forums budget for the 2019/20 financial year; or**
 - 1.2. **continue to fund regional forums projects on an ad-hoc basis with a more formal process to request resources**
2. **request that all regional forums working groups develop a forward-looking work programme following the confirmation of the next CREDS and Triennial Agreement**

Background

2. On 21 January 2019, Chief Executives discussed whether a budget for Regional Forums is required. This discussion was prompted by requests for further resourcing from working groups at the November 2018 meeting.
3. Chief Executives asked the secretariat to develop a regional forums budget based on an expanded form of the current Policy Forum levy. This was to include projects from working groups to be carried out in the 2019/20 financial year that require further resourcing.

Proposed regional forums projects

4. As requested, we have surveyed the regional forums working groups for proposed projects that they are planning to undertake in the 2019/20 financial year. The following working groups indicated they would seek funding:
 - Public Records Act (PRA) Executive Sponsors working group (reporting to the Corporate Forum), for the development of an eLearning platform to support

building Canterbury PRA maturity, as identified in the 2018 Regional PRA Maturity Assessment. Funding of up to \$50,000 is sought.

- Natural Hazards Regional Approach (reporting to the Policy Forum), for development of a process for assessing/evaluating district plans, civil defence responses, and hazard research programmes. Up to \$5,000 is sought, but with further scoping still required and requests for further resources likely in this financial year.
 - Compliance, Monitoring and Enforcement (CME) working group for development of an induction workshop for elected members on their role in CME, and development of public information on the approach Canterbury councils take to compliance, monitoring and enforcement and what they need to know. Both initiatives were discussed with the Mayoral Forum on 1 February 2019. Up to a total of \$5,000 is sought, but with further scoping still required.
5. A template for funding applications to the Chief Executives Forum has been developed (attached as Appendix 1). This has been adapted from other funding templates used in local and central government.
 6. The Public Records Act Executive Sponsors working group have completed the proposed template for their funding application (attached as Appendix 2).

Proposed regional forums budget for 2019/20

7. As per previous discussions, a regional forums budget has been developed based on an expanded form of the current Policy Forum budget. Using the current ratios used by the Policy Forum, levies required from councils are below.

INCOME	Levy for 2019/20		EXPENDITURE	
Environment Canterbury	\$ 12,907.32		Research fund	\$ 4,500.00
Christchurch City	\$ 12,907.32		Training events	\$ 2,400.00
Selwyn District	\$ 6,760.98		Travel	\$ 400.00
Waimakariri District	\$ 6,760.98		Admin support (minute-taking)	\$ 5,920.00
Ashburton District	\$ 6,146.34		Collaborative projects	\$ 60,000.00
Timaru District	\$ 6,146.34			
Hurunui District	\$ 3,257.56		TOTAL EXPENDITURE	\$ 73,220.00
Waimate District	\$ 2,458.54			
Waitaki District	\$ 2,458.54			
Kaikōura District	\$ 1,598.05			
Mackenzie District	\$ 1,598.05			
Carry over from Policy Forum 2018/19	\$ 10,491.46			
TOTAL INCOME	\$ 73,491.46			

8. A full spreadsheet of the proposed budget is attached as Appendix 3.

9. The proposed expenditure for the coming year consists predominately of \$60,000 for collaborative projects. This accounts for the indications from the three working groups above who indicated the need for extra resources.
10. The following expenditure has also been budgeted based on previous years' budgets for the Policy Forum:
 - Admin support for forums and travel allowance for the Secretariat (for out-of-town travel if needed)
 - regional training programmes, an ongoing initiative run through the Policy Forum
 - a research fund to undertake research to support the CREDS and other regional work. This has been used in the past to fund consultancy service (such as Peter Winder's review of collaboration in Canterbury), but has not been drawn upon this financial year. We recommend retaining this fund to support councils to respond to central government initiatives or to inform work in the CREDS refresh.
11. The share of the budget between councils is based on the cost-share used for the Policy Forum levy. Levies were calculated in 2014 to be broadly proportional to member councils' operating expenditure. The exception is Waitaki district, which contributes to the same level as Waimate because it participates in both Canterbury and Otago forums.
12. Administration costs are for costs incurred by Environment Canterbury for minute-taking at meetings of regional forum meetings. Other secretariat and administration costs are absorbed by Environment Canterbury as part of hosting the regional forums secretariat.
13. Administration for the regional forums budget would operate as per the Policy Forum budget in previous years:
 - the secretariat will manage the budget on behalf of Chief Executives, with funds to be held by Environment Canterbury
 - councils will be levied at the start of the financial year, with invoices sent to the Chief Executive of each council
 - those carrying out expenditure under the regional forums (e.g. working groups carrying out approved initiatives) will provide an invoice to the Secretariat for payment
 - the secretariat will provide an updated budget for the coming year at the Chief Executives Forum meeting for agreement at the end of each financial year.

Next steps

14. If Chief Executives agree with the proposed budget for the regional forums for 2019/20, the Secretariat will arrange for funds to be levied from councils from 1 July. An updated budget for 2020/21 will be provided for agreement at the April/May 2020 Chief Executives Forum meeting.

15. If Chief Executives do not agree to establishing a regional forums budget, the Secretariat will continue to manage requests for resourcing by working groups for sign-off by Chief Executives on an ad-hoc basis. The Policy Forum will continue to levy member councils as per previous years.

Attachments

- Proposed application form for Regional Forums funding
- Completed application – PRA Executive Sponsors
- Proposed regional forums budget for 2019/20

Appendix 1 – Proposed Regional Forums application form

Canterbury Regional Forums - Application for Funding

This Application form is for proposals for funding from the Regional Forums budget.

Section 1: Key Information

1. Project:

2. Please provide the details of the Forum or Regional working group for which funding is being requested:

Forum / Regional working group:			
Contact Name and Role:			
Email Address:		Telephone:	

3. Has this project / activity been previously discussed in a Regional forum? Yes: No:

- If Yes, please provide details, and what the outcome of the discussions were.

e.g. a part of an approved work programme, project discussed by Forum

4. Have you previously received any funding for this Project? Yes: No:

- If Yes, please list source of funding, when the funding was received, and how much under Q5.

5. Please set out the proposed sources of funding for the Project:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excluding GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Funding sought (via this application)	\$	
Other sources of funding, including prior funding]	\$	
Total:	\$	

Section 2: Project Overview

6. Please explain the project / activity for which funding is being sought:

Please describe what the funding is for, why it is required, what the project will do and how it links to other projects or activities.

7. How will the project be managed?

- How will the activity be managed?
- Procurement process undertaken (if relevant), and how will it be managed?
- The oversight arrangements which are, or will be, put in place?
- Who the key personnel are?
- Any other relevant information relating to the delivery of this activity...]

8. Is there any other information which would be useful background or context at this stage?

Appendix 2 – Completed application – PRA Executive Sponsors

Canterbury Regional Forums - Application for Funding

This Application form is for proposals for funding from the Regional Forums budget.

Section 1: Key Information

9. Project: Canterbury PRA maturity programme - PRA eLearning module project

10. Please provide the details of the Forum or Regional working group for which funding is being requested:

Forum / Regional working group:	Canterbury PRA Executive Sponsors (CPRAES) group AND Canterbury Records and Information Management Support (CRIMS) group. Both report into Canterbury Corporate Forum.		
Contact Name and Role:	Anne Columbus, CPRAES Chair AND Denise Thompson, CRIMS Chair		
Email Address:	Anne.columbus@ccc.govt.nz	Telephone:	0272040896 (AC)
	Denise.thompson@ecan.govt.nz		

11. Has this project / activity been previously discussed in a Regional forum? Yes: No:

- If Yes, please provide details, and what the outcome of the discussions were.

Development of an eLearning platform to support building Canterbury PRA maturity was identified in the 2018 Regional PRA Maturity Assessment

12. Have you previously received any funding for this Project? Yes: No:

- If Yes, please list source of funding, when the funding was received, and how much under Q5.

13. Please set out the proposed sources of funding for the Project:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excluding GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Funding sought (via this application)	\$50,000	
Other sources of funding, including prior funding]	\$50,000	Maturity Assessment and Improvement Initiatives funding contribution from ECan \$20k, CCC \$20k, SDC \$5k & Waimakariri \$5k
Total:	\$20,000	Regional PRA/IRM Approach – The Case for Change funded by ECan \$20k

Section 2: Project Overview

14. Please explain the project / activity for which funding is being sought:

Development of a common eLearning training module(s) to be rolled out across Canterbury Councils to improve PRA management and practice. This project is part of a number of initiatives currently underway to support our Information and Records management practice.

15. How will the project be managed?

- *Project will be lead and managed through the CRIMS group with direction/support from CPRAES (in same way as other currently initiatives under delivery).*
- *Procure through the current supplier X4C Consulting Ltd (via ECan procurement processes) given specialist nature of PRA content, alignment to ALGIM approach and ongoing work.*
- *Oversight via Corporate Forum, and CPRAES group;*
- *Denise Thompson, CRIMS Chair will lead the implementation/delivery of this project alongside support from key staff in various Canterbury Councils.*

16. Is there any other information which would be useful background or context at this stage?

This was one of the high-priority actions identified in the 2018 PRA Maturity Assessment report provided to CE Forum November 2018.

Appendix 3 – Proposed regional forums budget for 2019/20

Policy Forum income and expenditure - 2017/18 and 2018/19				
	Budget 17/18	Actual 17/18	Budget 18/19	Actual 18/19 (TBC)
INCOME				
Environment Canterbury	2,100.00	2,100.00	2,100.00	2,100.00
Christchurch City	2,100.00	2,100.00	2,100.00	2,100.00
Selwyn District	1,100.00	1,100.00	1,100.00	1,100.00
Waimakariri District	1,100.00	1,100.00	1,100.00	1,100.00
Ashburton District	1,000.00	1,000.00	1,000.00	1,000.00
Timaru District	1,000.00	1,000.00	1,000.00	1,000.00
Hurunui District	530.00	530.00	530.00	530.00
Waimate District	400.00	400.00	400.00	400.00
Waitaki District	400.00	400.00	400.00	400.00
Kaikōura District	260.00	260.00	260.00	260.00
Mackenzie District	260.00	260.00	260.00	260.00
TOTAL INCOME	10,250.00	10,250.00	10,250.00	10,250.00
EXPENDITURE				
Research fund	10,000.00	-	4,500.00	-
Training events	800.00	1,562.57	2,400.00	2,000.00
Travel	400.00	326.19	400.00	-
Admin support (minute-taking)	-	5,920.00	5,920.00	5,920.00
Collaborative projects	4,500.00	-	4,500.00	-
TOTAL EXPENDITURE	15,700.00	7,808.76	17,720.00	7,920.00
SURPLUS/DEFICIT	-\$ 5,450.00	\$ 2,441.24	-\$ 7,470.00	\$ 2,330.00
SURPLUS/DEFICIT CFWD (Actual)	\$ 5,720.22	\$ 5,720.22	\$ 8,161.46	\$ 8,161.46
FUNDS IN HAND	\$ 270.22	\$ 8,161.46	\$ 691.46	\$ 10,491.46

Proposed regional forums budget - 2019/20	
Budget 19/20	Contribution ratios
12,907.32	20.5 %
12,907.32	20.5 %
6,760.98	10.7 %
6,760.98	10.7 %
6,146.34	9.8 %
6,146.34	9.8 %
3,257.56	5.2 %
2,458.54	3.9 %
2,458.54	3.9 %
1,598.05	2.5 %
1,598.05	2.5 %
63,000.00	100.0 %
4,500.00	
2,400.00	
400.00	
5,920.00	
60,000.00	
73,220.00	
-\$ 10,220.00	
\$ 10,491.46	
\$ 271.46	

Canterbury Chief Executives Forum Item 7

Date: 6 May 2019

Presented by: David Bromell, Secretariat

Draft triennial agreement 2020–22

Purpose

1. This paper presents a draft Canterbury Local Authorities' Triennial Agreement (the Triennial Agreement) for 2020–22 for discussion and feedback before this goes to the Mayoral Forum for consideration on 24 May 2019.

Recommendations

That the Canterbury Chief Executives Forum:

1. **discuss and provide feedback on the draft Canterbury Local Authorities' Triennial Agreement 2020–22**
2. **note that a revised draft will go to the Canterbury Mayoral Forum for consideration on 24 May 2019.**

Background

2. As agreed by the Mayoral Forum on 7 December 2018, a draft Triennial Agreement is to be considered by the Mayoral Forum on 24 May 2019 and a final draft on 9 August 2019.
3. At the Mayoral Forum working dinner on 31 January 2019, there was general agreement to delegate more operational matters to the Chief Executives Forum for delivery through regional forums and working groups, and not to detail these in the Triennial Agreement.
4. Following local body elections, the Mayoral Forum will be asked at its first meeting on 29 November 2019 to approve the Triennial Agreement and ask all member councils to ratify it by 1 March 2020. The secretariat will provide a pro forma Council paper to facilitate this process, as in 2016.

Key points for discussion and feedback

5. In 2016, the Mayoral Forum largely rolled over the Triennial Agreement from 2013–16 with only minor changes. The attached draft is a more substantial revision, with additional headings to support a 'plain English' agreement.

6. The most significant change to the draft triennial agreement is that it is kept high-level and detailed projects for collaboration are not specified, as previously.
 - The Mayoral Forum leads the Canterbury Water Management Strategy, the Canterbury Regional Development Strategy and advocacy for the region, its councils and communities (**withheld**).
 - The Chief Executives Forum:
 - identifies and escalates to the Mayoral Forum strategic issues and opportunities for collaboration from the Policy, Corporate and Operational Forums and other regional and sub-regional working groups
 - reports quarterly to the Mayoral Forum on delivery of its work programme to implement and manage collaborative projects and agreed actions (**withheld**).
7. Proposed minor changes to the Mayoral Forum's terms of reference are indicated in tracked changes in Appendix 1 of the draft Triennial Agreement.
8. Is it useful to append to the Triennial Agreement, for the benefit of new Mayors/Chair and Chief Executives:
 - the diagram of regional forums and working groups (**withheld**)
 - principles and process for working together (**withheld**)?
9. The secretariat is drafting a briefing to incoming members of the Mayoral Forum, and a regional overview (with infographics) structured around the 'four wellbeings' (environmental, economic, social and cultural) and the 'four capitals' of the NZ Treasury's Living Standards Framework: natural capital, financial and physical capital, human capital and social capital. These drafts will come to the Chief Executives Forum on 22 July for consideration before they are finalised for Mayoral Forum approval on 9 August 2019.

Cost, compliance and communication

Financial implications

10. The work of regional forums is supported by a Regional Forums Levy (agenda item 6). The secretariat is hosted by Environment Canterbury and funded from:
 - the regional general rate
 - a grant from the Provincial Growth Fund for the position of CREDS Project Manager (until 31 December 2020).

Risk assessment and legal compliance

11. General Counsel at Environment Canterbury has reviewed the draft Triennial Agreement and confirmed that it complies with requirements in the Local Government Act 2002 ss.15–17.

12. On 3 April 2019, the Minister of Local Government announced interim measures to reform the local government reorganisation process. This is the first stage of a programme to disestablish the Local Government Commission in its current form and introduce a new locally led reorganisation process that is flexible, responsive to community needs, and allows for different types of reform and for local authorities to work together without needing large-scale reorganisations. As the Government develops these proposals, we may need to review paragraphs 9–10 of the draft Triennial Agreement on local government structure in Canterbury.

Communication

13. Once ratified by member councils (by 1 March 2020) and signed by members of the Mayoral Forum, the Triennial Agreement is published on the Mayoral Forum website.

Next steps

- | | |
|---------------|---|
| 24 May 2019 | Mayoral Forum: <ul style="list-style-type: none">• discuss and provide feedback on draft Triennial Agreement |
| 22 Jul 2019 | Chief Executives Forum – endorse: <ul style="list-style-type: none">• final draft Triennial Agreement• draft briefing to incoming members of the Mayoral Forum• draft regional overview |
| 9 Aug 2019 | Mayoral Forum - approve: <ul style="list-style-type: none">• final draft Triennial Agreement• briefing to incoming members of the Mayoral Forum• regional overview |
| 12 Oct 2019 | Local body elections |
| 29 Nov 2019 | First meeting, Mayoral Forum: <ul style="list-style-type: none">• approve Triennial Agreement• consider framework for CREDS III, informed by briefing to incoming members of the Mayoral Forum and regional overview |
| by 1 Mar 2020 | Triennial Agreement ratified by member councils |

Attachments

- Draft Triennial Agreement 2020–22 [**Note: Withheld under LGOIMA s7(2)(f)(i) & s7(2)(i) – draft agreement yet to be confirmed and under negotiation between member councils**]

Canterbury Chief Executives Forum Item 8a

Date: 6 May 2019

Presented by: David Ward, Bede Carran and Hamish Dobbie (on behalf of Bill Bayfield)

Corporate, Operations and Policy Forums report

Purpose

1. This paper reports on the work of the Corporate, Operations and Policy Forums since January 2019.

Recommendations

That the Canterbury Chief Executives Forum:

1. **encourage Chief Information Officers or other delegated staff to attend Chief Information Officers (CIO) working group meetings**
2. **agree to the Operations Forum developing a co-ordinated approach to reviewing waste management and minimisation plans to fit with future review cycles**
3. **note principles and processes for working together, as agreed in 2017.**

Corporate Forum

2. The Corporate Forum met on 25 February 2019. Prior to their meetings, both the Corporate and Operations Forums received a presentation from David Bromell on how the Mayoral Forum may approach developing the triennial agreement and revising the CREDS for the next local government term.
3. Agenda items included:
 - continuing conversations on opportunities for collaboration, including business continuity planning, procurement and risk management policies
 - a presentation on the Regional Council Collaboration Programme as a potential framework for common digital services
 - updates from the Chief Information Officers, Finance Managers, and Public Records Act Executives Sponsors and Canterbury Records and Information Managers working groups.
4. The Corporate Forum noted poor attendance by council staff at the Chief Information Officers working group meetings and asks Chief Executives to encourage their CIO or other delegated representative to attend these meetings.

Operations Forum

5. The Operations Forum also met on 25 February. Agenda items included:
 - receiving an update on the Three Waters review, including a summary of the Cabinet paper and central government next steps released in November 2018. It was noted that the review has multiple workstreams underway, with all councils willing to provide engage with the review as required. Bede Carran will provide a further verbal update at this meeting.
 - opportunities for collaboration where efficiencies and benefits can be gained, building off other successful collaboration work such as the Aoraki Roding Collaboration and the Civil Defence Lifelines work. Potential opportunities identified for further investigation included co-ordination between operations and planning functions, common technology platforms, smart sensors to record data and common health and safety practices.
 - opportunities for councils to collaborate on waste management and minimisation plans
 - reports from the Drinking Water Reference Group, the Health and Safety Advisory group and the Stormwater Forum.
6. The Operations Forum agreed that waste management and minimisation plans would be a useful area to collaborate on in future but this needs to be planned to ensure best fit with review cycles. Councils must review their waste management plans every six years, but review cycles across Canterbury councils differ. If Chief Executives agree, the Operations Forum will work with the Waste Managers Technical Officers Group and councils to identify the best timing for a co-ordinated update of waste management plans and develop a shared approach across the region.

Policy Forum

7. The Policy Forum met on 12 April. Agenda items included:
 - a presentation from Sam Elder and Darren Fidler (Environment Canterbury) on regional transport and freight mode shift as part of the Canterbury Regional Economic Development Strategy. This included draft outcomes from a study into the cost opportunities for freight mode shift across the South Island.
 - the CWMS 'fit for the future' project, including receiving a copy of the interim project report previously received by the Mayoral Forum
 - re-visiting principles and processes previously agreed for regional submissions
 - a report on the three regional training workshops on *Thinking together ... before we write*, with a proposal to deliver a train-the-trainers workshop on writing recommendations and peer review in the second half of 2019
 - updates from the Planning Managers, Climate Change, Compliance, Monitoring and Enforcement, and Natural Hazards working groups.

8. With a number of changes to personnel across the Policy Forum, it was timely for the Forum to revisit previously agreed principles and processes for regional submissions. Members recognise the strength that a strong, co-ordinated regional submission provides and the weight that central government officials and Select Committees places on these submissions. This was noted recently with feedback received from the Group Manager Tertiary, Ministry of Education, on the Mayoral Forum's submission on the proposed reform of vocational education.
9. Principles and processes ('Working together for Canterbury') are on the Mayoral Forum's website at: <http://canterburymayors.org.nz/wp-content/uploads/2017/07/Working-together-for-Canterbury-Feb-2017.pdf>
10. Agenda item 7 has proposed appending the principles and processes for working together to the 2020–22 Triennial Agreement.

Mayoral Forum three-year work programme 2017–19 – as at 29 April 2019 (updates in red)

Key to acronyms

ADC	Ashburton District Council	CMF	Canterbury Mayoral Forum	DoC	Department of Conservation	NZTA	NZ Transport Agency
CCC	Christchurch City Council	CNZ	ChristchurchNZ	ECan	Environment Canterbury	RTC	Regional Transport Committee
CECC	Canterbury Employer's Chamber of Commerce	COF	Canterbury Operations Forum	LGNZ	Local Government New Zealand	SDC	Selwyn District Council
CEF	Chief Executives Forum	CPF	Canterbury Policy Forum	MBIE	Ministry of Business, Innovation & Employment	TDC	Timaru District Council
CEMG	Canterbury Engineering Managers Group	CREDS	Canterbury Regional Economic Devlpt Strategy	NES	National Environmental Standard	UC	University of Canterbury
CIAL	Christchurch International Airport Ltd	CWMS	Canterbury Water Management Strategy	NPS	National Policy Statement	WMK	Waimakariri District Council

WHAT	DUE	TASK	SPONSOR	LEAD	STATUS / NEXT STEPS
CANTERBURY REGIONAL ECONOMIC DEVELOPMENT STRATEGY					
1. Integrated regional transport planning and infrastructure investment.					
<i>Objective – Integrated transport planning across modes (air, rail, shipping and road transport) that:</i>					
<ul style="list-style-type: none"> • <i>prioritises a resilient transport network</i> • <i>enables the efficient movement of people and freight into, out of and within the Canterbury region</i> • <i>improves social connectedness and wellbeing, supports visitor strategies and improves road safety.</i> 					
a. Strategic policy analysis and advice, regional transport	30 Sep 2018	<ul style="list-style-type: none"> • accelerate progress on the four work programme priorities • co-ordinate a stocktake of the resilience of the roading network in Canterbury 	Winton Dalley	ECan	<ul style="list-style-type: none"> • funding agreement signed • Darren Fidler appointed from 25 Sep 2017 for 12 months, funded by Regional Growth Programme (now employed on a permanent basis) • monitoring indicators agreed with RTC – published quarterly on ECan website • resilience stocktake – write-up in progress • freight modal shift phase 1 (scale of opportunity) complete • freight model shift phase 2 (assessment of opportunity and development of action plan) continuing • engagement with South Island RTCs and NZTA well advanced re. understanding visitor flows, and will align with Mayoral Forum's work on the development of a South Island destination management plan • The RTC is continuing to explore how to fully implement the Government Policy Statement on Land Transport (GPS) 2018 through the take up of extra funding options - NZTA has now signaled there is limited additional funding that will be made available to implement the GPS. The Ministry of Transport have indicated there will be no second GPS, but that the Minister will aim to issue GPS 2021 a year early. Staff who support the RTC are contributing to early engagement with the Ministry on GPS 2021 as well as the development of the new national road safety strategy. • Since the commencement of this work, the Government Policy Statement (GPS) on Land Transport 2018-2021 has been released by the Ministry of Transport which has mode neutrality as one of its key themes. As such a key transport priority for the CREDS has been largely achieved.

WHAT	DUE	TASK	SPONSOR	LEAD	STATUS / NEXT STEPS
2. Digital connectivity: extension and uptake of fast broadband in rural areas <i>Objective – A fully connected Canterbury, so the whole region can achieve the best possible results in health, education, social connectedness, economic growth and the environment</i>					
a. Mobile and broadband coverage mapping and analysis	30 June 2019	<ul style="list-style-type: none"> identify and GIS map remaining gaps in mobile and broadband coverage work with stakeholders to analyse coverage gaps for economic and social significance support lead Mayor's advocacy for solutions 	Damon Odey	TDC	<ul style="list-style-type: none"> initial project scoping 28 Jul 2017 preparation of business case and funding agreement Aug 2017 funding agreement received Dec 2017 project scope agreed with lead Mayor Crown Infrastructure Partners (CIP) presented information on the latest infrastructure roll-out for the Canterbury region and proposed time-line to the Mayoral Forum on 1 February 2019. Key messages included: <ul style="list-style-type: none"> 83% of the Canterbury population in 63 cities and towns will have access to ultrafast broadband The Rural broadband rollout will provide services for c.10,300 end users (including broadband coverage and 4G mobile) with only c.350 end-users or (0.1% of the regions population) not able to access services Installation of 63 new mobile towers and 30 tourism sites will address mobile black spots over 154km of new State Highway Deployment commenced early 2019 with completion by 2022. CIP has provided each Council with a map of the new service information. The Mayoral Forum can potentially speed up the deployment programme by ensuring that each Council provides one contact point to work with CIP to confirm the deployment timetable for each district. The secretariat has provided this information to CIP.
b. Promote uptake and use of digital technology	31 Dec 2018	<ul style="list-style-type: none"> identify and publicise uptake and use of digital technology to improve productivity in rural Canterbury 	Damon Odey	TDC	<ul style="list-style-type: none"> initial project scoping 28 July 2017 preparation of business case and funding agreement August 2017 funding agreement received Dec 2017 contract awarded and work underway – digital hero case studies completed during November / December 2018 (up to 55 in total) In the last update, the Mayoral Forum was advised that the Publication plan was due to be completed with roll-out of stories across various media platforms to occur in March / April. This has not eventuated. A verbal update will be provided to the Mayoral Forum at the meeting on 24 May 2019.
3. Freshwater management and irrigation infrastructure <i>Objective – Development of water infrastructure and environmental restoration initiatives to achieve the Canterbury Water Management Strategy vision: To enable present and future generations to gain the greatest social, economic, recreational and cultural benefits from our water resources within an environmentally sustainable framework</i>					
a. Continue to monitor implementation of the CWMS	Ongoing	<ul style="list-style-type: none"> CWMS report quarterly to CMF 	CMF	ECan	<ul style="list-style-type: none"> ongoing CWMS Targets Progress Report 2017 approved by CMF Aug 2017; published Sep 2017 agenda item 5b

WHAT	DUE	TASK	SPONSOR	LEAD	STATUS / NEXT STEPS
b. Refresh the CWMS	30 Apr 2019	<ul style="list-style-type: none"> ensure the CWMS is fit for the future needs of the region <ul style="list-style-type: none"> identify what is required to maintain and build momentum for implementation of the strategy and ensure it can and will be delivered develop intermediary goals for 2025 and 2030 to ensure that the CWMS continues to provide meaningful guidance for action 	CMF	ECan	<ul style="list-style-type: none"> as agreed by the Mayoral Forum on 25 May 2018 – report due April 2019; interim reporting via quarterly updates to CMF agenda item 5a
4. Education and training for a skilled workforce <i>Objectives:</i> <ul style="list-style-type: none"> business, education and local government sectors are aligned, working together to make Canterbury a great place to study, live and work Canterbury has an appropriately skilled and educated workforce education and training institutions deliver an integrated education programme that maximises benefits to the institutions and to Canterbury 					
5. Youth transitions	31 Dec 2018	<ul style="list-style-type: none"> facilitate, in partnership with MSD and MoE, expansion (with evaluation) of programmes piloted by Aoraki Development in South Canterbury to support youth transitions to further education, training and employment 	David Ayers	Aoraki Development	<ul style="list-style-type: none"> initial scoping with MSD July 2017 negotiation of funding agreement with MSD underway August 2017, with additional funding offered by MSD Southern for web and app development contract signed with MSD Dec 2017 project update provided to CMF 25 May 2018 significant commitment to date from schools, businesses, mentors and students website design underway for launch in November 2018 operational funding for 2018/19 confirmed from MSD Southern Year one outcomes and achievement report – refer CREDS Project Update report nationwide exposure of this project in September issue of Education gazette – refer CREDS Project Update report Project initiative rebranded as MynextMove (MnM). Aoraki Development will shortly inform the community on the MnM Initiative as to value, suggested improvements etc. An update will be provided in the next report. Rollout into Ashburton progressing with Mayor and two secondary schools. MyNextMove website development almost complete with soft launch to selective group of students/parents and career advisors in May 2019. Benefits include: <ul style="list-style-type: none"> personalised logins & transition plans local business and industry info and connections events calendar and survey capability data collection & monitoring i.e. Ministry of Social Development, Ministry of Education, TEC mobile interactive. Local Trades Business Connection Group (also facilitated through this project) has developed videos to be used to promote local successes in the trades into schools https://www.youtube.com/channel/UC-a0z4hqaE4SA2MeymZ4B5w

WHAT	DUE	TASK	SPONSOR	LEAD	STATUS / NEXT STEPS
a. Job Ready Programme	30 June 2019	<ul style="list-style-type: none"> expand the programme to South Canterbury (40 students per year, for 2 years) 	David Ayers	CNZ	<ul style="list-style-type: none"> for discussion with ChristchurchNZ and preparation of business case and funding agreement August 2017 funding confirmed October 2017 – project broadened to all of region, targeting graduates at NZQF L7+ contract let to ChristchurchNZ first interim report to 30 June 2018 received – 38 international students have been placed in regional Canterbury to date KPI's – Year Two (1 July 2018 - 30 June 2019) <ul style="list-style-type: none"> Year to date progress – 9 months to 31 March 2019 28 International Students (graduates) have been placed in regional Canterbury year to date (Year end KPI target is 40) consisting of the following: <ul style="list-style-type: none"> 11 internships 17 into work in sectors they have specialised in. One intern no longer continuing programme. 13 unfilled regional internships are currently being placed and ChristchurchNZ has advised that despite having just come through a change process, they will meet the target by YE.
b. Canterbury story	31 Dec 2018	<ul style="list-style-type: none"> further develop 'the Canterbury story' – validation nationally and internationally production of a video fund-raising for ongoing assets library development, hosting and use 	David Ayers / Jim Palmer	Secretariat / CNZ	<ul style="list-style-type: none"> for discussion with ChristchurchNZ and preparation of business case and funding agreement August 2017 Jim Palmer and David Bromell working with ChristchurchNZ (steering and working groups respectively) to progress Christchurch and Canterbury stories funding agreement received Dec 2017 project scope and contract agreed with ChristchurchNZ ChristchurchNZ presented an update to the Mayoral Forum on 7 September ChristchurchNZ will present the latest version of the Canterbury Brand Story to the Mayoral Forum at its next meeting on 24 May 2019 along with toolkit resource and rollout across the region.

WHAT	DUE	TASK	SPONSOR	LEAD	STATUS / NEXT STEPS
6. Newcomer and migrant settlement: Skilled workers, cohesive communities					
<i>Objectives – Skilled workers, cohesive communities: newcomers and migrants are attracted to Canterbury and feel welcomed and supported to settle quickly and well, contribute in the workforce and call Canterbury home.</i>					
a. Welcoming Communities	31 Dec 2018	<ul style="list-style-type: none"> participate in Immigration New Zealand pilot programme, Welcoming Communities 	Donna Favel Sam Broughton	ADC with SDC	<ul style="list-style-type: none"> funding agreement signed Jun 2017 programme co-ordinator employed Sep 2017 framework for each district's Welcoming Plan development agreed by Governance Group combined district Advisory Group and separate district Steering Groups formed and engaged ongoing detailed project scoping, design and research design and roll out of community engagement processes and activities including region-wide website design for Welcoming Communities Canterbury survey/feedback analysis and consolidation, and peer review of draft Welcoming Plan sections complete drafting, completion and submission of separate district Welcoming Plans to Immigration NZ (30 April) Ashburton District's Welcoming Plan launched Jul 2018 Welcoming Communities Canterbury website up at https://www.welcomingcommunitiescanterbury.com/ Selwyn District's Welcoming Plan launched Aug 2018
b. Policy development	31 May 2018	<ul style="list-style-type: none"> develop constructive policy options that have potential to work for Canterbury and the South Island without compounding Auckland challenges 	Lianne Dalziel	Secretariat with ADC, CECC, CNZ	<ul style="list-style-type: none"> policy framework developed with CECC and CNZ policy framework circulated to Mayors, CEs and Policy Forum for comment CECC hosted Minister of Immigration 23 Apr 2018 engagement with officials occurred in June 2018 in July 2018, Ministers declined to meet with a Canterbury deputation at this time discussion paper published on Mayoral Forum website Mayoral Forum made submission on Reform of Vocational Education in consultation with local Tertiary Education sector and ChristchurchNZ – April 2019
7. Value-added production					
<i>Objective – Planning and consenting processes, and infrastructure managed by local government enable value-added production in Canterbury</i>					
a. Improve productivity (demand side)	30 Sep 2022	<ul style="list-style-type: none"> investigate new value-add, market opportunities that Canterbury is placed to take advantage of – e.g. niche markets, particularly in China and SE Asia consult and engage with South Island economic development agencies on creating a virtual economic policy unit/function, to support economic development strategy and implementation across the South Island 	Craig Rowley	CNZ	<ul style="list-style-type: none"> for discussion with ChristchurchNZ and preparation of business case and funding agreement August 2017 funding agreement received Dec 2017 project scoped and agreed with MBIE and ChristchurchNZ contract agreed with ChristchurchNZ and work underway contract for stage 1 research awarded; first report completed along with all district workshops regional workshop to validate draft Roadmap and / or change future direction /

WHAT	DUE	TASK	SPONSOR	LEAD	STATUS / NEXT STEPS
					<ul style="list-style-type: none"> opportunities, was held at Lincoln on 17 October Final Stage one report including Roadmap (outlining opportunities and next steps) has been adopted by Mayoral Forum at their meeting on 7 December 2018 Implementation of Roadmap under action – refer to CREDS project update for full summary
b. High-value manufacturing (supply side)	30 Sep 2021	<ul style="list-style-type: none"> Co-ordinate across the Canterbury Tertiary Alliance and with the Lincoln Hub, CRIs, Callaghan Innovation and NZ Trade and Enterprise to connect industry needs to research and accelerate knowledge translation to high-value production and manufacturing for export 	Craig Rowley	UC	<ul style="list-style-type: none"> Preparation of business case and funding agreement August 2017 funding agreement received Dec 2017 project scoped and agreed with MBIE and UC contract let with UC and work underway contract for stage 1 research awarded; first report completed along with all district workshops regional workshop to validate draft Roadmap and / or change future direction / opportunities, was held at Lincoln on 17 October Final Stage one report including Roadmap (outlining opportunities and next steps) has been adopted by Mayoral Forum at their meeting on 7 December 2018 Implementation of Roadmap under action – refer to CREDS project update for full summary

8. Regional visitor strategy

Objective – Grow sustainable tourism that focuses on the high-end market, encourages a wider seasonal ‘spread’, disperses visitors across the region and South Island, and keeps them here longer.

<p>a. Business case for rail passenger services south of Christchurch</p>	<p>31 Dec 2018</p>	<ul style="list-style-type: none"> work with KiwiRail on assessment of the business case for reintroducing rail passenger services south of Christchurch 	<p>Damon Odey</p>	<p>Aoraki Development</p>	<ul style="list-style-type: none"> initial project scoping 28 July 2017 preparation of business case and funding agreement August 2017 funding confirmed October 2017 project discussed with KiwiRail and MoT Nov 2017 workshop held with KiwiRail, MBIE, NZTA, MoT and Treasury March 2018; scope refined; looking for a promoter to organise rail journeys to sports fixtures and other major events – KiwiRail will not themselves develop this service but happy to work with charter service operators media story ran in Press 20 April 2018 project refined with agreement from MBIE – contract awarded for research on potential demand and work underway Research is evidencing market interest in a tourism route linking Christchurch to Dunedin focused around cycle tourism, visiting cruise ships, and visitors looking to complete a ‘South Island loop’ linking up with popular tourist destinations Meeting with Dunedin Rail Services. They are open to opportunity (on the basis that it is commercially viable and has positive benefits for Dunedin and Otago) and will assist consultants with validation research Stage one report, with options and recommendations, received. Project work is scheduled to be completed by 30 April with the drafting of the final report and recommendations. Draft final report will likely include a number of options given fluid state of rail sector (and recent approval of Hamilton – Auckland commuter link and the upgrade of Tranzcoastal and Tranzalpine services).
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<p>b. South Island destination management plan</p>	<p>31 Dec 2019</p>	<ul style="list-style-type: none"> • invite South Island Mayors and Chairs to work together to develop a South Island destination management plan • design and implement project; seek funding from the Provincial Growth Fund for development of the plan, then agreed priorities for central government partnership in infrastructure investment 	<p>Sam Broughton</p>	<p>Secretariat with CNZ, MBIE, NZTA, DoC, Tourism NZ</p>	<ul style="list-style-type: none"> • support in principle from all South Island Mayors • all-of-government support offered by MBIE, NZTA, DoC and Tourism NZ • terms of reference and RFP agreed by Inter-regional Steering Group • application to Provincial Growth Fund was considered and granted 21 November. • inter-regional steering group meeting was held 21 November in Wellington. Follow-up actions completed including development of project portal for access by Inter regional steering group members • Terms of Reference and Request for Proposal process completed over December – February 2019. Stafford Strategy appointed as the lead consultant. • Mayor Sam Broughton and Albert Stafford (Stafford Strategy) presented to the Zone 5 / 6 Mayors meeting on 19 March. • A workshop with South Island RTO's / DTO's has been scheduled for 30 May at ChristchurchNZ. The Inter-regional steering group will also meet immediately after the workshop.
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INFRASTRUCTURE, LOCAL PUBLIC SERVICES AND REGULATORY FUNCTIONS (Chief Executives Forum)
9. Infrastructure

a. Strategic assessment of 3 Waters	tbc	Picks up and supersedes earlier work initiated in 2016 <ul style="list-style-type: none"> stocktake current state of 3 Waters management across the region, building on existing work by the Drinking Water Reference Group and Stormwater Forum build consensus on strategic intent – where we want to get to, in relation to national direction and developments identify key risks, challenges and barriers recommend priority actions for CEF consideration 	CEF / Bede Carran	COF	<ul style="list-style-type: none"> (re-)commissioned by CEF 12 Feb 2018 CEF agreed 30 Apr 2018 to extend the terms of reference of the Canterbury Drinking Water Reference Group to lead work on 3 Waters CMF highlighted as a priority May 2018 and wrote to Minister of Health urging release of Government Response to the Havelock North Drinking Water Inquiry reported to and discussed by CEF 6 Aug 2018 and CMF 7 Sep Secretariat continuing to co-ordinate work on Canterbury response to government proposals
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10. Collaboration and shared services

a. Natural hazard risk management	Ongoing	<ul style="list-style-type: none"> monitor natural hazards management reform (including climate change impacts, mitigation and adaptation) and possible emergence of an NPS in 2018 prioritise tasks and project leads by Dec 2016 and report progress by May 2017 report annually to CEF 	CEF	Bill Bayfield	<ul style="list-style-type: none"> regional approach to risk signed off by all councils in May 2016 reported to CEF 8 May 2017 group is incorporated in and reports quarterly to COF report to CEF by 31 May 2018 – postponed to November 2018
b. Procurement of business inputs, e.g. insurance, digital transformation and 'infrastructure as a service'	Ongoing	<ul style="list-style-type: none"> identify shared insurance/brokerage options commission a technology working group with Spark, CCL and Revera and refine terms of reference to scope opportunities for a collaborative platform (mobility, networking, cloud services, service management, technology leadership) to deliver better local services ('infrastructure as a service') 	CEF	Jim Palmer Hamish Dobbie	<ul style="list-style-type: none"> awaiting outcome of LGNZ review of risk management and insurance arrangements – in abeyance as at 31 July 2017 technology working group met to agree terms of reference 7 Oct 2016; reported to CEF 31 Oct 2016; met 4 Aug 2017 reported to CEF 30 Oct 2017; to report back by June 2018 postponed to November 2018 report received by CEF 5 November, to be continued by Finance managers working group under CCF.

11. Performance of regulatory functions

a. Engineering services and common standards	Ongoing	<ul style="list-style-type: none"> investigate opportunities to increase consistency of engineering standards across the region (Engineering Codes of Practice), in order to: <ul style="list-style-type: none"> improve consistency across the region, particularly in relation to subdivisions help contain contract prices (more consistent specifications aid designers and contractors) reduce administrative effort/cost of maintaining the standards share knowledge, systems and resources between councils. 	COF	Wayne Barnett / CEMG	<ul style="list-style-type: none"> CEMG discussed 11 Oct 2016 CEF discussed 31 July 2017 and will take up with COF Oct 2017 for report to CEF 30 Oct 2017 commissioning clarified at COF 16 Oct 2017 reported to CEF 30 Apr 2018: CEMG has commissioned an appraisal of Canterbury engineering (subdivision) standards April 2018 CEMG received consultation report Sept 2018 CEMG to submit final report back to COF and CEF
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ITEMS THAT ARE COMPLETE OR ESTABLISHED AS CONTINUING WORK PROGRAMMES					
CREDS implementation management	Ongoing	<ul style="list-style-type: none"> provide contract management across all work programmes support lead Mayors with CREDS implementation monitoring and reporting 	Lianne Dalziel	ECan	<ul style="list-style-type: none"> funding agreement signed Warren Gilbertson appointed from 8 Jan 2018 PGF application seeking funding to extend term of Project Manager's contract expiry date beyond 31 March 2019, has been approved by MBIE Project Manager contract extended to 31 December 2020
CREDS monitoring	Ongoing	<ul style="list-style-type: none"> design a reporting template to improve communication and impact assessment further develop CREDS outcome indicators (with MBIE, MSD and MoE) 	Lianne Dalziel	Secretariat / ChristchurchNZ	<ul style="list-style-type: none"> template designed and ready for 24 Aug report 2017 preparation of business case and funding agreement August 2017 funding confirmed and received project substantially complete; transport indicators to be developed for Feb 2018 report agreed with ChristchurchNZ to produce this report in Jun and Nov 2018, with added transport indicators design complete continuing work programme
Canterbury Drinking Water Reference Group	Ongoing	<ul style="list-style-type: none"> in response to the Havelock North drinking water contamination incident: report on the vulnerability of drinking water supply in Canterbury, note contingency plans and recommend any amendments to current practice as may be required 	COF	Bill Bayfield	<ul style="list-style-type: none"> interim report to CEF 31 Oct 2016 progress report to CEF 3 Feb 2017 reported to CMF 26 May 2017 submitted to Inquiry 21 July 2017 reporting to COF from 2018 to report to CMF by 31 May 2018 continuing work programme
Stormwater management planning and consenting	Ongoing	<ul style="list-style-type: none"> CEF established a regional stormwater forum in 2014 to improve environmental and community outcomes from urban stormwater network discharges 	COF	Regional Stormwater Forum	<ul style="list-style-type: none"> reported to CEF 31 Oct 2016 reported to CEF 24 Feb 2017 reported to CEF 31 July 2017 group incorporated into and reporting quarterly to COF continuing work programme
Contaminated land shared services	Ongoing	<ul style="list-style-type: none"> deliver contaminated land technical support shared services to all councils monitor development of NES report progress by May 2017 	CPF	Bill Bayfield	<ul style="list-style-type: none"> funding model likely to be reviewed as a result of report to CEAG Oct 2016 ECan submitted on the draft NES 14 Oct 2016 reported to CEF Feb 2018 and revised funding model agreed continuing work programme
Refresh and relaunch the CREDS	30 June 2017	<ul style="list-style-type: none"> re-visit and revise priority actions for 2016 identify opportunities to align and integrate the Strategy with the Christchurch Economic Development Strategy 	CMF	Lead Mayors	<ul style="list-style-type: none"> lead Mayors agreed 27 Jan 2017 workshop with CREDS reference group 23 Feb 2017 funding proposals submitted to Regional Growth Programme Apr 2017 refreshed CREDS launched 23 June 2017 complete
Long-Term Plan working group	Jun 2018	<ul style="list-style-type: none"> identify opportunities to work together in developing 2018–28 Long-Term Plans (e.g. population analysis, infrastructure strategies, financial strategies, levels of service, consistency of presentation) – building on collaboration on 2015–25 LTPs 	CPF	David Ward	<ul style="list-style-type: none"> working group met 22 Nov 2016 and reported progress to CPF 2 Dec 2016 reported to CEF 3 Feb 2017 reported to CEF 8 May 2017 reported to CEF 31 July 2017 complete

Build on Canterbury Maps shared service	Ongoing	<ul style="list-style-type: none"> continue bi-annual survey to inform future development and improvements from users improve data sharing and update methods for TAs and other partners contributing data to combined datasets build of 3D tools to enhance user experience by September 2017 build an all-of-Canterbury e-Plan application to include all regional and district plans build property search tool – phase II by June 2017 identify and develop TA-specific applications 	CEF	Bill Bayfield	<ul style="list-style-type: none"> this work programme is well established as 'business as usual' and now reports quarterly via Chief Information Officers to the CCF continuing work programme
Health and safety collaboration	Ongoing	<ul style="list-style-type: none"> re-constitute the 'virtual team' as a regional working group reporting to CEF the existing team to prepare terms of reference for consideration by CEF 	CEF	David Ward	<ul style="list-style-type: none"> interim report to CEF 31 Oct 2016 ToR agreed by CEF 3 Feb 2017 reported to CEF 8 May 2017 reported to CEF 31 July 2017 continuing work programme
Valuation and rating services	30 Jun 2018	<ul style="list-style-type: none"> establish a valuation and rating programme management group to develop and lead a programme of work to further evaluate opportunities for shared valuation and rating services and progress them 	CEF	David Ward / Bede Carran	<ul style="list-style-type: none"> initial investigation (Ernst & Young) reported to CEF 29 August 2016 and funding approved for stage 2 reported to CEF 31 Oct 2016, 3 Feb 2017, 31 July 2017, 30 Oct 2017, 12 Feb 2018, 30 April 2018 CEF agreed 30 Apr 2018 not to proceed with expanding an existing system or introducing a new system; Rating Officers Group (ROG) to take a collaborative approach to enhance valuation and rating services and mitigate identified risks Mayoral Forum agreed May 2018 that ROG report to Corporate Forum continuing work programme
Public Records Act (PRA) Information and Records Management	Ongoing	<ul style="list-style-type: none"> establish a regional PRA Executive Sponsors Working Group to facilitate regional leadership and support for strategic information and records management across the Canterbury region <ul style="list-style-type: none"> establish working group structure and administration, and finalise draft ToR for report to CCF by 12 March final ToR approved by CEF 30 April 2018 raise the profile of PRA obligations across CMF and CEF by 31 July 2018, develop a continuing work programme for 2018–19 for information and records management by Canterbury councils 	CCF	David Ward	<ul style="list-style-type: none"> proposal and draft terms of reference discussed and endorsed by CCF 29 Jan 2018 and CEF 12 Feb 2018 working group established and meetings underway final terms of reference approved by CEF 30 Apr 2018 now a continuing work programme
Building control and regulatory co-ordination	Ongoing	<ul style="list-style-type: none"> investigate and progress joint processing and shared resourcing standards, and shared regulatory provision (including food and alcohol licensing) 	COF	Hamish Dobbie / Andrew Dalziel	<ul style="list-style-type: none"> this is being progressed in the north and south of the region, with MBIE MBIE has discontinued this project CEF reviewed 31 July 2017 and will discuss with Operations Forum in Oct 2017 for report to CEF 30 Oct 2017 CEF agreed 30 Oct 2017 to establish a working group of senior regulatory managers (RMA) reporting to the Policy Forum Compliance, Monitoring and Enforcement working group met 2 Feb 2018 and reported to CPF (non-RMA regulatory managers report to COF) now a continuing work programme

CANTERBURY REGIONAL ECONOMIC DEVELOPMENT STRATEGY

CANTERBURY MAYORAL FORUM

PROGRESS REPORT: April 2019

VISION A STRONG REGIONAL ECONOMY WITH RESILIENT, CONNECTED COMMUNITIES AND A BETTER QUALITY OF LIFE FOR ALL

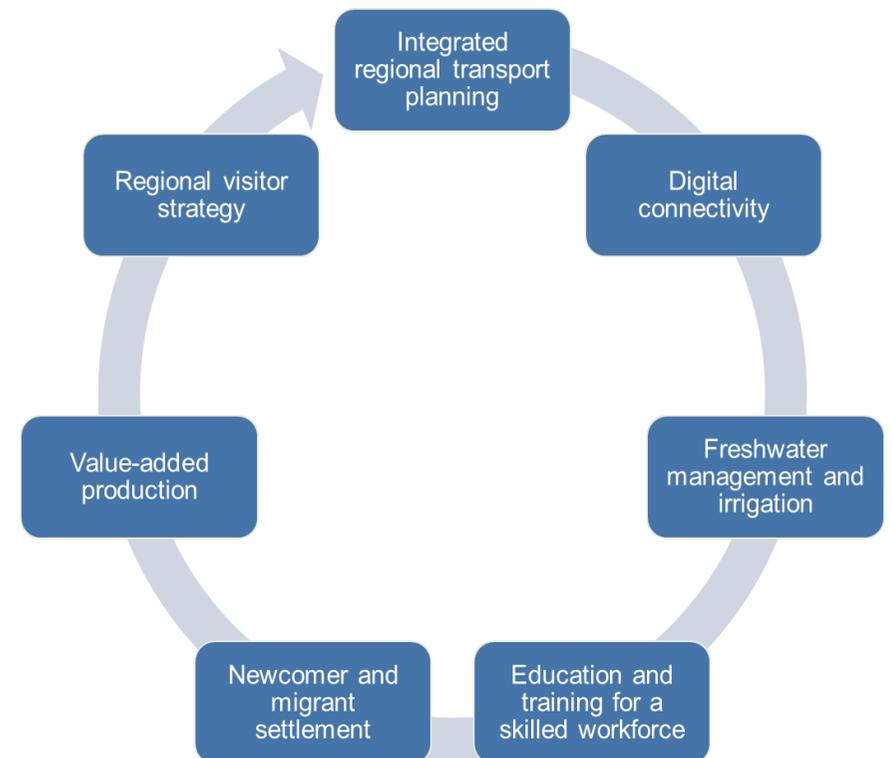
Objectives: 2017 - 19

- Position the Canterbury region for long-term, sustainable prosperity
- Complete/progress earthquake recovery and rebuild in greater Christchurch and in North Canterbury, attract and retain businesses, capital, skilled workers, students and visitors
- Strengthen and capitalise on interdependencies between the Christchurch and Canterbury economies.

The story of the CREDS

Advocating on economic and social development opportunities for Canterbury was a commitment in the Canterbury Local Authorities' Triennial Agreement for 2013–16. This commitment has been re-affirmed in the Triennial Agreement for 2017–19.

Key drivers are demographic trends, particularly the region's ageing population, and a sense of urgency about positioning the region's underlying economy for when earthquake recovery and rebuild cease to inflate economic activity and employment.



Seven priority work programmes

In February 2017, the Mayoral Forum and CREDS reference group re-affirmed the relevance and strategic importance of the seven CREDS work programmes initiated in 2015.

INFRASTRUCTURE, REGULATION AND INVESTMENT

- 1. Integrated regional transport planning and infrastructure investment**
- 2. Digital connectivity: extension and uptake of fast broadband in rural areas**
- 3. Freshwater management and irrigation infrastructure.**

HUMAN AND SOCIAL CAPITAL

- 4. Education and training for a skilled workforce**
- 5. Newcomer and migrant settlement: skilled workers, cohesive communities.**

WORKING WITH INDUSTRY

- 6. Value-added production**
- 7. Regional visitor strategy**

Please note that all updated information since the last CREDS Progress Update (September 2018) is highlighted in red.

Project overview: 14 total projects, 14 projects have commenced, 4 projects completed, 0 projects parked, 0 projects yet to commence.

Indicator:



On Track



Some issues but not critical



Substantive issues with remedial action required.

PROJECT	LEAD AGENCY / AMOUNT	KEY OUTCOMES / DELIVERABLES	UPDATE AND NEXT STEPS (UPCOMING MILESTONES)	INDICATOR	RECOMMENDED ACTION
<p>1. REGIONAL TRANSPORT</p> <p>Strategic policy analysis and advice to accelerate progress on work programme priorities and co-ordinate a stocktake of the resilience of the roading network in Canterbury</p> <p>Timeline 30 September 2018</p>	<p>Environment Canterbury</p> <p>\$100,000</p>	<p>The CREDS Regional transport work programme objective is to ensure that integrated transport planning occurs across all modes (air, rail, shipping and road transport) that:</p> <ul style="list-style-type: none"> prioritises a resilient transport network enables the efficient movement of people and freight into, out of and within the Canterbury region improves social connectedness and wellbeing, supports visitor strategies and improves road safety. 	<ul style="list-style-type: none"> Darren Fidler contracted to project in September 2017. Monitoring indicators agreed with Regional Transport Committee (RTC) and are now published quarterly on the Environment Canterbury website https://www.ecan.govt.nz/your-region/living-here/transport/regional-transport-planning/regional-land-transport-scorecard/ Freight modal shift phase 1 (scale of opportunity) complete. Freight modal shift phase 2 (assessment of opportunity and development of action plan) is complete with a draft report presented to the South Island RTC chairs in March, Canterbury RTC in May and with the offer of presentation to the Mayoral Forum in August (noting that there is reasonable crossover between RTC and Mayoral Forum). Feedback from the South Island RTC Chairs is being incorporated into the final report in collaboration with NZTA and MoT who are both on the project steering group, and the report will be published once this feedback is incorporated. The project is co-funded across South Island regional councils. Resilience stocktake – collaboration with NZTA, NIWA, GNS, Lifelines group, AF8 group, universities, Ministry of Transport and local authorities has identified a number of options for understanding the level of exposure to hazards and the consequence of this exposure across Canterbury. Working with NZTA and local authorities to establish the most appropriate way in which to collate this information for the transport networks in the region 		<p>Not required.</p>

			<p>(options include use of Canterbury Maps, NZTA MapHUB, RiskScape). Some preliminary work is being undertaken by Environment Canterbury to produce some hazard exposure mapping based on the currently collated hazard datasets with the intent of making this information available to all of the partners we are engaging with.</p> <ul style="list-style-type: none"> • The RTC is continuing to explore how to fully implement the Government Policy Statement on Land Transport (GPS) 2018 through the take up of extra funding options - NZTA has now signaled there is limited additional funding that will be made available to implement the GPS. The Ministry of Transport have indicated there will be no second GPS, but that the Minister will aim to issue GPS 2021 a year early. Officials who support the RTC are contributing to early engagement with the Ministry on GPS 2021 as well as the development of the new national road safety strategy. • Officials who support the South Island RTC Chairs Group are working with NZTA and Mayoral Forum staff to align work on visitor flows by the Chairs with the work on a South Island Destination Plan. • NZTA is seeking to introduce a Regional Speed Management Plan for Canterbury and the Regional Road Safety Working Group is advising the RTC on how to take this work forward. <p>The relevant CREDS priority work programme for 2017-19 notes the following <i>“With the South Island RTC Chairs Group, advocate for a stronger central government focus on multimodal transport strategy in the 2018 and 2021 Government Policy Statements on Land Transport”</i>.</p> <p>This required collaboration with the Ministry of Transport and the NZ Transport Agency (NZTA) to develop resilient, multi-modal transport solutions for Canterbury and the South Island, including secondary roads, rail and coastal shipping. When the CREDS was developed in 2015, and this work initiated, Government policy was strongly focused on investment in road transport. There was an absence of substantive central government or private sector research into optimising freight mode share and understanding the external</p>		
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			<p>costs of freight transport by different modes.</p> <p>Since the commencement of this work, the Government Policy Statement (GPS) on Land Transport 2018-2021 has been released by the Ministry of Transport which has mode neutrality as one of its key themes. As such a key transport priority for the CREDS has been largely achieved.</p> <p>Darren Fidler was contracted in late 2017 by Environment Canterbury to undertake initial work to calculate the scope of the opportunity for freight mode shift from road to rail or coastal shipping in the South Island. In March 2018, the South Island Regional Transport Committee Chairs Group (the Chairs) agreed to formally progress research on freight mode optimisation in collaboration, with this work being led by Environment Canterbury on the Chairs' behalf.</p> <p>Project Complete.</p>		
<p>2. YOUTH TRANSITIONS</p> <p>Expand pilot programmes developed by Aoraki Development to support youth transitions to further education, training and employment in South Canterbury and Ashburton</p> <p>Timeline 31 December 2018</p>	<p>Aoraki Development</p> <p>\$130,000 plus up to \$100,000 for web/app</p>	<p>The CREDS Education and training work programme objectives are:</p> <ul style="list-style-type: none"> business, education and local government sectors are aligned, working together to make Canterbury a great place to study, live and work Canterbury has an appropriately skilled and educated workforce education and training institutions deliver an integrated education programme that maximises benefits to the institutions and to Canterbury. <p>Funding has been used to engage a contractor for 12 months to facilitate and co-ordinate (in partnership with MSD and MoE) an expansion (with evaluation) of programmes piloted in Timaru to at least one other centre, working with the region's businesses, Aoraki Development and other</p>	<ul style="list-style-type: none"> Contract with Ministry of Social Development agreed December 2017. Milestone reporting occurs directly between fundholder Ministry of Social Development and supplier Aoraki Development. <p>Year One Achievements</p> <ul style="list-style-type: none"> Significant commitment to date from schools – 4,815 interactions with students (yr 9 -13 students, parents, teachers and careers advisors. Over 200 businesses committed – across variety of local businesses and industry sectors. 25 yr 12/13 students now with transition plans with 20 matched with fully inducted mentors. Working with remaining five Waimate High School students to match with Waimate based mentors. This has resulted in the following: <ul style="list-style-type: none"> ➢ 11 moving into part/fulltime work ➢ 6 progressing onto further education Poly/Uni ➢ 2 going back to school to obtain more qualifications ➢ 1 actively pursuing entrepreneurial opportunities Nationwide exposure of this project in the September issue of the Education Gazette – refer "Career Pathways" 		Not required.

		<p>economic development agencies in Canterbury, secondary schools, tertiary education organisations, chambers of commerce, and businesses, and leveraging MSD's existing work with Te Rūnanga o Ngāi Tahu on NEET issues.</p>	<p>article. Project continues to attract media coverage locally and nationally (see attached).</p> <ul style="list-style-type: none"> • Activity to date has resulted in gateway placements, work experience, dual pathways, internship, part & full-time employment. • Valued relationships established with Ara, Ministry of Social Development, Ministry of Education, and Skills. • Operational funding recently extended for 2018/19 year by Ministry of Social Development. <p>Year Ahead</p> <ul style="list-style-type: none"> • Project initiative rebranded as MynextMove (MnM). Aoraki Development will shortly the community on the MnM Initiative as to value, suggested improvements etc. An update will be provided in the next report. • Rollout into Ashburton progressing with Mayor and two secondary schools. • MyNextMove website development almost complete with soft launch to selective group of students/parents and career advisors in May 2019. Benefits include: <ul style="list-style-type: none"> ○ personalised logins & transition plans ○ local business and industry info and connections ○ events calendar and survey capability ○ data collection & monitoring i.e. Ministry of Social Development, Ministry of Education, TEC ○ mobile interactive. • Local Trades Business Connection Group (also facilitated through this project) has developed videos to be used to promote local successes in the trades into schools https://www.youtube.com/channel/UC-a0z4hqaE4SA2MeymZ4B5w 		
<p>3. CONTRACT MANAGEMENT – CREDS PROJECT MANAGER</p> <p>Provide contract and project</p>	<p>Environment Canterbury</p> <p>\$150,000 (new contract extension)</p>	<p>Key outcomes:</p> <ul style="list-style-type: none"> • Provide contract and project management across all Canterbury Mayoral Forum work programmes and 	<ul style="list-style-type: none"> • CREDS Project Manager commenced role on 8 January 2018. • PGF Application seeking funding to extend term of Project Manager's contract expiry date to 31 December 2020, has been approved. 		<p>Not required.</p>

<p>management across all work programmes and support lead Mayors with CREDS implementation</p> <p>Timeline 31 December 2020</p>	<p>to 31 December 2020 - \$175,000)</p>	<ul style="list-style-type: none"> Support lead Mayors with CREDS implementation. 	<ul style="list-style-type: none"> Funding Agreement with MBIE signed. 		
<p>4. INDICATORS MONITORING REPORTING</p> <p>Develop outcomes / indicators and create a publication design that can be maintained and updated for further publications</p> <p>Timeline 31 December 2017</p>	<p>Christchurch NZ</p> <p>\$10,000</p>	<p>This funding will be used to achieve the following:</p> <ul style="list-style-type: none"> further develop indicators for CREDS work programmes, specifically for Regional transport (with NZTA) design a template for more effective presentation and communication of CREDS indicators. 	<ul style="list-style-type: none"> Complete. 		<p>Not required.</p>
<p>5. DIGITAL CONNECTIVITY: 4G MOBILE AND BROADBAND MAPPING and UPTAKE PROJECTS</p> <p>a. Mapping remaining coverage gaps in rural Canterbury</p> <p>b. Analysing gaps for economic / social assessment</p> <p>c. Promoting benefits to businesses through take up of digital technology – by way of case studies published through various media</p>	<p>Timaru District Council</p>	<p>Rural Canterbury generates much of the prosperity for the region but has suffered from a ‘digital divide’ between town and country. Fast broadband and addressing mobile ‘black spots’ are critical to the economic and social development of our region. For Canterbury to be fully connected, the following needs to be put in place:</p> <ul style="list-style-type: none"> infrastructure – an integrated, resilient network that provides fast broadband and mobile phone coverage to every farm and community in Canterbury retail packages that are fit for purpose and affordable 	<ul style="list-style-type: none"> Funding Agreement between ECan (acting on behalf of the Canterbury Mayoral Forum) and MBIE signed. A. Mapping remaining coverage gaps in rural Canterbury Crown Infrastructure Partners (CIP) announced the next round of Rural Broadband Initiative (RBI2) location extensions and roll-out on 18 December 2018. Up to this point, CIP and sector providers have not been openly sharing information – nor are they required to do so. This limits the ability for new sector entrants such as Wireless Internet Service Providers (WISP’s) or other commercial service providers to make commercial viability decisions to deploy capital and resources to new areas. Given announcement, all the updated datasets from CIP, Spark, Vodafone etc. are able to be accessed to identify those areas in Canterbury which require some other form of connectivity. 		<p>Not required.</p>

<p>channels</p> <p>d. Supporting lead Mayor with advocacy / facilitation</p> <p>Timeline</p> <p>31 December 2019</p>		<ul style="list-style-type: none"> uptake and use of digital technologies and online services to increase economic productivity and improve social and environmental outcomes. 	<ul style="list-style-type: none"> CIF presented information on the latest infrastructure roll-out for the Canterbury region and proposed time-line to the Mayoral Forum on 1 February 2019. Key messages included: <ul style="list-style-type: none"> 83% of the Canterbury population in 63 cities and towns will have access to ultrafast broadband The Rural broadband rollout will provide services for c.10,300 end users (including broadband coverage and 4G mobile) with only c.350 end-users or (0.1% of the regions population) not able to access services Installation of 63 new mobile towers and 30 tourism sites will address mobile black spots over 154km of new State Highway Deployment commences early 2019 with completion by 2022. CIP has provided each Council with a map of the new service information. The Mayoral Forum can potentially speed up the deployment programme by ensuring that each Council provides one contact point to work with CIP to confirm the deployment timetable for each district. The secretariat has provided this information to CIP. <p>Next Steps</p> <ul style="list-style-type: none"> Timaru DC and Internet NZ have entered into an MoU to complete a pilot project which will take datasets and uplift them to Council websites in a format which is easy to understand and provides information on broadband / mobile infrastructure rollouts by districts. The key matters to work through will be the data format, cost that each Council would need to pay to access the data, and the frequency for refreshing the data. The successful outcome for this pilot, is that the rollout can be extended to all districts within the Canterbury region. As a member of the Ministerial Advisory Group, Mayor Odey continues to advocate for the region with the Minister, MBIE officials, CIP, Rural Connectivity Group, Chorus, SPARK – a key priority being to advocate for the 		
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			<p>requirement of the sector having to make data and information readily available.</p> <p>B. Promotion of benefits to businesses through take up of digital technology</p> <ul style="list-style-type: none"> • Contract for Services signed with former STUFF South Canterbury editor Stuart Oldham. • First interim report received. Key matters for noting: <p>Sources</p> <ul style="list-style-type: none"> • There is broad support for this project from key sources in the rural and business sectors. Among others, Industry groups including Young Farmers, Irrigation NZ, Federated Farmers, TUANZ, regional economic development agencies, Chambers of Commerce, WISP's and Lincoln University have indicated a willingness to assist. <p>Publication support</p> <ul style="list-style-type: none"> • There is in-principle support to publish work associated with the project from the following multi-platform media organisations: <ul style="list-style-type: none"> ○ Stuff (principally Timaru Herald. The Press (TBC) ○ Allied Press (Rural Life, Timaru Courier, Ashburton Courier, Oamaru Mail, The News North Canterbury) ○ Ashburton Guardian (Dairy Focus, Guardian Farming, Selwyn App, Timaru App, Oamaru App) • Kaikoura Star (now owned by Greymouth Star) wants to use copy for advertising features) • Rural News. <p>Storyline / case study material will be available to all Councils for publication on their websites and media channels.</p> <p>There is also an opportunity to publish the stories to a stand-alone website, supported by a social media campaign.</p> <p>Next steps</p> <ul style="list-style-type: none"> • “Digital hero” case studies / stories now completed with up to 50 – 55 stories profiling case studies throughout the Canterbury region. 		<p>A verbal update will be provided to the Mayoral Forum at the meeting on 24 May 2019.</p>
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			<ul style="list-style-type: none"> In the last update, the Mayoral Forum was advised that the Publication plan was due to be completed with roll-out of stories across various media platforms to occur in March / April. This has not eventuated. A verbal update will be provided to the Mayoral Forum at the meeting on 24 May 2019. <p>Digital Connectivity – Waimate Proposal</p> <ul style="list-style-type: none"> The Mayoral Forum will recall that this proposal was put forward to Minister Curran with the response to rewrite it and submit it to MBIE as part of the Provincial Growth Fund process. An EOI was submitted by Alpine Energy and received support from MBIE indicating that it “sufficiently met the primary and secondary objectives of the PGF” and requested additional information (specifically technical points) as part of the Application stage. The completed application is due to be considered by the board of Alpine Energy on 1 May. 		
<p>6. JOB READY – PROGRAMME EXPANSION</p> <p>Expand programme to match and mentor international students trained in New Zealand to employment in export-facing businesses – all of region, focusing on South Canterbury and graduates at NQF L7+</p> <p>Timeline 30 June 2019</p>	<p>Christchurch NZ</p> <p>\$40,000</p>	<p>The CREDS Education and training work programme objectives are:</p> <ul style="list-style-type: none"> business, education and local government sectors are aligned, working together to make Canterbury a great place to study, live and work Canterbury has an appropriately skilled and educated workforce education and training institutions deliver an integrated education programme that maximises benefits to the institutions and to Canterbury. <p>This funding will be used to expand the Job Ready Programme in Timaru (40 students per year, for two years).</p>	<p>Contract for Services with Christchurch NZ signed 23 February 2018.</p> <p>First interim report received. Key matters for noting:</p> <p>KPI’s – Year One (30 June 2018)</p> <ul style="list-style-type: none"> 160 students have completed the Job Ready Programme by end of first as at 30 June 2018. From those 160, 55 are in internships with 80 in paid employment. 38 International Students have been placed in regional Canterbury as part of the CREDS Funding Agreement (KPI target is 40). However, there remain two unfilled opportunities (as of 30 June) so target may be met. Christchurch NZ remain confident it will be able to make up the shortfall in the second year of the contract. <p>Key Learnings</p> <ul style="list-style-type: none"> Collaboration with universities - trialled seminars at tertiary in collaboration with careers services at Lincoln University. Highly successful and planning on more at Lincoln/Ara and University of Canterbury (UC). 		Not required.

			<ul style="list-style-type: none"> • Business capability - SME's in the region consistently not capable of engaging with tertiary and young graduates. When engaging one on one through the Job Ready Programme, they learn to become capable. • South Canterbury SME's - While placements were achieved in Fonterra and Oceania through the Chamber relationship, Christchurch NZ weren't able to gain a foothold in the SME market in a region with low unemployment. <p>Changes to implement</p> <ul style="list-style-type: none"> • General - moving from Job-Ready to Talent Hub involving 1) Internship Programme similar to Job-Ready 2) Business Capability Building 3) Student Capability Workshops and Seminars 4) Tertiary Capability Consulting and 5) a Digital Platform. • South Canterbury - need to spend more time gaining the trust and advocacy of member and regional organisations in order to create a lasting talent pipeline between the public tertiaries and SME's in the region. <p>Media</p> <ul style="list-style-type: none"> • Media release on an international student who supported a local business to commercialize product in the China market. The release includes a video on the Job Ready Programme and the business's CEO telling other businesses about the value of working with international graduates and the benefits of Christchurch City's Internship Programme. https://www.christchurchnz.org.nz/news/intern-helps-christchurch-company-crack-china-market/ <p>KPI's – Year Two (1 July 2018 - 30 June 2019)</p> <p>Year to date progress – 9 months to 31 March 2019</p> <ul style="list-style-type: none"> • 28 International Students (graduates) have been placed in regional Canterbury year to date (Year end KPI target is 40) consisting of the following: <ul style="list-style-type: none"> ➤ 11 internships ➤ 17 into work in sectors they have specialised in. 		
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			<ul style="list-style-type: none"> • One intern no longer continuing programme. • 13 unfilled regional internships are currently being placed and ChristchurchNZ has advised that despite having just come through a change process, they will meet the target by YE. 		
<p>7. IMPROVING PRODUCTIVITY</p> <p>a. Investigate new value-add market opportunities that the region is well placed to take advantage of, to improve productivity and create higher living standards; e.g. niche markets, particularly in China / South East Asia, and</p> <p>b. consult and engage with South Island economic development agencies on creating a virtual economic policy unit/function, to support economic development strategy and implementation across the South Island</p> <p>Timeline 30 September 2022</p>	<p>Christchurch NZ</p> <p>\$1,000,000</p>	<p>A specific objective for the Value-added production work programme is that planning and consenting processes, and infrastructure managed by local government enable value-added production in Canterbury; i.e. focusing on what local government can contribute to value-added production.</p> <p>The funding will be used to:</p> <ul style="list-style-type: none"> • investigate further the global demand side of regional value-add opportunities, to improve productivity and create higher living standards. N.B. this is not engaging with CRIs or Public Research Organisations around commercialisation or supply side initiatives, which is the domain of the Lincoln Hub and other entities, but rather an outward-looking investigation of niche market opportunities for the region, particularly in China / SE Asia. • consult and engage with other South Island EDAs, councils and Mayoral Forums – with central government mandate and support – for the creation of a virtual economic policy unit/function, to support economic development strategy and implementation across the South 	<ul style="list-style-type: none"> • Funding Agreement between ECan (acting on behalf of the Canterbury Mayoral Forum) and MBIE signed. • Project scope descriptions and deliverables within the MBIE Funding Agreement, were redrafted with input from ChristchurchNZ and University of Canterbury as the key organisations driving the delivery of these projects (and subsequently approved by MBIE). • As the project duration is over a four – five-year duration, the project scope has been redrafted to ensure that the project working groups are not constrained against exploring opportunities around different products and markets. • The Steering Groups will be convened by Mayor Rowley. Following an open RFP process, David Rendall & Associates were awarded the contract for Stage I of the project. (Contract for Services signed). • 9 District Workshops held with purpose to Identify key challenges and opportunities to increase sustainable productivity and value add in the agriculture (including agri tech) sector. Workshops were well attended with valuable input from participants. We acknowledge the participation and leadership of Mayors attending these events. • Regional Workshop to validate draft Roadmap and / or change future direction / opportunities, was held at Lincoln on 17 October. • Stage one output was a report incorporating a Roadmap (focusing on four priority areas) to be known as the “Canterbury Food and Fibre Industry Innovations Gateway to 2050” initiative. • The Roadmap outlining an action plan informing next key activities was adopted by the Canterbury Mayoral Forum at its meeting on 7 December 2018. 		Not required.

		<p>Island. There are some critical common issues where the South Island is best viewed as a single market (e.g., tourism, transport, infrastructure, water). Three joint South Island EDA sessions were held last year – this proposal builds on that, and on the experience of the Mayoral Forum in creating the Canterbury Policy Forum in 2013.</p>	<ul style="list-style-type: none"> • Implementation of Roadmap under action. • A copy of the full report for Stage One is available on the Canterbury Mayoral Forum website – link below. http://canterburymayors.org.nz/wp-content/uploads/2019/01/Value-added-production-roadmap-report-Stage-One-Dec-2018.pdf <p>Food and Fibre Innovations Programme (FFIP) Roadmap Implementation update – period from 1 January - 18 April 2019</p> <p>1. Leadership</p> <ol style="list-style-type: none"> a. Overarching Collaboration – MOU established with Committee for Canterbury to partner in consultation with key regional leadership organisations and industry. This will identify and confirm a collaborative series of activities to be included within the Action plan with the outcome of building leadership within the Food and Fibre sector. b. Food and Fibre Charter – Margot Christeller has been working on the draft charter. A partnership has been established with the Primary Industry Council which is developing a national charter. This work has included a successful presentation by Mayor Craig Rowley and a panel workshop (‘deep dive’) session between Mayor Rowley, Gill Cox (Chair Ngai Tahu Farming, and Committee for Canterbury) and William Rolleston (Managing Director South Pacific Sera, MBIE Science Committee and former National President of Federated Farmers) GROW 2019 Agritech conference. c. <u>Next steps.</u> Under the first draft Charter commitment “<i>to be more intentional with our messaging and conversations</i>”, it is proposed that each Mayor agrees to add a strategic message in the Mayoral forewords to their Long 		
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			<p>Term Plans that acknowledges Canterbury is one of the world's great food baskets (repeating CREDS message) and the food and fibre sector is key to our economy and communities. Secondly, we will continue to develop the draft Charter, through the establishment of an evidence-based dashboard of measures that underpin an "exemplary" food and fibre region and Canterbury's progress towards that.</p> <p>Mayor Craig Rowley will speak to this proposal at the Mayoral Forum meeting on 24 May 2019. Draft charter attached</p> <ul style="list-style-type: none"> d. It is proposed that the draft Charter including the proposed commitments, dashboard and action plan, will be presented to the Mayoral Forum after the local government elections for its consideration and endorsement. e. Youth Forum – the FFIP is working with the Young Farmers Organisation to establish a Food and Fibre Youth Forum from 2020. Over 2019, the project team will work with Young Farmers to hold a 'pilot forum' during May / June to test the approach and methodology. <p>2. Evidence Based Insights</p> <ul style="list-style-type: none"> a. Consultation is being held with key agencies (MBIE, MPI, ChristchurchNZ, University of Canterbury, Lincoln University and associated research organisations i.e. AgResearch, AERU). b. A Workshop will be held on 29 April to gain a better understanding of the available food and fibre data and identify how the data is presented to be relevant and insightful, and accessible to sector interests. (This initiative is of national interest hence the active interest from MBIE and MPI). <p>3. Food and Fibre Policy Initiatives</p> <ul style="list-style-type: none"> a. The project team is liaising with agencies including Blinc Innovation at Lincoln University to 		
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			<p>gain a better understanding what is being done and to identify relevant gaps.</p> <p>b. The Carbon Farming Seminars being led by Agribusiness Limited, are scheduled to be held in May and June 2019. The project team have been liaising with Beef and Lamb NZ and Blinc Innovation to ensure complimentary approaches. Confirmed dates and locations are:</p> <ul style="list-style-type: none"> ➤ Glenavy Hall, 29 May ➤ Ashburton Trust Event Centre, 30 May; and ➤ Darfield Community Centre, 31 May. (Invitations will be forwarded to the Mayoral Forum shortly). <p>4. An Active and Engaged Workforce</p> <p>a. Initial discussion has been held with the CREDS Education work programme managers and is being followed up.</p> <p>b. The FFIP Steering Committee has conditionally approved a Food and Fibre Scholarship programme (subject to approval of a business case), to support research activities by students (initially at Canterbury and Lincoln Universities). It is anticipated that this will be launched in the second half of 2019).</p>		
<p>8. HIGH VALUE MANUFACTURING</p> <p>Work across the Canterbury Tertiary Alliance and with the Lincoln Hub, CRIs and Callaghan Innovation to connect industry needs to research and accelerate knowledge translation to high-value production and</p>	<p>University of Canterbury</p> <p>\$450,000</p>	<p>A specific objective for the Value-added production work programme is that planning and consenting processes, and infrastructure managed by local government enable value-added production in Canterbury; i.e. focusing on what local government can contribute to value-added production.</p> <p>This investment will part-fund a co-ordination position (based at the University of Canterbury), to work</p>	<ul style="list-style-type: none"> • Refer “Improving Productivity”. 		<p>Not required.</p>

<p>manufacturing for export Timeline – June 2017 to June 2018</p> <p>Timeline 30 September 2021</p>		<p>across the Canterbury Tertiary Alliance (Canterbury University, Lincoln University (including the Lincoln Hub) and Ara Institute) and with CRIs as appropriate to connect industry needs to research and to accelerate knowledge translation to high-value production and manufacturing for export.</p>			
<p>9. VISITOR STRATEGY</p> <p>Work with KiwiRail and other relevant agencies to develop a robust assessment of the business case for reintroducing tourism passenger services south of Christchurch – and to support the regional visitor strategy</p> <p>Timeline 31 December 2018</p>	<p>Timaru District Council / KiwiRail</p> <p>\$50,000</p>	<p>A specific objective for the Visitor strategy work programme is to grow sustainable tourism that focuses on the high-end market, encourages a wider seasonal ‘spread’, disperses visitors across the region and South Island, and keeps them here longer.</p> <p>This also relates to the CREDS Regional transport work programme, with its objective of integrated transport planning across modes (air, rail, shipping and road transport) that:</p> <ul style="list-style-type: none"> • prioritises a resilient network • enables the efficient movement of people and freight into, out of and within the Canterbury region • improves social connectedness and wellbeing, supports visitor strategies and improves road safety. <p>This funding will be used to engage a consultant to work with KiwiRail on an indicative business case for reintroducing tourism passenger services south of Christchurch (Christchurch–Invercargill rail corridor) with initial emphasis on the</p>	<ul style="list-style-type: none"> • Project scoping workshop on 8 March 2018 with KiwiRail, NZTA, Ministry of Transport, Treasury facilitated by MBIE. Key message: KiwiRail has advised that apart from the existing TransAlpine, TransCoastal and Northerner services, they are not in the businesses of developing new passenger routes where they take on the role of marketer, operator, and network provider i.e. carry the full end to end risk. KiwiRail will maintain the existing passenger service routes and will work with event managers and charter operators who are prepared to take on the financial risk of promoting an event and where KiwiRail’s role would be as a “service for hire” only i.e. provide the engine and passenger carriages, drivers etc, and the access to the rail network. • Project scope has needed to be reviewed a number of times pending buy-in from Kiwirail and MBIE on the final project scope. Following a closed RFP process, Visitor Solutions has since commenced project work. (Contract for Services signed). New project scope now confirmed – signed off with MBIE. • Despite reporting record passengers on its TransAlpine and Northerner services indicating that there is a growing segment of the visitor and travel market that prefers this slower mode of travel, KiwiRail has no intention of introducing additional scheduled passenger services without hard evidence that there is a market and a viable proposition. The new project scope will provide tangible evidence on whether there is a market for passenger rail services south of Christchurch, be it predominantly 		<p>Not required.</p>

		<p>Christchurch–Dunedin sector.</p> <p>The business case will refer to and build on earlier work, including:</p> <ul style="list-style-type: none"> • a report on National passenger rail network development (Kiwirail, 2010) undertaken by Boulter Consulting and • MBIE’s 2016 review of Tourism infrastructure – highlighting limitations including lack of long-distance passenger rail capacity. 	<p>tourism driven and possibly at a scale which might support say, up to three return trips to Dunedin each week. On the basis that a market segment is confirmed, the next step is to research any barriers for putting an operation in place.</p> <ul style="list-style-type: none"> • Research is evidencing market interest in a tourism route linking Christchurch to Dunedin focused around cycle tourism, visiting cruise ships, and visitors looking to complete a ‘South Island loop’ linking up with popular tourist destinations and existing transport infrastructure. • Project approach methodology was to undertake the project as a two staged approach which provides for a go / no go decision at the completion of stage one based on outcomes and evidence that a case for a commercial proposition actually exists. <p>Stage One - Preliminary Conclusions</p> <p>Based on available data the preliminary conclusions of the first stage of the project are:</p> <ol style="list-style-type: none"> 1. The concept of a South Canterbury tourist rail experience looks promising from a technical, operational and market demand perspective, 2. Dunedin Rail is a natural partner that brings significant benefits to the testing and potential implementation of the concept. Dunedin Rail is likely to be central to the concept’s feasibility. 3. Timaru and Oamaru would be the two main rail stops on route between Christchurch and Dunedin, 4. The ‘loop’ approach to the concept potentially brings many other industry players into consideration (which could assist higher visitation on the Christchurch to Dunedin rail leg). 5. Implementation is likely to be dependent on the use of a Silver Fern Railcar, either RM30 or RM18 (both owned by KiwiRail). RM18 would need to be made operational. 6. Critically KiwiRail can facilitate or terminate the concept given its central role in any development. 		
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			<p>Recommendations</p> <p>Stage One recommendations are that:</p> <ol style="list-style-type: none"> 1. Phase two of the study (preliminary business model and partnership discussions) be advanced. Key deliverables would include things such as: <ol style="list-style-type: none"> a. Expanded discussions with potential partners such as Dunedin Rail, b. A preliminary business plan with key assumptions, c. An implementation plan, d. A risk and mitigation assessment. e. A combined report (merging phases one and two together) 2. Once completed the study should be presented to the potential partners and then depending on the outcome to KiwiRail for consideration. 3. Should the concept be advanced to the next stage a full market analysis and business case should be completed. <ul style="list-style-type: none"> • Following a review of the Executive Summary, the recommendation to progress the project to stage two was agreed by the Project manager with reference to the Project Mayor Sponsor. • Funding for the implementation of Stage Two has been budgeted for within the MBIE Funding Agreement. • In summary, Stage one progress has been promising to date with a key outcome being that there is an operator (Dunedin Rail) willing to work with the Mayoral Forum to develop an indicative business case to encourage KiwiRail to partner with the Mayoral Forum and undertake a full business case to determine whether the operation is commercially feasible. • A copy of the full report for Stage One is available on request. <p><u>Stage Two</u></p>		
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			<ul style="list-style-type: none"> • Project work is scheduled to be completed by 30 April with the drafting of the final report and recommendations. • Draft final report will likely include a number of options given fluid state of rail sector (and recent approval of Hamilton – Auckland commuter link and the upgrade of <i>Tranzcoastal</i> and <i>Tranzalpine</i> services). • The sector is currently constrained by the availability and access to engine and rolling stock particularly as a result of aged engines and rolling stock. • As part of drafting the final report, a meeting with KiwiRail to discuss findings, needs to be scheduled in May. 		
<p>10. CANTERBURY BRAND STORY</p> <p>Work with ChristchurchNZ to deliver a validated Canterbury story, integrated and aligned with the Christchurch story, the production of a promotional video for Canterbury story, and develop a network of committed funders for ongoing asset development</p> <p>Timeline 31 December 2018</p>	<p>ChristchurchNZ</p> <p>\$110,000</p>	<p>Key outcomes:</p> <ul style="list-style-type: none"> • promoting a shared, region-wide brand story • greater efficiencies by leveraging the marketing resources of the region as a whole • responding more powerfully as a region to increased competition from other place brands • helping to accelerate the transition from a traditional to a broader and more progressive economy • enhancing the value of what the region produces through a Canterbury source-of-origin association (provenance marketing). <p>Funding is for the following:</p> <ul style="list-style-type: none"> • development of media images and video production – particularly of Canterbury business / industry. • video production to tell the story, 	<ul style="list-style-type: none"> • Funding Agreement between ECan (acting on behalf of the Canterbury Mayoral Forum) and MBIE signed. • Project scope and draft Contract for Services now confirmed with ChristchurchNZ. Canterbury Employers Chamber of Commerce (CECC) has offered to work with the project team during the third phase of project – promotion and leveraging the brand with businesses. • Canterbury brand story will align and leverage off the Christchurch story process. • Asset Library – Images and Video • The asset library project is progressing. This is where all Christchurch and Canterbury brand story images for all audiences will be housed. • The software Brand Kit is being used (can house imagery, video, presentations, infographics etc.) as per Canterbury Story requirements. This is the same software used by Tourism NZ, and EDA/RTO agencies. • A number of video projects are being progressed within ChristchurchNZ including the Christchurch Narrative video. ChristchurchNZ is working to achieve significant cost efficiencies by filming the Christchurch and Canterbury brand story concurrently. • ChristchurchNZ presented the first cut Canterbury brand story to the Mayoral Forum on 7 September. • Preliminary discussions with NZ Story on the economic development position for the region. NZ Story toolkit 		Not required.

		<p>in a style aligned to the video of the Christchurch story.</p> <ul style="list-style-type: none"> Contracting a resource for 6 months to work and fundraise for the ongoing development and use of both the Christchurch and Canterbury brand stories to promote Canterbury as the preferred destination to work, live and invest. 	<p>model is the baseline inspiration for the Canterbury proposition, and ongoing collaboration with NZ Story is seen as essential to the success of the Canterbury regional economic growth plan.</p> <ul style="list-style-type: none"> Alignment with Tourism NZ. There has been strong consideration into how the Canterbury story can be supported by and aligned with the Christchurch story to best capitalise on Tourism NZ investments overseas and the enhancement of the regional dispersal proposition. Stakeholder engagement plan has been confirmed for roll out across the region. Key points of focus are the development of the functional toolkit that serves as a resource for business and agencies across the region, and the proactive education and training for regional business. ChristchurchNZ will present the latest version of the Canterbury Brand Story to the Mayoral Forum at its next meeting on 24 May 2019 along with toolkit resource and rollout across the region. 		
<p>11. NZ AGRICULTURAL SHOW - INNOVATION PAVILION</p> <p>Work with NZ Agricultural Show (formerly Canterbury A&P) to establish an Agri-science and Innovation Pavilion which is able to draw together a number of key industry stall holders to promote and showcase innovative technology initiatives and has the ability to grow the profile of Canterbury as a high-tech region. This becomes the opportunity to attract highly specialist individuals, business and investment into the</p>	<p>NZ Agricultural Show</p> <p>\$35,000</p>	<p>Key objectives for Canterbury Mayoral Forum</p> <ul style="list-style-type: none"> Grow the profile of Canterbury as a high-tech region by showcasing innovative technology initiatives promoting the region as the preferred place to work, live and invest. Confirm industry partners and develop a programme of workshops, panel discussions, and best practice case studies, to showcase regional innovative technology initiatives stories over the three-day duration of the Show. 	<ul style="list-style-type: none"> Scope of project agreed with Canterbury A&P event management. Business case approved by MBIE in March. Funding Agreement received with funding conditional on the confirmation of the other anchor tenants in the pavilion, and confirmation all funding required for delivery of the project is secured. These conditions have now been met. Following consideration by ECan Executive to the resourcing of a key site within the Pavilion, it has been determined that this is not optimal forum to showcase ECan / Mayoral Forum key projects. Key pavilion site-holders confirmed include MPI, BLINC (formerly Lincoln Hub), Irrigation NZ and KPMG. BLINC promoting the innovation programme workshops to be held in the pavilion NZ Agricultural Show was held 15 – 17 November. Information and images of the Innovation Pavilion were provided to Mayoral Forum in an email (dated 15 November). In summary, the Pavilion was well attended – 		<p>Not required.</p>

<p>region</p> <p>Timeline</p> <p>31 December 2018</p>			<p>in particular the BLINC hosted two-day programme of workshops and panel discussions. In addition, recognition of the Mayoral Forum as a sponsor was acknowledged appropriately.</p> <ul style="list-style-type: none"> • A final report from the Event Manager including achievements, actual budget, key learnings and recommendations has been received – final Contract milestone. • Project complete. 		
<p>12. SOUTH ISLAND EVENTS CALENDAR</p> <p>Development of an integrated and centralised event calendar accessed through a unique portal but available to all destination marketing and regional tourism organisations (RTO's) to promote all South Island major events</p> <p>Timeline</p> <p>31 March 2019</p>	<p>ChristchurchNZ / Christchurch Airport</p> <p>\$150,000</p>	<p>Key outcomes:</p> <ul style="list-style-type: none"> • Ensure that at a regional level, tourism initiatives, strategies and products can be planned around major events • Inform infrastructure planning ensuring optimization of regional tourism marketing investments • Encourage collaboration and partnerships between tourism marketing and economic development organisations throughout the South Island • Development and implementation of an event by event planners, can be done in a coordinated manner and avoid competition occurring between major events happening on the same date. 	<ul style="list-style-type: none"> • Business case approved by MBIE in June and draft Funding Agreement received. Project scope and approach methodology now confirmed with Christchurch NZ. Contract for Services between Christchurch NZ and ECan (on behalf of the Mayoral Forum) confirmed and signed. • Investigation into whether EventFinda could host and manage a shared event website has identified a number of issues which discount this option i.e. cost, coordination of events. • This initiative is being incorporated into Christchurch NZ's internal project to develop a new on-line website for Christchurch NZ along with reviewing other digital on-line services and information it provides / will provide i.e. destination promotion with other South Island regional tourism organisations and work being done to develop a South Island Destination Management Plan. • ChristchurchNZ's digital team has completed a pilot digital platform which meets the project needs, functionality and cost. • The role to manage the project from end to end sits within ChristchurchNZ's Destination Development team. The role skillset requires good IT technical knowledge with a high level of stakeholder management experience, as the key part of this project will not be the build of the site, but in rolling out buy-in and training with the South Island RTO's and Economic Development agencies). • As per Contract milestone, a full project plan has been completed by ChristchurchNZ. 		<p>Not required.</p>

			<ul style="list-style-type: none"> ChristchurchNZ will present the pilot digital platform version to the Mayoral Forum at its next meeting on 24 May 2019, along with an outline of the functionality and planning for the roll-out and uptake by South Island regional tourism organisations. 		
<p>13. SOUTH ISLAND DESTINATION PLAN</p> <p>Development of a South Island visitor destination management plan that:</p> <ul style="list-style-type: none"> recognises how domestic and international visitors flow through all our regions identifies the infrastructure and attractions we need to cater for current and projected visitor flows – including identifying opportunities to encourage high-value, low-impact tourism; improved visitor dispersal through our districts and regions; and a wider seasonal spread establishes agreed priorities for local and central government infrastructure investment, and ensures that tourism, and the infrastructure provided for tourists, 	<p>Consultant yet to be appointed / Inter-regional Steering Group</p> <p>\$250,000</p>	<p>Key Outcomes:</p> <ul style="list-style-type: none"> quantify and understand current and projected future visitor flows (domestic and international) and analyse markets, visitor itineraries, visitor spend, occupancy rates and the current range of visitor experiences and known gaps work with Regional Tourism Organisations (RTOs), District Tourism Organisations (DTOs), the Department of Conservation (DoC), Tourism New Zealand (TNZ) and the Tourism Industry Association (TIA) to review existing destination management plans and establish a set of core principles and objectives for a South Island plan that aligns with the Government’s development of a national tourism strategy understand visitor experience expectations understand resident expectations of visitor activity (‘social license’) and environmental limits to tourism growth identify and prioritise current 	<ul style="list-style-type: none"> Inter-regional Steering Group established - comprising nominated Mayors from South Island Mayoral Forums, Regional Tourism Organisations (RTO’s), Destination Tourism Organisations (DTO’s), and central government (MBIE, NZTA, and Department of Conservation [DoC]). Application seeking funding of up to \$250,000 has been approved. Funding Agreement in place and Conditions Precedent satisfied. The first face-face Destination Management Planning workshop was held on 21 November in Wellington. The workshop agenda focused on the process and approach methodology for developing the South Island Destination Management Plan with consideration to aligned strategic work already in place or underway by some regions / districts, and the Department of Conservation. Agreed next steps to action with key action being the RFP and procurement process. Chair Sam Broughton was also confirmed as the Project Chair. Terms of Reference and Request for Proposal process completed over December – February 2019. A panel comprising Mayor Sam Broughton, CREDS project manager, ChristchurchNZ, MBIE and DoC considered presentations from two short-listed applicants and unanimously agreed to appoint Stafford Strategy as the lead consultant. (Stafford Strategy has previous experience having led the Auckland Southland Destination Management Plan’s respectively). Mayor Sam Broughton and Albert Stafford (Stafford Strategy) presented to the Zone 5 / 6 Mayors meeting in Hanmer on 19 March. As well as providing an overview and objective for the project, information on the approach methodology was outlined including consultation with relevant stakeholders. As preparation 		Not required.

<p>benefits our communities and maintains a 'social licence to operate'.</p> <p>Timeline</p> <p>31 September 2019</p>		<p>and projected future infrastructure needs to support sustainable tourism, in terms of both visitor and resident expectations</p> <ul style="list-style-type: none"> • form a strategic partnership with the Provincial Growth Fund for prioritised infrastructure investment by local and central government • identify other opportunities to work together between regions and with central government to ensure that South Island tourism is socially, economically and environmentally sustainable. 	<p>for these meetings, Councils have been requested to provide any completed or draft destination management plans or strategies, they may have in place or are developing.</p> <ul style="list-style-type: none"> • A workshop with South Island RTO's / DTO's has been scheduled for 30 May at ChristchurchNZ. The Inter-regional steering group will also meet immediately after the workshop. 		
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Glossary

MBIE	Ministry of Business, Innovation and Employment
MfE	Ministry for the Environment
MPI	Ministry for Primary Industries
NZTA	New Zealand Transport Agency
RTO	Regional Tourism Organisation
EDA	Economic Development Agencies