

# Agenda

## Canterbury Chief Executives Forum

**Date:** Monday 25 January 2021

**Time:** 9:00 am – 1.00pm

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

**Attendees:** **Chief Executives:**

Hamish Riach (Ashburton, CEs Forum Chair); Jim Palmer (Waimakariri), Hamish Dobbie (Hurunui), Will Doughty (Kaikōura), Suzette van Aswegen (Mackenzie), David Ward (Selwyn), Bede Carran (Timaru), Stefanie Rixecker (Environment Canterbury), Fergus Power (Waitaki), Dawn Baxendale (Christchurch), Stuart Duncan (Waimate)

**In attendance:** Maree McNeilly, Amanda Wall, Rosa Wakefield (Secretariat)

Three Waters Workshop: Ngāi Tahu representatives (TBC); PwC & Aurecon; Rob Kerr

**Apologies:**

Time	Item	Page	Person
9:00	1. Welcome, introductions and apologies		Chair
	2. Confirmation of agenda	1	Chair
	3. Minutes from the previous meeting	2	Chair
	3.1. Confirmation of minutes, 2 November 2020		
	3.2. Action points		
<b>FOR DISCUSSION AND DECISION</b>			
9.10	4. Engagement with Ministers	10	Chair
9.20	5. Engagement with Papatipu Rūnanga chairs	17	Chair
9.30	6. Future of Local Government	22	Chair
9.50	7. Resource Management Reform (Randerson report) update	27	David Ward
10.00	8. Review of Regional Forums and Working Groups	39	David Ward Bede Carran Hamish Dobbie
10.10	9. Three-year work programme 2020-2022	45	Maree McNeilly
<b>FOR INFORMATION</b>			
10.20	10. CWMS Update	68	Stefanie Rixecker
10.25	11. Regional forums Budget	—	Maree McNeilly
10.30	12. Draft Mayoral Forum agenda – Timaru	76	Chair
10.35	13. General business		
<b>10.45</b>	<b>MORNING TEA</b>		
<b>11.00</b>	<b>THREE WATERS SERVICE DELIVERY REVIEW - WORKSHOP</b>		
	14. Three Waters Service Delivery Review – workshop on methodology, criteria and areas we will longlist (headings not detail)		Hamish Dobbie Rob Kerr PwC

*Meeting close.*

**Next meetings:**

**Three Waters Advisory Group – Workshop 2 – Tuesday February 23<sup>rd</sup> @ 2.00pm – online**

**Three Waters Advisory Group – Workshop 3 – Monday 8 March @ 9.00am – online**

**Chief Executives Forum – Monday 3 May @ 9.00am at Selwyn District Council**

# Canterbury Chief Executives Forum

Draft

Minutes

<b>Date:</b>	2 November 2020	
<b>Venue:</b>	Selwyn District Council	
<b>Attendance:</b>	<p>Jim Palmer (Waimakariri, CEs Forum Chair), Fergus Power (Waitaki), Hamish Dobbie (Hurunui), Suzette van Aswegen (Mackenzie), David Ward (Selwyn), Bede Carran (Timaru), Stefanie Rixecker (Environment Canterbury).</p> <p><i>In attendance:</i> Caroline Hart (Environment Canterbury).</p> <p><i>Secretariat:</i> Maree McNeilly, Amanda Wall, Rosa Wakefield</p>	
<b>Apologies:</b>	Angela Oosthuizen (Kaikoura), Dawn Baxendale (Christchurch), Hamish Riach (Ashburton), Stuart Duncan (Waimate).	
<b>AGENDA ITEM</b>	<b>KEY POINTS DISCUSSED / RESOLVED</b>	<b>ACTION POINTS (Who will action, when?)</b>
1.	<p><b>Welcome, attendance and apologies</b></p> <p>Jim Palmer welcomed all to the meeting.</p> <p>Jim welcomed Amanda Wall, who has recently joined the secretariat as Senior Advisor.</p> <p>Apologies were noted from Angela Oosthuizen, Dawn Baxendale, Hamish Riach and Stuart Duncan.</p>	
2.	<p><b>Confirmation of agenda</b></p> <p>Agenda for the meeting was confirmed with additional items for general business:</p> <ul style="list-style-type: none"> <li>Maree McNeilly - ECan Māori Freehold Land Rates Remission Policy and Māori Participation Policy</li> </ul>	
3.	<p><b>Minutes from the previous meeting</b></p> <p>Minutes from the previous meeting on 27 July 2020 were confirmed, with all actions completed or relating to items on the agenda for this meeting.</p>	
4.	<p><b>Climate change regional risk assessment stages 2-3</b></p> <p>Stefanie Rixecker provided a verbal update. Dr Tim Davie, Environment Canterbury Director of Science, has been nominated as the convenor of the Climate Change Working Group. The risk assessment is in phase 2. The Climate Change Steering Group is meeting on Friday 6 November.</p>	

5.	<p><b>Three Waters</b></p> <p>Hamish Dobbie spoke the paper. DIA have just released extensive request for information with a response deadline of 1 February 2021.</p> <p>Our three waters service delivery review RFP closes today. Rob Kerr (three waters project manager) is working with various three waters managers around the region on data collection.</p> <p>Selwyn, Christchurch, Waimakariri, Timaru and Waimate Councils are now in the DIA RFI study. Hurunui may opt in. Other councils working through data and how they pull that together. Funding available within current allocation to do this.</p> <p>Central government is focused on making the reform happen and options for larger entities (or an entity) are growing in favour. If this model moves forward the Steering Group will be challenged to manage the transition smoothly. Some key points noted were:</p> <ul style="list-style-type: none"> <li>• DIA are advancing their futures of local government work and have set up meetings with some Forum members. There is frustration that LGNZ do not appear to be coming to the table on this. It would be easier for local government to work out a path forward for water if the future role of local government was clearer.</li> <li>• The status of conversation with iwi is becoming clear. Ngāi Tahu has appointed two representatives to the steering group in addition to Te Maire Tau, albeit we are yet to be advised of them. Ngāi Tahu is putting a court case forward to the Crown regarding rangatiratanga / governance of freshwater.</li> <li>• Possibility of Ngāi Tahu takiwā for water management – this has been included in the RFP as an option to explore in the service delivery review.</li> <li>• Challenge on investment in the three waters asset base. Development contributions have been collected to invest in projects across district. Assume there will be expectation that if they take debt also take received funding. Uncertainty around where there is investment already made.</li> <li>• There is some uncertainty re Te Mana o Te Wai, in that some papatipu don't recognise the context of this, albeit Environment Canterbury as regional council need to implement it.</li> <li>• A lot of data is being sought for stormwater, so getting a stronger sense of all three waters, not just two. Stormwater is very complex, with the intersection between rural and urban, ecological issues, waterways. For rural councils stormwater and roading are strongly interlinked. Stormwater will get more complex as NPS for freshwater takes effect. There are some views in local government that if you take drinking water and wastewater then you have to take stormwater as councils aren't in a position to manage just one.</li> <li>• Speed of reform is very rapid, and there is a concern that local government may not be able to agree to one of these models to opt into. The more prepared we are as a region, being clear on common ground and differences, the better we are. The Mayoral Forum may need to apply pressure on LGNZ to move strategic work forward. The RMA will be reformed, it's likely that the Randerson report's recommendations will be adopted. The Government has borrowed more money</li> </ul>	
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	<p>than it has for a long time. If they choose to restructure local government within a recession they will need to be tactical about change. If they restructure government may perceive they get two lots of debt for one. Would be public debt but not crown debt. RFP has had a number of questions and 188 downloads. Don't yet know how many responses have been submitted but can share this info once the RFP has closed.</p> <p><b>The Forum agreed to:</b></p> <ol style="list-style-type: none"> <li><b>1. receive the report on the update of the Three Waters service delivery review</b></li> <li><b>2. note the next steps in the Three Waters service delivery review.</b></li> </ol>	<p><b>Secretariat:</b> share number of RFP responses with group.</p> <p><b>Update:</b> 8 responses were received</p>
6.	<p><b>Stock take of IT platforms, apps and procurement cycles</b></p> <p>Bede Carran spoke to the paper. CIOs looked at IT platforms and apps and think it would be relatively simple, for those who wish to, to collaborate and get sufficient scale to add benefit in both procurement and training. Benefits include easier interaction between councils in terms of civil defence, better security against DOS attacks, and creating a framework for further collaboration in the future. This is opt-in, anytime it suits respective councils they can join, e.g. as contracts come up for renewal.</p> <p>This would not be a collective agreement, but there might be some common terms to the agreement, e.g. levels of service around of response times.</p> <p>Councils need to review their contractual arrangements, decide whether they wish to opt-in now or in the future, and CIOs can explore the potential of a combined Print Services contract, then report back to the Corporate Forum and CEs Forum in 2021.</p> <p><b>The Forum agreed to:</b></p> <ol style="list-style-type: none"> <li><b>1. support those councils who wish to move council websites to the [REDACTED] platform to do so, and develop common key contractual terms with [REDACTED]</b></li> <li><b>2. support providing standardised training across the region to all webmasters and content approvers (with each council to bear its own costs)</b></li> <li><b>3. support the Corporate Forum investigating a combined Print Services contract for procurement, which includes moving away from paper-based processes to more digital ways of working, reducing our impact on the environment by cutting back on paper usage and reducing our carbon footprints.</b></li> </ol>	
7.	<p><b>Short-term working party on impacts of flexible working</b></p> <p>Bede Carran spoke to the paper. In response to the Covid-19 lockdowns a number of councils introduced flexible working arrangements, but HR managers don't have a good view of impacts of this. Seeking to set up a short-term working party to compile the different conditions and frameworks councils have around flexible working, and to evaluate impacts, opportunities etc. resulting from new working arrangements. This is about sharing practices and learnings, not standardisation.</p>	

	<p>It is possible HR isn't connecting much across the forum, and if a gap in terms of collaboration in HR is found can look at that as an outcome of short-term working group.</p> <p><b>The Forum agreed to:</b></p> <p><b>1. establish a short-term working party of HR managers to assess the impacts of flexible working during and since the Covid-19 lockdowns</b></p> <p><b>2. approve the attached terms of reference.</b></p>	
8.	<p><b>Analysis of third-party expenditure – Deloitte report</b></p> <p>Bede Carran spoke to the paper. This piece of work has matured, and the Canterbury Finance Managers Group now has the opportunity to scope the next piece of work looking at joint procurement around financial matters. Funding has not been allocated to this. This is opt-in and regardless of whether councils joined the first round they can still join for the next phase.</p> <p>The report provides interesting information on where money is being spent, who benefits from our sector. The spending profile excludes some large contracts.</p> <p>Following examination of some contracts, e.g. energy supply it's apparent we're not always negotiating the best outcomes. All of Government contracts should be first thing to look at in procurement but it was noted that these are not always the best rates available.</p> <p>Deloitte have provided three options for next steps with differing levels of cost and time. In considering these it is important to be cognisant of capacity of our organisations to respond.</p> <p><b>The Forum agreed to:</b></p> <p><b>1. receive the attached report from Deloitte</b></p> <p><b>2. authorise the Canterbury Finance Managers Group to scope the next phase of work.</b></p>	
9.	<p><b>Draft communications strategy</b></p> <p>Maree McNeilly spoke to the paper. The strategy was prompted by questions around communications when the Plan for Canterbury was launched. It has been drafted in consultation with the Environment Canterbury communications team. It is primarily around creating awareness and is fairly simple. Most items will go out under Mayor Sam Broughton's name, except when the piece of work is led by another Mayor.</p> <p>Concern was noted around all items requiring agreement from all members. Fundamental agreement is needed but precise wording doesn't need to be mandated by all. Circulating for comment is useful.</p> <p>If there is fundamental disagreement on an issue releases can be made with specific exclusions (e.g. x or y council have differing views) – this has been done in the past. Alternately a combined mayoral release could be done instead of a Mayoral Forum release. The strategy should also note that councils may hold differing views to mayors.</p> <p>Details around who has authority to act, who will initiate etc. should be added.</p> <p>If appropriate the strategy would inform specific comms plans for particular items.</p>	

	<p>Revised paragraph to read:</p> <p><i>The Canterbury Mayoral Forum is committed to standing together for Canterbury and speaking with one voice to secure the best possible outcomes for our region and its communities. The Forum accepts, however, that its members and their councils will not be of a single mind on every issue. Communications from the Mayoral Forum would require agreement from majority of members before release, with dissenting views acknowledged. If there is not collective agreement on a particular issue then communications would likely be handled by individual Mayors, not under the auspices of the Mayoral Forum. Final decisions would be made by the Chairs of the Mayoral and Chief Executives Forums.</i></p> <p><b>The Forum agreed to the submission of the draft Communications Strategy 2020-2022 to the Canterbury Mayoral Forum for its approval.</b></p>	
10.	<p><b>Approach for Mayoral Forum engagement with incoming Ministers and Members of Parliament</b></p> <p>The Chair spoke to the paper. Mayor Sam Broughton has suggested inviting Canterbury MPs to lunch on 27 November at The George.</p> <p>Proposed calling MPs offices to check general availability and see if enough are available to introduce to Canterbury Mayors – would want at least half.</p> <p>Letters to incoming MPs can then either reflect invitation or refer to Mayors getting in touch in the new year.</p> <p>An issue which has been challenging for the Forum has been getting access to officials and Ministers. Need strategy around this.</p> <p>We are starting to get some traction around forming an urban growth partnership with the crown, and a spatial plan for Canterbury, which provides opportunities to engage.</p> <p>Five or six key portfolios for engagement have been identified. We need to be clear what we want to engage about and ensure that we are engaging on issues that are relevant to the Mayoral Forum. This is dynamic and more portfolios could be added later. Each portfolio could have a mayor who takes the lead on engagement with Ministers.</p> <p>The Canterbury Mayoral Forum has Sam Broughton and Gary Kircher as LGNZ reps, but unsure if either are on the local government / central government working party. David Ward sits on the LGNZ audit and risk committee.</p> <p><b>The Forum agreed the proposed approach for briefing Members of Parliament and incoming Ministers on the Forum and its work following the 2020 election.</b></p>	<p><b>Secretariat:</b> call MPs offices to check availability to ensure at least half can attend before scheduling. <b>COMPLETE</b></p> <p><b>Secretariat:</b> send letters to MPs, introducing the Forum and inviting them to lunch or noting we will be in touch early in the new year - <b>COMPLETE.</b></p>
11.	<p><b>Elections and appointments, 2021</b></p> <p>The following were nominated and confirmed as Chairs for Regional Forums in 2020-21 :</p> <ul style="list-style-type: none"> <li>1.1. Chief Executives – Hamish Riach</li> <li>1.2. Policy – David Ward</li> <li>1.3. Corporate – Bede Carran</li> <li>1.4. Operations – Hamish Dobbie.</li> </ul>	

12.	<p><b>Three-year work programme 2020-2022</b></p> <p>Maree McNeilly spoke to the paper. Some minor updates have been made to improve readability. Most items with updates are on the agenda so will be discussed separately.</p> <p>Noted that two items assigned to the Operations Forum (#21 and #23) are being closed as work is no longer required.</p> <p>Need to look at items that are not started and make sure these get underway at the appropriate time.</p> <p>There is no further financial commitment associated with these items.</p> <p><b>The Forum agreed to approve the updated three-year work programme 2020-2022.</b></p>	<p><b>Secretariat:</b> look at ways to commence work on items which have not started. Note items that are not yet due to start.</p>
13.	<p><b>Review of regional working groups</b></p> <p>David Ward spoke to the paper. A review of working groups is underway, a survey is out for response with 90 responses so far. Analysis will be provided to the Forum in February.</p> <p>Members requested a view of who is currently on which groups. The secretariat will share the membership list.</p> <p>It is important to make sure for the three major forums that we have the right person attending to ensure the right level of understanding.</p> <p>It's more feasible for all councils to attend where some meetings are via Zoom. Some forums have moved towards this.</p> <p>Proposed a small one-off working group to work with secretariat on recommendations. David Ward, Bede Carran, Hamish Dobbie agreed to sit in this group.</p> <p><b>The Forum agreed to:</b></p> <ol style="list-style-type: none"> <li><b>1. receive the preliminary report on the review of the regional forums and working groups</b></li> <li><b>2. request the secretariat complete the review and report back to the Chief Executives Forum's first meeting in 2021.</b></li> </ol>	<p><b>Secretariat:</b> share membership list for regional forums with members.</p> <p><b>COMPLETE.</b></p>
14.	<p><b>CWMS updates and zone committee terms of reference</b></p> <p>Caroline Hart spoke to the paper. Since the previous meeting there has been extensive engagement across the region on the zone committee review, with very positive feedback overall. There is support for the provision for rūnanga appointment to committees. Some minor amendments were made to clarify meaning. Working with Te Rōpu Tuia around how to work with rūnanga. The next steps are to make final changes, seek confirmation of approach from the Mayoral Forum, then provide recommendations to councils.</p> <p>A survey conducted during lockdown to find out how committees were going showed they were seeking guidance from council on what to focus on, which led the Mayoral Forum to request the review.</p> <p>Hurunui will have difficulty confirming support of their zone committee in timeframe, due to an issue around whether the zone committee is the entity. Hurunui may be able to confirm support without being locked into the words "zone committee." Hamish and Caroline to discuss further outside of the meeting.</p>	<p><b>Caroline Hart:</b> provide results from zone committee member survey to members.</p>

	<p>Noted that the release of the NPS for freshwater, which is consistent with CWMS, has some new elements which may be challenging for Canterbury to respond to within the timeframe. It will be important for the Mayoral Forum to stay on the same page through this difficult transition time. Plan change 7 is currently before the commissioners, who will be obligated to give consideration to the NPS on freshwater. Nitrates will be the aspect of the NPS with the greatest impact on Canterbury. Farmers are concerned about the NPS will make them financially not viable. Need to consider how to collectively ensure the voice of these farmers is heard where it needs to be. Not all communities will have the same views. There is desire in the community for greater environmental outcomes.</p> <p>The Mayoral Forum could reach out to stakeholders in rural communities and facilitate constructive discussion, as well as engaging with the Minister to propose the timeframe is changed to 2024 and seek greater certainty around path forward.</p> <p>Environment Canterbury is revisiting what they put in their submission, which proposes to meet a lot of what the Minister is seeking. Councillors have created a sophisticated water management framework, at a cost of \$60m. It will be at least a further \$60m for rural communities to implement.</p> <p>The Mayoral Forum might engage with the Ministry for the Environment early in 2021. Important for Mayors to have the facts, and for the Forum to explore the best approach to represent concerns of Canterbury, and how to communicate to constituent communities.</p> <p>Stefanie Rixecker and Environment Canterbury Chair Jenny Hughey will be attending regional sector meeting for NPS freshwater on 27 November.</p> <p>For the Mayoral Forum this item needs to be split into two papers; one on zone committees; and one on essential freshwater, recommending a sub-group of mayors is formed to reflect on matters, and including a brief terms of reference. This group may create an action plan and comms plan on essential freshwater.</p> <p><b>The Forum agreed to:</b></p> <ol style="list-style-type: none"> <li><b>1. note the request to the Mayoral Forum to confirm the approach to the zone committee review</b></li> <li><b>2. receive the report.</b></li> </ol>	<p><b>Hamish Dobbie / Caroline Hart:</b> discuss specifics of Hurunui zone committee situation.</p>
15.	<p><b>Regional forums update</b> The report was taken as read.</p> <p><b>The Forum agreed to receive the report on regional forum meetings between July and November 2020.</b></p>	

16.	<p><b>Regional forums budget</b></p> <p>Maree McNeilly spoke to the paper. CRIMS are seeking \$25k for their six-month work programme, based on Archives NZ survey. Proposing to reallocate \$25k which was previously allocated to a PRA e-learning platform, which is not going ahead currently. The Corporate Forum has approved the work programme, now seeking approval of the reallocation of funds.</p> <p><b>The Forum agreed to:</b></p> <p><b>1. receive the quarterly update on the regional forums budget for 2020/21</b></p> <p><b>2. approve the Canterbury Records Information Management group six-month work programme at a cost of \$28,700.</b></p>	
17.	<p><b>Regional COVID recovery oversight</b></p> <p>Jim Palmer gave a verbal update. Canterbury District Health Board's Public Health need at least 100 more local people to assist with contact tracing in case there is a resurgence and outbreak. This requires seven hours of online training. Jim has signalled that if it goes to level 3 there would be some people within organisations who can support this. This is an opportunity for council staff to undertake training and be on call should the need arise.</p>	
18.	<p><b>Draft agenda, Mayoral Forum 27 November 2020</b></p> <p>The Forum reviewed arrangements for Mayoral Forum meetings 26-27 November.</p> <p>Need to elevate essential freshwater in the conversation.</p> <p>Education and training update could be removed from the agenda as not much to update.</p> <p>Loren Heaphy from ChristchurchNZ will attend to present on the RTO response to COVID-19 and the SIDMP. Louise Friend (Kaikōura); Bruce Moffat (ChristchurchNZ), Di Hay (Venture Timaru) and Jason Menard (MackenzieNZ) will also be in attendance for this item.</p> <p>Dr Te Maire Tau will be attending to discuss Three Waters, along with Rob Kerr (Three Waters Project Manager).</p>	
19.	<p><b>General business</b></p> <p>The Environment Canterbury Tuia team are currently working on two pieces of policy (Māori Freehold Land Rates Remission Policy and Māori Participation Policy) to improve current policy and be more reflective of the Treaty relationship with Ngāi Tahu. Both pieces of work will be informing the Environment Canterbury LTP and the Tuia team are keen for TAs to be aware of these so they can be utilised across Canterbury.</p>	<b>Secretariat:</b> policies to be shared with members once available.
20.	<p><b>Meeting close</b></p> <p>Members were thanked for their attendance and contribution. The meeting closed at 12.04pm.</p> <p>Next meeting will take place on Monday 25 January 2021, Selwyn District Council – TBC following receipt of LGNZ 2021 Calendar.</p>	

# Canterbury Chief Executives Forum

## Item 4

**Date:** 25 January 2021

**Presented by:** Hamish Riach, Chair

### **Engagement with Ministers**

#### **Purpose**

1. This paper seeks to confirm the attendees and key messages for proposed meetings with ministers.

#### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. **review and confirm that the proposed attendees for each anticipated meeting with ministers are appropriate and provide suitable representation across Canterbury**
2. **confirm key messages for each of the anticipated meetings with ministers.**

#### **Background**

2. At its November 2020 meeting, the Mayoral Forum agreed to write to ministers on the priority issues in the *Mayoral Forum's Plan for Canterbury* and seek meetings with those ministers in early 2021. Letters to ministers were approved and sent on 15 December 2020.
3. The Forum also asked mayors to select priority areas of interest that they wished to represent, to enable subgroups of mayors to meet with ministers instead of the full Forum.
4. The letters follow the Forum's initial planned visit to Wellington early in 2020, which was postponed due to the COVID-19 pandemic. Although the visit did not go ahead, initiatives to engage with the Government continued, with Minister Eugenie Sage attending the Mayoral Forum meeting on 4 September 2020 and Hon Grant Robertson indicating he would be interested in meeting to discuss central-local government strategic planning and co-investment in Canterbury following the 2020 election.

#### **Proposed subgroups for meetings**

5. Forum members were asked to elect which priority area they wished to represent to create a group of champions or leads on the priority issues.

6. The proposed subgroups differ in size and composition, and while some groups have good representation from across the region, others have less. The current make-up of the subgroups is set out in Attachment 1.
7. Also included in Attachment 1 is the membership of the various advisory / steering groups that have been established by the Mayoral Forum on specific issues.
8. Input is sought from the Chief Executives Forum on the make-up of the various subgroups prior to arranging the planned engagement with ministers.

## **Key messages for meetings**

9. Key messages have been drafted to support the attendees to get the most value from the meetings. The key messages are also contained in Attachment 1.
10. Feedback on the key messages is sought from the Chief Executives Forum.

## **Next steps**

11. Subject to any comments the Forum has on the subgroups and key messages for the meetings, the secretariat will proceed with liaising with ministers' offices to arrange meetings between ministers and the Mayoral Forum.

## **Attachments**

- Attachment 1: Matrix of proposed attendees and key messages for meetings with ministers

# Attachment 1: Matrix of proposed attendees and key messages for meetings with Ministers

Priority issue	Relevant Minister(s)	Mayoral Forum subgroup members	Key messages
<b>Essential Freshwater</b>	<p>Hon David Parker (Minister for the Environment)</p> <p>Hon Damien O'Connor (Minister of Agriculture)</p> <p>Hon Stuart Nash (Minister for Economic and Regional Development)</p>	<p>Dan Gordon Lianne Dalziel Marie Black Nigel Bowen Neil Brown Graham Smith Jenny Hughey</p> <p><i>Essential Freshwater Steering Group</i></p> <p>Jenny Hughey Stefanie Rixecker Dan Gordon Neil Brown Marie Black Nigel Bowen Craig Mackle Craig Rowley Graham Smith CCC rep Ngāi Tahu rep</p>	<p>Good progress has been made under CWMS</p> <p>Canterbury is well positioned to adapt to the new requirements</p> <p>The Forum has acknowledged the concern and uncertainty for community, while noting Essential Freshwater is statutory requirement.</p> <p>We must all work together to implement in way that achieve best outcomes for Canterbury.</p> <p>Implementing Te Mana o te Wai is a significant shift. It is not a Ngāi Tahu concept so we all must work together to develop an understanding of what it means for implementation in Canterbury</p> <p>There is the potential that some regulations will be unachievable without catastrophic impact on the Canterbury economy</p> <p>Timeframes for implementation are a concern, as the long-term vision allows for sustainable approach to be determined for the region</p> <p>Mayoral Forum has set up an Essential Freshwater Steering Group to facilitate consistent regional messaging to support the transition of the region to implementing the Essential Freshwater package, and act as the single, united voice on behalf of the Canterbury Mayoral Forum to communicate with the regional sector, sector groups, Central Government and the wider community, in relation to Essential Freshwater.</p>
<b>Freight transport</b>	Hon Michael Wood (Minister of Transport)	Dan Gordon Lianne Dalziel	The Mayoral Forum has consistently advocated for a multi-modal freight network that

	Hon Grant Robertson (Minister for Infrastructure)	Neil Brown Jenny Hughey Nigel Bowen	<ul style="list-style-type: none"> <li>•increases the region's resilience to natural disasters</li> <li>•ensures efficient movement of freight within Canterbury and the South Island, between the North and South Islands, and to global markets</li> </ul> <p>The Mayoral Forum seeks greater utilisation of rail and coastal shipping for long-distance freight to improve road safety, our carbon footprint, and reduce levels of wear and tear on the roads</p> <p>The Mayoral Forum's goal is consistent with government policy to help New Zealand's freight network to become more sustainable and efficient, including through coastal shipping.</p>
<b>Three Waters</b>	Hon Nanaia Mahuta (Minister of Local Government)	Craig Rowley Lianne Dalziel Marie Black Graham Smith Gary Kircher  <i>Three Waters Advisory group</i>  Sam Broughton Lianne Dalziel Dan Gordon Craig Rowley Gary Kircher Ngāi Tahu rep	<p>The Mayoral Forum and Ngāi Tahu are partnering in the Canterbury Three Waters service delivery review</p> <p>The project partners are proactively undertaking the review in preparation for central government decisions on three waters</p> <p>The review was commissioned to provide councils and mana whenua with a clear understanding of the Three Waters assets within the region, and the options available for service delivery and funding arrangements</p> <p>The review will be complete in March</p> <p>The project partners are working together to ensure a strong voice for Canterbury in the government-led reform programme</p>
<b>Education and immigration - building a skilled workforce</b>	Hon Chris Hipkins (Minister of Education)  Hon Kris Faafoi (Minister of Immigration)	Dan Gordon Craig Mackle Lianne Dalziel	<p>Canterbury has a slightly lower educational attainment rate than the rest of the country</p> <p>The Mayoral Forum has advocated for an improvement of the transition of secondary students to work, further study, or training</p>

			<p>The Mayoral Forum would like to work with central government on facilitating the safe return of international students</p> <p>Central government must design education and immigration policies that deliver a skilled workforce now and into the future.</p>
<p><b>Economic prosperity through primary industries and regional development</b></p>	<p>Hon Damien O'Connor (Minister of Agriculture, Trade and Export Growth, Land Information, Rural Communities)</p> <p>Hon Stuart Nash (Minister for Economic and Regional Development, Small Business)</p>	<p>Craig Rowley Jenny Hughey Neil Brown Graham Smith Marie Black Lianne Dalziel Nigel Bowen</p>	<p>The primary industries (and associated economic activity) play a central role in Canterbury's economy.</p> <p>The Forum launched a Food, Fibre and Innovation Programme in 2018 as part of our Canterbury Regional Economic Development Strategy, which identifies and promotes opportunities for sustainable, value-added primary production and high-value manufacturing.</p> <p>The Forum wants to grow the productive economy of Canterbury and create shared prosperity, while protecting our environment for future generations to enjoy.</p> <p>Recent initiatives in the FFIP programme include:</p> <ul style="list-style-type: none"> <li>• publication of a report on the state of the Canterbury food and fibre sector (prepared by Lincoln University)</li> <li>• an infographic of the research and innovation ecosystem focused on food, fibre and agritech, and a visual representation of Canterbury-based businesses in the food, fibre and agritech supply chain</li> <li>• Launch of the Food, Fibre and Agritech Challenge (runs until May 2021). The challenge will accelerate 25 start-ups through the early stages of development, growing them into viable Canterbury businesses. This is in partnership with and funded by AgResearch, KiwiNet, Vodafone and others.</li> </ul> <p>The Forum wishes to support the Government's 'Opportunities Grow Here' campaign to attract New Zealanders into food and fibre jobs, and ways to attract young people into the primary sectors, develop career paths and business opportunities to ensure progressive succession and sustainable land use.</p>

			<p>The Forum also wishes to support the Fit for a Better World roadmap and understand how we might contribute to it.</p> <p>Forum members see opportunities for investments through the Regional Strategic Partnership Fund and look forward to working with you on where this may benefit Canterbury initiatives.</p>
<b>Biodiversity</b>	<p>Hon David Parker (Minister for the Environment)</p> <p>Hon Kiri Allan (Minister of Conservation)</p> <p>Hon James Shaw (Associate Minister for the Environment – Biodiversity)</p>	<p>Jenny Hughey</p> <p>Marie Black</p>	<p>The Mayoral Forum is overseeing a review of the Canterbury Biodiversity Strategy 2008 to ensure alignment with the national biodiversity strategy and the proposed indigenous biodiversity national policy statement.</p> <p>The Mayoral Forum has facilitated the establishment of a cross-regional councillor working group to facilitate and support a regional approach to biodiversity management</p>
<b>Regional economic development and tourism</b>	<p>Hon Stuart Nash (Minister for Economic and Regional Development)</p> <p>Hon Grant Robertson (Minister for Infrastructure)</p> <p>Hon Nanaia Mahuta (Minister of Local Government - Freedom Camping)</p>	<p>Lianne Dalziel</p> <p>Graham Smith</p> <p>Craig Mackle</p> <p>Gary Kircher</p> <p>Nigel Bowen</p> <p>Neil Brown</p> <p>Dan Gordon</p>	<p>Our districts have strong regional development programmes.</p> <p>We wish to engage with the Government's planned Regional Strategic Partnership Fund to progress infrastructure projects and other regional development initiatives.</p> <p>Our regional development programmes are well-aligned with the purpose of the Strategic Partnership Fund to support the growth of new and innovative industries, deliver sustainable employment opportunities, and further regions' economic development</p> <p>The Mayoral Forum has lead work on the draft South Island Destination Management Plan, with support from other South Island mayors.</p> <p>The Mayoral Forum has advocated for cross-agency alignment and collaboration between local authorities, the Department of Conservation, Land Information New Zealand and the New Zealand Transport Agency in managing freedom camping.</p>

			The Forum has sought a review of the Freedom Camping Act 2011, including reversing the presumption that freedom camping is permissible except where prohibited by a local by-law.
<b>Climate change</b>	Hon James Shaw (Minister of Climate Change)	<p>Dan Gordon Lianne Dalziel Jenny Hughey</p> <p><i>Climate Change Steering Group</i></p> <p>Dan Gordon Marie Black Jenny Hughey Lianne Dalziel David Ward Dawn Baxendale</p>	<p>Responding to climate change is an urgent priority for all of Canterbury's diverse communities</p> <p>The Mayoral Forum has commissioned a regional climate change assessment to identify critical gaps in adaptation planning</p> <p>The Mayoral Forum has strongly encouraged all Canterbury local authorities to complete carbon footprint assessments to inform action plans for reductions</p> <p>A Climate Change Steering Group has been set up to provide support and oversight of the regional climate change working group</p>
<b>Resource management reform and urban development</b>	<p>Hon Dr Megan Woods (Minister of Housing)</p> <p>Hon David Parker (Minister for the Environment)</p>	<p>Jenny Hughey Lianne Dalziel</p>	<p>The planned resource management reforms are significant and will have long-term effects for Canterbury</p> <p>The Mayoral Forum wishes to engage with the government effectively to ensure Canterbury's interests are recognised in the new legislation</p>

**Date:** 25 January 2021

**Presented by:** Hamish Riach, Chair

## **Engagement with Papatipu Rūnanga chairs**

### **Purpose**

1. This paper provides background information on the meeting between the Canterbury Mayoral Forum and Papatipu Rūnanga chairs to be held at Selwyn District Council on Friday 5 February 2021.

### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. **note the information on the meeting of the Canterbury Mayoral Forum and Papatipu Rūnanga chairs to be held at Selwyn District Council on Friday 5 February 2021**
2. **review and provide comment on the draft agenda proposed for the meeting of the Canterbury Mayoral Forum and chairs of the Papatipu Rūnanga.**

### **Background**

2. Invitations were sent to the chairs of the ten Papatipu Rūnanga to meet with the Canterbury Mayoral Forum at Selwyn District Council on Friday 5 February 2021.
3. The purpose of the meeting is to provide an opportunity for mayors and chairs to focus on their joint leadership for Canterbury, its people and communities.
4. We have had positive responses from six of the ten Papatipu Rūnanga and are currently following up with the other four chairs.

### **Draft agenda**

5. A draft agenda has been prepared and is attached at Appendix 1.
6. The meeting will be an opportunity for the Mayoral Forum to introduce the chairs to the various workstreams currently underway, and invite the chairs to nominate representatives, as they see fit, to the various workstreams, as outlined in Appendix 2.
7. A pre-briefing meeting was held on Monday 18 January with the Chair of the Mayoral Forum, myself and Environment Canterbury's Ngāi Tahu advisors to discuss the

agenda and approach for the day. A verbal update will be provided to the CE Forum on the outcomes of this meeting.

## **Attendees**

8. Along with the ten Canterbury mayors and the chair of Environment Canterbury, I will attend the meeting as chair of the CEs Forum, and Jim Palmer will attend as immediate past chair of the CEs Forum. The secretariat will provide support.

## **Next steps**

9. An agenda pack will be prepared, subject to any amendments from this meeting, and pre-circulated to all attendees

## **Attachments**

- Draft Agenda – Canterbury Mayoral Forum and chairs Papatipu Rūnanga joint meeting
- Canterbury Mayoral Forum – Regional steering groups and forums

# Agenda

## Joint meeting between the Canterbury Mayoral Forum and Papatipu Rūnanga Chairs

**Date:** 5 February 2021

**Time:** 10am-12pm (*followed by shared kai*)

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

**Attendees:** Craig Mackle (Mayor, Kaikōura District Council), Marie Black (Mayor, Hurunui District Council), Dan Gordon (Mayor, Waimakariri District Council), Lianne Dalziel (Mayor, Christchurch City Council), Sam Broughton (Mayor, Selwyn District Council: Chair, Canterbury Mayoral Forum), Neil Brown (Mayor, Ashburton District Council), Craig Rowley (Mayor, Waimate District Council), Graham Smith (Mayor, Mackenzie District Council), Jenny Hughey (Chair, Environment Canterbury), Justin Tipa (Chair Te Rūnanga o Moeraki), Jo McLean (Chair, Te Rūnanga o Waihao), Liz Brown (Chair, Te Taumutu Rūnanga), Rulon Nutira (Deputy Chair, Te Taumutu Rūnanga), Robyn Wybrow (Chair, Waireka Rūnanga), Matiu Payne (Te Rūnanga o Kaoukourārata), Hariata Kahu (Chair, Te Rūnanga o Kaikōura), Chevy Allen, (General Manager, Te Rūnanga o Kaikōura) **TBC** (Te Rūnanga o Arowhenua) **TBC** (Te Hapū o Ngāti Wheke), **TBC** (Ōnuku Rūnanga), **TBC** (Te Ngāi Tūāhuriri Rūnanga)

### Apologies

**In attendance** Hamish Riach (Chair, Chief Executives Forum, CE Ashburton District Council), Jim Palmer (Immediate past Chair, Chief Executives Forum, CE Waimakariri District Council), Maree McNeilly (Secretariat), Amanda Wall (Secretariat)

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### Item

### Person

- |   |                     |
|---|---------------------|
| 1. Welcome and introductions                                | Mayor Sam Broughton |
| 2. Canterbury Mayoral Forum: Role & Purpose                 | Mayor Sam Broughton |
| 3. Who we are, our role in Canterbury                       | All (2 mins each)   |
| 4. Vision, priorities and objectives for Waitaha Canterbury | Group discussion    |

### Questions for future discussions

- Canterbury Mayoral Forum steering groups and forums – Papatipu Rūnanga representation
- Discussion: Working together for the benefit of Waitaha Canterbury and its people

## Appendix 2: Canterbury Mayoral Forum – regional forums

The Canterbury Mayoral Forum (CMF) is supported by the Chief Executives Forum, which in turn is supported by the Corporate, Operations and Policy Forums. The CMF has steering groups for issues of significance or specific projects. Current steering groups in operation cover Climate Change; Essential Freshwater; and Three Waters.

The CMF would welcome papatipu rūnanga representation on the regional forums that support it. This note provides the purpose and function of the groups, including current membership.

Dr Te Maire Tau is one of three Ngāi Tahu representatives on the Three Waters Steering Group – we would welcome two additional Ngāi Tahu representatives of this group. Ronnie Cooper was the Ngāi Tahu representative on the Policy Forum, however this is now vacant.

The table below sets out contextual information on each forum.

	Purpose or function	Meeting frequency	Current members
Climate Change Steering Group	Progress thinking and planning across the region on adaptation to and mitigation of climate change.  Offer political support to the regional working group and maintain a watching brief for the Mayoral Forum	Quarterly  (Mix of in-person and virtual meetings)	Mayor Dan Gordon (Waimakariri) (Convenor) David Ward (CE, Selwyn) Dawn Baxendale (CE, Christchurch) Chair Jenny Hughey (ECan) Mayor Lianne Dalziel (Christchurch) Mayor Marie Black (Hurunui) Tim Davie (ECan) (Convenor, Climate Change Working Group)
Essential Freshwater Steering Group	Oversee the development of a communications plan to facilitate consistent regional messaging to support the transition of the region to implementing the Essential Freshwater package  Act as the single, united voice on behalf of the Canterbury Mayoral Forum to communicate with the regional sector (other regions mayors/chairs and chief executives), sector groups, central government, and wider community, in relation to Essential Freshwater	To be determined  (Mix of in-person and virtual meetings)	Chair Jenny Hughey (ECan) Stefanie Rixecker (CE, ECan) Mayor Dan Gordon (Waimakariri) Mayor Neil Brown (Ashburton) Mayor Marie Black (Hurunui) Mayor Nigel Bowen (Timaru) Mayor Craig Mackle (Kaikōura) Mayor Craig Rowley (Waimate) Mayor Graham Smith (Mackenzie) CCC representative Ngāi Tahu representative
Three Waters Steering Group	Oversee the three waters service delivery review to be undertaken on behalf of the Canterbury Mayoral Forum, in partnership with Ngāi Tahu	As required until the completion of the project  (Mix of in-person and virtual meetings)	Mayor Sam Broughton (Selwyn) (Chair) Mayor Lianne Dalziel (Christchurch) Mayor Dan Gordon (Waimakariri) Mayor Gary Kircher (Waitaki) Mayor Craig Mackle (Kaikōura) Dr Te Maire Tau (Ngāi Tahu)
Policy Forum	Align the work programmes of strategy, policy and planning working groups with the priorities and work programme of the Canterbury Chief Executives Forum	Quarterly  (Annually in person, the	Chair: David Ward (CE, Selwyn) 1 Strategy/Policy Manager from each of the 11 local authorities

	<p>Provide analysis and advice to support the Canterbury Mayoral Forum's advocacy on issues affecting Canterbury</p> <p>Reduce duplication of policy effort and support smaller councils when assessing national and regional policy initiatives</p> <p>Facilitate communication and engagement with Ngāi Tahu on strategy and policy</p> <p>Build local government policy capability in Canterbury</p>	remainder virtually)	<p>Chair/Convenor of:</p> <p>Canterbury Planning Managers Group</p> <p>Canterbury Climate Change Working Group</p> <p>Canterbury Natural Hazards Working Group</p>
Corporate Forum	<p>Align corporate working groups' work programmes with the priorities and work programme of the Canterbury Chief Executives Forum</p> <p>Improve consistency, collaboration and value for money in the provision of local services by Canterbury councils</p>	<p>Quarterly</p> <p>(Annually in person, the remainder virtually)</p>	<p>Chair: Bede Carran (CE, Timaru)</p> <p>1 Corporate Services Manager from each of the 11 local authorities</p> <p>Chair/Convenor of:</p> <p>Canterbury Finance Managers Group</p> <p>Canterbury Chief Information Officers Working Group</p> <p>Canterbury Records and Information Management Group</p> <p>Canterbury Public Records Act Executive Sponsors Group</p>
Operations Forum	<p>Align operational working groups' work programmes with the priorities and work programme of the Canterbury Chief Executives Forum</p> <p>Improve consistency, collaboration and value for money in the provision of local services by Canterbury councils.</p>	<p>Quarterly</p> <p>(Annually in person, the remainder virtually)</p>	<p>Chair: Hamish Dobbie (CE, Hurunui)</p> <p>1 Operations Manager from each of the 11 local authorities</p> <p>Chair/Convenor of:</p> <p>Canterbury Engineering Managers Group</p> <p>Canterbury Stormwater Forum</p> <p>Canterbury Natural Hazards and Risk Reduction Group</p> <p>Canterbury Drinking Water Reference Group</p> <p>Health and Safety Advisors Group</p> <p>Regulatory Managers Group (non RMA)</p>

**Date:** 25 January 2021

**Presented by:** Hamish Riach, Chair

## **Future of Local Government**

### **Purpose**

1. The purpose of this paper is to provide background information to initiate a discussion on the future of local government.

### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. **note the information provided in this paper**
2. **consider the following questions when reading the paper:**
  - 2.1. **what might be the cumulative impacts on local government from these proposals?**
  - 2.2. **are there other government initiatives that will be relevant to the Future of Local Government?**
  - 2.3. **how does the Forum want to engage with this broader Future of Local Government work?**
  - 2.4. **how can the Canterbury region take a lead in these discussions with Government?**

### **Key points**

2. The Future of Local Government (FoLG) has been raised by local and central government in various fora over several years.
3. Several central government initiatives raise questions about the future of local government, such as the Productivity Commission Inquiry into local government funding, the three waters reform programme, and the resource management system reform programme.

### **Background**

4. In October 2018, Cabinet agreed to consider the future of local governance in New Zealand in delivering intergenerational wellbeing, strengthening local democracy,

instilling greater trust and confidence in local governance, and supporting the protection and enhancement of the natural environment and sustainable regional growth.

5. The October 2018 Cabinet paper noted some challenges for local government, such as some capability and capacity issues throughout the sector, low engagement and voter turnout and questions around how truly representative and reflective of their diverse communities local governors are, including for Māori.
6. Cabinet noted, however, that local government's contribution to intergenerational community wellbeing is essential because, above certain basic needs, different communities will need different outcomes to maximise their wellbeing, and ensuring communities themselves are driving the mix and nature of services that contribute to these outcomes is critical for community resilience and social inclusion.
7. The Local Government (Community Well-being) Amendment Act 2019 restored the promotion of "social, economic, environmental, and cultural well-being" to the statutory purpose of local government.
8. The Department of Internal Affairs (DIA) has noted in its 2020 Briefing to the Incoming Minister (BIM) of Local Government that "the local government sector is facing a significant period of change, uncertainty, challenge and opportunity. The scale of change that the sector is facing should not be underestimated and it is important to recognise that local government will be under strain to deliver on the proposed reforms to the three waters system and resource management, as well as responding to issues such as COVID-19 and climate change".
9. The FoLG has most recently been raised in Minister Mahuta's Cabinet Paper: *Progressing the three waters service delivery reforms* (December 2020).
10. The Local Government New Zealand (LGNZ) BIM includes a section on "re-imagining the role of local government" and notes that LGNZ, along with Society of Local Government Managers (SOLGM), is in a strong position to work together with government on this.

## Funding issues

11. The New Zealand Productivity Commission was asked to take an in-depth look at the overall funding and financing framework within which local authorities operate. The Commission's report *Local Government Funding and Financing* was released in November 2019, with several recommendations. At time of writing the Government has not responded to the report or its recommendations.
12. What the inquiry found was that radical reform is not required – the current rates-based system remains appropriate for local government. The report acknowledges that the system measures up well against the principles of good revenue-raising: simplicity, efficiency and revenue stability and that rating land and property should continue as the main taxing power of local government.

13. While acknowledging the benefits of the rating system the report goes onto note areas of funding pressures:
- adapting to impacts of climate change
  - unfunded mandates passed to local government from central government
  - meeting the demand for infrastructure in high-growth areas
  - coping with growth in tourism.
14. The report suggests that there are principled reasons why central government should co-fund some of these pressures, however the costs of doing so are difficult to estimate. It notes that support for council infrastructure at risk from climate change is in the order of \$150 million a year over 20 years.
15. Other areas that the report comments, and makes recommendations on, include governance and improved decision-making, three waters and making better use of current funding tools, such as targeted rates to capture uplift in land value (which is also referenced in the *Randerson report* (see Agenda paper 7), user pays and the use of special purpose vehicles. While there may be merit in these funding tools, legislation change may be required to make them fit for purpose.
16. The inquiry also found that regional spatial planning will better prepare councils for the future as it is a key tool for achieving more efficient use of resources and better coordination between councils, and local and central government. This issue has also been raised in the *Randerson report* (see Agenda paper 7).

## **Three Waters reform programme**

17. The Three Waters reform programme has been well canvassed at both the Chief Executives Forum and Mayoral Forum meetings. The Canterbury Three Waters Service Delivery Review project is underway.
18. Central government is working on a voluntary, partnership-based approach that will potentially see three waters services (assets and staff) transferred from local councils to new water service entities – the number and boundary of which will be determined by April/May 2021.
19. Local councils will be asked to decide to participate in the new service delivery system in late 2021. All councils would be included in one of the new water service entities, unless they decide not to participate in the reforms and opt out.
20. It is estimated that three waters services make up between 20-30 per cent of local council business. The impact of the transition of three waters (assets and staff) to new water service entities on territorial authorities will be significant, particularly for smaller councils.

## Resource management system reform programme

21. The Government has committed to reforming the resource management system in the current parliamentary term. Announcements on the scope, process and approach are expected in early 2021.
22. A detailed update on the resource management system reform programme is provided in agenda paper 7.
23. The reform will be based on the review of the resource management system carried out by the Resources Management Review Panel documented in their report *New Directions for Resource Management in New Zealand* (Randerson report).
24. The Randerson report recommends the Resource Management Act is replaced by three new laws. These are:
  - Natural and Built Environments Act
  - Strategic Planning Act
  - Managed Retreat and Climate Change Adaptation Act.
25. The new legislation will see the development of new regional spatial plans (prepared under the Strategic Planning Act) and mandatory combined plans in each region (prepared under the Natural and Built Environments Act). These plans will be prepared and approved by a joint committee comprising representatives of central government, the regional council, all constituent territorial authorities in the region, mana whenua and an independent chair.
26. This impacts on the current role of councils to guide urban development within their region or district, and how individual councils influence or inform combined plans, is yet to be worked through.
27. The Randerson report also proposes the establishment of new regional hubs to undertake resource management compliance, monitoring and enforcement options. The hubs would combine the Compliance, Monitoring and Enforcement personnel and resources from all local authorities in a region (similar to how the unitary council model works), with support from the Environmental Protection Authority. It is proposed that hubs must be structurally separate and independent from local authorities, in order to mitigate bias and conflicts of interest.

## Mana Whenua

28. In reading the cabinet papers across the various subjects above there is significant reference to partnership and working with Māori for local authorities. The papers on local governance for community wellbeing refer to more effective and meaningful council relationships with Māori.

29. The DIA's BIM notes the increasing amount of attention on the challenges with the current process for establishing Māori wards or constituencies, and the alternative approaches to iwi/Māori involvement in local authority governance. The BIM also notes that supporting and enhancing the participation of Māori communities in local government issues is vital to the success of all work within the local government portfolio. The DIA intends to brief the Minister on these matters early in the new term.
30. Ngāi Tahu's Statement of Claim, which was lodged with the High Court on 2 November, is asking the courts to make declarations that Ngāi Tahu has rangatiratanga over the wai māori of its takiwā, and that the Crown should engage with Ngāi Tahu to jointly design a better system to manage and care for these waterways. The Statement has strong linkages to the Government's existing freshwater, three waters and resource management policy work.
31. Timeframes for the Statement of Claim will now be determined by the courts. It is not known at this stage the impact that the Statement of Claim may have on local government.

## **Wellbeing initiatives for local government**

32. With the changes proposed to local government, and particularly reflecting on the sector's experiences through the COVID 19, are there other activities that would be more appropriately delivered by local government, either autonomously or in partnership with central government? There may be opportunities with the following activities, however there may also be other areas where local government could deliver for their communities:
- education and vocational training services
  - provision of social / public housing
  - local and community health services.

## **Next Steps**

33. Consider outcomes from this discussion to be included in a briefing paper for the Canterbury Mayoral Forum meeting 19 February 2021.
34. Consider what, if any, key messages to take from the discussion on the Future of Local Government to be included in key messages for engagement with Ministers.

# Canterbury Chief Executives Forum

## Item 7

**Date:** 25 January 2020

**Presented by:** David Ward, Chair Policy Forum

### **Resource Management Reform (Randerson report) update**

#### **Purpose**

1. To update the Chief Executives Forum on the outcomes from the *New Directions for Resource Management in New Zealand* (Randerson) report and the forthcoming resource management reforms, with next steps proposed for Canterbury's response to the reforms.
2. To seek agreement that Canterbury Planning Managers prepare advice on the future direction of the Regional and District Planning work programme and resource required to position the RMA planning framework to align with future legislative reform.

#### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. **note the update provided on the outcomes from the Government's resource management reform process**
2. **request that the Regional Planning Managers Group consider the implications of the reforms for Canterbury councils and their RMA planning work programmes, including resourcing requirements, at their February meeting**
3. **request that the Regional Planning Managers Group provide a report to the Canterbury Policy Forum on the implications of the reforms, propose how the RMA planning work programme will be positioned to meet legislative changes, and resourcing requirements, and considering impacts on other council functions**
4. **request the Canterbury Policy Forum report back to the Chief Executives Forum on the implications of the reforms for Canterbury councils and how RMA planning work programmes will be aligned to meet legislative changes, including resourcing requirements, at the next meeting in May.**

#### **Key points**

3. The Government has committed to reforming the resource management system in the current parliamentary term. Announcements on the scope, process and approach are expected in early 2021.

4. The reform will be based on the review of the resource management system carried out by the Resource Management Review Panel documented in their report *New Directions for Resource Management in New Zealand* (Randerson report).
5. The Randerson report recommends the Resource Management Act is replaced by three new laws. These are:
  - Natural and Built Environments Act (NBEA)
  - Strategic Planning Act (SPA)
  - Managed Retreat and Climate Change Adaptation Act.
6. Once announcements are made in early 2021 the Government proposes to release an exposure draft of the NBEA in the first half of 2021, followed by Select Committee consideration in **May-September 2021**. At the same time Cabinet will make policy decisions for drafting the SPA in **December 2021**, followed by select committee processes and public engagement for both pieces of legislation.
7. The Government wants to introduce the two bills for their first reading in Parliament by the end of 2021 and to enact them by the end of 2022. Work will progress on the Managed Retreat and Climate Change Amendment Act in a parallel process.
8. Engaging in the reform process is likely to present significant resourcing issues to Canterbury councils and will likely require investment in additional resourcing.

## Background

9. In 2019 the Government appointed the Resource Management Review Panel (RMRP) to conduct a review of the resource management system. The RMRP released an issues and options paper in 2019, *Transforming the resource management system: Opportunities for change*, that outlined the major issues with the current resource management system and some options to address them.
10. The Canterbury Mayoral Forum made a submission on the issues and options document, which was led by the Canterbury Planning Managers Group. The submission was well received by the RMRP and the final Randerson report includes several recommendations that are in general alignment with the Canterbury submission; details can be found in Appendix 1. The Canterbury submission was specifically quoted three times in the Randerson report.
11. The Randerson report proposes the most significant change to the resource management system since the inception of the Resource Management Act 1991 (RMA), with the repeal of the RMA and its replacement with a Natural and Built Environments Act, Strategic Planning Act and Managed Retreat and Climate Change Act.

## The Randerson Report

12. Below is a summary of the proposed future environmental management system:

**Natural and Built Environments Act** – enhancing the quality of the natural and built environments to support the wellbeing of present and future generations

- focused on achieving specified outcomes in the natural and built environments, rural areas, tikanga Māori, natural hazards and climate change
- requires environmental limits for certain resources
- requires decision-makers to 'give effect' to the principles of Te Tiriti o Waitangi.

**Strategic Planning Act** – promotes social, economic, environmental and cultural wellbeing through integration of environmental management, land use and infrastructure.

**Mandatory set of national direction** – policy direction, national rules, templates for plans and economic instruments

**Regional spatial strategies** – integrate planning under the Natural and Built Environments Act, Local Government Act, Land Transport Management Act, and Climate Change Response Act and align with other provisions by central government:

- integrated resource management and infrastructure
- jointly developed and agreed by central government, all councils in the region and mana whenua
- must be consistent with national direction, government policy statements and national adaptation plan
- regional combined plan and funding plans must be consistent with regional spatial strategy.

**Regional combined plan** – single regulatory plan for environmental management and land use in each region administered by joint committees with mana whenua representatives:

- clearer direction for classifying activities and notification requirements
- reviewed by an independent hearing panel, with defined appeal paths.

### **Allocation and economic instruments**

- allocation to be guided by principles relating to sustainability, equity and efficiency
- greater use of economic instruments.

### **Consents and approvals**

- proposals of national significance and direct referrals decided by the Environment Court

- an alternative dispute resolution process for consents with localised effects.

### **Compliance, monitoring and enforcement**

- more resourcing/capability/consistency for compliance, monitoring and enforcement functions through regional consolidation.

**Managed Retreat and Climate Change Adaptation Act** is also proposed to provide a legislative framework to enable managed retreat and adaptation for climate change. The development of this Act is not on the same time frame as the Natural and Built Environments Act and the Strategic Planning Act.

13. This proposed system will likely see:

- a new focus on enhancing the quality of natural and built environments, rather than the current approach of managing adverse effects on the environment
- improved direction for central and local government decision-makers through the use of specified outcomes, targets and limits and greater use of mandatory national direction. This changes the level at which major decisions are made and is a change in ideology from effects management to outcomes-based planning
- improved recognition of Te Tiriti o Waitangi and te ao Māori
- establishment of long-term strategic and integrated planning for resource management and infrastructure through regional spatial plans
- one regional plan to replace the Regional Policy Statement, Regional Coastal Plan, Regional Plans and District Plans
- a new plan making process with plans prepared by a joint committee comprising a representative from:
  - the Crown;
  - the regional council;
  - each territorial authority
  - mana whenua
- no individual decision-making role for individual councils, either in the creation or final approval of the spatial plan or the combined plans. The decision would be made by the joint committees
- recommendations on submissions made by an independent hearing panel chaired by an Environment Court Judge. Appeal rights on the merits of decisions will be restricted to the recommendations the joint committee disagrees with
- a stronger focus on decision-making about resource use, development and protection in plans rather than consents
- improved planning processes and an improved consenting system that better differentiates between activities with significant and minor effects
- a wider range of approaches to resource allocation than just the 'first-in, first-served' approach, guided by principles of sustainability, equity and efficiency

- wider use of economic instruments such as permit trading and environmental taxes to complement regulation
- establishment of a nationally coordinated environmental monitoring system and an expanded role for Parliamentary Commissioner for the Environment in providing system oversight and auditing
- new regional hubs for compliance, monitoring and enforcement
- an emphasis on partnership in decision-making across central and local government and mana whenua.

## **Engagement with the Ministry for the Environment**

14. The Ministry for the Environment (MfE) has indicated to the Planning Managers Group that they would welcome input from local authorities on the proposed reform.
15. This presents an opportunity to proactively influence the reform, ensure MfE benefits from the experience of Canterbury councils and to provide one strong voice for Canterbury. It also presents the opportunity to establish a positive relationship with government officials, which will be the start of closer working relations in the new system.
16. Aspects of this input would likely be focussed on the workings of the new legislation and how it can be drafted in a way that will work for councils and achieve the government's expectations. The Planning Managers Group is best placed to lead this engagement with the Ministry as they have the technical knowledge and experience that MfE will be looking for.
17. The breadth and speed of the reform coupled with the significant existing work programmes, will likely place unprecedented challenges on local authorities planning policy resources.
18. Most Canterbury councils are in the midst of policy statement / plan reviews (see Appendix 2). This includes the review of the Regional Policy Statement, Regional Coastal Plan, parts of the Regional Land and Water Plan and District Plan reviews. These reviews are all multi-year and multi-million dollar projects and absorb significant amounts of staff and elected members time. Accordingly, engaging in the proposed reform will present significant challenges during this busy period for both staff and elected members.
19. However, it is expected that while there will be a challenge to implementing the new legislation after it is passed, including providing a Canterbury wide spatial strategy and a combined regional plan, key aspects of the work that is currently being developed (in particular the review of the Regional Policy Statement) will provide sound context for the new work required.

## **Resource requirements**

20. To support Canterbury councils through the reform process, which will include engaging with government, engaging in select committee processes, and working with all Canterbury councils, additional senior planning resources, over and above those currently available within councils, will be required.
21. The Canterbury Planning Managers have indicated that the work required could extend to two FTE senior planning policy staff.
22. The Canterbury Planning Managers propose to discuss this further at their February meeting so that there is a very clear indication of the skills required, including timeframes. The recommendations would then come through the Policy Forum, before being brought back to the May CE Forum meeting for a decision.
23. At this stage it is suggested that these additional resources may not be required until later in the year, although MfE is actively working on the reform and Canterbury councils will want to be in a position to engage with MfE from the outset.
24. The Canterbury Planning Managers also propose to discuss the arrangements for working together to align District and Regional Planning work programmes so that relevant work can progress while the new legislation is proposed. A technical working group is proposed to discuss and agree on the region-wide issues that will need to be considered as part of initial development of a regional strategy and spatial plans that may be required under new legislation. Additional resource may also be required to support these discussions.

## **Financial implications**

25. The additional resources are not currently included in budgets and the financial implications would need to be addressed when this is brought back to the CE Forum in May.

## **Attachments**

- Appendix 1: Comparison of the Mayoral Forum Submission versus Resource Management Review Panel Recommendations
- Appendix 2 – District and Regional Planning Policy Work Programmes

## Appendix 1 – Comparison: Mayoral Forum Submission versus Resource Management Review Panel Recommendations

Issue	Decision Sought	Final RMRP Report	General Alignment with Submission
General	<ul style="list-style-type: none"> <li>Consider other expert views (other than the productivity commission)</li> </ul>	<ul style="list-style-type: none"> <li>Extensive list of references from a range of respectable publications</li> </ul>	✓
	<ul style="list-style-type: none"> <li>System that can react quicker to change</li> </ul>	<ul style="list-style-type: none"> <li>More streamlined plan making process with restricted appeals process</li> </ul>	✓
	<ul style="list-style-type: none"> <li>Lower cost of engagement</li> </ul>	<ul style="list-style-type: none"> <li>Alternative disputes resolution process to deal with local issues</li> <li>More certainty around notification</li> <li>More direction around information requirements</li> </ul>	✓
	<ul style="list-style-type: none"> <li>Request to be consulted</li> </ul>	<ul style="list-style-type: none"> <li>Not consulted directly, but our submission was quoted and most submissions points accepted</li> </ul>	✓
Separate legislation for environment and land use planning	<ul style="list-style-type: none"> <li>Any changes need to ensure strong integration between environmental issues and land use planning</li> </ul>	<ul style="list-style-type: none"> <li>Replace RMA with               <ul style="list-style-type: none"> <li>Natural and Built Environments Act</li> <li>Strategic Planning Act</li> <li>Managed Retreat and Climate Adaption Act</li> </ul> </li> <li>Combined regional plan will provide for integration</li> <li>The purpose of the Strategic planning act is to bring about integration</li> </ul>	✓

Part 2 RMA	<ul style="list-style-type: none"> <li>• Development only enabled if meets minimum bottom lines that focus on keeping life functioning.</li> <li>• Need to ensure positive effects</li> <li>• Climate change, Te mana o te wai to be added in s. 6</li> <li>• Separate s. 6 into principles for environmental values and s. 7 into principles for land use planning</li> </ul>	<ul style="list-style-type: none"> <li>• New purpose of act centred on maintenance and enhancement of the quality environment</li> <li>• Need to ensure positive outcomes</li> <li>• Te Mana o te Taiao added to purpose</li> <li>• Separate s. 7 principles re natural environment and built environment</li> </ul>	✓
Treaty Recognition	<ul style="list-style-type: none"> <li>• Transfer recognition of treaty to s. 6</li> </ul>	<ul style="list-style-type: none"> <li>• Recognition of treaty added s. 6</li> </ul>	✓
Strategic integration across the RM system	<ul style="list-style-type: none"> <li>• Legislative amendment to align RMA, LGA and LTMA</li> <li>• National, regional and district spatial strategies required and developed through an independent process</li> </ul>	<ul style="list-style-type: none"> <li>• Strategic Planning Act</li> <li>• National priorities statement</li> <li>• Regional spatial strategies for both land and the coastal marine area</li> <li>• Spatial strategies prepared by a joint central government, local government, mana whenua, plus an independent chair</li> <li>• Combined Regional plans consistent with spatial strategies</li> </ul>	✓
Climate change and natural hazards	<ul style="list-style-type: none"> <li>• Use RMA as a tool to address climate change e.g. through urban form</li> <li>• Support emissions trading scheme</li> <li>• Need to make the need to adapt and minimise climate change a s. 6 matter</li> <li>• National direction required re adaption and mitigation</li> </ul>	<ul style="list-style-type: none"> <li>• Six new climate changes clauses in s. 7</li> <li>• National direction for climate change mitigation and adaption</li> <li>• Reduction of greenhouse gas emissions to become part of local authorities responsibilities</li> <li>• Combined plan to address climate change</li> <li>• New powers to modify established uses</li> <li>• New Managed Retreat and Climate Adaption Act to provide for managed retreat and a new fund to support it</li> </ul>	✓

National direction	<ul style="list-style-type: none"> <li>• National direction should <ul style="list-style-type: none"> <li>○ Be limited to true national issues</li> <li>○ Identify priorities for protection</li> <li>○ Address how RMA principles will be achieved</li> <li>○ Provide national standards</li> <li>○ Address how conflicts between national direction are to be dealt with</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Current forms of national direction to remain</li> <li>• Functions of ministers to remain</li> <li>• Will set objectives, policies, limits, targets, standards and methods re aspects of matters of national significance</li> <li>• Single board of inquiry process for preparation and review of national direction</li> <li>• Existing and new national direction combined into a coherent set and will deal with any conflicts resolved</li> </ul>	✓
Policy and Planning framework	<ul style="list-style-type: none"> <li>• Better national direction</li> <li>• National style guide for plans</li> <li>• Remove appeals except points of law</li> <li>• MfE to ensure national direction is achieved</li> </ul>	<ul style="list-style-type: none"> <li>• Mandatory plan (combined regional policy statement, regional and district plans)</li> <li>• Prepared after spatial strategy</li> <li>• Combined plan prepared by a joint committee including representative of <ul style="list-style-type: none"> <li>○ the Ministry of Conservation</li> <li>○ Regional council</li> <li>○ Each TA</li> <li>○ Man whenua</li> </ul> </li> <li>• Role of combined plan to give effect to the outcome of the Natural and Built Environment Act</li> <li>• No ratification required by individual authorities</li> <li>• Funded by local authorities</li> <li>• Hearing chaired by an Environment court judge</li> <li>• Hearing panel to make recommendations to committee, which will have authority to accept or reject</li> <li>• Right of appeal on matter rejected to EC</li> <li>• Reviewed at least every nine years</li> <li>• Private plan changes limited</li> </ul>	✓
Consents and Approvals	<ul style="list-style-type: none"> <li>• Wider scope to review consents</li> </ul>	<ul style="list-style-type: none"> <li>• Wider scope to review consents</li> <li>• Powers to direct common expiry of permits</li> <li>• Consent types to remain the same</li> </ul>	✓

	<ul style="list-style-type: none"> <li>Regional consents reviewed automatically post regional plan change becoming operative</li> </ul>	<ul style="list-style-type: none"> <li>Activity status to remain the same except the non-complying activity which should be removed</li> <li>Information requirements proportionate the nature, scale and complexity of the issue</li> </ul>	
Economic instruments	<ul style="list-style-type: none"> <li>Economic instruments should aim to minimise pollution, promote efficient resource use; provide environment enhancement; compensate landowners required to protect natural resources...</li> </ul>	<ul style="list-style-type: none"> <li>Combination of regulatory and market mechanisms needed</li> </ul>	√
Allocation	<ul style="list-style-type: none"> <li>Use Te mana o te Wai</li> <li>Remove first in first served</li> </ul>	<ul style="list-style-type: none"> <li>New allocation principles are sustainability, efficiency, and equity</li> <li>Short permit durations</li> <li>Stronger power to review and change conditions</li> <li>Powers to direct common expiry of permits</li> </ul>	√
System monitoring and oversight	<ul style="list-style-type: none"> <li>Internationally recognised standards</li> <li>Adequate funding</li> <li>Standard data base</li> <li>Independent oversight</li> <li>Requirement to change plans if not meeting standards</li> <li>Use Parliamentary Commissioner for the Environment</li> </ul>	<ul style="list-style-type: none"> <li>Nationally coordinated monitoring system in line with Parliamentary Commissioner for the Environment guidance</li> <li>PCE to provide an independent audit</li> </ul>	√
Compliance monitoring and enforcement	<ul style="list-style-type: none"> <li>Larger fines</li> <li>Take away right to use resource</li> <li>Auditor to conduct annual review of Council performance</li> <li>Introduce fees for monitoring permitted activities</li> </ul>	<ul style="list-style-type: none"> <li>Increased penalties</li> <li>CME conducted by independent organisation</li> <li>Better resourced</li> <li>Regional hubs</li> </ul>	√

	<ul style="list-style-type: none"> <li>• Parliamentary Commissioner for the Environment for oversight</li> </ul>		
Institutional Reform	<ul style="list-style-type: none"> <li>• Do not support institutional changes except expanded role for Parliamentary Commissioner for the Environment, removal of appeals and clarification of roles between Regional and District Councils</li> </ul>	<ul style="list-style-type: none"> <li>• Expanded role for MfE and Parliamentary Commissioner for the Environment with greater oversight and monitoring and extra funding</li> <li>• Capacity built in mana whenua to engage. Funded by central and local government</li> <li>• MfE to upskill profession</li> <li>• Increased resourcing for Environment Court with judges chairing boards of inquiry on natural direction and independent hearings panels considering combined plans</li> <li>• Central Government climate change adaption fund</li> <li>• Council remain decision makers but decision making reduced through: <ul style="list-style-type: none"> <li>○ Revised appeal arrangements</li> <li>○ Required collaboration on plans with combined plan panels (central, local govt. and mana whenua)</li> <li>○ Central government direct role in regional spatial strategies</li> <li>○ Integrated partnership with mana whenua</li> </ul> </li> </ul>	X

## Appendix 2 - District and Regional Planning Policy Work Programmes

Council	Plan Type	Status
Waitaki District Council	District Plan Review	Drafting commenced
Waimate District Council	District Plan Review	Background work underway
Timaru District Council	District Plan Review	Draft Plan released
MacKenzie District Council	District Plan Review	Background work underway
Ashburton District Council	District Plan Review	Background work underway
Selwyn District Council	District Plan Review	Proposed Plan released
Christchurch City Council	District Plan Review	Recently finished
Waimakariri District Council	District Plan Review	Drafting
Hurunui District Council	District Plan Review	Not commenced
Kaikoura District Council	District Plan Review	Background work underway
Ecan	Regional Policy Statement	Background work underway
	Coastal Plan	Background work underway
	Land and Water Plan	Background work underway

# Canterbury Chief Executives Forum

## Item 8

**Date:** 25 January 2021

**Presented by:** David Ward, Chair Policy Forum; Hamish Dobbie, Chair Operations Forum; Bede Carran, Chair Corporate Forum

### **Review of regional working groups**

#### **Purpose**

1. The purpose of this paper is to update the Chief Executives Forum on the review of the regional working groups and seek agreement on recommended changes.

#### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. **approve the revised terms of reference for the Canterbury Policy, Operations and Corporate Forums**
2. **approve the revised template for working group terms of reference**
3. **agree to the Canterbury Policy, Operations and Corporate Forums approving terms of reference for working groups**
4. **agree that work programmes for the Canterbury Policy, Operations and Corporate Forums should align with the *Mayoral Forum's Plan for Canterbury*, recognising that some business as usual tasks not explicitly referenced in the Plan will be included**
5. **note the secretariat will share the key themes of the survey results with the chairs/convenors of the respective regional working groups for their information and consideration.**

#### **Background**

2. The Regional Forums Secretariat was asked by the Chair of the Canterbury Policy Forum to review the various fora and working groups that sit under the Canterbury Mayoral Forum. The review commenced in October 2020. A copy of the current structure is appended as Appendix 1.
3. The purpose of the review was to:
  - identify the groups, their purpose, roles and responsibilities, and membership

- explore ways of improving the efficacy of the groups with a view to ensuring that time in meetings is used well and that the groups deliver what is intended as outlined in their terms of reference.
4. The first part of the review was presented to the Chief Executives Forum at its November meeting, which identified that there were at least 202 members of 17 various groups with over a quarter of these members on two or more groups.
  5. The second part of the review used a survey to seek group members' views on the group(s) they attend and analyse what changes might need to be made to improve each group's value to the regional forums structure. The results of the survey and resulting recommendations are presented in this paper.

## **Process**

6. The survey was designed to seek feedback from all members of the 17 working groups and chief executives of each council and was carried out in late October.
7. The survey had a variety of scale questions (strongly disagree through to strongly agree) on each group's effectiveness, whether it helps members to do their jobs, and whether there is the right level of representation from Canterbury councils on the group. Following the scale questions, there were three free-text questions on each group's benefits, effectiveness, and what could be improved about its operation.
8. The secretariat has analysed the survey results. Key themes were drawn from the answers to the scale questions, free-text question responses were reviewed and themed, and respondents' views on what changes could be made to make the group more effective were analysed.
9. The analysis was undertaken alongside a review of each group's terms of reference and work programme.

## **Survey results**

10. A summary of the results is set out below. Graphs showing the results of each group's responses to the scale questions is provided in Appendix 2. An analysis document and the raw data is also available from the secretariat should members wish to review this information in greater detail.
11. In reviewing the results, the secretariat focused on three overarching questions:
  - Do the groups provide value for attendees, and value as part of the regional forums structure?
  - Are the groups seen as effective?
  - What should/could change as a result?

## **Sample size**

12. Just over half of group members (54.6 per cent) responded to the survey (134 out of a possible 245). Chief Executives were asked to comment on the Corporate, Operations and Policy forums and again just over half (54.5 per cent) responded to the survey.
13. Respondents were evenly split between small and large councils, except for the Climate Change Working Group (16 percent from small councils) and the Stormwater Forum where all respondents were from larger councils.
14. Some groups had better response rates than others. For example, 80 per cent of attendees of the Chief Information Officers Group and 77.7 per cent of the Regulatory Managers Group responded. At the other end of the scale, only 29.6 per cent of the Drinking Water Reference Group and 20 per cent of the Stormwater Forum attendees responded.
15. While the sample size is small, it is not unexpected and still allows us to gain a range of insights into each of the working groups.

## **Key themes**

16. There is general agreement from survey respondents that the working groups are valuable forums for sharing information and reducing repetition of effort. In most cases respondents also felt being a part of the group helped them in their job and provided good opportunities for collaboration. Almost all respondents noted the groups were a useful networking opportunity. However, there are mixed views on whether some groups have the right level of representation, produce tangible outcomes, and are prioritised for attending by attendees.
17. Some individuals raised resourcing the groups as an issue (funding for projects, or funding for project managers within the group), and others raised the need for more structured work programmes and forward planning.
18. Attendees were generally positive about the value of the Policy Forum, but less so about the Corporate and Operations Forums. The Chief Executives surveyed had more positive responses than other attendees to these two forums. Less positive comments on these forums mainly related to the appropriateness of membership, clarity of purpose between the forum and other groups, and willingness of members to attend and/or collaborate effectively.
19. There were no overall discernible differences between the responses from smaller and larger councils. Any slight differences that were apparent could not be validated given the small sample size in most of the groups.

## **Improving effectiveness**

20. Respondents provided a range of perspectives and ideas to improve the groups' effectiveness. Broad themes arose from these comments, which can be categorised as:

- **Meeting arrangements:** dates/times for meetings, availability of videoconference as opposed to in person for meetings
- **Membership and participation:** the membership of the groups, and commitment by those members to engage
- **Purpose/terms of reference:** updates or review required on purpose, work programme and/or the direction of the group(s)
- **Structure:** whether some groups could be subsumed into, or amalgamated with, others
- **Resources:** increase resource levels for some groups
- **Culture:** a change in the way some groups interact internally, collaborate, or work together.

21. Comments frequently mentioned across the groups included revisiting group membership to ensure that the right level of expertise is reflected (and that all councils are represented), and that workloads allow members the time to fully engage with the group; reducing the burden of travel by introducing a mix of virtual and in-person meetings; and tightening up work programmes to better align with the groups' purpose.

## Recommendations to improve groups' value and effectiveness

22. Following review and analysis by the secretariat, and consultation with the chairs of the Corporate, Operations and Policy Forums, recommendations for improvements have been developed. This was undertaken in conjunction with an analysis of each group's terms of reference and work programme (where these were available).

23. Key recommendations are:

- keep the Policy, Corporate and Operations Forums
  - ensure appropriate representation at Forum meetings
  - ensure sub-groups report to the appropriate forum
- update terms of reference for the Policy, Corporate and Operations Forum to reflect changes proposed (see Appendix 3)
- update terms of reference for all working groups based on a new template (see Appendix 4) and that terms of reference for all working groups to be agreed at first Policy, Corporate, or Operations Forum meetings in 2021, to be endorsed at the Chief Executives Forum (3 May)
- consider frequency of meetings for working groups that sit below the Forums (for example, do they all need to meet quarterly, or could some just come together for a specific task)
- where there is Ngāi Tahu representation on a working group, check with the chairs of the Papatipu Rūnanga that this is the appropriate representation

- align work programmes with the *Mayoral Forum's Plan for Canterbury*, along with business as usual tasks not explicitly referenced
24. While some groups already have comprehensive terms of reference, many do not, and there is significant inconsistency amongst all groups. A consistent template will ensure each group has a clear purpose, scope and membership, and agreed way of operating.
25. To respond to the many requests in the survey feedback for more virtual meetings, the terms of reference template suggests that all groups hold a minimum of one meeting in person each year and the remainder virtually.
26. It is not proposed to amalgamate or reduce the number of groups. This is because the results of the survey show that all the groups appear to provide value for attendees in terms of information-sharing, networking and opportunities for collaboration. Rather, the proposal is to tighten and clarify purpose statements, terms of reference, and work programmes so these better feed into, and provide greater value for, the Chief Executives and Mayoral Forums.
27. There are two structural changes suggested. One is to move the Health and Safety Advisors Group from reporting to the Operations Forum to the Corporate Forum, as its work aligns more closely with corporate services than operational delivery of services. The second is to remove the Natural Hazards Working Group from the remit of the Operations Forum, as it is a subgroup of the Natural Hazards Risk Reduction Group (which currently reports to the Policy Forum). This change would clear up current confusion about where the work fits in the structure. As the work of the group is largely policy related, and aligned with the Planning Managers Group, the Policy Forum is the more appropriate forum for the work of this group to feed into.

## Next steps

28. The secretariat will:
- finalise the terms of reference for the Canterbury Corporate, Policy and Operations Forum, subject to any feedback or changes from the Chief Executives Forum
  - provide the terms of reference template to the working groups and support the Chairs of the groups to ensure updated terms of reference are developed and provided to the relevant Forum for approval
  - share the key themes and feedback from the survey with the chairs of the respective working groups for their information and consideration.

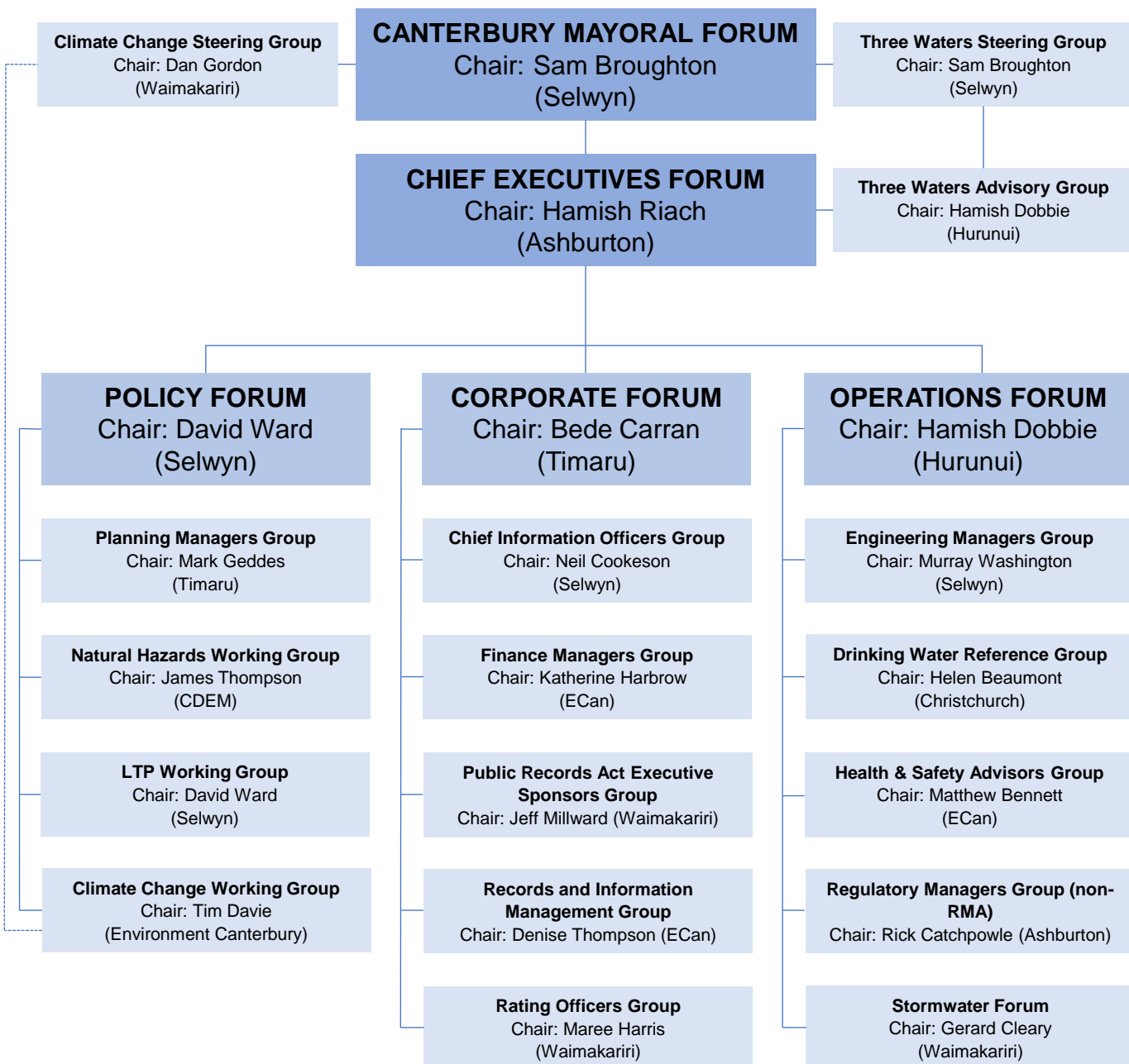
## Attachments

- Appendix 1: Regional Forums structure
- Appendix 2: Graphs with averaged survey results of scale questions
- Appendix 3: Updated draft Terms of Reference for the Canterbury Policy, Corporate Operations Forums

- Appendix 4: Draft terms of reference template for working groups

# Canterbury Regional Forums and Working Groups

## January 2021



<b>REGIONAL FORUMS SECRETARIAT (hosted by Environment Canterbury)</b>		
Maree McNeilly	Principal Advisor	027 381 8924
Amanda Wall	Senior Advisor	027 234 6381
Rosa Wakefield	Project Coordinator	027 381 9406
<a href="mailto:secretariat@canterburymayors.org.nz">secretariat@canterburymayors.org.nz</a>		<a href="https://www.canterburymayors.org.nz/">https://www.canterburymayors.org.nz/</a>

## Attachment 2: Survey results (averaged): Graphs by group

Key:

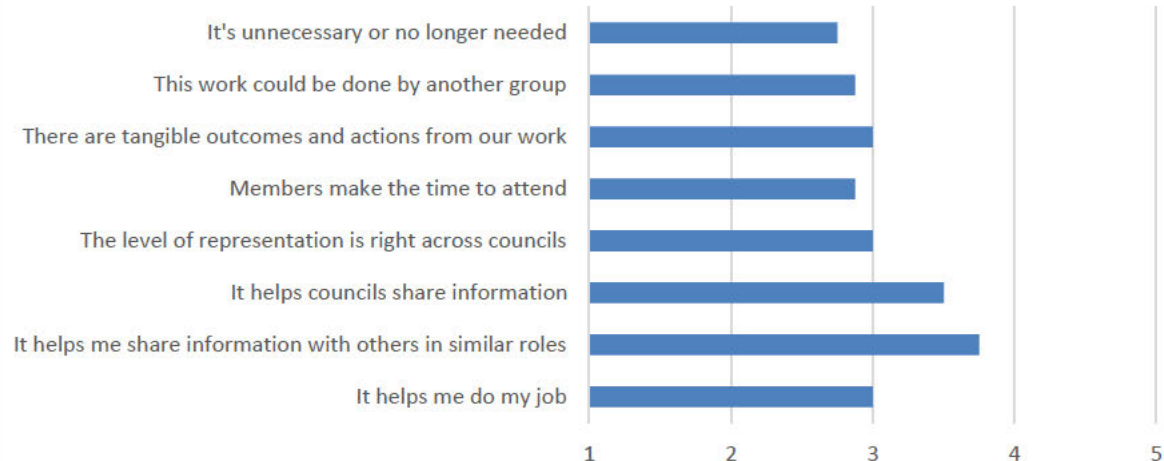
1 - Strongly disagree	2 - Disagree	3 - Neutral	4 - Agree	5 - Strongly agree
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### CORPORATE FORUM

#### Chief Executives on the Canterbury Corporate Forum



#### Members on the Canterbury Corporate Forum

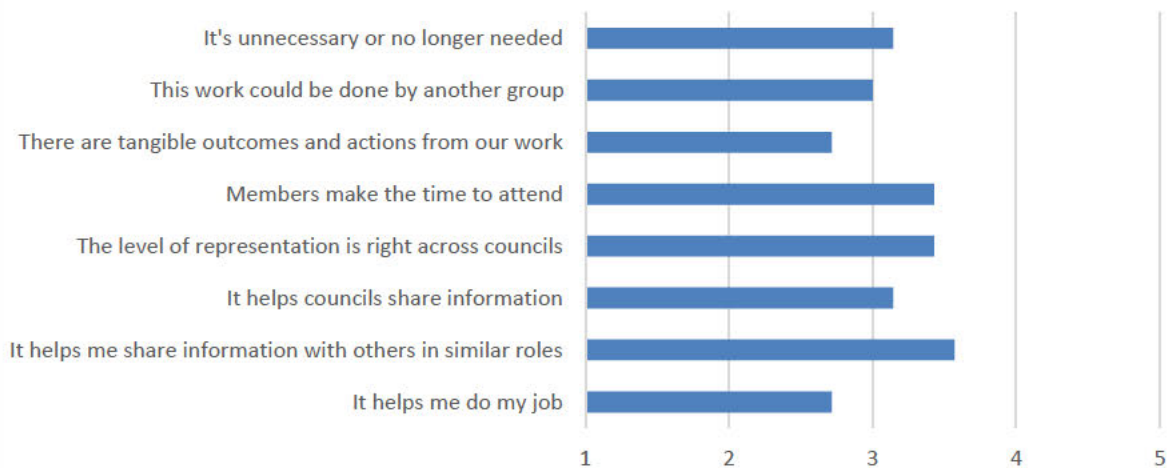


## OPERATIONS FORUM

### Chief Executives on the Canterbury Operations Forum



### Members on the Canterbury Operations Forum



## POLICY FORUM

### Chief Executives on the Canterbury Policy Forum



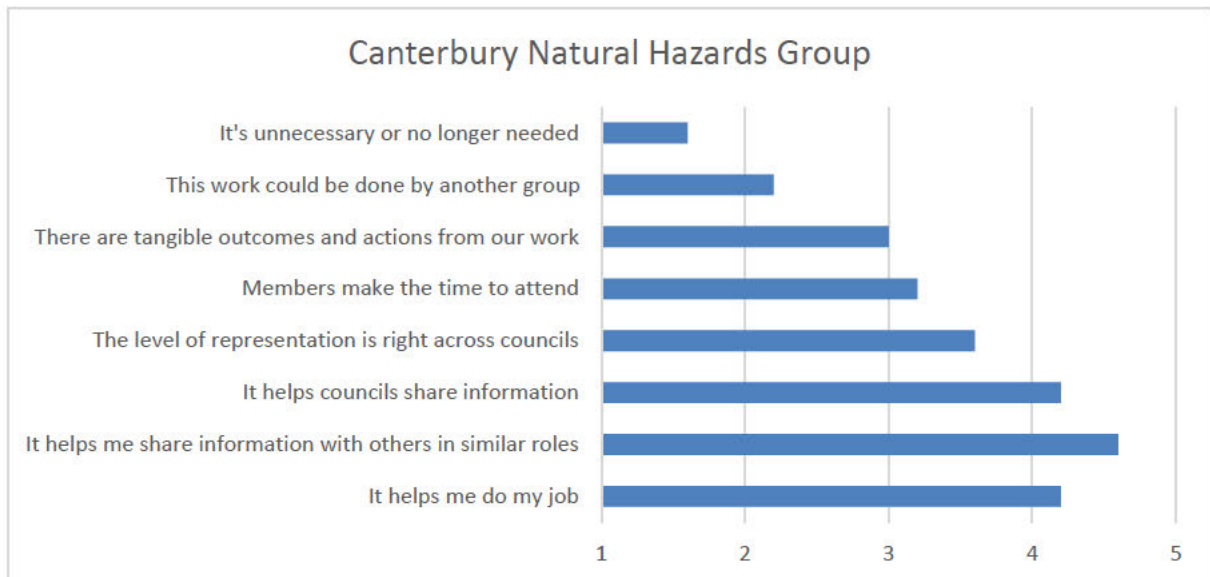
### Members on the Canterbury Policy Forum



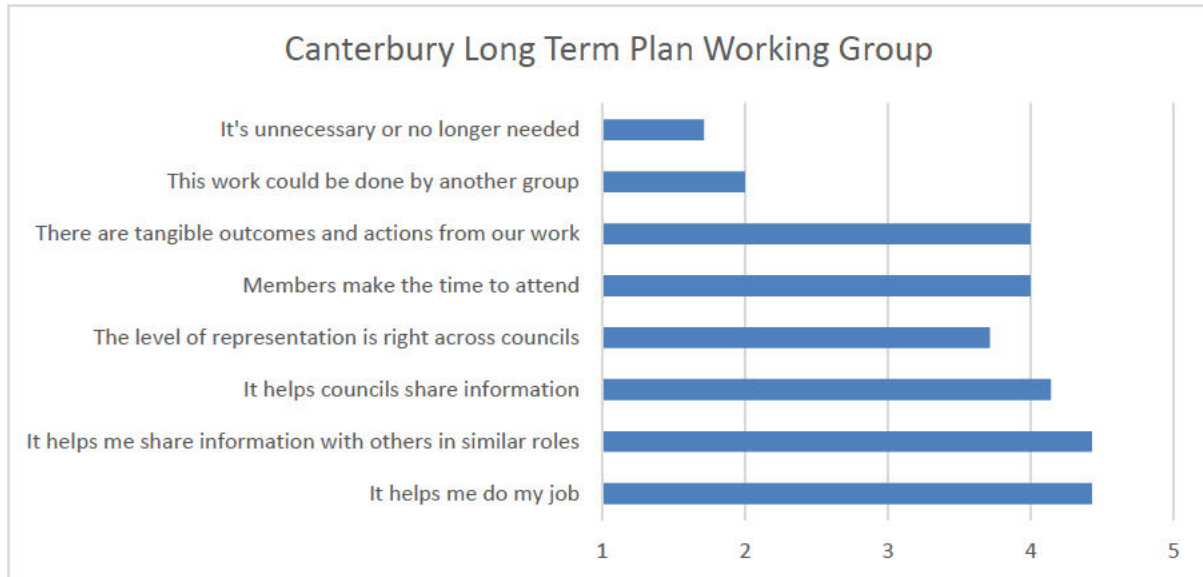
## PLANNING MANAGERS GROUP



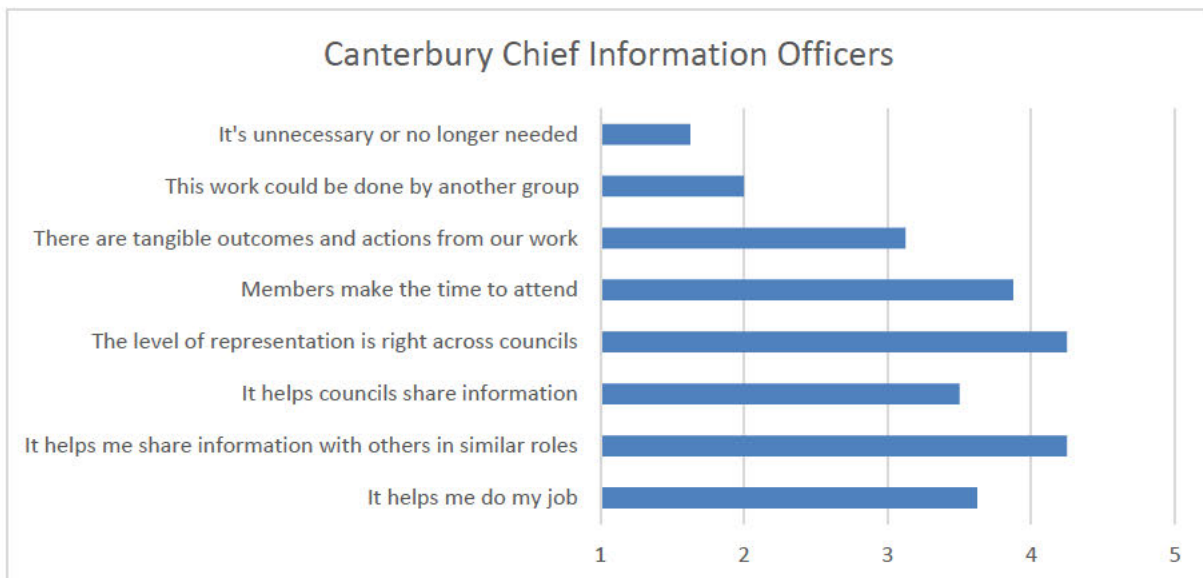
## NATURAL HAZARDS AND RISK REDUCTION AND WORKING GROUP



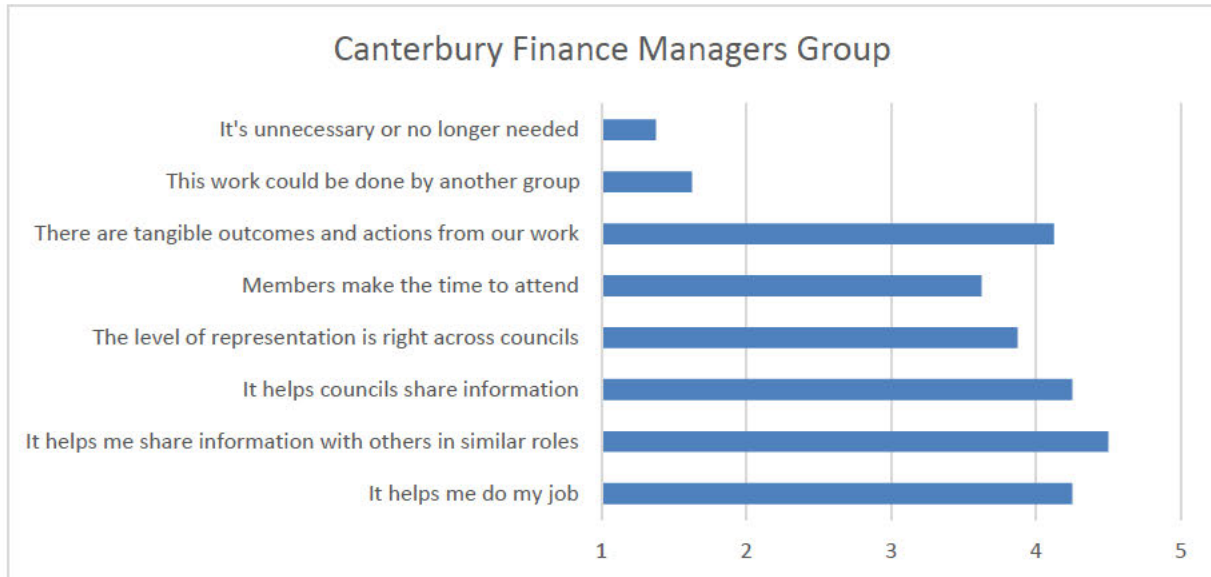
## LTP WORKING GROUP



## CHIEF INFORMATION OFFICERS GROUP



## FINANCE MANAGERS GROUP



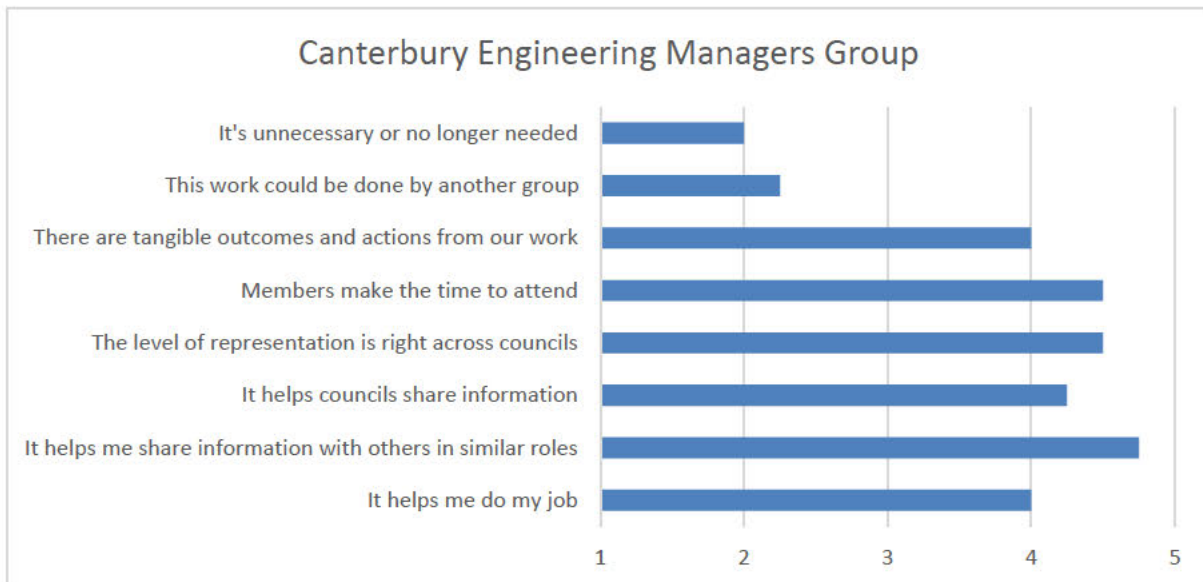
## PUBLIC RECORDS ACT EXECUTIVE SPONSORS GROUP



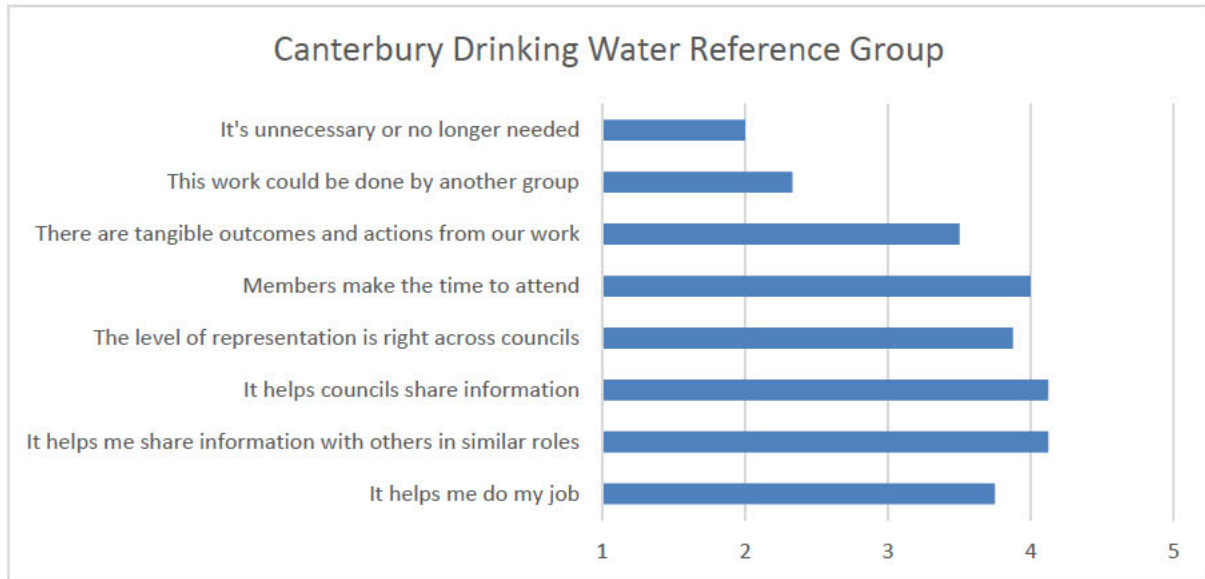
## RECORDS AND INFORMATION MANAGEMENT GROUP



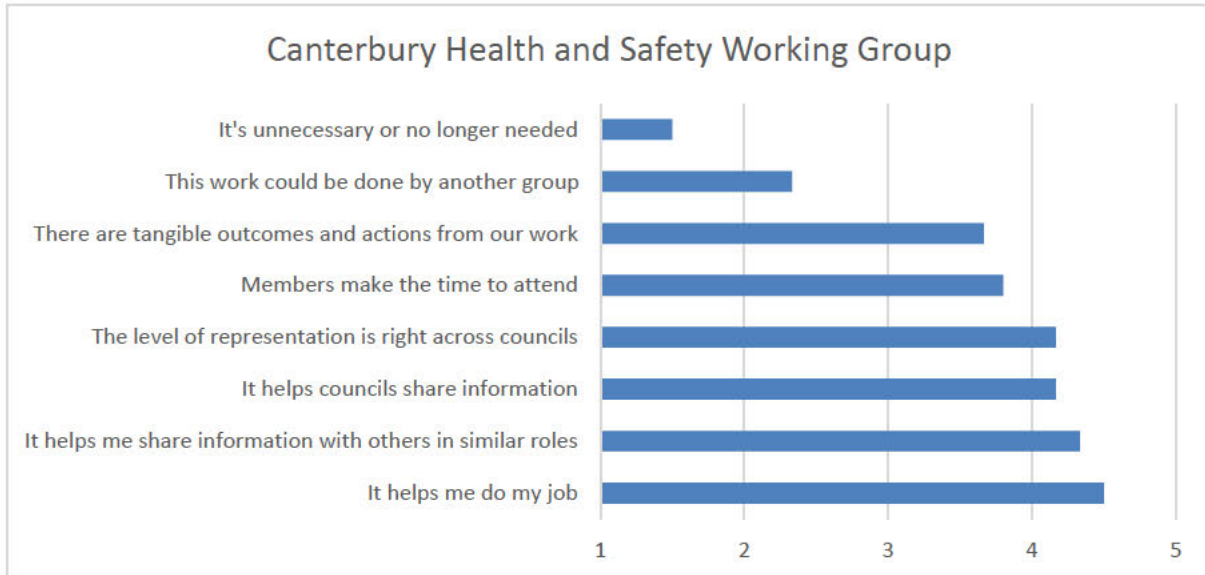
## ENGINEERING MANAGERS GROUP



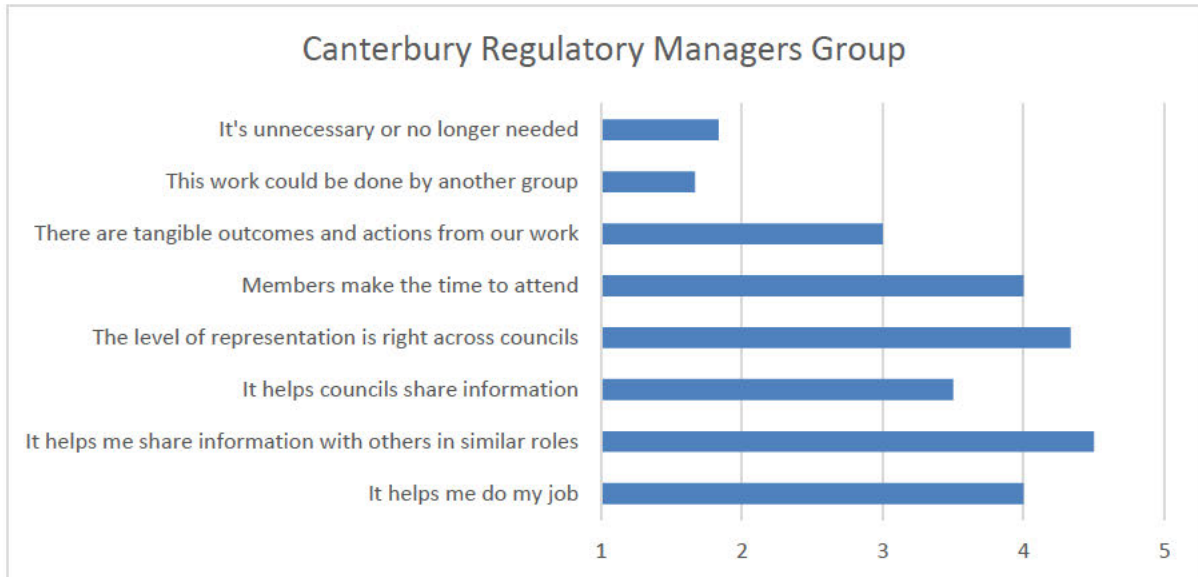
## DRINKING WATER REFERENCE GROUP



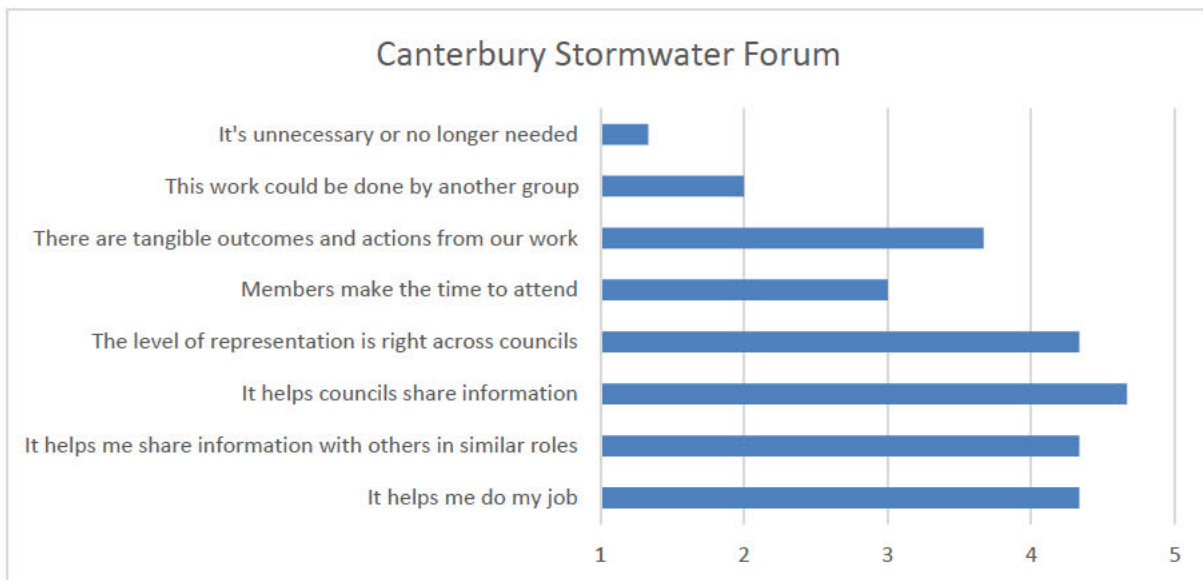
## HEALTH AND SAFETY ADVISORS GROUP



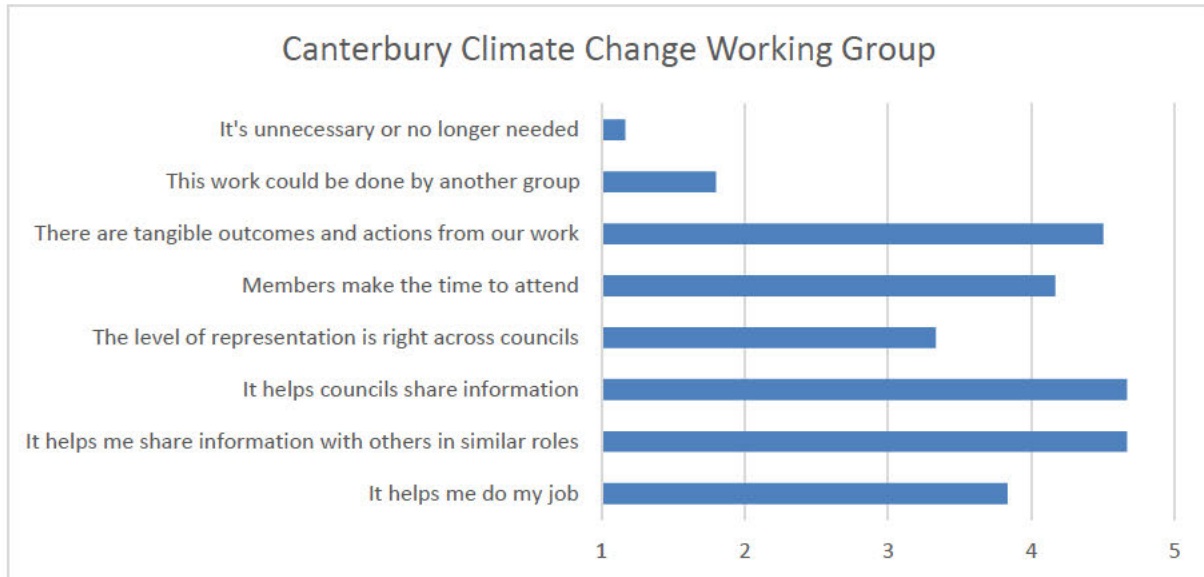
## REGULATORY MANAGERS GROUP



## STORMWATER FORUM



## CLIMATE CHANGE WORKING GROUP



## RATING OFFICERS GROUP



## Canterbury Operations Forum: Terms of reference (January 2021)

### Background

1. These terms of reference replace terms of reference agreed in July 2020.

### Purpose

2. The purpose of the Forum is to:
  - 2.1. align operational working groups' work programmes with the priorities and work programme of the Canterbury Chief Executives Forum
  - 2.2. improve consistency, collaboration and value for money in the provision of local services by Canterbury councils.
3. The Forum reports to the Chief Executives Forum and is mandated by the Canterbury Local Authorities' Triennial Agreement 2020–22.
4. Matters within the scope of the Operations Forum include the delivery of operational services (engineering, water, and regulation).

### Membership and operation

5. The members of the Forum are one operations manager from each of the 11 local authorities in Canterbury region, including the convenors/chairs of the:
  - 5.1. Canterbury Engineering Managers Group
  - 5.2. Canterbury Stormwater Forum
  - 5.3. ~~Canterbury Natural Hazards and Risk Reduction Group~~
  - 5.4. Canterbury Drinking Water Reference Group
  - 5.5. ~~Health & Safety Advisors Group~~
  - 5.6. Regulatory Managers Group (non-RMA).
6. The Forum may invite other agencies to present and participate in its consideration of local government services, as the Forum considers appropriate.

### *Mayors standing together for Canterbury.*

Secretariat, E: [secretariat@canterburymayors.org.nz](mailto:secretariat@canterburymayors.org.nz) W: [www.canterburymayors.org.nz](http://www.canterburymayors.org.nz)  
C/- Environment Canterbury, PO Box 345, Christchurch 8140 T: 03 345 9323

Ashburton District Council • Canterbury Regional Council • Christchurch City Council • Hurunui District Council  
Kaikōura District Council • Mackenzie District Council • Selywn District Council • Timaru District Council  
Waimakariri District Council • Waimate District Council • Waitaki District Council

7. A Chair shall be appointed annually by the Chief Executives Forum from its membership. The Chair is eligible for reappointment. The regional forums secretariat will provide secretariat support.

### **Work programme**

8. The Forum will develop its work programme annually and report on this quarterly to the Chief Executives Forum.
9. The Forum will meet virtually or in person at least three times each year.

### **Review and amendment of these terms of reference**

10. The Forum may recommend changes to its terms of reference to the Chief Executives Forum.
11. The Chief Executives Forum will review the terms of reference three-yearly in the year following local authority elections.

Approved by the Canterbury Chief Executives Forum, 25 January 2021

## Canterbury Corporate Forum: Terms of reference (January 2021)

### Background

12. These terms of reference replace terms of reference agreed in July 2020.

### Purpose

13. The purpose of the Forum is to:
- 13.1. align corporate working groups' work programmes with the priorities and work programme of the Canterbury Chief Executives Forum
  - 13.2. improve consistency, collaboration and value for money in the provision of local services by Canterbury councils.
14. The Forum reports to the Chief Executives Forum and is mandated by the Canterbury Local Authorities' Triennial Agreement 2020–22.
15. Matters within the scope of the Corporate Forum include finance (including rating), human resources, information management, records management, and health and safety.

### Membership and operation

16. The members of the Forum are one corporate services manager from each of the 11 local authorities in Canterbury region, including the convenors/chairs of the:
- 16.1. Canterbury Finance Managers Group
  - 16.2. Canterbury Chief Information Officers Working Group
  - 16.3. Canterbury Records and Information Management Group
  - 16.4. Canterbury Public Records Act Executive Sponsors Group.
17. The Forum may invite other agencies to present and participate in its consideration of local government corporate services, as the Forum considers appropriate.
18. A Chair shall be appointed annually by the Chief Executives Forum from its membership. The Chair is eligible for reappointment. The regional forums secretariat will provide secretariat support.

### *Mayors standing together for Canterbury.*

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Waimakariri District Council • Waimate District Council • Waitaki District Council

## **Work programme**

19. The Forum will develop its work programme annually and report on this quarterly to the Chief Executives Forum.
20. The Forum will meet virtually or in person at least three times each year.

## **Review and amendment of these terms of reference**

21. The Forum may recommend changes to its terms of reference to the Chief Executives Forum.
22. The Chief Executives Forum will review the terms of reference three-yearly in the year following local authority elections.

Approved by the Canterbury Chief Executives Forum, 25 January 2021

## Canterbury Policy Forum: Terms of reference (January 2021)

### Background

23. These terms of reference replace all previous terms of reference.

### Purpose

24. The purpose of the Forum is to:

- 24.1. align the work programmes of strategy, policy and planning working groups with the priorities and work programme of the Canterbury Chief Executives Forum
- 24.2. provide analysis and advice to support the Canterbury Mayoral Forum's advocacy on issues affecting Canterbury
- 24.3. reduce duplication of policy effort and support smaller councils when assessing national and regional policy initiatives
- 24.4. facilitate communication and engagement with Ngāi Tahu on strategy and policy
- 24.5. build local government policy capability in Canterbury.

25. The Forum reports to the Canterbury Chief Executives Forum and is mandated by the Canterbury Local Authorities' Triennial Agreement 2020–22.

### Membership and operation

26. The members of the Forum are a strategy/policy manager from each of the 11 local authorities in Canterbury region and the chairs/convenors of the:

- 26.1. Canterbury Planning Managers Group
- 26.2. Canterbury Climate Change Working Group
- 26.3. Canterbury Natural Hazards and Risk Reduction Group
- 26.4. Canterbury Long Term Plan Working Group.

27. The Forum will actively engage with Te Rūnanga o Ngāi Tahu's Strategy & Influence team, sharing agendas and extending an open invitation to attend meetings of the Forum.

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28. The Forum may invite other agencies to present and participate in its consideration of local government strategy and policy issues, as the Forum considers appropriate.
29. A Chair shall be appointed annually by the Chief Executives Forum from its membership. The Chair is eligible for reappointment. The regional forums secretariat will provide secretariat support.

### **Work programme**

30. The Forum will develop its work programme annually and report on this quarterly to the Chief Executives Forum.
31. The Forum's work programme will include but not be limited to the following:
  - 31.1. monitor the progress of central government regulation and identify opportunities to influence policy making
  - 31.2. identify emerging issues impacting on the region
  - 31.3. test agreement between councils on key regional policy positions and develop or commission the development of submissions for consideration by the Canterbury Mayoral Forum
  - 31.4. identify training and development needs to build policy capability in Canterbury councils.
32. From time to time, Forum members may be called upon to present findings and submissions to the Chief Executives Forum and/or Mayoral Forum or other decision-making bodies.
33. The Forum will meet virtually or in person at least quarterly.

### **Review and amendment of these terms of reference**

34. The Forum may recommend changes to its terms of reference to the Chief Executives Forum.
35. The Chief Executives Forum will review the terms of reference three-yearly in the year following local authority elections.

Approved by the Canterbury Chief Executives Forum, 25 January 2021

## Canterbury [working group name]: Terms of reference (DATE)

### Background

1. These terms of reference replace any previous terms of reference.

### Purpose

2. The purpose of the Working Group is to:
  - 2.1. [insert purpose statement]
  - 2.2. align the working group's work programmes with the priorities and work programme of the Canterbury Chief Executives Forum
3. The Forum reports to the [Policy/Operations/Corporate/other working group/Forum].

### Scope

4. Matters subject to the Working Group's consideration are:
  - 4.1. [insert scope; e.g. identification of emerging issues, development and/or implementation of frameworks, information-sharing and networking, collective advocacy on specific topics, establishing regional perspectives on specific topics, etc]

### Membership and operation

5. The members of the Working Group are [number] [specify level required - manager/officer] from each of the 11 local authorities in Canterbury region.
6. [note rūnanga membership if relevant]
7. Membership of individuals or agencies outside of the above must be approved by the [Corporate/Operations/Policy/other working group/Forum].
8. [specify meeting frequency and schedule/notice period for meeting]

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9. The Working Group shall hold a minimum of one meeting in person each year, and the remainder virtually. The in-person meeting location within Canterbury will be at the discretion of the Working Group.
10. A Chair shall be nominated annually by the working group and approved by the [Corporate/Operations/Policy/other working group/Forum]. The Chair is eligible for reappointment.
11. Setting meetings, agendas, minutes and reporting is the responsibility of the working group.
12. [any other mode of operating necessary to formalise – e.g. specific responsibilities of chair/convenor/members; decision-making process]

### **Work programme**

13. The Working Group will develop its work programme annually and report on this quarterly to the [Policy/Operations/Corporate/other working group/Forum].
14. Work programmes must be aligned to the Plan for Canterbury.
15. Work programmes outside of the Plan for Canterbury will be submitted to the [Corporate/Operations/Policy/other working group/Forum] for approval, and endorsed by the Chief Executives Forum
16. The Working Group will ensure its work is aligned with that of the [other relevant group]

### **Review and amendment of these terms of reference**

17. The Working Group may recommend changes to its terms of reference to the [Policy/Operations/Corporate/other working group/Forum]. The Chief Executives Forum must endorse any changes.
18. The Chief Executives Forum will review the terms of reference three-yearly in the year following local authority elections.

Approved by the Canterbury [Corporate/Operations/Policy/other working group/Forum], [DATE]

# Canterbury Chief Executives Forum

## Item 9

**Date:** 25 January 2021

**Presented by:** Maree McNeilly, Secretariat

### **Three-year work programme 2020-2022**

#### **Purpose**

1. This paper seeks approval of the updated three-year work programme 2020-2022.

#### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. approve the updated three-year work programme 2020-2022

#### **Background**

2. The three-year work programme has been updated since it was report to the Chief Executives Forum in November 2020. The updated programme is attached at Appendix 1.
3. These updates reflect actions from the Canterbury Mayoral Forum's Plan for Canterbury and other changes responding to central and local government initiatives.

#### **Financial implications**

4. The work programme will be funded by:
  - contracts with the Ministry of Business, Innovation and Employment
  - the agreed cost-share for work on Three Waters
  - the regional forums' budget
  - Environment Canterbury's regional forums secretariat budget (meetings and secretariat support for advocacy)

#### **Attachments**

- Three-year work programme dated 25 January 2020

## Three-year work programme 2020–22

as at 18 January 2021

ITEM #	WHAT	TASK	PLAN FOR CANTERBURY PRIORITY	SPONSOR	LEAD	ACTION	DUE	STATUS	UPDATE
2	Canterbury Water Management Strategy	To continue providing governance oversight and strategic support to the implementation of the Canterbury Water Management Strategy (CWMS)	Sustainable environmental management of our habitats	Mayoral Forum	Jenny Hughey	Request the Regional Committee to work with CWMS partners to re-engage communities and stakeholders on actions undertaken to deliver the CWMS across the region in order to maintain and nurture commitment to the delivery of the CWMS	30/09/2022	On track	Updated Zone Committee terms of reference approved CMF 27 November 2020
							30/06/2021	On track	
		Renew community acceptance and commitment to the Canterbury Water Management Strategy				Progress report on joint actions undertaken to deliver the CWMS across Canterbury	1/12/2021	On track	work in progress with CWMS team
						CWMS Regional Committee reports on progress towards the 2025 and 2030 goals	30/06/2022	On track	work in progress with CWMS team
3	Build capacity and influence to understand climate impacts, risks and opportunities and incorporate these into regional planning documents and	Complete our first regional climate change risk assessment, aligned with the national climate	Climate change mitigation and adaptation	Mayoral Forum	Climate Change Steering Group	Progress Stages 2 and 3 of the Climate Change Risk Assessment	30/06/2021	On track	
		Encourage all Canterbury local authorities to complete carbon footprint assessments, to inform action plans for reductions				All Canterbury local authorities are encouraged and supported to commission council carbon footprint assessments	31/12/2020	On track	Working group went to market in December 2020 with an RFP and expect to be in a position to begin negotiations and plan the implementation of the agreed methodology for reporting on carbon
		Encourage Environment Canterbury to factor climate change mitigation and adaptation into the new Canterbury Regional Policy Statement.				Communicate to Environment Canterbury the Forum's concern that climate change mitigation and adaptation be addressed in the new Regional Policy Statement	30/06/2021	Not started	Letter to be drafted (Feb 2021) to be sent from CMF to Environment Canterbury to factor climate change mitigation and adaptation into the new Canterbury Regional Policy Statement
4	CREDS 2016–2019 continuing work programmes	Mobile and broadband coverage mapping and analysis	Shared economic prosperity	Mayoral Forum	Secretariat		1/03/2020	Delayed	Analysis is commencing with stakeholder engagement planned in early Feb and final report due end of March.
		Food, Fibre and Innovation				High value manufacturing Value added production		On track	UC nearing completion of industry roadmaps, a successful hackathon hosted online during the lockdown, and several initiatives planned over the next two years to continue to build the industry pipeline and improve productivity
		South Island Destination Management plan						On track	South Island Destination Management plan completed in March, not yet formally launched due to COVID-19 – next steps to seek support from rest of South Island to progress to Stage 2
5	Freshwater Package investments	Advocate with Government for the region's interests to be addressed in the investment decisions to support the Government's	Sustainable environmental management of	Mayoral Forum		Add to the agenda for the Mayoral Forum visit(s) to Wellington		On track	Engagement with Ministers - Agenda item 4 Essential Freshwater Steering Group established - first meeting 22 March 2021
6	Education Forum	Facilitate a forum of key tertiary education and training providers to enable the exchange of ideas and information and support collaboration Advocate for transition of secondary students to further study and training or work	Shared economic prosperity	Mayoral Forum		Forum meets at least twice each year	30/06/2021	On track	
7	Skilled Workforce	Advocate with Government for education and immigration policies that deliver a skilled workforce now and into the future	Shared economic prosperity	Mayoral Forum		Add to the agenda for the Mayoral Forum visit(s) to Wellington	30/11/2020	On track	Engagement with Ministers - Agenda item 4
8	Better freight options	Participate on the Canterbury Regional Land Transport Committee	Better freight transport options	Mayoral Forum		Communicate to the RTC the forum's desire that the new RTLP provide a planning and investment framework that results in fewer trucks on the road		On track	Freight Tour 18 / 19 February 2021
		Collaborate with South Island chairs of RLTC to drive multi-modal transport planning investment						On track	

		Advocate with Government for investment in multi-modal transport outcomes, especially moving more long-distance freight by rail				Write to Ministers to advocate for Canterbury's position Add to agenda for Mayoral Forum visit(s) to Wellington		On track	Engagement with Ministers - Agenda item 4
10	A consistent Canterbury story	Develop an agreed collective positioning story and investment proposition that we consistently communicate in and for Christchurch and Canterbury		CEs Forum	Jim Palmer	Objective is in mind in relation to the Plan for Canterbury, regional COVID recovery co-ordination and Greater Christchurch 2050		Delayed	meeting to be held with secretariat / Christchurch NZ to progress (19/01/21)
11	Three Waters	Build a collaborative response to central government's Three Waters review, including: - 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	Three Waters services	CEs Forum	Three Waters Project Manager / Secretariat		31/12/2020	Complete	Steering Group and Advisory Group established. Consultant appointed. This workstream is now complete.
		Review Three Waters service delivery arrangements across Canterbury					30/06/2021	On track	Consultant has commenced data gathering.
		Advocate a Three Waters regulatory system that utilises risk-and evidence-based interventions to ensure safe and efficient delivery of water services				Write to Ministers to advocate for Canterbury's position Add to agenda for Mayoral Forum visit(s) to Wellington		On track	Engagement with Ministers - Agenda item 4
12	Collaboration on 2021 LTPs	Facilitate collaboration on 2021–31 Long-Term Plans – financial and infrastructure strategies, and strategic direction and community outcomes (the four wellbeings)		Policy Forum	David Ward / CCF		31/03/2020	On track	LTP working group convened by David Ward 15 July 2020
15	Mana Whakahono a Rohe	Share information and develop a common understanding across Canterbury councils of Mana Whakahono a Rohe iwi/rūnanga participation agreements		Policy Forum			31/12/2020	Delayed	This is working through internal processes within Ngāi Tahu and the Papatipu Rūnanga before it goes to external organisations. Have included in agenda for meeting with Chairs Papatipu Rūnanga 5 Feb 2021
16	Review of Canterbury Regional Policy Statement	Facilitate a regional perspective on Environment Canterbury's review of the Canterbury Regional Policy Statement	Climate change mitigation and adaptation	Policy Forum		Encourage Environment Canterbury to factor climate change mitigation and adaptation into the new Canterbury Regional Policy Statement	30/06/2021	Not started	Letter to be drafted (Feb 2021) to be sent from CMF to Environment Canterbury to factor climate change mitigation and adaptation into the new Canterbury Regional Policy Statement
17	Update Canterbury Biodiversity Strategy	Oversee the review of the Canterbury Biodiversity Strategy 2008 to ensure alignment with the NZ Biodiversity Strategy 2020 and the proposed National Policy Statement on Indigenous Biodiversity	Sustainable environmental management of our habitats	Policy Forum			30/06/2021	On track	Canterbury Biodiversity Strategy update commenced
18	IT systems and digital services	Lead development of a 10-year plan for Canterbury councils to move to a common platform for IT systems and digital services (including valuation and rating functions) and secure cost savings through group licensing procurement, with specific concrete actions to be implemented in each year of the 10-year plan		Corporate Forum	CIOs	Conduct a stocktake of where everyone is at	30/06/2020	On track	CCF agreed 16 March 2020 that CIOs will conduct a stocktake of Canterbury councils' IT platforms, applications and procurement / licensing cycles and investment intentions to inform planning to move towards a common platform by 2030 Discussed at CE Forum 2 November, on track

		Develop a business case (with value proposition and a request for funding) to go to member councils to test and build consensus on a collective vision, commitment and understanding of what it might mean over time for procurement and renewal cycles					30/11/2020	Update needed	
19	Procurement	Develop a proposal for a joined-up procurement system/service for Canterbury councils, including legal services provisioning Develop a proposal for consideration by member councils		Corporate Forum	CFMG	CEs Forum on 27 July agreed for CFMG to contract Deloitte to analyse third-party expenditure by Canterbury councils, to inform collaborative procurement options	30/11/2020	On track	
22	Implementing new Water Safety Plan format	Share advice and lessons between drinking water suppliers from implementing the new Water Safety Plan to improve compliance across the region		Operations Forum	DWRG			Update needed	COF agreed 16 March 2020 to share advice and lessons learned in implementing drinking water safety plans, and draw on the Drinking Water Reference Group for technical input

#### Key to acronyms

CCWG	Climate Change Working Group	CIOs	Chief Information Officers Group	CREDS	Canterbury Regional Development Strategy
CEF	Chief Executives Forum	CMF	Canterbury Mayoral Forum	CWMS	Canterbury Water Management Strategy
CEMG	Canterbury Engineering Managers Group	COF	Canterbury Operations Forum	DWRG	Drinking Water Reference Group
CFMG	Canterbury Finance Managers Group	CPF	Canterbury Policy Forum	ECan	Environment Canterbury

# Canterbury Chief Executives Forum    Item 10

**Date:** 25 January 2020

**Presented by:** Stefanie Rixecker, 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 November 2020 to January 2021.

### **Recommendations**

**That the Canterbury Chief Executives Forum:**

1. receive the report.

### **Regional and Zone committee updates**

2. The Regional Committee has worked with Environment Canterbury on how it could transition to a smaller advisory group that can better support commitment to implementing the Canterbury Water Management Strategy.
3. At its meeting on 10 December 2020 Environment Canterbury confirmed that the Regional Committee would continue to be a committee of the Council but would be reduced in size to 12 members (from the current 23 members plus observers from central government and Canterbury District Health Board).
4. The committee will include six community members, three Papatipu rūnanga members, a Te Rūnanga o Ngāi Tahu representative, one Environment Canterbury councillor and an independent chair.
5. Zone committees have been drafting their annual reports and held their last meetings for 2020. Committees have also confirmed their schedules for 2021.
6. Zone managers and facilitators have summarised the focus for the CWMS Zone Committees from November 2020 to January 2021 (see Appendix 1).

## **CWMS implementation update**

### **Zone committee review**

7. At its November meeting the Mayoral Forum confirmed the approach to the zone committee review, including the recommended amendments to the zone committees' Terms of Reference, and the introduction of two new mechanisms – Letter of Shared Priorities and Zone Committee Action Plans.
8. Councils will take the opportunity to confirm the revised Terms of Reference and Letter of Shared Priorities in the first quarter of 2021. Rūnanga will be invited to add their priorities to the Letter if they wish to do so.
9. Once Terms of Reference have been confirmed, community membership on zone committees can be refreshed; this is scheduled for March.

### **CWMS Targets Progress report 2019-2021**

10. Environment Canterbury has begun preparing the 2019-2021 report. Following feedback from the Regional Committee on the 2017-2019 report, Environment Canterbury is updating its format to:
  - enable better understanding of progress towards the Targets (report on outcomes where possible)
  - present data in a more interactive manner (e.g. online) to enable better presentation of data
  - make different levels of information available to a range of people and organisations

### **RMA planning and implementation**

11. The Hearing for Plan Changes 7 (Land and Water Regional Plan) and 2 (Waimakariri River Regional Plan) started in October 2020 and ran over 5 non-consecutive weeks in Christchurch and Timaru. The hearing of submissions was completed on 4 December 2020. A reply hearing will likely take place in late February 2021.

### **Key regional projects/campaigns**

12. To assist auditors when auditing Farm Environment Plans, Environment Canterbury is currently developing guidance on irrigation, dairy effluent, soils and nutrient management requirements. Guidance on winter grazing has been completed. An extensive training and information programme for FEP auditors and farm consultants, in the use of the irrigation, effluent and soils guidance is scheduled for February-March 2021.
13. Environment Canterbury continues compliance monitoring as part of its 5-year fish screen improvement campaign. Consent holders are responding to compliance expectations and information provided to upgrade intakes to better protect fish.

14. Irrigation NZ is running a \$400,000 Ministry for Primary Industries supported Sustainable Food and Fibre Fund project to better define good fish protection practices at intakes, with a focus on native fish species. Updated information on native fish behaviour around water intakes and screens from NIWA is being used to inform future design and operational guidance.
15. The following projects to improve water quality, increase river flows and groundwater levels continue to be trialled in the region:
- Full commissioning of the Selwyn/Waikirikiriri Near River Recharge scheme has been delayed (most likely until Autumn 2021) due to healthy surface water flows and shallow groundwater levels in the upper Selwyn/Waikirikiriri catchment
  - Two Near River Recharge sites beside the Hekeao Hinds River have contributed significantly to an increased flowing length for the Hekeao Hinds River compared to what might be expected under natural flows. Healthy populations of native juvenile fish have recently been photographed in the upper Hekeao Hinds River, compared with significant mortality at this time last year when the river dried
  - DOC has confirmed Kōwaro / Canterbury mudfish transfer permits for two CWMS environmental infrastructure sites (upper Hekeao Hinds and Broadacres / lower Waikirikiriri Selwyn). Aquatic plant collection and cleaning is underway, followed by channel lining and hardwood stump installation in late summer.

## Central government policy

16. The Taumata Arowai – Water Services Regulator Act was passed in July 2020. The **Water Services Bill** passed its first reading on 9 December 2020. The Health Select Committee is calling for submissions. The closing date for submissions is 2 March 2021. The Bill aims to ensure that drinking water suppliers provide safe drinking water to consumers.
17. Department of Internal Affairs officials supported the Minister of Local Government in taking a paper to Cabinet on the **Three Waters Reform Programme**. This paper sought Cabinet direction on the key milestones and timetable for reform, including a further significant round of sector and iwi/Māori engagement around March 2021.
18. Central government funding allocated to Canterbury included \$59 million to support Jobs for Nature and improvements to Three Waters infrastructure.
19. Environment Canterbury continues to analyse the new requirements of the **Essential Freshwater package** including NPS-FM 2020, NES - Freshwater, regulations for stock exclusion and measurement and reporting of water takes. It regularly updates key messages and Frequently Asked Questions on Environment Canterbury's webpage<sup>1</sup>.

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<sup>1</sup> <https://www.ecan.govt.nz/your-region/your-environment/water/essential-freshwater-package>

20. The National Emissions Reduction Plan (ERP) and National Adaptation Plan are required under the **Climate Change Response (Amendment) Act 2019** and will be consulted on later this year.
21. The ERP will include policies and strategies for specific sectors (e.g. transport, waste, building and construction, agriculture and forestry) that are likely to impact land and water management. One of the key risks to be covered in the National Adaptation Plan is the risk to the availability and quality of potable water supplies due to changes in rainfall, temperature, drought, extreme weather events and ongoing sea level rise.
22. In February 2021, the Canterbury Climate Change Steering Group (chaired by Mayor Gordon) will discuss how the region can best engage with central government when it consults on the National Emissions Reduction Plan and National Adaptation Plan in November 2021.

## **Attachments**

- Zone overview from November 2020 to January 2021

## Appendix 1: Zone overview from November 2020 to January 2021

CWMS Committee	Focus of the Zone Work Programme	Highlights of practical work underway
<b>Kaikōura</b>	<p><b>Enhancing significant wetlands</b></p> <p><b>Supporting 'Love the Lyell' Governance Group</b></p> <p><b>Clarence catchment and riverbed</b></p> <p><b>South Bay plan</b></p>	<ul style="list-style-type: none"> <li>Wetland projects include significant weed control in Hāpuka and Mt Fyffe wetlands supported by grants and IMS funding of \$20,000.</li> <li>The 'Love the Lyell' Governance Group working with Kaikōura District Council to improve stormwater into creek.</li> <li>Clarence River weed and pest control has begun.</li> <li>Te Rūnanga o Kaikōura has joined the partnership arrangement with Environment Canterbury, Kaikōura District Council and University of Canterbury to develop a community-driven plan for South Bay to improve the breeding success of ground nesting birds.</li> </ul>
<b>Hurunui Waiau</b>	<p><b>Flagship braided river projects to protect endangered river birds.</b></p> <p><b>Delivery of Soil Conservation and Revegetation programme (SCAR)</b></p> <p><b>Braided river projects – focus on Waipara River</b></p>	<ul style="list-style-type: none"> <li>Work continues at the Waiau Uwha and Hurunui Rivers to improve habitat for endangered birds. Maintenance and mammalian predator control of island nesting habitats continues, with the largest colony of terns nesting in the Waiau River.</li> <li>SCAR delivery over the last 6 months has seen a number of farms undertaking Land Use Capability mapping to identify erosion prone land to help inform land use change and actions to reduce sediment loss (e.g. planting and retiring land from grazing to allow regeneration of native vegetation) across Hurunui and Kaikōura districts.</li> <li>IMS funding supported a 600ha covenant project at Island Hills</li> <li>Covid-19 infrastructure funding has been allocated for woody weed control on Waipara river.</li> <li>Investigating options to protect sensitive sites at hāpua and coastal wetlands by managing recreational access and controlling stock access. Working with Hurunui District Council to manage erosion risk at the site of a disused landfill on the Waipara river.</li> <li>Zone committee has focused on supporting the Jed River community group to set up a monitoring programme and action plan for the Jed River catchment.</li> <li>Hurunui District Council has worked with Environment Canterbury and Ngāi Tahu on draft options for a new Water and Land committee.</li> </ul>

CWMS Committee	Focus of the Zone Work Programme	Highlights of practical work underway
<b>Waimakariri</b>	<p><b>Upper Ashley catchment projects to improve water quality</b></p> <p><b>Farming @ GMP programme</b></p> <p><b>Wetland protection</b></p>	<ul style="list-style-type: none"> <li>Supporting Lees Valley landowners to protect remaining wetlands by providing information on planting options and by excluding stock. IMS funding provided for wetland protection.</li> <li>Okuku river willow control and removal planned to take place in 6 months</li> <li>Worked with Ngāi Tahu and Waimakariri Irrigation Ltd to schedule a second mahinga kai 'shed talk' for landowners whose FEPs are required to include mahinga kai values in February 2021.</li> <li>IMS\$10,000k funding kick start provided to Saltwater Creek Catchment Group for riparian planting and fencing.</li> <li>Fonterra Sustainable Catchment funding applications (supported by Environment Canterbury) have been successful with \$60k allocated across the five farms in the lower Ashley catchment towards eco sourced native plants and fencing.</li> </ul>
<b>Christchurch-West Melton</b>	<p><b>Erosion and Sediment control programme</b></p> <p><b>Working with community/catchment groups</b></p> <p><b>Supporting Christchurch City Council stormwater management and new comprehensive stormwater consent</b></p>	<ul style="list-style-type: none"> <li>Hosted two Erosion and Sediment Control Workshops (for contractors and consultants in November 2020. Next workshops planned for April 2021.</li> <li>Supporting the Avon Heathcote Estuary Ihutai Trust, Cashmere Stream Care Group and Ōpāwaho Heathcote River Network groups' projects.</li> <li>Agreed framework in place to support Christchurch City Council's delivery of its stormwater consent through development of stormwater management plans, engagement with papatipu rūnanga and key stakeholders and regular implementation reporting to key groups.</li> </ul>
<b>Banks Peninsula</b>	<p><b>Protection of forested stream gullies</b></p> <p><b>Support for Banks Peninsula Conservation Trust covenant projects</b></p>	<ul style="list-style-type: none"> <li>The committee's Water Quantity Working Group received a presentation on a University of Canterbury project it supported estimating water takes for stock and household use in two Banks Peninsula catchments with permanent streams. Initial results show that these permitted water takes could potentially exceed the amount of water available. The working group and wider zone committee will continue to work with Environment Canterbury to gain a clearer picture of these effects, and how they could be mitigated.</li> <li>The Goughs Bay 'Hayley fence' project will receive more than \$15,000 of Immediate Steps (IMS) biodiversity funding over the next two years to exclude stock, improve water quality and instream habitat, and allow native forest to regenerate in the gullies. The Christchurch City Council's Biodiversity Fund has also contributed more than \$17,000 towards this project.</li> <li>The Banks Peninsula Conservation Trust covenant project connects to several other covenants along Okains Bay Stream and is one of four projects recommended for IMS funding of around \$16,000 to be used alongside Christchurch City Council's funding of</li> </ul>

<b>CWMS Committee</b>	<b>Focus of the Zone Work Programme</b>	<b>Highlights of practical work underway</b>
		\$20,000 to fence and covenant a 2.8 ha forested section of Okains Bay.
<b>Selwyn-Waihora</b>	<p><b>Increasing knowledge of mahinga kai</b></p> <p><b>Rakaia Gorge restoration</b></p> <p><b>Immediate Steps Projects</b></p> <p><b>Stormwater educational resources</b></p>	<ul style="list-style-type: none"> <li>A pou matai ko/cultural land management advisor has been recruited to continue the work to raise awareness of mahinga kai with resources users and community.</li> <li>The 4 year multi-agency project to undertake landscape scale weed management of key sites at Rakaia Gorge has received Trustpower funding, a commitment of funding from DOC, and IMS funding from the Selwyn Waihora zone committee, as well as in-kind support from Te Taumutu Rūnanga, Selwyn District Council, Ashburton District Council, and landowners. Project planning has begun.</li> <li>Stormwater Superhero Mobile resource is due for physical completion by mid-January with the official launch planned for February at EstuaryFest. A pilot to train users of the resource is planned to be delivered in March. Project partner Avon-Heathcote Estuary Ihutai Trust has secured \$20,000 for future resource developments.</li> </ul>
<b>Ashburton</b>	<p><b>Ashburton Lakes</b></p> <p><b>Carters Creek Catchment</b></p> <p><b>IMS projects</b></p>	<ul style="list-style-type: none"> <li>Ashburton Lakes Basin: Environment Canterbury continues to work with DOC, Ngāi Tahu, LINZ, landowners and other stakeholders to investigate the deteriorating water quality situation. Updates have been provided to Rūnanga, the zone committee and statutory agencies. Management plans to halt the decline of the eight lakes are being drafted over the next month.</li> <li>Cyanobacteria was confirmed in Lake Clearwater in mid-December and public health warning signs have been installed around the lake.</li> <li>Carters Creek Enhancement Project established by the community and supported by the Zone Committee. Community representatives are working with Environment Canterbury, ADC and stakeholders to understand issues around long-term flood mitigation, stormwater management and water quality concerns.</li> <li>Immediate Steps funding has been fully allocated for the financial year in Ashburton Zone, with a large proportion supporting the new Mt Harding Creek catchment project, which also has Fonterra funding.</li> </ul>
<b>Orari-Temuka-Opihi-Pareora</b>	<p><b>Catchment- scale programme proposal</b></p> <p><b>Washdyke Lagoon</b></p> <p><b>Immediate Steps Projects</b></p>	<ul style="list-style-type: none"> <li>Ongoing assistance with preparation of a funding proposal to Freshwater Improvement Fund for a catchment-scale programme to improve freshwater biodiversity and cultural outcomes. Completing on farm visits with Catchment Group staff to scope feasibility of specific projects.</li> <li>Environment Canterbury and Timaru District Council continue to work with local businesses to increase awareness and compliance of industrial discharges on air and water quality in Washdyke Lagoon. Hilton Haulage was highlighted for their good practices to encourage other to do the same.</li> <li>Two Immediate Steps projects have been recommended by the Zone Committee for Serpentine Creek in Geraldine for weed control and Ohapi Creek. Both are for willow control.</li> </ul>

<b>CWMS Committee</b>	<b>Focus of the Zone Work Programme</b>	<b>Highlights of practical work underway</b>
<b>Upper Waitaki</b>	<b>Annual Love Our Lakes campaign</b>  <b>Mackenzie Alignment Group</b>  <b>Increasing knowledge of mahinga kai</b>	<ul style="list-style-type: none"> <li>• Upper Waitaki Water Zone Committee's annual Love Our Lakes campaign started in December. This year, it will focus on encouraging people to use public toilets and dispose of dog poo responsibly. The 'One Poo Can Close the Lake' campaign has been developed in response to a significant health alert event at Lake Ruataniwha last summer. Portable toilets have been installed this summer at Lake Ruataniwha as a follow up action from the high E. coli results. These temporary toilets will be in place for the duration of the school holidays – 21<sup>st</sup> December to 4<sup>th</sup> February</li> <li>• Environment Canterbury is liaising with the Mackenzie Alignment Group in support of the Upper Waitaki Zone Committee's focus on amenity improvements on the Twizel River.</li> <li>• A hāngī was hosted by the Upper Waitaki Water Zone Committee, offering the local school students and community an opportunity to learn about traditional mahinga kai, following the journey from stream to plate.</li> <li>• Improving compliance alignment and support across Environment Canterbury and the Territorial Authorities. Particular examples include the follow up work to the Ohau village fire.</li> </ul>
<b>Lower Waitaki</b>	<b>Fish Screens project</b>  <b>Upper Waihao catchment</b> <b>Rock art site protection</b>  <b>Upper Hakataramea Bio Security measures</b>	<ul style="list-style-type: none"> <li>• A 5-year project to assess fish screen compliance and effectiveness is underway.</li> <li>• Assisting Upper Waihao farmers, to map sources of and reduce E. coli, sediment, N and P losses from their properties.</li> <li>• Working with Papatipu Rūnanga, the Rock Art Trust and Opuha Water Limited to identify rock art values and include relevant consent conditions within Farm Environment Plans.</li> <li>• Pre-control site survey undertaken to inform willow and broom control in Hakataramea.</li> <li>• IMS funding provided for fencing and willow control at a raupō wetland at Kurow.</li> </ul>

# Agenda

## Regional Transport Committee / Mayoral Forum Freight Tour

**Date:** Thursday 18 February 2021

**Time:** 9.30am-9.00pm

**Venue:** Various

**Attendees:** **Mayors/Chair:**

Sam Broughton (Selwyn, Chair); Craig Mackle (Kaikōura); Craig Rowley (Waimate); Dan Gordon (Waimakariri); Gary Kircher (Waitaki); Graham Smith (Mackenzie); Jenny Hughey (Environment Canterbury); Lianne Dalziel (Christchurch); Marie Black (Hurunui); Neil Brown (Ashburton); Nigel Bowen (Timaru)

**Regional Transport Committee:**

Peter Scott (Environment Canterbury, Chair); Jim Harland (NZTA); Mike Davidson (Christchurch); Tane Apanui (Environment Canterbury)

**Chief Executives:**

Jim Palmer (Waimakariri, CEs Forum Chair); Bede Carran (Timaru); David Ward (Selwyn); Dawn Baxendale (Christchurch); Fergus Power (Waitaki); Hamish Dobbie (Hurunui); Hamish Riach (Ashburton); Stefanie Rixecker (Environment Canterbury); Suzette van Aswegen (Mackenzie); Will Doughty (Kaikōura)

**In attendance:**

Katherine Trought, Jesse Burgess, Clare Pattison (RTC); Maree McNeilly (Secretariat)

### Apologies:

Time	Item	Person
9.30	1. Assemble, pre-briefing	Chair
10.00	2. Tour of Christchurch International Airport	
11.00	3. Travel to Lyttelton Port	
11.30	4. Tour of Lyttelton Port, including boat ride and lunch	
1.00	5. Travel to KiwiRail HQ, Middleton	
1.20	6. Tour of Kiwirail HQ	
2.20	7. Travel to Midland Port, Rolleston	
2.40	8. Tour of Midland Port & Move Logistics	
4.40	9. Travel to Timaru	
7.00	10. Mayoral Forum working dinner	

### Transport options:

#### Coach – 1 day

Meet at Rolleston, and return there following the tour of Midland Port & Move Logistics, then travel to Timaru in private vehicles. This option would require meeting at 9.15am. This would also require attendees to use their own vehicles for the visit to Prime Port in Timaru following the Mayoral Forum meeting.

#### Coach – 2 days

Meet at Christchurch Airport, park in secure parking, and return there following the Mayoral Forum on Friday.

# Agenda

## Canterbury Mayoral Forum

**Date:** Friday 19 February 2021

**Time:** 9:00 am to 12:00 pm

**Venue:** Timaru District Council, 2 King George Place, Timaru

**Attendees:** **Mayors/Chair:**

Sam Broughton (Selwyn, Chair); Craig Mackle (Kaikōura); Craig Rowley (Waimate); Dan Gordon (Waimakariri); Gary Kircher (Waitaki); Graham Smith (Mackenzie); Jenny Hughey (Environment Canterbury); Lianne Dalziel (Christchurch); Marie Black (Hurunui); Neil Brown (Ashburton); Nigel Bowen (Timaru)

**Chief Executives:**

Jim Palmer (Waimakariri, CEs Forum Chair); Bede Carran (Timaru); David Ward (Selwyn); Dawn Baxendale (Christchurch); Fergus Power (Waitaki); Hamish Dobbie (Hurunui); Hamish Riach (Ashburton); Stefanie Rixecker (Environment Canterbury); Suzette van Aswegen (Mackenzie); Will Doughty (Kaikōura)

**In attendance:**

Maree McNeilly, Amanda Wall, Rosa Wakefield (Secretariat); Dr Te Maire Tau (Ngāi Tahu, Item 12 and 13)

**Apologies:**

Time	Item	Page	Person
9:00	11. Welcome, introductions and apologies	–	Chair
	12. Confirmation of Agenda		Chair
	13. Minutes from the previous meeting		Chair
	13.1. Confirmation of minutes of meeting held on 4 Sept 2020		
	13.2. Action points		
	<b>FOR DISCUSSION AND DECISION</b>		
9:05	14. Engagement with Ministers		Chair
9:20	15. Future of Local Government		Chair
9:50	16. Randerson report		David Ward
10:05	17. Water Services Bill Canterbury Mayoral Forum Submission		Secretariat
10:15	18. South Island Destination Management Plan – stage 2		Chair
10:30	Morning tea break		
10:45	19. Ngāi Tahu Statement of Claim		Dr Te Maire Tay
	<b>FOR INFORMATION: to be taken as read</b>		
11:15	20. Three Waters service delivery review - update		Chair
11:20	21. Climate Change Workshop Report		Dan Gordon
11:30	22. Canterbury COVID-19 Oversight Group		Jim Palmer
11:35	23. CWMS - update		Jenny Hughey
11:40	24. Chief Executives Forum report		Hamish Riach
11:45	25. Essential Freshwater Economic Impact Reports		
	Ashburton		
	Waimakariri		
	Selwyn		
11:50	26. General business		
12:00	Meeting close followed by lunch		
12:30	Travel to Prime Port, Timaru		
1.00	Prime Port Timaru		
2.00	Return to Christchurch		