

# Canterbury Policy Forum

## MEETING PACK

for

## Canterbury Policy Forum

Friday, 30 September 2022

11:00 am

Held at:

Selwyn District Council

2 Norman Kirk Drive, Rolleston

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# AGENDA

## CANTERBURY POLICY FORUM

<b>Name:</b>	Canterbury Policy Forum
<b>Date:</b>	Friday, 30 September 2022
<b>Time:</b>	11:00 am to 1:00 pm
<b>Location:</b>	Selwyn District Council, 2 Norman Kirk Drive, Rolleston
<b>Committee Members:</b>	Aaron Hakkaart, David Ward (Committee Chair), Carolyn Johns, Hamish Barrell, James Thompson, Judith Batchelor, Katherine Trought, Simon Hart, Tim Davie, Toni Durham, Victoria van der Spek
<b>Attendees:</b>	Amanda Wall, Maree McNeilly, Rosa Wakefield
<b>Apologies:</b>	David Griffiths, Mark Low, Matt Hoggard, Murray Washington
<b>Guests/Notes:</b>	Brendan Madly (Timaru District Council, for Mark Low) Libby Elvide (Christchurch City Council, for David Griffiths)

### 1. Opening meeting

**1.1 Welcome, introductions and apologies** 11:00 am (5 min)

David Ward

**1.2 Confirmation of agenda** 11:05 am (2 min)

David Ward

**1.3 Confirmation of minutes** 11:07 am (3 min)

David Ward

Supporting Documents:

1.3.a Minutes : Canterbury Policy Forum - 1 Jul 2022	5
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**1.4 Actions** 11:10 am (5 min)

David Ward

### 2. For discussion and decision

**2.1 Reform updates** 11:15 am (15 min)

David Ward

There is no paper for this item. This is an opportunity for members to share information on anything related to the various government reform programmes that their councils are working/focused on at this time

**2.2 Reflections & Advice to CE Forum** 11:30 am (20 min)

David Ward

There is no paper for this item. This is an opportunity for members to reflect on the value of the Policy Forum, provide advice to CEs about how we can make the best use of connections and any other matters members may wish to raise.

## **2.3 Climate Change Action Planning** 11:50 am (10 min)

Tim Davie

Supporting Documents:

2.3.a	CPF Climate Adaptation Planning Sept 2022.docx	10
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## **2.4 Regional forums update and three-year work programme** 12:00 pm (5 min)

Maree McNeilly

Supporting Documents:

2.4.a	CPF Regional Forums update and work programme Sept 2022.docx	17
2.4.b	Regional Forums Three Year Work Programme.pdf	21

## **3. Working group updates**

### **3.1 Working group updates** 12:05 pm (10 min)

Supporting Documents:

3.1.a	CPF working group updates Sept 2022.docx	24
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## **4. Guest Speaker**

### **4.1 Canterbury Regional Council (Ngāi Tahu Representation) Act 2022** 12:15 pm (40 min)

Julian Philips, Te Koko Tataki Programme Leader, Environment Canterbury presentation and discussion on the passage of the Canterbury Regional Council (Ngāi Tahu Representation) Act 2022

## **5. General business**

### **5.1 General business** 12:55 pm (5 min)

## **6. Close meeting**

### **6.1 Close the meeting**

**Next meeting:** Canterbury Policy Forum - 16 Dec 2022, 1:00 pm

Lunch is provided immediately following the meeting

# MINUTES (in Review)

## CANTERBURY POLICY FORUM

<b>Name:</b>	Canterbury Policy Forum
<b>Date:</b>	Friday, 1 July 2022
<b>Time:</b>	1:00 pm to 2:30 pm
<b>Location:</b>	MS Teams, N/a
<b>Committee Members:</b>	Aaron Hakkaart, David Ward (Committee Chair), David Griffiths, Hamish Barrell, Judith Batchelor, Matt Hoggard, Simon Hart, Simon Markham, Victoria van der Spek
<b>Attendees:</b>	Leo Milani, Amanda Wall, Maree McNeilly, Rosa Wakefield
<b>Apologies:</b>	Carolyn Johns, James Thompson, Katherine Trought, Mark Low, Murray Washington, Tim Davie, Toni Durham
<b>Guests/Notes:</b>	Brendan Madly, Timaru District Council (for Mark Low) Martin Witt, Manager Health Promotion, Cancer Society NZ; Teresa Butler, Smokefree Support Practitioner for Te Puawaitanga Ki Ōtautahi Trust

### 1. Opening meeting

#### 1.1 Welcome, introductions and apologies

David Ward welcomed everyone to the meeting, noting that this meeting was intended to be in person but the decision was made to move it online, given the number of apologies and travel late on a Friday for those who were coming from further away. He noted the apologies and welcomed guests and new members.

#### 1.2 Confirmation of agenda

The agenda was confirmed with no items of general business.

#### 1.3 Confirmation of minutes

Canterbury Policy Forum 1 Apr 2022, the minutes were confirmed as presented.

#### 1.4 Actions

### 2. For discussion and decision

#### 2.1 Cancer Society presentation: Smokefree Aotearoa 2025 Action Plan

David Ward welcomed Martin Witt from Cancer Society NZ and Teresa Butler from Te Puawaitanga Ki Ōtautahi Trust to the meeting. Martin noted Amanda Dodd's apologies due to illness.

Martin gave an overview of the Cancer Society NZ's work to support the Government's smokefree action plan. He noted that the Cancer Society has worked closely with local government over the

past decade and is aware that many councils are in the process of reviewing and extending their smokefree policies to cover vaping, with Canterbury leading in this space.

The Government has introduced into the House legislation supporting the smokefree action plan by restricting access and making cigarettes less appealing. This is likely to have its first reading in August, with a three-week submission window.

Martin asked that councils consider the LGNZ remit to restrict locations of future specialist vaping stores, as while it may be a stepping stone away from smoking for some there is concern that the prevalence of these is making vaping a socially acceptable option for youth. He also asked councils to support their youth councils on this issue.

Martin will send maps of each council area showing all vape retailers known to HealthNZ, along with a briefing, to the secretariat next week. He will also advise when the bill is referred to a select committee and the consultation process published.

Teresa introduced herself to the group with her mihi, noting that she is also a member of Ōtautahi Māori Women's Welfare League, and helps whānau with smoking cessation. She noted that this group have huge concerns around vaping, especially around schools, and that around 90 tamariki and rangatahi are being suspended for vaping at school each week.

The Forum considered whether to make a regional submission on this legislation, with all supporting a joint submission. David Griffiths noted that his team is happy to assist with preparation of this.

Hurunui will also be lodging their own submission to support their youth council.

The chair thanked Martin and Teresa for their presentation.



### Action

David Griffiths to lead development of a regional submission on the Smokefree Environments and Regulated Products (Smoked Tobacco) Amendment Bill once consultation commences. Members to send any inputs for this to the secretariat, who will pass this on to David.

**Due Date:** 31 Aug 2022  
**Owner:** David Griffiths



### Decision

The Forum agreed to:

1. prepare a Canterbury Mayoral Forum submission on the Smokefree Environments and Regulated Products (Smoked Tobacco) Amendment Bill to implement the Smokefree Aotearoa 2025 Action Plan
2. request councils to take the Smokefree Aotearoa 2025 Action Plan into consideration when updating council smokefree policies.

**Decision Date:** 1 Jul 2022  
**Outcome:** Approved

## 2.2 Future for local government update

David Ward provided an update on the information provided on the future for local government reform programme at the Regional and Provincial LGNZ meeting held on 16 June 2022. He noted that all councils will have received a document titled Vision for the Future from LGNZ, which presents the perspectives and vision LGNZ has developed from their workshops. He noted key messages from the document and encouraged members to read it, and to enquire within their councils where their organisation is positioned.

The first draft document from the Future for Local Government review panel will now be published mid-to-late October, just after elections. Once it has been released new councils will have to work quickly to consider the recommendations. The final report is due to parliament in April 2023.

Members discussed their councils' experiences with the panel, noting concerns around whether smaller councils' voices would be heard in the review process, and the panel's interest in wellbeing initiatives. Christchurch and Waitaki have submitted and are happy to share their submissions.



### Action

David Griffiths and Victoria van der Spek to send council submissions on Future for Local Government reforms to the secretariat to be circulated to members.

**Due Date:** 11 Jul 2022

**Owner:** David Griffiths

## 2.3 Building Consent Collaboration

David Ward gave a verbal update, noting that the group has largely been focused on information-sharing and that Selwyn is proposing a feasibility study into establishing a building consent CCTO. David is seeking expressions of interest for this approach from CEs north of Selwyn and is meeting with the Waikato CCTO on Monday to understand the benefits, how it works, and where the continuity is between councils and building service providers. He will share his findings on feasibility back to councils via CEs.

## 2.4 Three waters 'better off' funding

Members discussed whether they are intending to apply for the 'better off' funding and what sort of projects have been identified.

Most councils have identified projects, with varying stages of engagement with rūnanga and some capacity constraints in this engagement. Members were encouraged to engage with rūnanga as early as possible.

Some councils have not yet decided whether to take the funding, and some councils are taking legal advice around what commitment they might make by accepting this.

Resourcing at councils may also be an issue if projects are funded.

Some councils raised concerns about meeting the criteria for funding, particularly given the relationship between some councils and rūnanga at present with regard to the three waters reforms.

Victoria noted concern around possible impact on bigger projects if the funding stops after the first tranche. David noted that the DIA FAQ paper from 27 May speaks to the overlap between the tranches.

The Communities for Local Democracy court case decision is expected within the few weeks, likely before the bill is reported by the select committee to the House.

## 2.5 Preparation for elections and the new triennium

David Ward spoke to the election planning period and induction for new elected members post-election.

David Ward noted that there are a large number of council CEs facing their first election and that it is a challenging time. He has devised a programme for new CEs covering responsibilities over the election period, including when the CE takes responsibility for the district, and encouraged members to let their councils know this is available.

David is happy to share both induction information and information for CEs with members.

Members discussed their councils' preparations for the new triennium. Several councils have scheduled candidate meetings.

Some members are considering how to brief incoming councillors, given the complexity of reforms.

## 2.6 Regional forums update and three-year work programme

The paper was taken as read. It was noted that given the stage of the triennium much of the forums' work is in a BAU state. The chair encouraged members to refer to the three year work programme as a record of work done by councils in addition to BAU.

The secretariat is preparing briefing papers for the incoming Mayoral Forum and noting achievements from this term, including a large number of submissions.



### Decision

The Forum agreed to receive the report on regional forum meetings between March and June 2022.

**Decision Date:** 1 Jul 2022

**Outcome:** Approved

## 3. Working group updates

### 3.1 Working group updates

The Climate Change Working Group update was taken as read.

Hamish Barrell spoke to the Canterbury Planning Managers Group update, noting the group met last week and that RM reform was the key discussion item. He noted that turnaround on the NBA is likely to be quite quick, and that it is expected to go to select committee towards the end of the year. Hamish also attended the Finance Managers Group meeting to talk about development contributions in the region.

It was noted that the other two bills may not make it through the house within this government term, and that the makeup of the next government could therefore impact the overall reform.

Councils have agreed to try to make a joint submission on the exposure draft NPS – Indigenous Biodiversity. There are some differences in council response to the exposure draft but in general there is agreement on intent. Concerns are mainly around practical considerations for small and rurally based councils to implement in the timeframes in terms of cost, expertise and landowner willingness. Some councils are also doing individual submissions, as are LGNZ. Submissions are due 21 July.



### Action

Maree to send Hamish a submission template.

**Due Date:** 5 Jul 2022

**Owner:** Maree McNeilly



### Decision

The Forum agreed to note attached written updates from the:

- Climate Change Working Group
- Canterbury Planning Managers Group.

**Decision Date:** 1 Jul 2022

**Outcome:** Approved



## 4. General business

### 4.1 General business

The next scheduled meeting is 30 September. Members agreed that they would like this to be face to face if possible. Members agreed that starting earlier, breaking for lunch and being finished by 2pm would work well for members who have the furthest to travel.

The secretariat will explore whether there are any speakers or subjects of interest. David noted that how to handle conflict of interest with elected member commissioners has come up at Selwyn, and this might become more relevant with RM reforms.



#### Action

Maree to explore options for speakers/topics for the September meeting.

7/09: Maree has asked members for input and is working through options

22/9: Julian Philips to speak on the Canterbury Regional Council Ngāi Tahu bill

**Due Date:** 31 Aug 2022

**Owner:** Maree McNeilly

## 5. Close meeting

### 5.1 Close the meeting

**Next meeting:** Canterbury Policy Forum - 30 Sep 2022, 11:00 am

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Canterbury Policy Forum

**Date:** 30 September 2022

**Presented by:** Dr Tim Davie

## **Collaboration on climate action planning in Canterbury**

### **Purpose**

1. This paper presents the scope and approach for collaboration on climate action planning in Canterbury, endorsed by the Mayoral Forum's Climate Change Steering Group at its meeting on 16 September.

### **Recommendations**

**That the Canterbury Policy Forum:**

- 1. note the scope and approach for collaboration on climate action planning in Canterbury endorsed by the Climate Change Steering Group**
- 2. provide feedback on any pertinent matters to resource the approach to integrate climate action planning into 2024-34 Long-Term Plans.**

### **Key points**

2. The Climate Change Working Group (CCWG) investigated options for collaboration on climate action planning in Canterbury.
3. Based on the results of the options assessment, which included discussions with each Canterbury territorial authority, a scope is recommended (called "Framework +"). Framework + includes regional collaboration and coordination on a strategic front-end and will guide, but not impose, the development of climate goals, targets and actions by individual councils.
4. The recommended approach is that, at a minimum, councils incorporate climate action planning into the development of their 2024-34 long-term plans, with the opportunity to extend actions into a separate document.
5. The CCWG will ensure actions are compared across councils to identify alignments, co-benefits and barriers and opportunities for collaboration. In addition, this option includes coordinated funding and monitoring and evaluation plans to leverage shared resources as a region and support advocacy to central government.

## Background

6. In 2019 the Strategic Plan for the CCWG included an initiative to develop a programme to address critical gaps in climate change adaptation planning.
7. Since then, central government direction from the National Adaptation Plan, the National Emissions Reduction Plan and changes to the Resource Management Act to include consideration of greenhouse gas emissions, means the scope of the CCWG’s workplan has broadened to cover both adaptation and mitigation (emissions reduction).
8. The Climate Change Steering Group (CCSG) agreed at its meeting in March 2022 that the CCWG, following the Canterbury Climate Change Risk Assessment (CCCRA) completion in late 2021, conduct a stocktake survey of local government climate action in Waitaha/Canterbury to rapidly appraise on-going and planned climate action across the region.
9. All Canterbury councils acknowledge climate change as a significant and long-term challenge, with districts at different stages in strategy development and action planning and individual resource availability to implement action.
10. With the CCCRA and a good understanding of councils’ current activities, evidence base and planned implementation activities, there was consensus amongst the CCWG to collaborate on climate action planning in the region.

## Recommended option for climate action planning in Canterbury

11. The recommended option Framework +, which was endorsed by the Steering Group on 16 September, is summarised below outlining the identified project purpose objectives, scope, approach and involvement including initial resourcing needs.
12. Feedback is sought from the Policy Forum on any pertinent matters to resource the approach to integrate climate action planning into 2024-34 Long-Term Plans.

Purpose	To progress regional collaboration on climate action planning to minimise the causes and impacts of climate change on Canterbury’s communities and ecosystems.
Objectives	<ul style="list-style-type: none"> <li>• To identify and support climate action in Canterbury.</li> <li>• To reduce the complexity of undertaking climate actions and increase the impact of actions.</li> <li>• To increase regional and national coordination, collaboration and advocacy.</li> <li>• To develop the capacity and capability of councils to undertake climate change work and ensure the efficient use of resources to achieve outcomes.</li> <li>• To improve community awareness and understanding and incorporate local voices into a regionally coordinated climate action planning in Canterbury.</li> </ul>

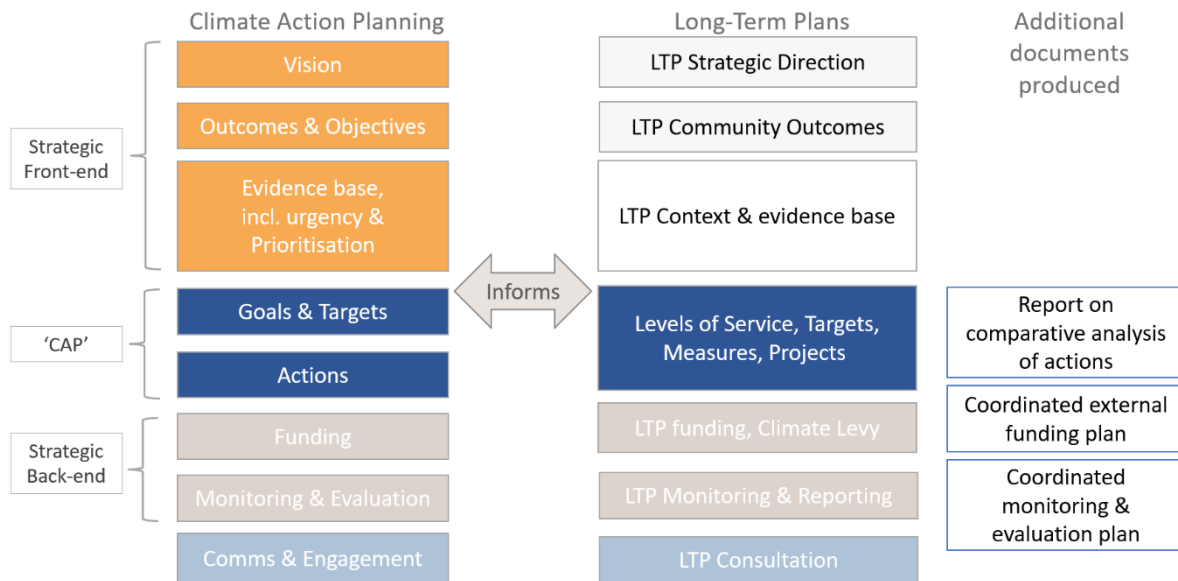
<p>Scope</p>	<p>The diagram illustrates the scope of climate change action planning, organized into three main phases:</p> <ul style="list-style-type: none"> <li><b>Strategic Front-end:</b> <ul style="list-style-type: none"> <li>Vision, Outcomes, Objectives (involving CCWG collaboration)</li> <li>Urgency, Evidence base, Prioritisation framework (involving CCWG collaboration)</li> </ul> </li> <li><b>'CAP':</b> <ul style="list-style-type: none"> <li>Goals &amp; Targets (Identified separately, with comparative analysis by CCWG)</li> <li>Actions (Identified separately, with comparative analysis by CCWG)</li> </ul> </li> <li><b>Strategic Back end:</b> <ul style="list-style-type: none"> <li>Funding plan (involving CCWG collaboration)</li> <li>Monitoring &amp; Evaluation plan (involving CCWG collaboration)</li> <li>Comms &amp; Engagement (Carried out separately, aligned where feasible)</li> </ul> </li> </ul> <p style="text-align: right;">2</p>
<p>Approach</p>	<ul style="list-style-type: none"> <li>Options for the approach to implementing the recommended scope were left open due to the diversity of existing climate action planning work underway by some councils.</li> <li>At a minimum, councils are expected to implement the recommended scope as part of their 2024-34 long-term planning processes. This ensures actions are not only identified but also funded, there is improved awareness and incorporation of local voices through the long-term plan development process and efficient resource use by leveraging existing local government processes.</li> <li>Councils may also wish to create a standalone climate action plan for their council.</li> </ul>
<p>Deliverables</p>	<ul style="list-style-type: none"> <li>A communications &amp; engagement plan</li> <li>Vision, outcomes and objectives for Canterbury</li> <li>LTP integration approach</li> <li>Comparative analysis of goals, targets, actions</li> <li>Joint Funding and Monitoring &amp; Evaluation plans</li> </ul>
<p>Communications &amp; Engagement</p>	<ul style="list-style-type: none"> <li>The CCWG secretariat will work with the It's Time Canterbury climate change communications sub-group to form options for a communication and engagement plan for climate action planning in Canterbury along with identifying associated resourcing needs.</li> </ul>

<p>Governance</p>	<ul style="list-style-type: none"> <li>The current CCWG governance structure will be used for endorsement and sign-off of project deliverables.</li> <li>There is an opportunity to set up external advisory groups and/or expert panels to inform deliverables.</li> </ul>	
<p>Resourcing needs</p>	<p><b>Project management:</b></p> <ul style="list-style-type: none"> <li>Provided by Environment Canterbury project management staff</li> </ul> <p><b>CCWG:</b></p> <ul style="list-style-type: none"> <li>In-kind resourcing from the CCWG members is expected throughout each Council's climate action planning and Long-Term Plan process, at the points of regional collaboration noted in the Scope section above.</li> <li>The CCWG secretariat will continue to work with the CCWG on specifying the needs for these steps. As a guide, this will include several half to full-day workshops, time to review draft reports, and briefing their councils on progress as needed.</li> </ul> <p><b>Other expertise needed:</b></p> <ul style="list-style-type: none"> <li>Consultants for evidence base pieces (to be paid for by Environment Canterbury)</li> <li>Key council staff developing Long-Term Plan, Asset Management Plans, Infrastructure Strategy to ensure identified climate actions are able to be incorporated.</li> <li>The CCWG secretariat will work to determine any extra resourcing needs of each council so that these can be presented to the CE Forum in October 2022. For example, some councils have suggested a request for a consultant to sit down with asset managers to incorporate climate change evidence into their long-term planning processes.</li> </ul>	

**Approach**

- The below diagram portrays how climate action planning aligns with long-term planning components. The climate action planning's strategic front has the potential to inform the LTPs strategic direction and community outcomes and vice versa.
- Identified climate goals, targets and actions can be incorporated into the LTP level of service, targets, measures and projects. The CCWG will ensure actions are compared across councils to identify alignments, co-benefits and barriers and opportunities for collaboration.
- Integrating climate actions into the LTPs ensures actions are also appropriately funded with the opportunity for additional funding through a potential climate levy. In addition, the strategic back-end includes coordinated funding and monitoring and evaluation

plans to leverage shared resources as a region and support advocacy to central government.



### Working with papatipu rūnanga

16. The CCWG is conscious of the capacity for Papatipu Rūnanga to engage with local government on climate action planning.
17. For most rūnanga, climate change is a key issue with multiple risks to biodiversity, water, infrastructure services, energy, prosperity, physical health, prosperity, equity, sense of community, historic heritage, knowledge and self-governance<sup>1</sup>.
18. Given these challenges, the CCWG will continue to develop an approach to best work with Papatipu Rūnanga across council climate action plans and share this with the Canterbury Chief Executives and Mayoral Forums.

### Cost, compliance, and communication

#### Financial implications

19. To ensure actions are not only identified but also funded, councils are expected to implement the recommended scope as part of their 2024-34 long-term planning processes.
20. The CCWG secretariat has begun scoping key pieces of evidence required, including an urgency assessment, action prioritisation framework and social vulnerability mapping. Procurement for these pieces will be funded by Environment Canterbury through existing budget.

<sup>1</sup> Canterbury Climate Change Risk Assessment - integrated climate change framework: Te Tūtei o Te Hau: Surveillance of the Wind.

21. Additional resourcing will be required to deliver on the proposed Framework + option (see resourcing needs in Framework + summary table). Specific resourcing needs will be determined with each council and brought back to the Chief Executives Forum in October 2022.

### Risk assessment and legal compliance

22. The following risks may impact collaboration on climate action planning in Canterbury:

Risk	Risk mitigation
The project period straddles an election year in 2022 and runs the risk of delays due to Councillors' understanding of the project	The CCWG will work to ensure the upcoming election period and potential project delays are incorporated into the process and project timeframes.
The project demands, in terms of time, on council staff and other stakeholders might be an added burden on already stretched capacity leading to delays in delivery	The CCWG recommends leveraging off councils' LTP processes, identifying resource needs and offering flexibility of approach and scope of actions covered.
Insufficient budget may pose a risk to the project delivery and quality	Specific resourcing needs will be determined with each council and brought back to the Chief Executives Forum in October 2022.
The continuing COVID-19 protection framework restrictions and public concerns regarding gatherings might impact staff availability and cause delays in community engagement.	The CCWG will incorporate these risks as best as possible into the project development and timeframes and ensure appropriate measures are in place to mitigate the risk of delays.
Upcoming central government reforms (e.g. Resource Management system reform, Future for local government) may cause changes to the scope of actions considered by Councils.	The CCWG is monitoring upcoming changes and will incorporate any implications in the process.
Additional resources required as the project progresses (e.g. evidence base, communications & engagement)	Specific resourcing needs will be determined with each council and brought back to the Chief Executives Forum in October 2022. If additional resources are required, this will be advocated to the Canterbury Mayoral Forum and Chief Executives Forum.
Rūnanga capacity to be involved in the project runs the risk of not meeting rūnanga expectations	The CCWG will continue to develop an approach to best work with Papatipu Rūnanga across council climate action plans.
Reputational risk if project scope is not considered ambitious enough	The level of ambition was a criteria for assessing options for climate action planning with the Framework + option being considered the most appropriate and feasible. The options of an Integrated Strategic Plan could be a next step for climate action planning in the future.

## Next steps

23. Feedback from the CPF on the recommended scope and approach for collaboration on climate action planning will inform the following advice to the Chief Executives and Mayoral Forum.

30th Sept	Provide advice on programme brief	Policy Forum
31st Oct	Approve programme brief, including extra resourcing	CE Forum
25th Nov	Endorse programme brief	Mayoral Forum



# Canterbury Policy Forum

**Date:** 30 September 2022

**Presented by:** Secretariat

## Regional Forums update and three-year work programme

### Purpose

1. This report summarises outcomes from the regional forum meetings since the Policy Forum last met in July 2022 and provides the quarterly update on the three-year work programme.

### Recommendation

**That the Canterbury Policy Forum:**

1. **receive the report on regional forum meetings between June and September 2022**

### Key points

2. The Mayoral Forum met on 26 August.
3. The Chief Executives Forum met on 1 August and held strategy workshops on 2 August and 12 September.
4. The Operations and Corporate Forums met on 19 September.

### Canterbury Mayoral Forum

5. The Forum held its last meeting of the term on Friday 26 August. Key items on the agenda included:
  - endorsement of a draft Triennial Agreement and briefing pack for incoming members for the next local government term
  - received an update from the Regional Public Service Commissioner on the regional leadership group's COVID-19 response, and work on regional priorities
  - discussed the model regions project and resource management reform more widely with the Ministry for the Environment
  - agreed to wind up its Education and Training Governance Group and instead recommend to the incoming Forum that it engage directly with the Regional Skills Leadership Group
  - a roundtable discussion reflecting on the 2019-22 local government term, including farewelling those members not standing for another term

6. The Forum also received updates on the three-year work programme, an update from the Climate Change Steering Group, an update from the Chief Executives Forum, an update on the CWMS and received a report bringing together their activities, submissions and correspondence since the last meeting.
7. The Forum also held a number of meetings and visits in the last quarter. This included:
  - meeting with the University of Canterbury to discuss education matters and a visit to some of its research facilities
  - a tour by train of some of Canterbury's rail freight network with KiwiRail
  - a meeting with the Minister for the Environment to discuss resource management reforms and the model regions project
  - a meeting with the chair of Te Whatu Ora Health NZ to discuss the implementation of the health reforms
  - meeting with Alex Chadwick, Deputy Public Service Commissioner Workforce, Employment & Equity, Public Service Commission to follow up on a letter to the Public Service Commissioner from the CMF raising concerns about the volume of local government staff being lost to central government, and the impact of this is having on local government being able to adequately respond to the range of reforms.

## **Chief Executives Forum**

8. At its meeting on 1 August, key items on the agenda for the Chief Executives Forum were:
  - a discussion with Audit New Zealand to discuss local government audit process concerns
  - a discussion with the three waters National Transition Unit on progress with the transition
  - the draft Mayoral Forum triennium agreement for the next local government term
  - a Regional Public Service Commissioner update on its work identifying regional priorities, and the regional leadership group's COVID-19 response
  - the establishment of an economic development working group to support the Mayoral Forum
  - approval of the regional forums' 2022-23 budget, and agreement to fund an information management transfer project led by CPRAES and CRIMS working groups
  - a discussion on approaches to inducting incoming elected members after the October election.

### ***Other agenda items***

9. The agenda for the meeting also covered the following matters:

- updates on June/July meetings of the regional forums
- an update on the CWMS strategy
- a review of the three-year work programme.

### **Strategy workshops**

10. The Forum met on 2 August as a follow-up to its strategy workshop earlier in the year. The workshop was focused around reviewing how its new approach was working and identifying any further ways in which to ensure its meetings were valuable and enabled members were able to support each other as colleagues.
11. The Forum met on 12 September to consider how best to support the incoming Mayoral Forum to determine the approach for reviewing/renewing/replacing the Mayoral Forum's Plan for Canterbury for the upcoming term.

### **Operations Forum**

12. At its meeting on 19 September, the Operations Forum:
  - discussed the implications of the Court of Appeal decision in AWA Inc v ECan - consenting water take and use
  - shared information about the various reform programmes and the key pieces of work resulting from these that councils may be focused on
  - received updates on the recent activities of the Stormwater Forum, Drinking Water Reference Group, Joint Waste Committee, Canterbury Engineering Managers Group and Canterbury Regulatory Managers Group
  - discussed the possibility for the first meeting for next year (March 2023) to be a combined Operations / Corporate / Policy forums workshop and whether this should also include council chief executives to set the agenda for work programmes and collaboration.

### **Corporate Forum**

13. At its meeting on 19 September, the Corporate Forum:
  - discussed progress with and next steps for the collaborative procurement project
  - discussed the impact of the range of current and upcoming government reforms on councils
  - received updates from the Finance Managers Group, Health and Safety Advisors Group, Chief Information Officers Group, Canterbury Public Records Executive Sponsors, and Canterbury Records and Information Managers Support Group
  - discussed the value of the Forum in the next term and the possibility for the first meeting for next year to be a combined Operations / Corporate / Policy forum workshop and whether this should also include council chief executives.

## Three-year work programme

14. The three-year work programme was updated prior to the August Mayoral Forum. The updated programme is attached.
15. These updates reflect actions from the *Mayoral Forum's Plan for Canterbury* and other changes responding to central and local government initiatives.

## Next meetings

16. Scheduled forum meetings for the upcoming quarter are:

31 October	Chief Executives Forum
25 November	First Mayoral Forum of the new triennium

## Attachments

- Attachment 1 - Regional forums three-year work programme

Three-year work programme 2020–22

as at 13 June 2022

WHAT	TASK	PLAN FOR CANTERBURY PRIORITY	REPORTING TO	LEAD	ACTION	DUE	STATUS	UPDATE
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 at the Mayoral Forum 27 November 2020
	Renew community acceptance and commitment to the Canterbury Water Management Strategy				CWMS Regional Committee reports on progress towards the 2025 and 2030 goals	30/06/2022	On track	Work in progress with CWMS team
Build capacity and influence to understand climate impacts, risks and opportunities and incorporate these into regional planning documents and community awareness.	Complete our first regional climate change risk assessment, aligned with the national climate change assessment, and identify	Climate change mitigation and adaptation	Mayoral Forum	Climate Change Working Group	Progress Stage 3 of the Climate Change Risk Assessment	30/09/2022	On track	Preliminary advice considered March 2022. Draft implementation plan to be developed by July 2022
	Encourage all Canterbury local authorities to complete carbon footprint assessments, to inform action plans for reductions		Climate Change Steering Group	Corporate Forum	All Canterbury local authorities are encouraged and supported to commission council carbon footprint assessments	31/12/2020	Delayed	Working party reconvened in mid-2021, and all councils have agreed to adopt ISO:14064 as a standard for the collection of data. Reporting of the data has not been progressed collaboratively as there are at least seven different providers or methods of collection and collectively procuring a software programme doesn't appear feasible. CCC have offered to collate data from other councils for reporting; an update is needed from CCC on this.
CREDS 2016–2019 continuing work programmes	Food, Fibre and Innovation	Shared economic prosperity	Mayoral Forum	Secretariat	High value manufacturing Value added production	30/06/2022	On track	Work on industry roadmaps is nearing completion, industry clusters continue to be supported, and Te Ohaka and FoodSouth continue to support food businesses in their incubators.
Freshwater Package investments	Advocate with Government for the region's interests to be addressed in the investment decisions to support the Government's Freshwater Package	Sustainable environmental management of our habitats	Mayoral Forum		Add to the agenda for the Mayoral Forum meetings with Ministers.	30/09/2022	On track	Essential Freshwater Steering Group established in March 2021. Hon David Parker met with the Mayoral Forum in October 2021. Ashburton DC has prepared economic and social impact reports on the new Essential Freshwater regulations for the Ashburton district, which have been shared with CMF
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	Dan Gordon	Forum meets at least twice each year	30/09/2022	On track	Forum meeting held 1st quarter 2021. RSLG Co-Chairs attended Mayoral Forum in May.
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	30/09/2022	On track	A submission has been made on the Productivity Commission's review of immigration settings.

Better freight options	Collaborate with South Island chairs of RLTC to drive multi-modal transport planning investment	Better freight transport options	Mayoral Forum			30/09/2022	On track	Regional Transport Committee held a South Island RTC Freight Summit on 28 March 2022
	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	30/09/2022	On track	Met with Minister Wood 27 May 2021. The Forum has written to Minister Wood to raise issues with funding for the RLTP, and in particular resilience, maintenance and timing of NLTP decisions. Working with RTC to continue to advocate with Ministers, Ministry and NZTA
Three Waters	Support councils with Three Waters transitions	Three Waters services			Details for this activity, including who will lead, to be developed following discussion at CE Forum meeting May 2022			Details for this activity, including who will lead, to be developed following CE discussions
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		Agenda	30/09/2022	On track	Environment Canterbury's LTP includes the Canterbury Biodiversity Strategy review and work will commence when the Government announces the NPS IB. Canterbury Regional Biodiversity Champions Group established in Environment Canterbury.
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	Chief Information Officers Group (CIOs)	Conduct a stocktake of where everyone is at	13/12/2022	Delayed	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 recent CIO Group meeting; next actions to be confirmed.
	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					13/12/2022	Delayed	Pending outcome of collaborative procurement investigations.
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	Canterbury Finance Managers Group		30/03/2023	On track	In late 2020 Deloitte were contracted to analyse third-party expenditure by Canterbury councils, to inform collaborative procurement options. In August 2021 the CEs Forum approved funding to engage a consultant to evaluate collaborative procurement options. The Corporate Forum agreed to a three-phase approach in March 2022; the third phase of this will incorporate the consultant to advise on the most appropriate model going forward for Canterbury. Phase 1 expected to be complete by June 2022; phase 2 by September 2022; phase 3 estimated to be complete by March 2023. Andrew Thrift from MBIE's procurement team is attending the June 2022 Corporate Forum
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	Drinking Water Reference Group		15/11/2022	On track	15th Nov 2022 (a year after Taumata Arowai became the regulator) is the target date when all currently registered water safety plans need to have been submitted to Taumata Arowai through their Hinekorako portal. All councils are working towards this date to have all their WSPs and newly required source risk management plans submitted.

Resource Management Reform	Engage with central government on the resource management reforms through participation in the Local Government Forum of Chief Executives for resource management reform, reviewing and preparing submissions on new legislation, participating in Select Committee processes		Chief Executives Forum	David Ward	Jim Harland nominated for Local Government Forum of Chief Executives for resource management reform Policy Forum (through CPMG) keep watching brief on exposure drafts of the Natural and Built Environment Act and prepare to draft a regional submission when released	30/09/2022	On track	Mayoral Forum submission made on the Inquiry on the Natural and Built Environments Bill: Parliamentary Paper. MfE engagement workshop on reforms Nov 2021. Submissions being prepared on MfE engagement discussion document Feb 2022. Letter to sent to LGNZ, Taituarā, Department of Internal Affairs and Ministry for the Environment requesting Canterbury presence on national working parties and reference groups.
				Policy Forum	Policy Forum (with Climate Change Working Group & Canterbury Planning Managers Group) keep watching brief on drafts of Strategic Planning Act and Climate Change Adaptation Act	30/09/2022	On track	
Future for Local Government	Engage with central government on the future for local government by supporting development of a regional approach and participating in the Future for Local Government Review		Mayoral Forum	Chief Executives Forum	Progress actions from the Future for Local Government Workshop (April 2021) and actively participate in engagement with central government's Future for Local Government Review	01/04/2023	On track	Workshops were held with papatipu rūnanga chairs and central government regional directors in March and May 2021. The May session also included the chair and executive director of the Local Government Review Panel. A health workshop was held in July 2021.

# Canterbury Policy Forum

**Date:** 30 September 2022

**Presented by:** Working group chairs

## **Regional working group updates**

### **Purpose**

1. This paper provides a written update from the Canterbury Planning Managers Group.

### **Recommendation**

**That the Canterbury Policy Forum:**

1. **note the Canterbury Planning Managers Group written update.**

### **Working group updates**

2. A written update is attached from the Canterbury Planning Managers Group.
3. The Climate Change Working Group update is provided at agenda item 2.3.
4. The Natural Hazards Risk Reduction Group Working group did not provide a written report.
5. Working group chairs will verbally highlight any matters within their reports for the Forum's information.

### **Attachments**

Written updates from

- Canterbury Planning Mangers Group



## Canterbury Planning Managers Group

<b>Chair</b>	Hamish Barrell
<b>Purpose</b>	<p>To provide support for a strong local government 'voice' on planning-related issues affecting Canterbury through the Canterbury Policy Forum; reduce duplication of planning effort and, as a result, work more effectively and efficiently together; provide support to Canterbury councils when assessing national and regional planning initiatives; practice working together in ways that support innovation, collaboration and joint initiatives.</p> <p>The Group, because of its membership, will naturally have a focus on the larger strategic planning issues facing the region in light of ongoing government policy development and matters of regional significance affecting local government and communities.</p>
<b>Significant activities in this quarter</b>	<p>Exposure draft of Indigenous Biodiversity National Policy Statement joint submission covering all Council except one.</p> <p>2nd September Canterbury Planning Manager's meeting held at Lincoln.</p>
<b>Issues / risks / opportunities</b>	RM Reform: likely narrow window of opportunity for comment through Select Committee in 4th quarter of 2022.

### Work programme 2020–22

Regional Forums three-year work programme				
What	Who	By when	Measures of success	Status
Engage with central government on the resource management reforms through participation in the Local Government Forum of Chief Executives for resource management reform, reviewing and preparing submissions on new legislation, participating in Select Committee processes	Chief Executives Forum Canterbury Planning Managers Group	Ongoing		
Canterbury Planning Managers Group work programme				
What	Who	By when	Measures of success	Status
Response on RM Reform legislation	Hamish	TBC	Submission representing Canterbury	Awaiting release of bill. Consultant has been appointed.
Initiate Mayoral letter of concern on degree of data collection changes each year through the NMS	Wendy	TBC	Sending response	To start