

Canterbury Policy Forum

MEETING PACK

for

Canterbury Policy Forum

Monday, 16 December 2024

10:00 am (NZDT)

Held at:

MS Teams

N/a

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AGENDA

CANTERBURY POLICY FORUM

Name:	Canterbury Policy Forum
Date:	Monday, 16 December 2024
Time:	10:00 am to 12:00 pm (NZDT)
Location:	MS Teams, N/a
Committee Members:	Hamish Dobbie (Committee Chair), Hamish Barrell, James Thompson, Judith Batchelor, Mark Low, Mark Maxwell, Tim Davie, Brendan Madley, Shey Taylor, Elizabeth Wilson, Sylvia Docherty, Murray Dickson, Ben Baird, Jesse Burgess, Emma Davis
Attendees:	Ann Fitzgerald, Amelia Wilkins, Maree McNeilly
Apologies:	Matt Hoggard, Victoria van der Spek
Guests/Notes:	Margaret Mitchell, for Victoria van der Spek, Cameron Smith Item 3.1

1. Open meeting

1.1 Welcome, introductions and apologies 10:00 am (5 min)

Hamish Dobbie

Whakataka te hau

Whakataka te hau ki te uru

Whakataka te hau ki te tonga

Kia mākinakina ki uta

Kia mātaratara ki tai

E hī ake ana te atakura

He tio, he huka, he hauhū

Tihei mauri ora!

1.2 Confirmation of agenda 10:05 am (2 min)

Hamish Dobbie

1.3 Confirmation of minutes 10:07 am (2 min)

Hamish Dobbie

Supporting Documents:

1.3.a Minutes : Canterbury Policy Forum - 30 Sept 2024	8
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1.4 Actions 10:09 am (2 min)

Hamish Dobbie

Supporting Documents:

1.4.a Action List	15
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2. For discussion and decision

2.1 Canterbury Climate Partnership Plan year 1 implementation

10:11 am (20 min)

Jesse Burgess

Supporting Documents:

2.1.a	CPF Canterbury Climate Partnership Plan year 1 implementation Dec 2024.docx	16
2.1.b	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 2 Dec 2024.docx	21
2.1.c	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 3 Dec 2024.docx	24
2.1.d	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 4 Dec 2024.docx	30
2.1.e	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 5 Dec 2024.docx	33
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2.1.g	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 7 Dec 2024.docx	38
2.1.h	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 8 Dec 2024.docx	43
2.1.i	CPF Canterbury Climate Partnership Plan year 1 implementation Attachment 9 Dec 2024.docx	44

2.2 Regional Spatial Planning proposed approach

10:31 am (5 min)

Hamish Barrell

Supporting Documents:

2.2.a	CPF Regional Spatial Planning proposed approach Dec 2024.docx	45
2.2.b	CPF Regional Spatial Planning proposed approach Attachment 1 Dec 2024.docx	50
2.2.c	CPF Regional Spatial Planning proposed approach Attachment 2 Dec 2024.pptx	57

3. For discussion

3.1 CWMS Zone Committee Review 2024 update

10:36 am (15 min)

Supporting Documents:

3.1.a	CPF CWMS Zone Committee Review Update Dec 2024.docx	58
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3.2 Waitaha Canterbury Regional Housing Strategic Plan update

10:51 am (5 min)

Maree McNeilly

Supporting Documents:

3.2.a	CPF Waitaha Canterbury Regional Housing Strategic Plan update Dec 2024.docx	73
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Supporting Documents:

3.2.b	CPF Waitaha Canterbury Regional Housing Strategic Plan update Attachment 1 Dec 2024.docx	76
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4. Information items

4.1 Building blocks for better policy - policy development workshop 10:56 am (5 min)

Hamish Dobbie

Supporting Documents:

4.1.a	CPF Building blocks for better policy - policy development workshop Dec 2024.docx	79
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4.2 Roundtable - updates from members 11:01 am (15 min)

Hamish Dobbie

Supporting Documents:

4.2.a	CPF Roundtable - updates from members Dec 2024.docx	80
4.2.b	CPF Roundtable - updates from members Attachment 1 Dec 2024.docx	81

4.3 Working group updates 11:16 am (5 min)

Supporting Documents:

4.3.a	CPF Regional working group updates Dec 2024.docx	83
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4.4 Regional forums update 11:21 am (5 min)

Maree McNeilly

Supporting Documents:

4.4.a	CPF Regional forums update Dec 2024.docx	89
4.4.b	CPF Regional forums update Attachment 1 Dec 2024.pdf	94

5. General business

5.1 General business 11:26 am (4 min)

6. Close meeting

6.1 Karakia whakakapi

Unuhia

Unuhia, unuhia

Unuhia ki te urutapu nui

Kia wātea, kia māmā

me te wairua i te ara takatū

Koia rā e Rongo

Whakairi ake ki runga

Tūturu whakamaua kia tina, tina

Haumi ē, hui ē, tāiki ē!

6.2 Close the meeting

Next meeting: Canterbury Policy Forum - 28 Mar 2025, 10:30 am

Next meeting: Canterbury Policy Forum – Monday 16 December 2024, 10:00 am (online).

MINUTES (in Review)

CANTERBURY POLICY FORUM

Name:	Canterbury Policy Forum
Date:	Monday, 30 September 2024
Time:	10:30 am to 12:30 pm (NZDT)
Location:	Selwyn District Council, 2 Norman Kirk Drive, Rolleston
Committee Members:	Hamish Dobbie (Committee Chair), Judith Batchelor, Hamish Barrell, Mark Low, Victoria van der Spek, Brendan Madley, Elizabeth Wilson, Sylvia Docherty, Emma Davis, Murray Dickson, Ben Baird
Attendees:	Ann Fitzgerald
Apologies:	Matt Hoggard, Shey Taylor, Tim Davie, James Thompson, Mark Maxwell, Robert Love
Guests:	Zach Burns (for Matt Hoggard), Jesse Burgess (for item 2.1)
Notes:	Item 2 is to be undertaken jointly with the Economic Development Forum

1. Open meeting

1.1 Welcome, introductions and apologies

The Chair welcomed everyone to the meeting and opened the meeting with a karakia. The apologies received were noted. Due to the number of new representatives, members introduced themselves.

2. Joint discussion with Economic Development Forum

2.1 Developing regional economic development priorities

The Policy and Economic Development Forums jointly discussed the opportunities to develop regional economic priorities and policy settings.

Sharon Mason outlined the work that was undertaken at the September 2024 Economic Development workshop and the outcomes from the recent Chief Executive Forum and Mayoral Forum discussions on developing regional economic development priorities, including noting the Mayoral Forum prefers developing economic priorities, as opposed to a 'strategy'.

This work fits with central government expectations of regional alignment, particularly if a regional/city deal is progressed. The aim of a regional economic priorities statement is:

- a cohesive economic story
- identification of opportunities and strengths
- actions that will unlock or enable growth
- maximising enablers to support economic development and
- minimizing barriers that make it difficult to do business in Canterbury.

Members discussed policy settings that will encourage and support investment in Canterbury and those that may need to be amended or removed if they are a barrier. Opportunities to unlock or enable regional growth were also discussed.

Key points included:

- important to include regional public service agencies in the process
- need to establish regional priorities, including rural areas
- the regional economic priorities need to be for whole of Canterbury, including Greater Christchurch Partnership (GCP) and all economic development agencies
- a regional energy inventory is being developed, collating information across the region, and a draft is due March 2025, this will develop a platform to support discussion of a regional energy strategy
- energy could be a strong enabler for business attractions and competitive advantage
- planning for the regional housing strategy –external consultant proposals to conduct the work are due to be evaluated; the strategy will have a strong connection with the GCP strategy
- while housing is district based, regional thinking is also needed
- central government priorities were noted as housing, infrastructure, energy and employment
- a changing economy will result in a change in energy use, including how, when and where energy is generated and distributed
- a regional spatial plan is important
 - work needed to compile existing information
 - needs to link with district plans
 - alignment with RM reforms
 - is more than just housing/energy – needs to include water, food security, technology
 - must include a rural focus as well as urban, significant economic activity in rural areas, not just agriculture
 - an “asset register” of what currently exists could be useful
 - changing climate, and a lower carbon future will require changes in land use
 - identifying energy grid entry points is a challenge
 - health services and housing are critical issues in rural Canterbury
- key elements of identifying regional economic priorities include regional
 - energy inventory
 - housing strategy
 - spatial plan
 - expected land use changes
- important to keep focused on
 - energy security
 - food security
 - water security
 - infrastructure
- enduring policy settings for Canterbury that continue through government election cycles and are regional enablers is important
- regional forum funding for development of a regional spatial plan (a stepped approach) will be considered when budgets are developed

- the need for a Policy Forum representative on the regional energy inventory work will be considered by the Policy Forum.

The Canterbury Policy and Economic Development Forums noted the information provided in the paper to support the joint discussion on developing regional economic priorities and policy settings for Canterbury and provided advice on the policy settings to support economic investment in Canterbury.

3. Confirmation of agenda, minutes and actions

3.1 Confirmation of agenda

The agenda was confirmed as circulated.

It was agreed that the following items would be discussed as general business

- Update on CWMS Zone Committee Review - Water Zone Committees
- Future structure and role of local government
- Canterbury Policy Forum representative on the regional energy inventory work
- Canterbury Spatial Plan, as discussed in the joint item with the Canterbury Economic Development Forum.

3.2 Confirmation of minutes

Canterbury Policy Forum 17 Jun 2024, the minutes were confirmed as presented.

Minutes of the last meeting on 17 June 2024 were confirmed as presented.



Decision

Minutes of the last meeting on 17 June 2024 were confirmed as presented.

Decision Date: 30 Sept 2024
Mover: Mark Low
Second: Brendan Madley
Outcome: Approved

3.3 Actions

Natural Hazard Reduction working group refreshed approach – it was noted that this is expected in November 2024.

4. For discussion and decision

4.1 Canterbury Climate Partnership Plan governance and implementation

Jesse Burgess presented the paper on behalf of Tim Davie. Key points discussed included:

- disbanding the Climate Action Planning Reference Group as per the group's terms of reference now that the Plan has been approved by the Canterbury Mayoral Forum
- Hamish Dobbie, a Reference Group member conveyed the Group's view that they retain an oversight role of the plan implementation, some members had spoken to their council representatives on the group who indicated support for disbanding the reference group now that the Plan is complete

- it was noted that there will be regular reporting on progress on the Action Plan to the CE and Mayoral Forums
- noting the risk assessment update is scheduled for year 4 on the basis that other work is currently underway in this area
- noting that councils have committed resources in the forum of “in kind” support to progress the actions.



Decision

The Canterbury Policy Forum:

1. agreed that the Climate Action Planning Reference Group be disbanded as per the group's terms of reference and this recommendation is taken to the CE Forum and Mayoral Forum for approval
2. agreed to proceed with Option 2 for decision making for the implementation of Canterbury Climate Partnership Plan actions
 - a. the Policy Forum as first approver for all action
 - b. the Chief Executive Forum as second approver for key actions
 - c. the Mayoral Forum as final approver for key actions
3. agreed that the Policy Forum will provide quarterly progress updates to the Chief Executives Forum and Mayoral Forum on the implementation of actions
4. agreed that the Policy Forum provides operational direction, as required, on the implementation of the Canterbury Climate Partnership Plan
5. agreed that action leads' agencies will develop decision papers for their respective actions as and when needed and speak to those at regional fora
6. agreed that councils will individually update their elected members regarding the implementation progress of the Canterbury Climate Partnership Plan in a way that is appropriate to their council
7. noted that the Canterbury Climate Change Working Group will present the scope for the implementation of each Year 1 actions at the next Canterbury Policy Forum.

Decision Date: 30 Sept 2024
Mover: Mark Low
Second: Sylvia Docherty
Outcome: Approved

4.2 Building blocks for better policy - policy development workshop

Members supported the policy development workshop proposal, noting that the provider's costs will be met from the Mayoral Forum budget. Environment Canterbury and Christchurch City Council will discuss hosting options.



Decision

The Canterbury Policy Forum:

1. approved the proposed workshop outline for building blocks for better policy workshop
2. agreed to provide numbers and/or names of council attendees to the secretariat by 30 October 2024
3. noted the offer from Environment Canterbury and Christchurch City Council to jointly host the workshop.

Decision Date: 30 Sept 2024
Mover: Emma Davis

Seconded: Brendan Madley
Outcome: Approved



Action

Environment Canterbury and Christchurch City Council to confirm arrangements for hosting building blocks for better policy workshop.

Due Date: 8 Nov 2024
Owner: Emma Davis

5. Information items

5.1 Roundtable - updates from members

Members discussed top of mind issues including:

- Selwyn: Resource Management reform, housing growth strategy, biodiversity, transport planning and changes at the two Runanga council engages with
- Hurunui: Regional Policy Statement, Land and Water Plan changes, central government reforms, walking and riding strategy, reserves strategy, local water done well options, joined up Building Control Authority options
- Ashburton: water reform, representation review, policy reviews – procurement, elderly persons housing, Methven community strategic plan, sustainability/climate change strategy, solid waste bylaw review
- Timaru: Regional Policy Statement, district plan hearings, rating revenue review, freedom camping bylaw, complaints processes, economic development settings, rating overcharge – Environment Canterbury
- Waitaki: - Resource Management reform, Regional Policy Statement, Masterplan for central Oamaru, organisation transformation process, LTP – focus on affordability, social and community housing review, dog control bylaw review, district plan review, recent radio interview with Justin Tipa recommended listening
- Christchurch City: water reform options for consultation, policy reviews – gambling and TAB venues, development contributions, local alcohol policy – in discussion with neighbouring councils, bylaw reviews – dog control, trade waste, parks and reserves
- Waimakariri: Local Alcohol policy, natural environment strategy, community development strategy, bylaw reviews, district plan reviews, delivering Canterbury Climate Partnership Plan actions, onboarding new staff, limited engagement with Runanga at present
- Kaikoura: stock control bylaw review, dark sky plan change, light industrial zone plan change, spatial plan consultation, district plan review, reserve management plan consultation
- Environment Canterbury: responding to key national policy shifts, including resource management, Canterbury Biodiversity Strategy refresh, Canterbury Water Management Strategy refresh
- Proposed changes to LIM provisions - natural hazard information requirements – a number of councils will be making submissions. Hurunui Council has offered to hold the pen on a Mayoral Forum submission and will coordinate with councils as this is drafted. and members will coordinate as required.

5.2 Regional forums update



Decision

The Canterbury Policy Forum:

1. received the quarterly reports on June to September 2024 regional forum meetings and update on the workstream tracker.

Decision Date: 30 Sept 2024
Mover: Victoria van der Spek
Seconded: Ben Baird
Outcome: Approved

The report summarising activities of and outcomes from the regional forum meetings held since the June quarterly meetings and the update on the workstream tracker was noted.

5.3 Working group updates

Hamish Barrell provided a verbal update from the Canterbury Planning Managers Group:

- indications that regional planning may be reintroduced
- Climate Change Adaptation Act – potential for legislation early 2025
- focus on submissions on proposed legislative changes.

The Climate Change Working Group's update was provided at item 4.1.

The Natural Hazard Risk Reduction working group is in recess until 2025.



Decision

The Canterbury Policy Forum noted the verbal update from the Canterbury Planning Managers Group.

Decision Date: 30 Sept 2024
Mover: Judith Batchelor
Seconded: Brendan Madley
Outcome: Approved

6. General business

6.1 General business

Update on CWMS Zone Committee Review - Water Zone Committees - Emma Davis

- Environment Canterbury staff continue to progress the Zone Committee review
- The current focus is preparing for workshops with four Mayors (Mackle, Mauger, Black and Bowen), three mana whenua representatives and the Environment Canterbury Acting Chair
- The workshops will test what model of freshwater engagement should be supported in the future e.g. something similar to zone committees, local groups that represent territorial authorities, Environment Canterbury and Mana whenua, or relying on catchment groups
- A paper is intended to go to the Mayoral Forum in November seeking endorsement from the Mayoral Forum on whether to continue to support the zone committee approach, and if not, what alternative model to investigate further in the first half of 2025
- Further conversations with territorial authority staff are expected as this work progresses
- Contact Cam Smith (Cameron.smith@ecan.govt.nz) at Environment Canterbury with any questions.

Future structure and role of local government

General discussion including the removal of the wellbeings from the Local Government Act, a level of central government distrust of local government, potential for some change in roading service delivery in the future.

Canterbury Policy Forum representative - regional energy inventory preparation

Ben Baird offered to represent the Policy Forum in the regional energy inventory work.

Canterbury Spatial Plan, as discussed in the joint item with the Canterbury Economic Development Forum

Members agreed this would be a useful initiative but noted it will be resource intensive. It is a requirement for regional deals.

A two-stage approach was suggested – a stocktake of existing spatial plans, then filling the gaps, noting that this needs to include rural areas.

It was agreed that a paper will be prepared for the October Chief Executives Forum to discuss a proposal to undertake the proposed spatial planning work.

7. Close meeting

7.1 Karakia whakakapi

Meeting review

- Council chamber not an ideal room for the meeting – large, formal and sound difficulties
- Clarification of the purpose of the joint meeting with the Economic Development Forum to discuss regional economic development priorities
- The joint session with the Canterbury Economic Development Forum limited the in person time Policy Forum members had together, given that face to face meetings are only twice yearly.

The meeting closed at 1pm with a karakia.

7.2 Close the meeting

Next meeting: Canterbury Policy Forum - 16 Dec 2024, 10:00 am

Next meeting: Canterbury Policy Forum – Monday 16 December 2024, 10:00 am (online).

Signature:_____

Date:_____

Action List

Canterbury Policy Forum

As of: 9 Dec 2024

Action

Done

Environment Canterbury and Christchurch City Council to confirm arrangements for hosting building blocks for better policy workshop.

Due Date:

8 Nov 2024

Owner:

Emma Davis

Meeting:

30 Sept 2024 Canterbury Policy Forum, 4.2 Building blocks for better policy - policy development workshop

Latest Update:

Event confirmed for 7 March 2025 and councils have been asked to nominate attendees

Ann Fitzgerald | 9 Dec 2024

Action

On Hold

Natural Hazard Risk Reduction working group report to Policy Forum regarding a refreshed approach for the working group.

12/11/24 James has advised this will be carried over to March 2025 meeting.

Due Date:

7 Mar 2025

Owner:

James Thompson

Meeting:

17 Jun 2024 Canterbury Policy Forum, 2.2 Natural Hazard Risk Reduction working group

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Tim Davie, Climate Change Working Group Convenor

Canterbury Climate Partnership Plan year 1 implementation

Purpose

1. The purpose of this paper is to present an overview of the scope and approach to implementation of year 1 actions 4.1, 8.2, 9 and 10, and key actions 1, 2 & 4 in the Canterbury Climate Partnership Plan, and the first quarterly progress report.

Recommendations

That the Canterbury Policy Forum:

1. **provides feedback on the implementation approach for year 1 actions 4.1, 8.2, 9 and 10, and key actions 1 & 2 and 4, including nominating any other technical advisors from councils who might be able to support the implementation of the actions**
2. **subject to any feedback provided through recommendation 1 above, approves the scope and approach of year 1 actions 4.1, 8.2, 9 and 10**
3. **agrees to extend the completion date of action 4.1 from 30th June 2025 to 31st October 2025**
4. **approves the draft monitoring and evaluation framework in the implementation overview for action 9 and agrees procurement can commence**
5. **endorses the scope and approach of key actions 1, 2 and 4 for recommendation to the next Chief Executives and Mayoral Forums**
6. **receives the first quarterly Progress Report and budget summary.**

Background

2. The Canterbury Climate Partnership Plan (CCPP) was approved by the Canterbury Mayoral Forum (CMF) in August 2024. In response, the Canterbury Climate Change Working Group (CCWG) has started implementing the plan and has held one workshop and one meeting to initiate the delivery of Year 1 and key actions.
3. The CCPP identified four actions that are considered key actions because they are complex in scope, likely to be costly, and/or have a significant number of key stakeholders; these can be summarised as:

- a. Action 1: Develop a Canterbury-wide risk visualisation tool
 - b. Action 2: Build a regional low-emissions transition strategy
 - c. Action 3: Develop and implement a best practice approach to adaptation planning
 - d. Action 4: Develop a region-wide blue-green network
- 4. In addition, four actions were initially identified to be completed in Year 1 (FY 2024-2025):
 - a. Action 4.1: Develop a Canterbury wide natural ecosystem climate change risk and vulnerability assessment (led by Environment Canterbury).
 - b. Action 8.2: Explore the feasibility of a Canterbury Climate Commitment that inspires and unites businesses and communities to accelerate climate action (led by Canterbury Mayoral Forum).
 - c. Action 9.1: Develop and implement a monitoring and evaluation plan which includes the co-development of climate related indicators appropriate to Canterbury (led by Environment Canterbury).
 - d. Action 10: Assemble and coordinate an implementation team to ensure the successful delivery and implementation of the Canterbury Climate Partnership Plan (led by Environment Canterbury, with action lead organisations).
- 5. On 29th November 2024, the CMF agreed that the Canterbury Policy Forum (CPF) would be the initial approver for all CCPP actions. The Chief Executives and Mayoral Forums are the second and final approvers respectively for decisions relating to key actions, outlined in paragraph 3 above.

Canterbury Climate Partnership Plan Implementation

Overall approach

- 6. Action 10 of the CCPP is to assemble and coordinate an implementation team to ensure the successful delivery and implementation of the CCPP. This action has been completed and an overview of the implementation team structure is provided in Attachment 1.
- 7. The Climate Change Working Group (CCWG) will form the core subject matter experts, with overall project management and administrative support from the CCWG and CMF Secretariats. Project management and delivery of individual actions is shared between councils as agreed previously and summarised in Attachment 1.
- 8. Action leads are in the process of identifying sub-groups to utilise technical expertise as and when required to deliver the actions.
- 9. A full project plan will be presented at the March 2025 CPF meeting for information.

Year 1 actions and key actions

10. Action leads have developed implementation overviews (Attachments 2-7) detailing the scope and approach of year 1 and key actions for review and feedback by the CPF.
11. The scope and approach for Action 3 (adaptation planning) is not included with the other key actions in Attachments 2-7 and will instead be provided for the 17 March 2025 CPF meeting. Hurunui District Council is leading this action and in the process of recruiting new staff, who will be responsible for scoping and then leading this work.
12. A small change to the timeframe is sought for action 4.1 (from June 2025 to October 2025). As noted in the implementation overview for this action, this is to align the approval process for a robust deliverable with regional forums meeting dates.

CCPP Budget

13. When the CCPP was approved in August 2024, an overall budget of \$1,471,332 was identified and contributions set aside in council LTPs to deliver the Plan's 10 actions over the next three years. Environment Canterbury is the administrator of this budget and has now received relevant year 1 contributions from all councils.
14. The budget for year 1 for all actions was advised as \$190,140 (incl GST). At the time of the plan's approval, this funding had been estimated across the relevant actions based on indicative resourcing requirements for each action.
15. However, many of the year 1 actions will include procuring reports or information and the resourcing requirements for these actions are still uncertain at this stage. The market for these services has not yet been tested, therefore some of the indicative budgets for various actions may need to be modified (within the total budget available) in the coming months to account for these matters.
16. To ensure the efficient delivery of these actions within the overall year 1 budget, the Convenor of the Climate Change Working Group will hold responsibility for making any amendments to how the agreed total budget might be shared across the actions during year 1.
17. The regional fora will receive updates on the budgets as part of each quarterly update, and the first progress report, including financial information, is included in Attachment 3.

Cost, compliance and communication

Financial implications

18. There are no financial implications for the recommendations provided in this paper.

Risk assessment and legal compliance

19. No legal compliance risks have been identified for the recommendations provided in this paper.

Next steps

20. The CCPP implementation team will amend the approach of year 1 and key actions as per feedback from the CPF and proceed with the implementation of year 1 actions.
21. Approval from the Chief Executives and Mayoral Forums will be sought on key actions 1, 2 and 4 at their meetings in January and February 2025.
22. A full project plan, implementation overviews for actions 3-8 and the second quarterly report will be presented to the March 2025 CPF.

Attachments

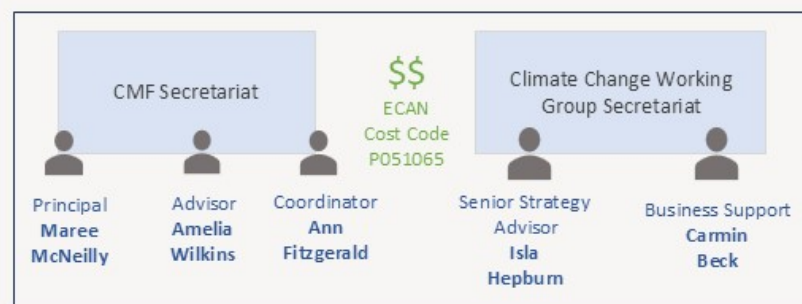
- Attachment 1 CCPP Implementation team structure (action 10)
- Attachment 2 - 7 Implementation overviews for actions 1, 2, 4, 4.1, 8.2, 9
- Attachment 8 Quarterly report 1 (September-November 2024)
- Attachment 9 CCPP Implementation finances

Attachment 1

Action 10 CCPP Implementation Team

NB Continuation of CAP
Reference Group subject to
CMF decision 2025

CAP Reference Group



GOVERNANCE



REPORTING

CMF & CEF

- Quarterly progress reports
- Decisions on key actions (1-4)

CPF

- Quarterly updates
- Decisions on non-key actions (5-10)

CCWG – implementation & action leads

- Draft briefing papers, progress reports



Canterbury Climate Partnership Plan (CCPP)

CANTERBURY
Mayoral Forum

A strong regional economy with resilient, connected
communities and a better quality of life, for all.

Implementation overview for Canterbury Policy Forum

ACTION NAME	1. Understanding climate risk and improving resilience 1.1 Scope and develop a Canterbury-wide visualisation tool for use by councils to support climate adaptation and resilience planning	KEY ACTION
PROJECT TEAM Roles and Responsibilities	Action Lead: Veronica Spittal - Principal Policy Analyst Climate Change & Sustainability - Waimakariri District Council Project Team: Helen Street - Corporate Planner Gordon Tupper - Information Services Manager - Ashburton District Council (to be confirmed) Other members – ECan science team (to be confirmed) Project Advisors: Andy Keiller - Chief Information Officer - information & technology services - Waimakariri District Council Sheryl Cowan - Geospatial Team Leader - Waimakariri District Council Jane Morgan - Coastal Hazards Team Leader - Christchurch City Council	
SCOPE & APPROACH	Description This project aims to scope and deliver a shared online spatial tool that will enable a consistent regional approach to understanding natural hazard risk and how different climate scenarios might exacerbate this over time. Councils will be able to use the tool for evidence-based decision making around infrastructure provision, levels of service and standards, land-use planning, community climate adaptation and resilience planning and CDEM functions. Scope Initially the tool will be developed for in-house use, including use for storytelling at public meetings, but the longer-term intention would be to provide stakeholder and public accessibility to some data layers. A detailed scope for the product will be determined in consultation with the proposed users. Approach <ul style="list-style-type: none"> • Confirm project team and project plan. • Identify individual council requirements and use cases. • Investigate opportunities to leverage work of other council's and Te Uru Kahika in spatial tool development. • Reach agreement on project scope including delivery approach, procurement process, governance arrangements, contractual approach, minimal viable product (MVP). • Complete regional gap analysis, including inventory of available datasets and assessment of the quality of these datasets. • Reach agreement on the baseline datasets needed to deliver outcomes and data standards (including creating these where they don't already exist). • Prepare a detailed project scope and undertake procurement process to identify and secure suitable IT solution. • Conduct legal review of supplier contract. 	

	<ul style="list-style-type: none">• Develop Council partnership agreement.• Solution provider to manage the collation of data from each council in an agreed format, including blue-green network data from actions 4.1 and 4.2 (pending decision on tool to use for this project), and appropriate national data.• Identify key gaps in data and a plan for filling these.• Carry out user group training and testing of tool and identification of data gaps.• General roll out of tool across councils.												
KEY DELIVERABLES & TIMEFRAMES	<ul style="list-style-type: none">• Confirm project team and project plan - by 20 December 2024• Identify individual Council requirements - by 28 February 2025• Complete regional gap analysis/data inventory - by 30 April 2025• Sign-off project scope/request for proposal document - by 30 June 2025• Complete legal review of contract and sign Council partnership agreement - by 30 September 2025• Procure system - by 20 December 2025• Populate tool with data - by 30 June 2026• Carry out user training and roll tool out within councils - by 1 July 2026• Ongoing development, maintenance and licensing - July 2026 onwards												
BUDGET	<div>Total project budget provided in Canterbury Climate Partnership Plan is \$520k</div> <table><tr><th>Sub- actions</th><th>2024/25</th><th>2025/26</th><th>2026/27</th></tr><tr><td>1.1</td><td>Initiate (In-kind)</td><td>Execute & complete (\$450k)</td><td>Maintenance & licensing (\$70k)</td></tr><tr><td>Total</td><td>\$0</td><td>\$450k</td><td>\$70k</td></tr></table>	Sub- actions	2024/25	2025/26	2026/27	1.1	Initiate (In-kind)	Execute & complete (\$450k)	Maintenance & licensing (\$70k)	Total	\$0	\$450k	\$70k
Sub- actions	2024/25	2025/26	2026/27										
1.1	Initiate (In-kind)	Execute & complete (\$450k)	Maintenance & licensing (\$70k)										
Total	\$0	\$450k	\$70k										
GOVERNANCE	CEF/CMF												
Who signs off?													
PARTNERS AND STAKEHOLDERS	<p>Internal users - Council CDEM, natural hazard, climate resilience, GIS staff and asset managers</p> <p>Potential external users - Ngāi Tahu and hapū, Canterbury Lifelines Group</p> <p>External data providers - NIWA, MfE, GNS/SeaRise Programme, NEMA, EQC, FENZ, Landcare Research</p>												
RISKS & MITIGATION	<p>Confirmation of action - the Christchurch City Council’s existing commitment to the Resilience Explorer portal provided by Urban Intelligence will make it impossible to deliver a single regional tool if a different product is procured. Waimakariri District Council has also significantly invested in Resilience Explorer to date. Some of the smaller councils have recently indicated the ongoing licensing cost of Resilience Explorer is prohibitive for them and they are exploring the development of GIS data layers in-house which may be sufficient to meet their needs. ECan may have the desire/inhouse capability to use a more powerful tool such as RiskScape to inform their work but local authorities will struggle to have the technical capability to use this product. There are also other discussions currently being held at a regional level for the development of a national tool, but this could be some years away. Commitment to proceeding with scoping this action at this time needs to be reconfirmed before proceeding much further.</p> <p>Available budget - the tool will require a sizeable investment on an ongoing basis to provide a consistent approach across the region. Insufficient budget has been provided in the CCPP 2026/27 budget for the tool to continue to be licensed and Councils may not</p>												

have the funding to individually maintain and develop the tool on an ongoing basis. It may therefore need to be funded through regional rates.

Limited number of suppliers - this may impact the price, quality and durability of the product. The Government may become a supplier of a national tool within the next five years of a higher quality and at less cost to councils. This is not guaranteed and there is a gap in the meantime.

Data access and consistency - there may be some reluctance for individual councils to share data due to security and data quality concerns. Some existing data and associated quality/methodologies may differ and require explanation or recalibration to an agreed set of standards.

Canterbury Climate Partnership Plan (CCPP)

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Implementation overview for Canterbury Policy Forum

ACTION NAME	<p>Action 2: Emissions Reduction</p> <p>Work together across the region to build equitable, inclusive pathways, targets, and key actions to support New Zealand's commitments towards global greenhouse gas emissions reduction</p>	KEY ACTION
PROJECT TEAM	Project Leads: Amanda Wall (full project); Alina Toppler (sub-action 2.1)	
Roles and Responsibilities	Project Team: Tracey Dickinson (Ashburton), Rhys Taylor (Timaru), Tony Moore (Christchurch), Jesse Burgess (Environment Canterbury) – provide feedback on scope, input into deliverables as capacity allows.	

SCOPE & APPROACH	<p>PURPOSE</p> <p>Achieving our greenhouse gas emissions reduction targets will require enduring, transformational action by and with local government, central government, mana whenua, businesses and communities. These actors need to see bold emissions reduction as achievable, and as something that will deliver significant benefits and opportunities for our region.</p> <p>Transitioning to a low-emissions future will require ongoing and sustained action beyond the three-year timeframe of this project, so it is important that the project sets this up well by building relationships, securing cross-regional leadership support for the work, and facilitating real action. It will also require urgency – to meet 2050 net zero commitments, achieving significant emissions reductions over the next decade is critical.</p> <p>Over the next three years this project will develop, alongside partners and stakeholders, a compelling pathway, value case and narrative to build alignment around opportunities in and drive key decisions across the region to support and invest in the changes needed to deliver the transition to a low-emissions future.</p> <p>To deliver a transition strategy by mid-2027, the emissions reduction action in the Partnership Plan is broken down into three sub-actions, to be completed over the lifespan of the project:</p> <ul style="list-style-type: none"> • Sub-action 2.1: collate data and develop models to prepare greenhouse gas emissions inventories and identify emissions pathways for Canterbury to support New Zealand's greenhouse gas commitments • Sub-action 2.2: based on the emissions pathways identified for Canterbury, undertake a regional transition risk and opportunities assessment, considering social, cultural, environmental and economic impacts, to inform an equitable and inclusive transition to a low-emissions region • Sub-action 2.3: work with partners, communities, and key stakeholders to build a regional low-emissions transition strategy that supports equitable, inclusive local pathways to a thriving, climate-resilient region meeting emissions reductions targets.
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APPROACH

To achieve each of these sub-actions, the approach is to follow these steps:

Stage 1 (mid-2024 to mid-2025):

- trial and gain approval on the IT solution that will deliver the project's data, modelling and reporting needs (sub-action 2.1)
- develop a strategic overview and identify key transition opportunities (preparation for sub-actions 2.2 and 2.3)
- confirm scope for remainder of project (preparation for sub-action 2.2 and 2.3)

Stage 2 (mid-2025 to mid-2026):

- model transition pathways and opportunities (sub-action 2.1)
- complete regional transition risk and opportunities assessment (including assessing social, cultural, environmental and economic impacts of scenarios and interventions) (sub-action 2.2)
- update the Environment Canterbury GHG inventory and publish its key findings (sub-action 2.2)
- initiate action planning for transition strategy (preparation for sub-action 2.3)

Stage 3 (mid 2026 to mid-2027):

- draft transition strategy for 2027 LTPs with partners and stakeholders, setting out equitable and inclusive pathways, goals and actions (sub-action 2.3).

The details of Stages 2 and 3, including partner and stakeholder engagement and updated risks, connectivities and dependencies, will be set out in the confirmed scope to be developed at the end of Stage 1.

SCOPE

The scope of the full project covers:

- GHG emissions and sequestration in the Canterbury region, and Canterbury districts, that is accounted for as part of New Zealand's national GHG commitments – with a priority on gross emission reduction (including sector modelling and data)
- IT tools to deliver a GHG emissions reduction pathway model, inventory data inputs for this model, user interface/s for strategy and policy practitioners to use the inventory and model, and publication of key outputs
- council actions and potential partnerships with mana whenua and industry for region-wide emissions reduction
- alignment with and support for the values, goals and actions in Te Rūnanga o Ngāi Tahu climate plan, Te Kōunga Paparangi
- emissions reduction pathways for the Canterbury region (with the model configured to provide district-level pathways for individual councils as desired)
- identification of key opportunities (and risks) for GHG reduction across Canterbury (and where relevant, inter-regionally and across the wider South Island), including actors involved and mana whenua interest
- wider benefits of opportunities and interventions e.g., economic, social, environmental, including how these relate to mana whenua priorities

	<ul style="list-style-type: none"> national emissions reduction targets (with the potential for key performance indicators to drive performance towards these). <p>Out of scope are:</p> <ul style="list-style-type: none"> integration of GHG management across ECan science functions organisational GHGs (i.e. inventories and pathways for Councils' own emissions) GHG assessment tools to support individual Council teams (e.g. consents, construction and procurement) impacts of successful vs unsuccessful global GHG emissions reduction (e.g. RCP 2.5 vs RCP 6.5) sequestration that is not part of New Zealand's GHG accounting, e.g. biodiversity management implementation of the recommended emission reduction actions (the strategy will set out the agreed goals and actions; the implementation of these will be a next phase for the project) setting new regional or district emissions reduction targets. <p>DEPENDENCIES AND CONNECTIVITIES</p> <p>The approach to this project is dependent on a range of variables and other connected work programmes.</p> <p>The approach to undertaking the steps in Stages 2 and 3 above (including engagement) is somewhat dependent on the outcomes of the Strategic Overview and identification of key transition opportunities, as well as the IT solution chosen to deliver the project's data, modelling and reporting.</p> <p>The work will also connect in with building the evidence base for the integrated Canterbury Regional Plan, and the development of the Canterbury regional energy inventory.</p> <p>Key dependencies include:</p> <ul style="list-style-type: none"> integration between delivery of the strategy and the development of 2027-37 long term plans so that the project delivers a comprehensive and regionally-agreed action plan central government climate policies and actions, including the next Emissions Reduction Plan, emissions targets and budgets as this will impact pathway assumptions, available levers to reduce emissions, and the viability of potential key actions in the strategy provision of underpinning air science data and technical advice from Environment Canterbury to support scenarios, analysis, modelling and monitoring during the project and development of the strategy and action plan development of a revised Canterbury Regional Policy Statement regional transport planning decisions over the life of the project the potential (or not) for the Local Emissions Data Platform Initiative (LEDPI) to be the IT platform that will deliver the project's modelling and reporting.
KEY DELIVERABLES & TIMEFRAMES	<p>Project Year 1 deliverables:</p> <ul style="list-style-type: none"> Strategic Overview report identifying key transition opportunities report recommending the tool the project will use to assess, model and report on emissions pathways

	<ul style="list-style-type: none"> scope for Stage 2 and 3 of project <p><i>Timeframes for Year 1 deliverables:</i></p> <ul style="list-style-type: none"> drafts to Policy Forum: June 2025 deliverables to Chief Executives Forum: July 2025 deliverables for final endorsement to Mayoral Forum: August 2025 <p>Intended deliverables for remainder of project (to be confirmed as part of scope for Stages 2-3):</p> <p>Stage 2: update emissions inventory data and report on transition pathways and opportunities, complete regional transition risk and opportunities assessment, and develop draft indicative actions for transition strategy</p> <p>Stage 3: finalise transition strategy and actions for inclusion in 2027 LTPs, and launch strategy and action plan and publish evidence base</p>
BUDGET	<p>Budget for Stage 1: Staff in-kind resourcing (action leads and support from subgroup members).</p> <p>There is up to \$80k (made up of contributions from the Canterbury Climate Partnership Plan and Environment Canterbury CAP budgets) ear-marked for Year 1 – this is subject to a procurement process/testing the market, but intended to be used to fulfil parts of the first 2 deliverables. It could include procuring reports for:</p> <ul style="list-style-type: none"> identifying emissions reduction barriers and opportunities in sectors of high interest to councils evaluating available tools for emissions reductions pathways modelling, assessment and reporting (including LEDPI) mana whenua perspectives and ensuring the approach taken to drafting a transition strategy adequately addressed Te Tiriti and is undertaken with a Te Ao Māori and mātauranga Māori lens <p>Budget for Stages 2-3: Budget for stages 2 and 3 of the project will be outlined in the scope that will be developed as part of the deliverables for Stage 1.</p>
GOVERNANCE Who signs off?	<p>Canterbury Policy Forum: provides feedback and endorsement on project scope and direction, and reviews draft deliverables prior to these going to the Chief Executives Forum.</p> <p>Chief Executives Forum: reviews and approves deliverables being provided for endorsement/approval by the Canterbury Mayoral Forum.</p> <p>Canterbury Mayoral Forum provides final sign-off as Partnership Plan governors.</p> <p>Environment Canterbury council to receive updates as this action is also an action in its Climate Action Plan.</p>
PARTNERS AND STAKEHOLDERS	<p>Partners and stakeholders relevant to the project include:</p> <ul style="list-style-type: none"> Mana whenua Canterbury councils

	<ul style="list-style-type: none"> Actors in key emissions industries <p>As Stage 1 of the project is about scene-setting and information-gathering, engagement will largely be limited to knowledge-holders at councils (primarily through the Climate Change Working Group) and building connections with mana whenua.</p> <p>Actors in key emissions industries (agriculture, energy, waste, transport) will be identified through the Strategic Overview report in preparation for targeted engagement in Stage 2 as the draft indicative actions are developed.</p> <p>The scope for Stages 2 and 3 of the project will outline the engagement approach with partners and stakeholders for the remainder of the project.</p>	
RISKS & MITIGATION	Risk	Mitigation
	<p>Lack of buy-in for GHG emissions reduction by some industries, government, councils and communities could mean that individual councils and actors do not agree to invest in transition actions</p>	<p>Provide a compelling narrative that focuses on opportunities and co-benefits so the case is not based on GHGs alone. Take a united, region-wide approach under CCPP to help gain traction with individual councils and key industry actors</p>
	<p>If this project is not able to drive action by key decision-makers, it will have limited impact, and Canterbury is unlikely to successfully achieve local and national emissions reduction commitments.</p>	<p>As part of the first stage, identify key actors and decision-makers for ongoing engagement.</p>
	<p>Sufficient data on the emission reduction, costs and benefits of specific interventions may not be available to develop a compelling value case for investment. This could undermine worthwhile climate actions.</p>	<p>Use best available information and clearly state limitations and assumptions.</p>
	<p>Internal resourcing is likely to be insufficient to deliver the level of engagement that would be desirable to deliver this project.</p>	<p>This project proposes to take a highly targeted approach for engagement that focuses on agreeing strategic direction with governors. This will be considered as part of the scoping of the project for Years 2 and 3.</p>
	<p>If the pathways modelling tool is not able to assess all interventions in enough detail, then this will limit its ability to assess GHG impacts to support decision-making.</p> <p>The tool is likely to give outputs that are less precise, or accurate, than existing sector-specific models in use by other Council work programmes – resulting in reduced quality and perceived credibility of advice.</p>	<p>Complement the pathways modelling tool with other analysis, sector-specific modelling, and engagement, so decision-making for GHG impact is not wholly reliant on its outputs. Use the best available information and clearly state its purpose, outcomes, limitations and assumptions.</p>

	<p>If LEDPI is not the tool of choice, this project cannot rely on LEDPI to deliver model configuration, data loading, or development of a user-friendly interface for internal users and external publication. All of these steps will need to be completed as part of delivery of the preferred model, which may result in increased budget and FTE requirements for the project.</p>	<p>Consider budget and resourcing impacts of different tools as part of the criteria for IT solution scoping.</p>
	<p>If Canterbury Councils commission their own GHG inventories or pathway models for their district, there are likely to be significant differences in their outputs, leading to reduced perception of credibility. It will also result in unnecessary Council spending.</p>	<p>Delivery by CCWG Transition Action subgroup, with regular engagement with CCWG, to ensure the approach meets all councils' needs for GHG inventory and pathway modelling.</p>

Canterbury Climate Partnership Plan (CCPP)

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Implementation overview for Canterbury Policy Forum

ACTION NAME	4. Nature-based solutions 4.2 Develop a blue-green network plan for Canterbury and accompanying guidance to support locally-led implementation (including delivering on sub-actions 4.2a, 4.2b and 4.2c)	KEY ACTION
PROJECT TEAM Roles and Responsibilities	Action Leads: Veronica Spittal - Principal Policy Analyst Climate Change & Sustainability - WDC, Ben Baird - Head of Strategy and Policy, SDC Project Team: Dr Bex Dollery - Ecologist - Acting Biodiversity Team Leader – Waimakariri District Council Sophie Allen - Water Environment Advisor 3 Waters - Waimakariri District Council AnaCapri Mauro - Strategy Advisor - Climate Change and Community Resilience - ECan Tammy Philips - Senior Strategy Advisor - ECan Melanie Liu – Infrastructure Resilience Manager – Waimakariri District Council Christian Chukwuka – Ashburton District Council	

SCOPE & APPROACH	<p>Description - This project facilitates all Canterbury Councils and other key partners working together to develop a cohesive spatial plan and guidelines for a region wide blue-green network, providing nature-based solutions to reduce the effects of climate change on people, infrastructure and ecosystems. It has the co-benefit of addressing the significant biodiversity loss the region is facing by protecting and restoring indigenous biodiversity.</p> <p>Scope An ecosystem-service approach (which includes valuing the co-benefits identified in the blue-green network business case) will be taken when considering terrestrial and aquatic ecosystems located on publicly owned land between the mountains and the sea. Estuaries, coastal wetlands, foreshore and dunes are included but other marine environments seaward of MLWS are excluded. Indigenous biodiversity will be prioritised, while recognising the secondary role exotic species play in supporting indigenous flora and fauna, including highly mobile species. Consideration will be given to private land which have SNAs/QEII Trust Covenants located on them and sites that may form a vital strategic link in the network.</p> <p>Initiate project</p> <ul style="list-style-type: none"> • Liaise with the Greater Christchurch Partnership team re maximising synergies between this action in the GCP Spatial Plan and the CCPP. • Confirm project team and complete detailed project plan. <p>Background research</p> <ul style="list-style-type: none"> • Conduct literature review for best practice guidance and examples and identify need/specific requirements for additional guidance. • Complete regional inventory of relevant information such as Iwi Management Plans, environment and climate strategies, blue-green network plans, progress and opportunities. • Investigate options for the primary spatial data operating system and procure/develop spatial tool (there is a possibility the same tool developed in action 1.1 could be used for this project). • Map existing BGN information on spatial tool, including indigenous biodiversity and ecosystem values, land ownership (TA, Crown), soil types, water catchments and natural hazard and climate information. • Map natural ecosystem climate risk and vulnerability data from action 4.1 on spatial tool.
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	Develop blue-green network plan for Canterbury <ul style="list-style-type: none">Procure consultant to prepare a strategic framework for a BGN. This includes collaboratively working with partners and key stakeholders, particularly the Greater Christchurch Partnership, to agree on desired outcomes, principles and objectives.Consultant to conduct a gap analysis of existing and proposed network opportunities to inform the development of a BGN spatial plan, identifying priority locations for implementation, and integrating the results of action 4.1.Obtain signoff of strategic framework and spatial plan from participating local authorities.Initiate public consultation process.Obtain final sign-off from CMF.																																		
KEY DELIVERABLES & TIMEFRAMES	<ul style="list-style-type: none">Confirm project plan - by 20 December 2024Complete literature review - by 30 June 2025Complete regional inventory - by 30 June 2025Procure or develop spatial tool - by December 2025Populate spatial tool with existing BGN information - by 30 June 2026Populate spatial tool with climate risk and vulnerability data from action 4.1 (by Dec2025)Procure consultant services - by 31 July 2026Complete BGN strategic framework - by 20 December 2026Complete draft Canterbury-wide BGN spatial plan - by 30 June 2027Complete public consultation process - by 30 September 2027Finalise strategic framework and spatial plan - by 20 December 2027Complete any additional BGN implementation guidance required - by 20 December 2027Obtain final sign-off from CMF - first meeting in 2028																																		
BUDGET	Total project budget provided in Canterbury Climate Partnership Plan is \$490k. <table><tr><th>Sub- actions</th><th>2024/25</th><th>2025/26</th><th>2026/27</th><th>2027/28</th></tr><tr><td>4.2</td><td></td><td>\$150k</td><td>\$190k</td><td>Complete</td></tr><tr><td>4.2a</td><td>In kind</td><td>\$20k</td><td>\$50k</td><td>Complete</td></tr><tr><td>4.2b</td><td>In kind</td><td>In kind</td><td>In kind</td><td>Ongoing/ In kind</td></tr><tr><td>4.2c</td><td></td><td>In kind</td><td>\$80K</td><td>Ongoing/ In kind</td></tr><tr><td>Total</td><td>\$0</td><td>\$170k</td><td>\$320k</td><td>\$0</td></tr></table>					Sub- actions	2024/25	2025/26	2026/27	2027/28	4.2		\$150k	\$190k	Complete	4.2a	In kind	\$20k	\$50k	Complete	4.2b	In kind	In kind	In kind	Ongoing/ In kind	4.2c		In kind	\$80K	Ongoing/ In kind	Total	\$0	\$170k	\$320k	\$0
Sub- actions	2024/25	2025/26	2026/27	2027/28																															
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4.2c		In kind	\$80K	Ongoing/ In kind																															
Total	\$0	\$170k	\$320k	\$0																															
GOVERNANCE Who signs off?	This is a key action 4 therefore the CPF is in the initial approver and CEF, CMF the second and third approvers respectively.																																		
PARTNERS AND STAKEHOLDERS	Canterbury councils, Environment Canterbury, Greater Christchurch Partnership, Ngāi Tahu and Papatipu Rūnanga, community boards and residents’ groups, Department of Conservation, Ministry for the Environment, Landcare Research, Lincoln and Canterbury universities, environmental groups, local drainage advisory groups, Water Zone committees, SNA/QEII Trust private landowners.																																		

RISKS & MITIGATION	<p>Duplication of effort - compiling a comprehensive regional inventory of existing and planned work is a crucial step in minimising the risk of this occurring.</p> <p>Lack of project management resources - the business case recommended a project manager be appointed due to the large scale and complexity of this project, but available funding was not sufficient for this. Using limited 'in kind' project management resources could delay progress at times. The project team will need to be a 'working' group.</p> <p>Obtaining data - Some areas may have better data to inform the project than others. The spatial plan will therefore need to take a high-level approach with specific investigations carried out as part of local implementation processes.</p> <p>Lack of funding for implementation at a local level - Some identified work may already be funded but other priorities for implementation will need to be considered by individual councils as part of their 2027 LTP planning processes.</p>
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Implementation overview for Canterbury Policy Forum

ACTION NAME	Sub-action 4.1: Develop a Canterbury-wide natural ecosystem climate change risk and vulnerability assessment.	KEY ACTION	Yes
PROJECT TEAM	Action Lead: AnaCapri Mauro – Environment Canterbury		
Roles and Responsibilities	<p>Project Team: Veronica Spittal, Dr Bex Dollery, Sophie Allen – Waimakariri District Council</p> <p>Technical Review Support: Alex Morgan, Verity Halkett, Justin Cope – Environment Canterbury</p> <p>Pending: Ben Baird – Selwyn District Council, Acting Head of Strategy and Policy</p>		

SCOPE & APPROACH	<p>Description: This sub-action sits as a part of <i>Action 4: Nature-based solutions</i> and serves as a key part of the evidence base for sub-action 4.2, which seeks to develop a blue-green network plan for Waitaha Canterbury. The climate change risk and vulnerability assessment will provide a spatial and narrative understanding of which ecosystems in the region may be more exposed to climate change impacts and their ability to cope with these changes under different climate scenarios. The data and analysis gained from this process will aid in the decision-making and prioritisation processes that will be needed during the development of the blue-green network plan.</p> <p>Scope: For this first iteration of an ecosystem risk and vulnerability assessment, the focus will be on terrestrial and aquatic ecosystems (including freshwater and estuarine ecosystems) and will exclude marine ecosystems. The assessment will gather and analyse data such as land cover, biodiversity, and climate hazards, with additional criteria for sensitivity and adaptive capacity metrics, to assess and display spatially explicit risk and vulnerability considerations for Waitaha Canterbury ecosystems based on projected climate change impacts. These data will be mapped and analysed under current and future time horizons (mid- and late-century) and two different climate scenarios (intermediate greenhouse gas emissions, SSP2.5-4, and high emissions, SSP3-7). Considerations will be made for the exposure, sensitivity, and adaptive capacity of these ecosystems. A comprehensive species-specific review outside the scope of this assessment, though some species-level data will likely be used to evaluate the sensitivity and adaptive capacity of a whole ecosystem.</p> <p>The specific methodology used for this assessment, as well as the exact outputs, will be determined through the procurement process. The project team notes that the Ecological Impact Assessment guidelines from the Environment Institute of Australia and New Zealand may provide a helpful baseline.</p>					
KEY DELIVERABLES & TIMEFRAMES	<p>This project is set to be completed by 30 June 2025. As outlined in the Risks and Mitigation section, this timeframe is a key risk. Below are two options.</p> <table><tr><td>Current timeframe</td><td>Suggested timeframe</td></tr><tr><td><ul style="list-style-type: none">Project scope and approach – by 20 December 2024</td><td><ul style="list-style-type: none">Project scope and approach – by 14 February 2025</td></tr></table>		Current timeframe	Suggested timeframe	<ul style="list-style-type: none">Project scope and approach – by 20 December 2024	<ul style="list-style-type: none">Project scope and approach – by 14 February 2025
Current timeframe	Suggested timeframe					
<ul style="list-style-type: none">Project scope and approach – by 20 December 2024	<ul style="list-style-type: none">Project scope and approach – by 14 February 2025					

	<ul style="list-style-type: none">• Collation of existing ecosystem climate change risk and vulnerability data, including spatial data – by 20 December 2024• Literature review – by 20 December 2024• Request for Proposals prepared – by 20 December 2024• New/additional data procured [if needed] – by 31 March 2025• Final deliverables for the region-wide climate change risk and vulnerability assessment for ecosystems due – 30 June 2025	<ul style="list-style-type: none">• Collation of existing ecosystem climate change risk and vulnerability data, including spatial data – by 14 February 2025• Literature review – by 14 February 2025• Request for Proposals prepared – by 14 February 2025• New/additional data procured [if needed] – by 30 April 2025• Final deliverables for the region-wide climate change risk and vulnerability assessment for ecosystems due – 17 October	
BUDGET	Project budget provided in the Canterbury Climate Partnership Plan: \$100k		
	Resourcing	Cost	Note
	Environment Canterbury staff member: 0.4FTE	In kind	Climate Change & Community Resilience Team
	Other Council staff: 0.2FTE	In kind	Project team contribution
	Other Council staff: 0.1FTE	In kind	Review, input, advise
	Consultant	\$100k	Subject to procurement process
GOVERNANCE Who signs off?	This is a sub-action of key action 4 therefore the CPF is in the initial approver and CEF, CMF the second and third approvers respectively.		
PARTNERS AND STAKEHOLDERS	Canterbury Councils, Environment Canterbury, Ngāi Tahu, ngā papatipu rūnanga, Department of Conservation, Manaaki Whenua Landcare Research, Biodiversity Champions group, Biodiversity Officers group (TLA biodiversity hui), local universities.		
RISKS & MITIGATION	Risk	Mitigation	
	Short timeframe leading to incomplete or unusable result	This project will be broken down into individual parts with clear deadlines for each small deliverable. With regional forum processes, it will be challenging to have everything completed by June 2025. With action 4.2 depending on the quality of this assessment, it is important to have a usable deliverable, rather than a fast and incomplete one. It is therefore recommended that the deadline for this project be pushed out to October 2025. This will not impact the delivery of 4.2.	
	Duplication of efforts	Taking the time to conduct a thorough literature review and stocktake of spatial data prior to procurement will be critical, as well as ongoing stakeholder engagement.	
	Data – content, access, consistency, completeness	Producing a stocktake and gap analysis of the available data will help mitigate this, as well as using Council GIS and Science team resources to confirm data robustness and advise on gaps or inconsistencies. Technical input from biodiversity experts, including DOC, to enhance local biodiversity data will also be important.	

	Incompatibility with future regional database	Any spatial outputs from this assessment will also be available as GIS layers to ensure widespread compatibility with this future database.
	Gaps identified, but insufficient funding to address	This is the first iteration of this assessment and there will inevitably be data gaps that we are unable to fill. The final report will be clear about what these gaps are and how they may influence the decision making and/or prioritisation processes for dependent projects. The final report will include suggestions for future iterations.

Canterbury Climate Partnership Plan (CCPP)

CANTERBURY
Mayoral Forum

A strong regional economy with resilient, connected
communities and a better quality of life, for all.

Implementation overview for Canterbury Policy Forum

ACTION NAME	8.2 Explore the feasibility of a Canterbury Climate Commitment that inspires and unites businesses and communities to accelerate climate action.	KEY ACTION	No
PROJECT TEAM Roles and Responsibilities	Amelia Wilkins, Strategy Advisor Maree McNeilly, Principal Advisor <i>Regional Forums Secretariat</i>		

SCOPE & APPROACH	<p>Explore the feasibility of a local climate action commitment or pledge that would serve as a strategic initiative and recognition for businesses, organisations and communities in Canterbury, to mobilise climate action, enhance sustainability and community engagement.</p> <p>There are two main objectives of this CCPP action:</p> <ol style="list-style-type: none"> 1. A pledge scheme allowing businesses and organisations to be recognised for their meaningful and demonstrable commitment to climate action through their reduction of greenhouse gas emissions and other actions relating to environment, sustainability and climate. 2. The pledge scheme would serve as a means to generate funding for community climate action. <p>Approach:</p> <p><i>Phase one</i> Desktop study of existing similar initiatives, both nationally and internationally.</p> <p><i>Phase two</i> Stakeholder engagement</p> <ul style="list-style-type: none"> - Identify key stakeholders including businesses, thought leaders, youth, and community groups to build a coalition of support. - Engage in open discussion to understand possibilities, concerns, gather input and foster a sense of shared responsibility. Establish organisation willingness, capacity and capability to participate and contribute. <p><i>Phase three</i> analyse feedback and provide recommendations on how a commitment or pledge initiative could be adopted and maintained in Canterbury.</p>
KEY DELIVERABLES & TIMEFRAMES	<p>28 March 2025 – update to Canterbury Policy Forum on progress</p> <p>27 June 2025 – final report and recommendations to Canterbury Policy Forum</p>

BUDGET	<p>The Initial feasibility investigation will be completed using staff time only.</p> <p>Should an identified proposal be feasible, future budgets would need to be determined. May include:</p> <ul style="list-style-type: none"> • In-kind contributions • Annual/triennial fee (fixed rate or organisation size proportionate to be determined)
GOVERNANCE Who signs off?	<p>This is not a key action of the CCPP therefore the Canterbury Policy Forum will provide feedback and sign off.</p>
PARTNERS AND STAKEHOLDERS	<p>People and organisations considered for early discussions:</p> <ul style="list-style-type: none"> • Business Canterbury (Leeann Watson) • South Canterbury Chamber of Commerce • Enterprise North Canterbury • Venture Timaru • Christchurch NZ (Ali Adams) • Terra Nova Foundation • Christchurch Foundation • Sustainable business council (Antonia Burbidge – Head of Climate and Nature, Charlotte Koostra, Sustainability Manager Climate and Environment, Shannil Varma Manager Climate Leaders Coalition) • Tūwhana – Christchurch leaders (door openers) https://www.christchurchnz.com/meet/tuwhana • University of Canterbury • Lincoln University • Energy organisations • MfE • Climate Change Commission • Businesses (TBD)
RISKS & MITIGATION	<p>No identified risks in exploratory phase.</p> <p>Potential risks and mitigation to be considered through feasibility study.</p>

Canterbury Climate Partnership Plan (CCPP)

CANTERBURY
Mayoral Forum

A strong regional economy with resilient, connected
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Implementation overview for Canterbury Policy Forum

ACTION NAME	Action 9.1: Develop and implement a monitoring and evaluation plan which includes the co-development of climate-related indicators appropriate to Canterbury.	KEY ACTION	No
PROJECT TEAM	Action lead: Alina Toppler - Environment Canterbury		
Roles and Responsibilities	Project team: Chelsea Clyde (Waitaki District Council), Victoria Clare (Environment Canterbury)		

SCOPE & APPROACH	<p>Description and context:</p> <ul style="list-style-type: none"> This action aims to regularly monitor, evaluate, and report on the Canterbury Climate Partnership Plan (the Plan) based on agreed indicators to ensure actions are impactful, and our desired outcomes are met. Creating baseline data along with action and outcome indicators will allow decision-makers to evaluate the effectiveness of collaborative climate actions of Canterbury councils. This information will also aid in the development of effective climate action planning for future initiatives and the next iteration of the Plan. Regular reporting will assist in raising public awareness about the importance of climate action and regional collaboration, and the impacts achieved through the Plan. The Group has agreed on the following purpose for monitoring and evaluating the Plan <ul style="list-style-type: none"> <i>to monitor and evaluate the progress of climate actions towards achieving outcomes</i> <i>to inform decision making</i> <i>to measure the effectiveness of the Partnership.</i> The Group has developed a draft monitoring and evaluation framework, attached as reference for the Forums feedback, and has agreed this framework should <ul style="list-style-type: none"> <i>measure and evaluate the impact of actions in the short to medium term (e.g. by 2030)</i> <i>measure and evaluate how we're achieving our outcomes in the long term (e.g. by 2050)</i> <i>measure and evaluate the Partnership's effectiveness (e.g. how we're collaborating, resources saved, financial performance, efficiencies generated).</i> <p>In-scope:</p> <ul style="list-style-type: none"> Action and outcome indicator development, incl. clear targets (e.g. 20% of X by Y). Collaboration on indicator development with relevant stakeholders, particularly Te Rūnanga o Ngāi Tahu and/or ngā Rūnanga. Indicator development for assessing the effectiveness of regional collaboration Collection of indicator data. Development of a reporting structure (how often we report, who, and how). Regular reporting to regional fora on the project's progress. Baseline data collection and analysis (i.e. what's the status quo we evaluate from). Establishment of a shared data collection and management system Ongoing engagement with the Climate Change Working Group (CCWG).
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	<ul style="list-style-type: none"> Development of public communication material on the Plan's impact once evaluated. <p>Out of scope:</p> <ul style="list-style-type: none"> Developing contextual indicators, i.e. indicators that help explain the bigger picture. Contextual indicator data will be collected through Environment Canterbury's monitoring and evaluation plan where information can be brought across. Developing digital reporting infrastructure: While we will report on the impact of actions and meeting outcomes, developing and implementing new digital infrastructure (such as custom software) to visualise data will be out of scope. Public engagement and communications planning: While raising public awareness is mentioned as a benefit and the impact of actions and achieving outcomes will be made publicly available, direct public engagement (such as public meetings, workshops, or campaigns) and communication planning (i.e. how to communicate and engage with public) is out of scope.
KEY DELIVERABLES & TIMEFRAMES	<p>Deliverables in Year 1 of Long-Term Plans 2024-2034 (2024-2025)</p> <ul style="list-style-type: none"> Procurement process to deliver the below (led by Environment Canterbury. Environment Canterbury's procurement processes will be followed) (Dec 2024 – June 2025) <ul style="list-style-type: none"> Monitoring and evaluation framework, incl. indicators and metrics (~ by Feb 2025) Baseline data report (~by April 2025) Monitoring and evaluation plan, incl. reporting structure (~by May 2025). <p>Deliverables in Year 2 onwards</p> <ul style="list-style-type: none"> Regularly monitor, evaluate and report on the Plan as per the reporting structure.
BUDGET	<p>The development of a monitoring and evaluation plan is co-funded by Environment Canterbury with \$20,000 provided through the Plan's collective fund.</p> <p>Final costs are subject to a procurement process/testing the market.</p> <p>Estimated staff resourcing 0.2 FTE from project lead + 0.05 FTE from CCWG + 0.025 FTE from other appropriate council staff (review, input, advice)</p>
GOVERNANCE Who signs off?	<p>This is not a key action therefore the CPF is the final approver.</p>
PARTNERS AND STAKEHOLDERS	<p>Canterbury councils, Environment Canterbury, Te Rūnanga o Ngāi Tahu, ngā Rūnanga, Chief Executives Forum, Mayoral Forum</p>

RISKS & MITIGATION	Risk	Mitigation
	Data availability and quality	Establish data availability and quality in parallel to developing indicators to ensure indicators and metrics are fit for purpose. Invest in baseline data collection at the start of the project. If data is unavailable, consider using proxy data or estimates and document assumptions clearly to provide context for future assessments.
	Resource constraints	Ensure dedicated funding and staff resources are allocated through Long Term Plans or Annual Plans to monitor, evaluate and report as per the agreed reporting structure.
	Stakeholder buy-in and engagement	Involve key stakeholders in decision-making and provide regular updates to highlight the value of monitoring, evaluating and reporting in achieving regional climate goals. Showcase early successes or insights gained to build support.
	Difficulty in measuring long-term outcomes	Establish interim milestones and develop short- and medium-term indicators that reflect progress toward long-term goals
	Duplication of efforts with other initiatives	Coordinate with related initiatives, such as those led by the Climate Change Commission, to align indicators and avoid duplication. Establish data-sharing agreements or collaborative reporting structures where possible.

DRAFT CCPP M&E FRAMEWORK

Outcomes Ngā Putanga

The desired future state for Canterbury in a changing climate.



A healthy environment



An equitable and inclusive transition



Prosperity



Adapted and resilient communities



Emission reduction



Climate action leadership

Example indicators of what we could be measuring in the long-term

Ecosystem health^{CAP}

Equity in transition planning

Resident wellbeing

Community preparedness for climate risk

GHG emissions by industry sector^{CAP}Climate information in decision making^{CAP}

Long-term Indicator (e.g. by 2050)

Regional climate actions | Mahi Āhuarangia-Rohe

Medium-term indicators (e.g. by 2030)

Example indicators of what we could be measuring in the medium term

1	Understanding climate risks and improving resilience	Understand climate hazards and risks in Canterbury to support evidence-based decision making and improve regional resilience.	Evidence from tool used in council decisions
2	Emissions reduction	Work together across the region to build equitable, inclusive pathways, targets, and key actions to support New Zealand's commitments towards global greenhouse gas emission reduction.	Equity and inclusivity in transition pathways ^{CAP}
3	Adaptation planning	Support best practice approaches for local adaptation planning with communities.	Uptake of best practice approaches Development of local adaptation plans ^{CAP}
4	Nature-based solutions	Facilitate the development of a Canterbury blue-green network to increase natural capital, indigenous biodiversity and offer nature-based solutions to climate change effects.	Scale of investments in nature-based solutions Wetland areas ^{CAP}
5	Climate change education and advocacy to support communities	Support community understanding about the local impacts of climate change and promote individual and collective climate action.	Engagement opportunities ^{CAP} Community understanding of climate risk ^{CAP}
6	Supporting Papatipu Rūnanga	Support Papatipu Rūnanga with climate action and provide opportunity for their involvement with Canterbury Climate Partnership Plan projects.	TBD with TroNT, ngā Rūnanga
7	Integrating climate change considerations into council processes	Work collaboratively to build local government capability and enhance its capacity to adapt in a changing climate.	Climate literacy amongst decision makers
8	Climate funding and financing	Identify and leverage co-funding and financing opportunities for climate adaptation and resilience.	Successful funding bids
9	Monitoring and evaluation	Monitor and report on progress towards achieving the actions and outcomes of the Partnership Plan.	Indicators to assess quality of M&E Plan – tbd
10	Implementation	Assemble an implementation team to ensure the successful delivery and implementation of the Canterbury Climate Partnership Plan.	Indicator to assess implementation staff resource commitment

Attachment 1:

Partnership effectiveness (e.g. based on principles or benefits)

E.g efficiencies generated

E.g financial performance

E.g collaboration success

E.g collaboration success

CCPP Action 9 Implementation Overview, 16 December 2024

Canterbury Climate Partnership Plan Implementation Plan Progress Report

Quarter 2: September-December 2024 - Progress Report #1

NB the action wording has been summarised. For a full account of the actions, please refer to page 42 of the Canterbury Climate Partnership Plan

Action theme		Primary action	Sub-actions	Lead	Scope, Budget, Timeframes	Commentary	Risks
1	Understanding Climate Risks and Improving Resilience	Understand climate hazards and risks in Canterbury to support evidence-based decision making and improve regional resilience.	Sub-action 1.1 Risk visualisation tool	Waimakariri District Council	On track	Implementation overview completed for feedback by CPF December 2024.	
			Sub-action 1.2 Climate change risk and urgency assessment	Environment Canterbury	On track	Work to begin Year 4 onwards	
2	Emissions reduction	Work together across the region to build equitable, inclusive pathways, targets, and key actions to support New Zealand's commitments towards global greenhouse gas emissions reduction.	Sub-action 2.1 Develop carbon inventories and identify transition pathways	Environment Canterbury	On track		
			Sub-action 2.2 Regional transition risk and opportunities assessment	Environment Canterbury		Work to begin Year 2	
			Sub-action 2.3 Regional low emissions transition strategy	Environment Canterbury		Work to begin Year 2.	
3	Adaptation planning	Support best practice approaches for local adaptation planning with communities	Sub-action 3.1 Best practice approach for adaptation planning and implementation by councils in Canterbury	Hurunui District Council		Not started due to staff vacancy at Hurunui District Council.	
4	Nature Based Solutions	Facilitate the development of a Canterbury blue-green network to increase natural capital, indigenous biodiversity and offer nature-based solutions to climate change effects.	Sub-action 4.1 Ecosystem climate change risk and vulnerability assessment	Environment Canterbury	On track		
			Sub-action 4.2 Blue-green network plan for Canterbury	Waimakariri & Selwyn District Council co-leading		Work to begin in Year 2.	
			Sub-action 4.2a Collaborate with key stakeholders to provide guidance on blue-green infrastructure placement and hazard resilience investment	Waimakariri & Selwyn District Council co-leading	On track	Stakeholder identification underway. Initial conversations started.	
			Sub-action 4.2b Collaborate and align with Greater Christchurch Partnership and key stakeholders to deliver a blue-green network	Waimakariri & Selwyn District Council co-leading	On track	Initial conversations held between co-leads, and GCP staff.	
			Sub-action 4.2c Investigate the feasibility of establishing blue-green infrastructure on council-owned land	All councils		Work to begin in Year 2.	
5	Climate Change Education and Advocacy	Support community understanding about the local impacts of climate change and promote individual and collective climate action.	Sub-action 5.1 Continue to develop the "It's Time, Canterbury" initiative	Environment Canterbury	On track	Implementation overview to be presented to CPF in March 2025.	
			Sub-action 5.2 Produce communications materials with CDEM that integrate climate action and resilience to natural hazards	Environment Canterbury		Work to begin in Year 2.	
6	Supporting Papatipu Rūnanga	Support papatipu rūnanga with climate action at place and provide continuing opportunity for their involvement with the Canterbury Climate Partnership Plan.	Sub-action 6.1 Understand the climate action requirements of papatipu rūnanga across Canterbury	All councils	On track	Scoping in progress. Implementation overview to be presented to CPF in March 2025.	
			Sub-action 6.2 Support councils to work in partnership with papatipu rūnanga on climate action planning	Canterbury Mayoral Forum Secretariat	On track	Scoping in progress. Implementation overview to be presented to CPF in March 2025.	
7	Integrating climate change considerations in council processes	Work collaboratively to build local government capability and enhance its capacity to adapt to the climate change challenges it faces	Sub-action 7.1 Integrate climate change mitigation and adaptation considerations across all council business	Ashburton District Council	On track	Work initiated by action lead and sub-group. Council survey conducted. Implementation overview to be presented to CPF in March 2025.	
8	Climate Funding and Financing	Identify co-funding and financing opportunities for climate adaptation and resilience.	Sub-action 8.1 Advocate to central government for funding to be made available for the climate-related actions	Christchurch City Council	On track	Implementation overview to be presented to CPF in March 2025.	
			Sub-action 8.2 Explore the feasibility of a Canterbury Climate Commitment	Canterbury Mayoral Forum Secretariat	On track		
9	Monitoring and Evaluation	Monitor and report on progress towards achieving the actions and outcomes of the Partnership Plan.	Sub-action 9.1 Develop and implement a monitoring and evaluation plan	Environment Canterbury	On track		
10	Implementation	Assemble an implementation team to ensure the successful delivery and implementation of the Canterbury Climate Partnership Plan.		Environment Canterbury (with action leads)	Completed		

Canterbury Climate Partnership Plan

Finances as at 30 November 2024

30/11/2024 Opening balance		0.00
Revenue		
Date	Councils	Amount
14/10/2024	Mackenzie District Council	4,130.43
14/10/2024	Kaikoura District Council	4,130.43
14/10/2024	Waitaki District Council	6,521.74
14/10/2024	Waimate District Council	6,443.48
14/10/2024	Hurunui District Council	8,591.30
14/10/2024	Timaru District Council	16,191.30
14/10/2024	Ashburton District Council	16,191.30
14/10/2024	Waimakariki District Council	17,678.26
14/10/2024	Selwyn District Council	17,678.26
14/10/2024	Christchurch City Council	33,913.04
14/10/2024	Environment Canterbury	33,913.04
	Total contribution (exclusive of GST)	<u>\$ 165,382.58</u>
Spend		
Date	Supplier	Amount
		0.00
	Total spend	<u>\$ -</u>
	Balance (excluding GST)	<u><u>\$ 165,382.58</u></u>

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Hamish Barrell – Chair, Canterbury Planning Managers Group

Regional Spatial Planning – Proposed Approach

Purpose

1. The purpose of this paper is to set out a proposed approach to the development of a Scope of Work for a regional stocktake of spatial plans and strategies and for an options paper around the process to develop a regional spatial plan.

Recommendations

That the Canterbury Policy Forum:

1. **endorses the proposed ‘phased’ approach to undertaking a regional stocktake of spatial plans and strategies and developing an options paper around the process to develop a regional spatial plan; and**
2. **provides feedback on the draft Scope of Work for the regional stocktake of existing spatial plans and strategies, and relevant information (Attachment 1).**

Background

2. The opportunity to consider the development of a regional spatial plan for Waitaha Canterbury was identified at a joint meeting of the Canterbury Policy and Economic Forums in mid-2024. Consideration was then given to foundational work that could be progressed to inform future discussions, and a paper was presented to the Canterbury Chief Executives Forum meeting in October 2024.
3. At its October meeting, the Chief Executives Forum agreed to the development of a scope of work and associated budget for:
 - (a) a stocktake of existing Waitaha Canterbury spatial plans and strategies; and
 - (b) the development of an options paper around the process to develop a regional spatial plan.
4. Progressing this foundational work was identified as a pro-active first step towards a possible regional spatial plan, in the context of changes to the resource management system signalled by Government and the opportunity for regions to partner with Government through Regional Deals.

5. Staff have developed a draft Scope of Work for the first element of the work described above (part (a)), which is provided as Attachment 1. As the stocktake will support and inform the development of the options paper identified in part (b), it is proposed that a separate Scope of Work will be developed for this aspect of the work in mid-2025.

Spatial planning context

Spatial planning in the region

6. Spatial planning is a collaborative exercise to produce an evidence based, long term (30+ years), future-focused strategy to guide growth, development and change in a specific geographic area. Spatial plans go beyond traditional land use planning to integrate policies for the development and use of land with other policies and programmes that influence both the nature and function of places (especially infrastructure).
7. Some spatial planning has already been undertaken in parts of Waitaha Canterbury. The Greater Christchurch Spatial Plan was developed between 2021 and 2023 by the Greater Christchurch Partnership¹ and adopted by all partner councils in 2024. Spatial plans have also been developed by district councils for some smaller areas and townships in the region, including Kaikōura, Amberley and Leithfield in the Hurunui District, and Fairlie, Twizel and Tekapo in the Mackenzie District. Masterplans have also been developed for Ōmārama and Otematata in the Waitaki District. Selwyn District Council recently adopted its Waikirikiri Ki Tua Future Selwyn strategy and has commenced detailed spatial planning for Eastern Selwyn, Malvern, and Ellesmere.

Resource management legislation changes

8. In 2024, the Government repealed the Spatial Planning Act 2023 and Natural and Built Environment Act 2023 with the intention of replacing the Resource Management Act with new legislation. The Government has signalled that the new resource management system is intended to have ten core design features, one of which is the use of spatial planning and another requiring one regulatory plan per region, jointly prepared by regional and district councils.
9. The Spatial Planning Act 2023 (repealed) set out the scope and content of regional spatial strategies. It is not unreasonable to expect the new legislation to have similar requirements, albeit with a strong economic development focus. The new legislation, to be introduced as part of Phase three of the Government's resource management reforms, will likely provide clear direction on expectations for a regional spatial plan and/or a regional regulatory plan. Ministry officials have signalled that detailed policy work and legislative drafting will begin after Cabinet has agreed to key aspects of the

¹ The Greater Christchurch Partnership is a voluntary coalition of local government, mana whenua and government agencies working collaboratively to address strategic challenges and opportunities for Greater Christchurch.

new legislation in early 2025. The Government aims to introduce bills in Parliament in mid-2025 and pass these into law by mid-2026.

Regional Deals

10. In August 2024, the Government announced a Strategic Framework for Regional Deals. Regional Deals are long-term agreements between central and local government, based on a 30-year vision with negotiated 10-year strategic plans. The Government's three key priorities for these deals are economic growth and productivity, critical infrastructure, and affordable, quality housing.
11. The Government recently announced that all regions² will be invited to submit proposals for Regional Deals. Councils are required to confirm their intent to participate by 18 December 2024, with light-touch proposals due by 28 February 2025. The first deal is expected to be finalised by December 2025, and three deals are expected to be in place by October 2026. The selection of regions for Regional Deals will be based on meeting specific criteria, including commitment to a regional spatial plan.
12. At the Chief Executives Forum the relationship between spatial plans and Regional Deals was noted, however it was also noted that the spatial plan work would be a good building block for the region, regardless of whether there was a Regional Deal.

Scope of Work development

13. A draft Scope of Work has been developed for the region-wide stocktake of existing spatial plans and strategies. Additional work will identify available information that would form a shared evidence base. Staff recommend commencing work on the stocktake and identification of available information first, as this will help to determine the scale of work involved in developing a regional spatial plan and inform the development of the scope of work for the options paper.
14. The development of the stocktake is therefore identified as 'Phase 1'. A separate Scope of Work will thereafter be developed for the development of the options paper, referred to as 'Phase 2'.

Summary of proposed scope and approach

15. The proposed Phase 1 scope has two key components:
 - identification and high-level review of local, district or sub-regional spatial plans and strategies that have a spatial planning component, including those that have been completed or are in progress across the region; and

² 'Regions' in the context of Regional Deals could be regional, sub-regional or another appropriate scale, so long as they are defined economic and geographic areas with functional local authorities.

- identification of the evidence base likely to be required to underpin a regional spatial plan and a stocktake of existing available information (including identification of key information gaps).

16. The stocktake of existing spatial plans and strategies would include identification of the geographic and economic area and spatial extent, timescale, scope, and focus, and the consideration of specific information; for example, as related to strategic employment areas, town centres, housing provision, transport and other priority investment projects etc. The proposed approach for the Phase 1 Stocktake is set out in more detail in the draft Scope of Work provided at Attachment 1.
17. It is proposed that the scoping of Phase 2, which will be informed by the findings of Phase 1, will be completed in mid-2025. Following this, further discussions around the development of a regional spatial plan will be needed.
18. It is proposed that the work would be overseen by the Canterbury Planning Managers Group, reporting through to the Policy Forum and Chief Executives Forum.

Budget and resourcing implications

19. Environment Canterbury has available staff resource / capacity to undertake the Phase 1 Stocktake. Support from staff within the district and city councils will be required to identify and collate relevant plans, strategies and other information.
20. Provided sufficient staff (in-kind) resource is available within councils, there are not expected to be any additional expenses or budget requirements attributed to the delivery of the Phase 1 Stocktake.
21. Financial and resourcing implications for Phase 2 will be determined through the scoping of that work.

Next steps

22. Subject to the Policy Forum agreeing the scope, approach, and timeframes for the Phase 1 Stocktake, next steps and key milestones are set out below and in Attachment 2. Further detail is provided in Table 1 of the Scope of Work. An update will be provided to the Chief Executives Forum meeting in January.

Milestone	Target date
CEF approval of approach and Phase 1 Scope of Work	27 January 2025
Finalise Phase 1 Scope of Work (subject to CEF approval)	31 January 2025
Review previous stocktake of spatial plans and strategies in the region	7 February 2025

Scoping of information / evidence base requirements	7 February 2025
Initial engagement with council staff	1-28 February 2025
Stocktake of existing spatial plans and strategies	31 March 2025
Stocktake of existing information	31 March 2025
Report write-up	April-May 2025
Reporting (CEDF, CPF, CEF)	June-July 2025

Attachments

- **Attachment 1** Scope of Work: Regional Spatial Planning – Phase 1
Stocktake of existing Waitaha Canterbury spatial plans and strategies, and relevant information
- **Attachment 2** Regional Spatial Planning Phase 1 Stocktake - key milestones

Scope of Work

Regional Spatial Planning – Phase 1 Stocktake of existing Waitaha Canterbury spatial plans and strategies, and relevant information

November 2024

1. Introduction and background

The opportunity to explore the future development of a Waitaha Canterbury Regional Spatial Plan was identified by the Canterbury Policy and Economic Development Forums in mid-2024. Consideration was then given to foundational work that could be progressed to inform future discussions about the development of a regional spatial plan.

In October 2024, the Canterbury Chief Executives Forum agreed to the development of a scope of work, for:

- a. a stocktake of existing Waitaha Canterbury spatial plans and strategies; and
- b. the development of an options paper around the process to develop a regional spatial plan.

This Phase 1 Scope of Work addresses the first element of the work described above (part (a)). The stocktake is intended to support and inform the development of the options paper identified in part (b). A separate Scope of Work is being developed for this aspect.

2. Context

Spatial Planning

Spatial planning is a collaborative exercise to produce an evidence based, long term (30+ years), future-focused strategy to guide growth, development and change in a specific geographic area. Spatial plans go beyond traditional land use planning to integrate policies for the development and use of land with other policies and programmes that influence both the nature and function of places (especially infrastructure).

Spatial Planning in the region

Some spatial planning has been undertaken in parts of Waitaha Canterbury. The Greater Christchurch Spatial Plan was developed between 2021 and 2023 by the Greater Christchurch Partnership¹ and adopted by all partner councils in 2024. Spatial plans have also been developed for some smaller areas and townships in the region, including Kaikōura, Amberley

¹ The Greater Christchurch Partnership is a voluntary coalition of local government, mana whenua and government agencies working collaboratively to address strategic challenges and opportunities for Greater Christchurch.

and Leithfield in the Hurunui District, and Fairlie, Twizel and Tekapo in the Mackenzie District. Masterplans have also been developed for Ōmārama and Otematata in the Waitaki District. Selwyn District Council recently adopted its *Waikirikiri Ki Tua Future Selwyn* strategy. *Waikirikiri Ki Tua Future Selwyn* sets out a vision and long-term strategic direction for the Selwyn district for the next 50 to 100 years. Detailed spatial planning for Eastern Selwyn, Malvern, and Ellesmere has now commenced.

Resource management legislation changes

In 2024, the Government repealed the Spatial Planning Act 2023 and Natural and Built Environment Act 2023 with the intention of replacing the Resource Management Act with new legislation. The Government has signalled that development of the new resource management system is to be guided by ten core design features, one of which is the use of spatial planning, and another is requiring one regulatory plan per region, jointly prepared by regional and district councils.²

The Spatial Planning Act 2023 (repealed) set out the scope and content of regional spatial strategies. It is not unreasonable to expect the new legislation to have similar requirements, albeit with a strong economic development focus. The new legislation, to be introduced as part of Phase three of the Government's resource management reforms, will likely provide clear direction on expectations for a regional spatial plan and/or a regional regulatory plan. Ministry officials have signalled that detailed policy work and legislative drafting will begin after Cabinet has agreed to key aspects of the new legislation in early 2025. The Government aims to introduce bills in Parliament in mid-2025 and pass these into law by mid-2026.

Regional Deals

In August 2024, the Government announced a Strategic Framework for Regional Deals.³ Regional deals are long-term agreements between central and local government, based on a 30-year vision with negotiated 10-year strategic plans. The Government's three key priorities for these deals are economic growth and productivity, critical infrastructure, and affordable, quality housing.

All regions will be invited to submit proposals for Regional Deals. Councils are required to confirm their intent to participate by 18 December 2024, with light-touch proposals due by 28 February 2025. The first deal is expected to be finalised by December 2025, and three deals are expected to be in place by October 2026. The selection of regions⁴ for Regional Deals will

² <https://www.beehive.govt.nz/release/replacement-resource-management-act-takes-shape>

³ Government's Strategic Framework for Regional Deals is available here: <https://www.beehive.govt.nz/sites/default/files/2024-08/Regional%20Deals%20Strategic%20Framework.pdf>

⁴ 'Regions' in the context of Regional Deals could be regional, sub-regional or another appropriate scale, so long as they are defined economic and geographic areas with functional local authorities. [Draft Publicly Facing Regional Deals Strategic Framework](#) (p.10).

be based on meeting a number of specific criteria, including commitment to a regional spatial plan.

3. Purpose

The purpose of this work is to help to determine the scale of effort likely to be required to develop a regional spatial plan. Phase 1, a stocktake of existing Waitaha Canterbury spatial plans and strategies and relevant information, is an important foundational piece of work that will inform the scale of the work. Additional work will identify available information that would form a shared evidence base. This information could then be used as the foundation on which the next phases of work will be undertaken. The development of the Greater Christchurch Spatial Plan followed a similar approach, whereby a Foundation Report was published which set out key outputs of the first phases of work related to developing an evidence base and a strategic framework for the spatial plan.

Following this, further discussions around the development of a regional spatial plan will be needed.

4. Deliverable

Phase 1 will deliver a stocktake of existing spatial plans and strategies across the region, and other relevant information, in the form of a report, along with a summary of the evidence base and information sources. This phase will also identify information gaps and opportunities for further work / information to be sourced.

Phase 2 (to be separately scoped) will deliver an options report for approaching a regional spatial plan.

5. Scope and approach

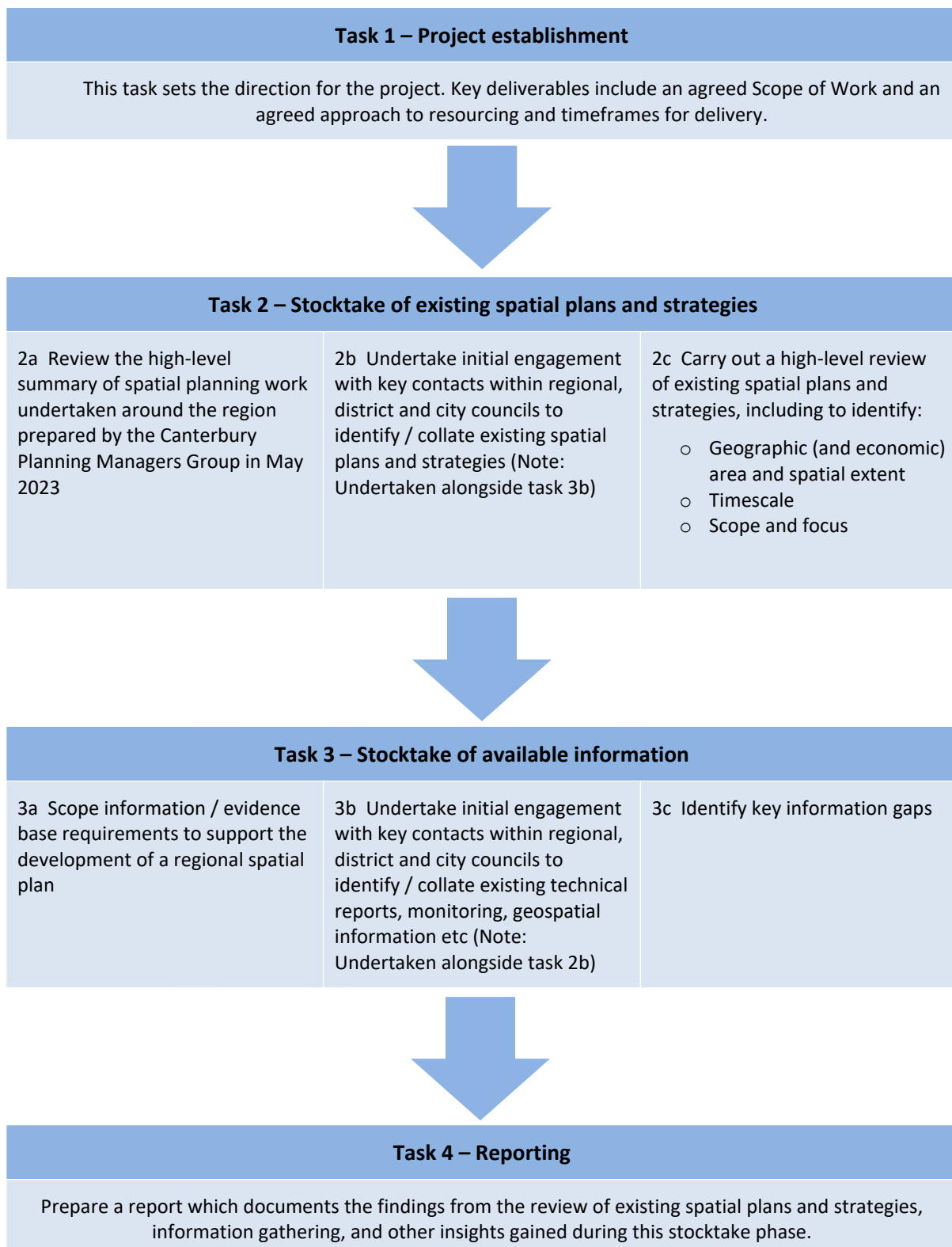
The Phase 1 scope for this project has two key components:

- Identification and high-level review of local, district or sub-regional spatial plans and strategies that have a spatial planning component, including those that have been completed or are in progress across the region; and
- Identification of the evidence base likely to be required to underpin a regional spatial plan and a stocktake of existing available information (including the identification of information gaps).

The proposed approach for Phase 1 is set out on the following page.

The scoping of Phase 2 will be informed by the findings of Phase 1 and will be completed in mid-2025.

Approach to Phase 1 – Stocktake



6. Key tasks and timeframes

Key tasks	Steps	Interdependencies	Start date	Completion date	Outputs / deliverables
Task 1 – Project establishment	Phase 1 Scope of Work finalised / approved	CPF meeting 16 December 2024 CEF meeting 27 January 2025	1 November 2024	31 January 2025	Agreed Scope of Work and agreed approach to resourcing and timeframes for delivery
Task 2 – Stocktake of existing spatial plans and strategies	Review previous stocktake of spatial plans and strategies in the region		1 February 2025	7 February 2025	
	Initial engagement with key contacts within the regional council and district / city councils	Capacity within councils to assist	1 February 2025	28 February 2025	
	Collate and review spatial plans and strategies provided by council contacts (including work that is programmed or in progress), including to identify geographic (and economic) area and spatial extent, timescale, and scope and focus ⁵	Information is provided by councils in a timely manner	10 February 2025	31 March 2025	
Task 3 – Stocktake of existing information	Scope information and evidence base likely to be required to support the development of a regional spatial plan		1 February 2025	7 February 2025	

⁵ This could include, for example, the location of strategic employment nodes, 'regional structures' for town centres, housing provision, transport investment priority projects etc.

	Initial engagement with key contacts within the regional council and district / city councils	Capacity within councils to assist	1 February 2025	28 February 2025	
	Collate existing technical reports, monitoring, geospatial information etc provided by council contacts (including work that is programmed or in progress). For example, the evidence base developed for district and regional planning processes, Greater Christchurch Spatial Plan, NPS-UD monitoring etc.	Information is provided by councils in a timely manner	10 February 2025	31 March 2025	
	Identify key information gaps		1 April 2025	11 April 2025	
Task 4 – Reporting	Draft report prepared		Early-April 2025	Early-May 2025	Draft report
	Review and feedback period		Early-May 2025	Early-June 2025	
	Report finalised			Mid-June 2025	Final report
Sign out process	Stocktake report presented to CPF			27 June 2025	CPF approval of report
	Stocktake report presented to CEF			28 July 2025	CEF approval of report

Acronyms

CPF – Canterbury Policy Forum

CEF – Canterbury Chief Executives Forum

7. Resourcing and budget

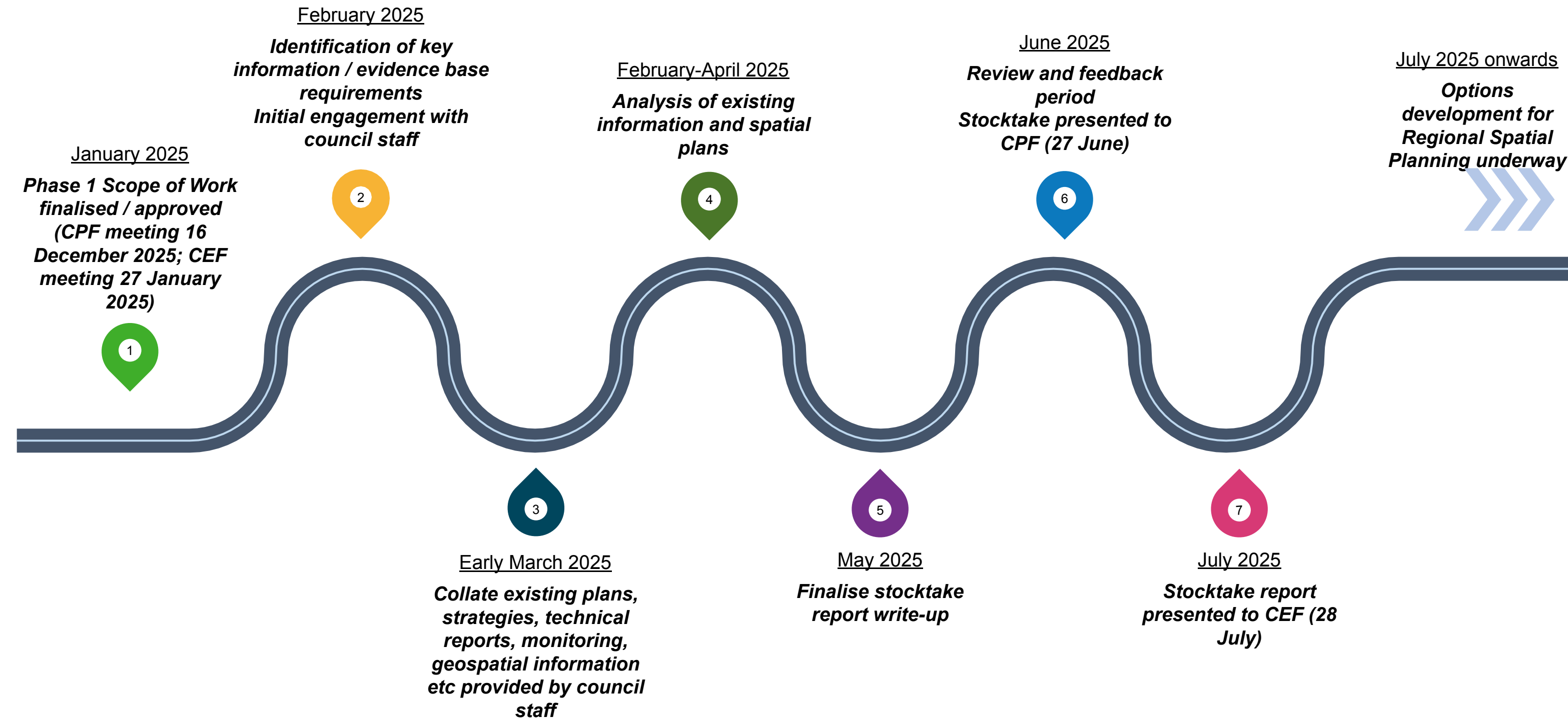
The estimated time required to undertake the tasks described in Sections 5 and 6, are set out below:

	Q2 (Oct – Dec 2024)	Q3 (Jan – Mar 2025)	Q4 (Apr – Jun 2025)
Scope of Work	10 hours		
Stocktake of existing spatial plans and strategies		40 hours	
Scoping of regional spatial planning information requirements		10 hours	
Stocktake of existing information		60 hours	
Report write-up			60 hours
Reporting (CEDF, CPF, CEF)	8 hours	8 hours	8 hours
Total estimated time required	18 hours	118 hours	68 hours

Internal resource is available at Environment Canterbury to undertake the Phase 1 Stocktake. Support from staff within the district and city councils will be required, to identify and collate relevant plans, strategies and other information. The work will be overseen by the Canterbury Planning Managers Group, reporting through to the Policy Forum and Chief Executives Forum.

Provided sufficient staff (in-kind) resource is available within councils, there are not expected to be any additional expenses or budget requirements attributed to the delivery of the Phase 1 Stocktake.

Attachment 2 - Key milestones



Canterbury Policy Forum

Date: 16 December 2024

Presented by: Cameron Smith (Senior Strategy Manager, Environment Canterbury)

CWMS Zone Committee Review 2024 update

Purpose

1. To report on the outcome of the Canterbury Water Management Strategy (CWMS) Zone Committee Review 2024 (the 'Review'), decisions made by the Canterbury Mayoral Forum on 29 November 2024, and proposed work to be undertaken collaboratively until June 2025.

Recommendations

That the Canterbury Policy Forum:

1. **receives the update of the CWMS Zone Committee Review 2024**
2. **acknowledges the decisions made by the Canterbury Mayoral Forum on 29 November 2024**
3. **notes that Environment Canterbury would like to progress next steps collaboratively with staff from territorial authorities and Rūnanga in the first half of 2025**
4. **provides feedback on how the Policy Forum and staff from territorial authorities may best be involved in this collaborative work programme over the next six months.**

Key points

2. Zone Water Management Committees ('zone committees') were established in 2010-11 under the auspices of the Canterbury Mayoral Forum to engage communities in local water management as part of the Canterbury Water Management Strategy (CWMS).
3. The Canterbury Mayoral Forum (CMF) agreed in August 2023 to a review of zone committees to be completed in 2024. This review was led by Environment Canterbury and is now completed. Key findings include an acknowledgement that, while the CWMS vision and principles remain sound, a single zone committee structure is no longer the preferred approach across Canterbury.
4. A working group of Mayors, Rūnanga representatives and Environment Canterbury Councillors identified a preferred base model centred on connecting territorial authorities, mana whenua and regional council at a leadership level and at place to

support direction setting around local priorities and possibly help guide funding decisions to achieve outcomes. Connections to local communities, Central Government and industry are critical, along with the need to reflect a maturing partnership with mana whenua.

5. These leadership groups offer regional consistency from a membership and function perspective with local flexibility, including determining at place the mechanisms for local community engagement, setting of priorities, and degree of investment support.
6. Key questions that remain include at what scale these leadership groups will operate (e.g. existing CWMS zones or district boundaries), how they are mandated, and their operational details. In any case, support of councils and Rūnanga will be critical.
7. Further work is required in the next six months, which should involve staff from territorial authorities, Environment Canterbury, and Rūnanga. Final CMF endorsement will be sought in May 2025 to have new groups operational in the 2025/26 financial year. The CMF agreed at its 29 November meeting to these next steps.
8. Environment Canterbury staff are designing the collaborative work programme for the next six months and seek feedback on how to best engage with the Policy Forum and/or Operations Forum as well as staff at individual territorial authorities.

Background

Canterbury Water Management Strategy and Zone Committees

9. The CWMS was adopted by the CMF in 2009 in response to severe droughts, lack of an operative freshwater planning framework, and needs identified through the Canterbury Strategic Water Study (1999–2006). The key principle underpinning the CWMS is a focus on collaboration and collaborative decision-making, with a number of fundamental primary principles (sustainable development, regional approach, and kaitiakitanga) and supporting principles laying out core intentions.
10. To carry forward the collaborative approach of developing the CWMS and support its implementation, ten Zone Water Management Committees ('zone committees') and a Regional Water Management Committee ('Regional Committee') were established in 2010-11. These committees were tasked with developing, and supporting delivery of, Zone Implementation Programmes (ZIPs) and a Regional Implementation Programme.
11. Zone committees were set up as joint committees of Environment Canterbury and the territorial authority/-ies in each zone under the Local Government Act 2002. They are comprised of representatives from the local community, rūnanga, and councils.
12. The main intention of establishing zone committees at a sub-regional level and developing ZIPs was to engage communities in local water management, including the development of solutions to local water issues with broad stakeholder support.

CWMS Zone Committee Review 2024

13. In August 2023 the CMF agreed to a review of zone committees to be completed in 2024, led by Environment Canterbury. This was in response to questions on whether they remain best placed to drive freshwater action across Canterbury. As part of this review, Environment Canterbury staff identified an opportunity to assess the structure, function and resourcing needed to support future local leadership to achieve freshwater management outcomes.
14. The Review's first phase involved engagements with all zone committees, Canterbury Mayors, Rūnanga representatives, and Environment Canterbury Councillors in March to June 2024. Preliminary findings were reported to the CMF in May 2024, which guided the next phase of developing advice and next steps.
15. In August 2024, the CMF and Te Rōpū Tuia* nominated representatives to workshop with Environment Canterbury's Chair and Councillors what local freshwater leadership the CMF will support into the future. Two workshops were held in late October and early November 2024.
*(*Te Rōpū Tuia is the governance forum that anchors the collective relationship between the ten Papatipu Rūnanga across Waitaha and Environment Canterbury, with membership consisting of the Chairs of ngā Papatipu Rūnanga (or their nominees) and Environment Canterbury Councillors.)*
16. The outcomes from these engagements were captured in a technical report, which is being finalised and will be shared in mid-December. This report concludes the Review, with a summary of outcomes and recommendations for next steps presented for endorsement to the CMF on 29 November 2024 (see paragraph 29 ff. & Attachment 1).

Outcomes of the CWMS Zone Committee Review 2024

17. A summary of the empirical findings concerning views on the current function of zone committees and considerations for their future as well as local freshwater leadership more broadly is provided in Attachment A1.
18. There was a shared view among the working group of Mayors, Rūnanga representatives and Environment Canterbury Councillors that, while the CWMS vision and principles remain sound and provide a good basis for future work, zone committees as a consistent one-size-fits-all structure across Canterbury are no longer preferred. This followed an assessment that the majority of committees have not been well placed or supported to move from planning-centric work to implementation work programmes, although it was acknowledged that some committees work well and opportunities should be created to keep the momentum and membership of these committees.
19. Through the workshops a preferred base model was identified as well as questions that require further investigation before this new model can be operationalised.

Key features of proposed local leadership model

20. A base model was identified that centres on connecting territorial authorities, mana whenua and regional council at a leadership level and at place, with connections to local communities critical along with the need to reflect a maturing partnership with mana whenua. Connections to Central Government and industry alongside, and as part of, local communities may also be important for future success (see Figure 1).



Figure 1 Base model to connect TLAs, mana whenua and regional council at a leadership level and at place

21. The working group recognised that the relationship of these three partners should be meaningful and have clear purpose – it ought to extend beyond loose connections and involve direction setting, tracking of progress, and possibly support to guide funding decisions to achieve outcomes. Members of the working group framed this well:
- it is about these local leadership groups confirming an action plan of local priorities and then utilise their resources, mana, and networks to support delivery towards these priorities.
22. The scope of the leadership groups was also discussed by the working group, and it was agreed that the fundamentals of the CWMS and guiding plans (e.g. Zone Implementation Programmes) remain crucial for identifying freshwater management priorities and focus efforts. Leadership groups may, however, wish to extend the scope of local priorities to other overlapping cross-boundary issues, such as land use, biosecurity, biodiversity and natural hazards.
23. The working group noted that an approach is needed that achieves a degree of regional consistency from a membership and function perspective, with enough flexibility to enable locally suitable solutions, which will include determining at place the mechanisms for local community engagement, setting of priorities, and degree of investment support.

24. The working group also noted that future options should be effective and efficient without duplicating existing structures or recreating known challenges to achieving outcomes. Successful examples of partnership approaches across Canterbury may serve as points of reference (e.g. Waitarakao Washdyke Lagoon Catchment Strategy and Whakaraupō Whaka-Ora Healthy Harbour).
25. The working group further acknowledged that the success of future options will depend on clear responsibilities and accountability, with the support of councils and Rūnanga being critical.

Key questions to be considered

26. Some key design questions need to be worked through in early 2025 before final advice can be provided to the CMF. For example, should these leadership groups operate according to existing CWMS zone boundaries, district boundaries, or be based on proposed freshwater management units?
27. Options for how these leadership groups are mandated also need to be determined. Zone committees are joint committees of territorial authorities and Environment Canterbury, whereas other mechanisms, such as Whaka-Ora, are underpinned by a voluntary partnership reflected with a Collaborative Agreement.
28. These questions, along with operational details (e.g. options for wider membership, meeting formats and frequency, and administrative support), need to be investigated further.

Next steps

29. At its 29 November meeting, CMF members were briefed on the findings of the Review and proposed next steps (see Attachment 1). The CMF agreed with the finding that zone committees as a consistent structure across Canterbury is no longer the preferred approach.
30. The CMF further endorsed the model of local freshwater leadership groups with core membership of territorial authorities, mana whenua and regional council, and for this model to be refined in early to mid-2025 for final endorsement in May 2025, in order to have new leadership groups operational in the 2025/26 financial year.
31. Additional work is required to resolve the questions outlined above and refine the proposed model. Under the auspices of the CMF, this work should be undertaken collaboratively by staff from territorial authorities, Environment Canterbury, and Rūnanga.
32. This work will require further discussions with individual councils, noting changes to the zone committee approach will require decisions by each council given these are joint committees. It is intended that new groups would operate within existing CWMS Zone Committee funding envelopes.

33. It is intended that the CWMS zone committees continue their work in their current form until new groups are established.
34. A progress update will be provided at the CMF's February 2025 meeting, with a finalised model presented at the May 2025 meeting. Updates will also be provided through the Canterbury Chief Executive Forum and where possible the Policy Forum and Operations Forum.
35. As part of this work, Environment Canterbury is seeking feedback on how to best engage with the Policy Forum and/or Operations Forum as well as staff at individual territorial authorities.

Cost, compliance and communication

Financial implications

36. In refining the proposed model, staff are working towards new leadership groups being funded within existing CWMS Zone Committee budgets.

Risk assessment and legal compliance

37. Given the collaborative approach taken for this Review, key parties have received regular updates and participated in determining the outcomes of the Review. Therefore, no major risks or legal implications are foreseen.

Significance and engagement

38. This work affects the relationship and future collaboration between key CWMS parties, including territorial authorities, Environment Canterbury, Ngāi Tahu, the Canterbury community, and organisations with interests in water.
39. Further collaborative engagements between territorial authorities, mana whenua, and regional council are required at a leadership and staff level to refine the operation of the proposed leadership group model. Zone committee members will be engaged throughout early to mid-2025 as part of the transition to a new model by July 2025.

Communication

40. Progress updates on proposed next steps will be communicated through upcoming quarterly meetings of the CMF and Chief Executive Forum, as well as other avenues on an as-needed basis (e.g. Canterbury Policy Forum). Zone committee members will continue to receive regular updates.
41. Environment Canterbury staff compiled a Communications & Engagement Plan that will guide future communication, with input from the CMF where requested or required.

Next steps

42. Progress updates will be provided to the Policy Forum in March and/or July 2025, following briefings to the CMF in February and May.

Attachments

- 'CWMS Zone Committee Review 2024 – Reporting and Next Steps' briefing to the Canterbury Mayoral Forum 29 November 2024 meeting

Attachment 1: CWMS Zone Committee Review 2024 – Reporting and Next Steps

Canterbury Mayoral Forum

Date: 29 November 2024

Presented by: Craig Pauling, Environment Canterbury

CWMS Zone Committee Review 2024 – Reporting and Next Steps

Purpose

43. To report on the outcome of the Canterbury Water Management Strategy Zone Committee Review 2024 (the 'Review') and seek endorsement from the Canterbury Mayoral Forum on proposed next steps.

Recommendations

That the Canterbury Mayoral Forum:

1. **acknowledges that the Review has been completed, with the full technical report provided to territorial authorities, Papatipu Rūnanga, and zone committees**
2. **agrees that zone committees as a consistent structure across Canterbury are no longer fit for purpose**
3. **agrees that a proposed model of local freshwater leadership groups with core membership of territorial authorities, mana whenua, and regional council be investigated in early 2025**
4. **endorses work to be undertaken to refine the operation of this core model and to report back to the Mayoral Forum in May 2025, seeking agreement to the proposed model**
5. **agrees that this work should be undertaken collaboratively by staff from territorial authorities, Environment Canterbury, and Rūnanga**
6. **agrees that this work continues to be supported by a working group of Mayors, Rūnanga representatives, and the Environment Canterbury Chair.**

Key points

44. A working group of nominated Canterbury Mayors and mana whenua representatives workshopped (i) principles, functions, and bottom lines for local freshwater leadership and engagement, and (ii) models to achieve these principles and functions.

45. It was agreed that while the underlying vision and principles of the Canterbury Water Management Strategy (CWMS) remain sound, zone committees as a consistent regional structure are no longer fit for purpose and should be replaced.
46. A replacement model was identified that centres on connecting territorial authorities, mana whenua and regional council at a leadership level, with connections to local communities critical but best tailored at the local level.
47. Further work is required to refine the operation of this replacement model. This work should be undertaken collaboratively by staff from territorial authorities, Environment Canterbury, and Rūnanga.

Background

48. On 30 August 2024, the Canterbury Mayoral Forum (CMF) nominated four mayors to work with Environment Canterbury's Chair to workshop what local freshwater leadership the CMF will support into the future. The four nominees were Mayors Mackle, Bowen, Black, and Mauger. Mayor Munro later joined the working group.
49. Also on 30 August, Te Rōpū Tuia agreed to nominate mana whenua representatives to participate. The two representatives were Rik Tainui (Chairperson, Ōnuku) and Dardanelle McLean-Smith (Chairperson, Te Rūnanga o Waihao). Environment Canterbury's Ngāi Tahu Councillors, Crs Cranwell and Korako, joined the working group.
50. This working group met for two-hour workshops on 21 October and 4 November 2024 in hybrid in-person and online settings.
51. This report concludes the Review, with recommendations for next steps presented below for endorsement by the CMF. A full technical report will be shared with territorial authorities, Papatipu Rūnanga, and zone committees once finalised.

Workshop outcomes

52. Workshop content was based on the Review's empirical findings (see Attachment 1) and aimed at testing (i) principles, functions, and bottom lines for local freshwater leadership and engagement, and (ii) models to achieve these principles and functions.
53. There was a shared view that while the CWMS vision and principles remain sound, and provide a good basis for future work, the zone committees as a consistent structure across Canterbury are no longer fit for purpose.
54. While some committees work well and opportunities should be created to keep the momentum and membership of these committees, the majority of committees have not been well placed or supported to move from planning-centric work to an implementation work programme.
55. Through the workshops a preferred base model was identified as well as questions that require further investigation before this new model can be operationalised.

Key features of proposed local leadership model

56. A base model was identified that centres on connecting territorial authorities, mana whenua and regional council at a leadership level and at place, with connections to local communities critical along with the need to reflect a maturing partnership with mana whenua. Connections to Central Government and industry alongside, and as part of, local communities may also be important for future success.
57. The working group recognised that the relationship of these three partners should be meaningful and have clear purpose – it ought to extend beyond loose connections and involve direction setting, and possibly support funding decisions to achieve outcomes. Members of the working group framed this well – it is about these local leadership groups confirming a master plan of local priorities and then utilise their resources, mana, and networks to support delivery towards these priorities.
58. The scope of the leadership groups was also discussed by the working group, and it was agreed that the fundamentals of the CWMS and guiding plans (e.g. Zone Implementation Programmes) remain crucial for identifying freshwater management priorities and focus efforts. Leadership groups may, however, wish to extend the scope of local priorities to other overlapping cross-boundary issues, such as land use, biosecurity, biodiversity and natural hazards.
59. The working group acknowledged that an approach is needed that achieves a degree of regional consistency from a membership and function perspective, with enough flexibility to enable locally suitable solutions, which will include determining at place the mechanisms for local community engagement, setting of priorities, and degree of investment support.
60. The group also noted that future options should be effective and efficient without duplicating existing structures or recreating known challenges to achieving outcomes. Successful examples of partnership approaches across Canterbury may serve as points of reference (e.g. Waitarakao Washdyke Lagoon Catchment Strategy and Whakaraupō Whaka-Ora Healthy Harbour).
61. The success of future options will depend on clear responsibilities and accountability, with the support of councils and Rūnanga being critical.

Key questions to be considered

62. Some key design questions need to be worked through in early 2025 before final advice can be provided to the CMF. For example, should these groups operate according to existing CWMS zone boundaries, district boundaries, or be based on proposed freshwater management units?
63. Options for how these groups are mandated also need to be determined. Zone committees are joint committees of territorial authorities and Environment Canterbury, whereas other mechanisms, such as Whaka-Ora, are underpinned by a voluntary partnership reflected with a Collaborative Agreement.

64. These questions, along with operational details (e.g., options for wider membership, meeting formats and frequency, and administrative support), need to be investigated further.

Proposed next steps

65. Further work is required to resolve the questions outlined above and refine the proposed model. Under the auspices of the CMF, this work should be undertaken collaboratively by staff from territorial authorities, Environment Canterbury, and Rūnanga.
66. It is proposed that this work continues to be supported by a working group of Mayors, Rūnanga representatives, and Environment Canterbury Chair. The working group that met on 21 October and 4 November has been highly effective, and there will be ongoing value to support refinement of the proposed model.
67. Final endorsement from the CMF will be sought at its May 2025 meeting, in order to have new groups operational in the 2025/26 financial year.
68. This timing would enable further discussions in individual councils (noting changes to the zone committee approach will require decisions by each council given these are joint committees) and for the new structures to commence in the 2025/26 financial year. It is intended that new groups would operate within existing CWMS Zone Committee funding envelopes.
69. It is intended that the CWMS zone committees continue their work in their current form until new groups are established.
70. A progress update will be provided at the CMF's February 2025 meeting, with a finalised model presented at the May 2025 meeting.

Cost, compliance and communication

Financial implications

71. In refining the proposed model, staff are working towards new groups being funded within existing CWMS Zone Committee budgets.

Risk assessment and legal compliance

72. Given the collaborative approach taken for this Review, key parties have received regular updates and participated in determining the outcomes of the Review. Therefore, no major risks or legal implications are foreseen.

Significance and engagement

73. This work affects the relationship and future collaboration between key CWMS parties, including territorial authorities, Environment Canterbury, Ngāi Tahu, the Canterbury community, and organisations with interests in water.

74. Further collaborative engagements between territorial authorities, mana whenua, and regional council are required at a leadership and staff level to refine the operation of the proposed leadership group model. Zone committee members will be engaged throughout early to mid-2025 as part of the transition to a new model by July 2025.

Communication

75. Progress updates on proposed next steps will be communicated through upcoming quarterly meetings of the CMF and Chief Executive Forum, as well as other avenues on an as-needed basis (e.g. Canterbury Policy Forum). Zone committee members will continue to receive regular updates.

Next steps

76. A progress update will be provided to the CMF in February 2025, with a final model to be presented in May.

Attachments

- Summary of the CWMS Zone Committee Review 2024

Attachment A1: Summary CWMS Zone Committee Review 2024

Background

The CWMS Zone Committee Review 2024 (the 'Review') aimed to address key questions about the future of local freshwater leadership to determine necessary functions, structures, and resources needed to support local leadership into the future. Led by Environment Canterbury under the Canterbury Mayoral Forum, the Review engaged a range of stakeholders between March – June 2024, including zone committee members, Canterbury Mayors, Rūnanga representatives, and Environment Canterbury Councillors. Several qualitative methods were employed to gather feedback, such as workshops, interviews, and surveys. Key insights from these engagements are summarised below.

Views on the current function of Zone Committees

Participants stressed that **Zone Committees have been an integral part of collaborative freshwater management** in Canterbury over the last decade, including substantial involvement in several plan changes, the development of zone implementation programmes and addendums, as well as by enabling a range of local community-led initiatives (e.g. catchment groups).

Additionally, many participants reflected on the less tangible, or associated, **benefits of zone committees**, including:

- being a **unique shared forum** for diverse community voices, local and regional councils, and mana whenua
- providing a **formalised structure for constructive discussion, functional disagreement, and effective collaboration** to establish shared targets, with the **support from facilitators and local and regional council staff**
- offering opportunities for **shared learning** about local freshwater issues, **capability building** (including for emerging community leaders), and in some cases **inter-cultural learning**
- **influencing local environmental efforts** through setting priorities, allocating and coordinating funding, connecting community members, and liaising with local and regional councils.

However, it was widely acknowledged that the **context for zone committees has changed in recent years**, partly due to:

- a **shift from the 'strategic phase' of the Canterbury Water Management Strategy** (e.g., planning) towards a stronger implementation focus
- more **directive national legislation** limiting (sub)regional flexibility (e.g., National Policy Statement for Freshwater Management 2020)
- the **increased activity of catchment groups and collectives**, supported by national funding (e.g. Jobs For Nature), which leads to overlaps in function.

Many participants consequently expressed **a range of concerns about zone committees in their current form and function**, including:

- feeling a **loss of purpose and (political) mana** with councils, **frustration over limited progress with implementation** and their **inability to influence** this (e.g. insufficient

funding), their **role reduced to allocate funding**, and **significant uncertainty over their future**

- several participants acknowledging that, for various reasons, **some zone committees are disconnected** from councils, local community activities, and/or mana whenua (e.g., limited links to operational activities or lacking involvement in emerging issues)
- an acknowledgement that **support from territorial authorities and regional council has declined** in recent years
- some participants questioning zone committees' **efficacy and 'value for money'** in achieve desired environmental outcomes.

Considerations for the future of Zone Committees and local leadership

Participants outlined **broad considerations over the future of local freshwater leadership and the role of zone committees**. These considerations include:

- widely shared views that **collaborative approaches remain crucial**, including between councils, mana whenua and local communities
- a need to **maintain the holistic and systematic focus** of the CWMS and Zone Committees, with core principles (e.g. balance of views) and guiding plans (e.g. ZIPs) still relevant
- the importance of **maintaining strategic oversight** of on-the-ground activities, including but not limited to catchment groups, and of **addressing gaps** where applicable
- a need to **sustain lasting connection and coordination** among groups and individuals involved in local freshwater management, with a concern that **losing zone committees could disrupt relationships** formed over many years
- a need for mechanisms to **maintain diverse community influence on strategic direction and plans**, with a lot of current activities being led by rural communities (e.g. catchment groups) with **limited participation from urban, non-farming communities and mana whenua**
- having mechanisms to **achieve local community engagement**, including encouraging local participation and ownership to **achieve outcomes and create accountability** where required
- a need for **safe forums that bring together diverse local community voices, council staff and mana whenua** in a collaborative and inclusive manner
- a potential gap resulting from the **loss of Zone Committees' independent voice and their role as trusted mediators** between councils and local communities
- a need for **shared learning spaces** that help to **build capability and capacity**.

Following these requirements for, and benefits of, local freshwater leadership, views **diverged on whether Zone Committees (or similar groups) are required** in the future, ranging from participants advocating for their disestablishment while others prefer them to be refreshed and strengthened. There is, however, shared agreement that **certainty over their future role is required**, including adequate commitment from Environment Canterbury, territorial authorities, Rūnanga and other key parties.

Participants outlined **diverse recommendations for achieving effective future local freshwater leadership and engagement**, with or without Zone Committees. Relevant recommendations included:

- Several **principles that apply regardless of future options**:
 - diversity and balance of views should be supported, potentially beyond freshwater
 - clear purpose, adequate support, and targeted outcomes are required
 - acknowledgement that 'strategic' and 'implementation' functions may differ
- A **range of potential structures suggested**, noting those **should be effective and efficient**:
 - mechanisms for community connection and engagement, possibly formalised as sub-regional Water & Land Forums or Groups
 - umbrella groups that enable community and catchment groups, such Catchment Leaders Forums, noting that those groups may perform different roles to zone committees
 - advisory groups or community boards to support Councils
 - a Governance and Planning Forum or Committees with strategic oversight and potentially a broader focus than freshwater, e.g. including climate change and biodiversity
- Strong sense that **flexible solutions are need across the region** without one-size-fits-all solutions, while noting that support from **facilitation and liaison staff remains important**
- Acknowledgement of **membership as an important success factor**, with a need to maintain connections to local community and diverse views on suitable composition and size
- Range of suggestion for **more effective working and funding procedures** (e.g. fewer formal meetings and simplified funding allocation), but a desire to **keep existing CWMS funding**
- Widely shared view that for any successful future option **adequate support from territorial authorities and Environment Canterbury will be crucial**, including collaboration and coordination between them as well as effective support to enable local leadership.

Summary

The Review confirmed that Zone Committees in Canterbury have played a crucial role in collaborative freshwater management over the past decade, contributing to plan changes, zone implementation programmes, and community-led initiatives. They have fostered dialogue between diverse stakeholders, including local councils, mana whenua, and community members, while influencing local environmental efforts.

The Review confirmed that the evolving context of freshwater management, including national legislation and the rise of catchment groups, has led to concerns about the Committees' current effectiveness and relevance. The Review also highlighted that meaningful connection with community remains vital in shaping strong positive outcomes for water management.

In considering future leadership options, the Review has incorporated a wide range of views on the challenges faced by Zone Committees and outlines considerations for how to maintain effective local freshwater management and community engagement moving forward.

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Maree McNeilly, Secretariat

Waitaha Canterbury Regional Housing Strategic Plan update

Purpose

1. The purpose of this paper is to update the forum on the progress of the Waitaha Canterbury Regional Housing Strategic Plan.

Recommendations

That the Canterbury Policy Forum:

1. **note the appointment of The Urban Advisory to complete the Waitaha Canterbury Regional Housing Strategic Plan**
2. **note the requirement for councils to assist with data collection in the first stage of the project by the end of 2024.**

Background

2. The development of a Waitaha Canterbury Regional Housing Strategic Plan (WCRHSP) is a key action in the Canterbury Mayoral Forum's (CMF) Plan for Canterbury 2022-2025. The CMF resolved to develop a regional housing strategic plan that will identify the range of housing issues affecting communities across the region and a pathway forward to improve them.
3. To support the development of the WCRHSP a Regional Housing Steering Group was established in mid-2023, as a working group reporting to the Economic Development Forum.
4. The Regional Housing Steering Group nominated four members to be part of the procurement sub-group to finalise the scope of work and, following approval from the Chair of the Economic Development Forum, seek proposals from suitably qualified consultants to deliver the work.
5. The scope of work was circulated to four preferred consultants, with the Request for Quote closing on 11 October 2024. One proposal was received from The Urban Advisory. The other invited consultants advised that they did not have current capacity to meet our time frames and so did not submit a proposal.

The Urban Advisory proposal

6. The Urban Advisory proposal set out how they would undertake the work to meet our timelines of having a final document at the June 2025 Mayoral Forum meeting, however the associated proposal fee was significantly higher than the set budget (\$50,000).
7. The proposal was reviewed by procurement sub-group members to consider where savings could be made within The Urban Advisory proposal. It was determined that key savings could be made if secretariat/council staff were able to collate all the available data from councils and provide this to the consultants, however this methodology change needed to be tested with the consultants.
8. The consultants agreed to provide an amended brief, that would assume that secretariat/council staff would pull together the data (councils, Stats, HUD etc) in a consistent manner, and reconsider the monitoring and implementation aspects of the original brief.
9. The procurement sub-group assessed the amended brief (attachment 1), recognising that it will require additional council input with respect to data collection and following approval from the Chair have initiated the contract with The Urban Advisory.

Data collection

10. The Urban Advisory has provided a data template to be completed by the secretariat/councils to support the development of the WCRHSP. The data to be supplied includes:

DATA	SOURCE	Who to supply
demographics	Stats NZ	Secretariat
economic data	Stats NZ / Infometrics	Secretariat (councils to supply Infometrics QEM) & council input
homeownership and value	councils/ building consents, typologies etc Stats NZ	councils
rentals		Secretariat / councils
housing supply		
housing services	Community Housing	Councils / Secretariat
transport	Councils / RTC	Councils / Secretariat
community feedback relevant to housing	councils	councils

11. Some data should be available from the Ministry of Housing and Urban Development, and Community Housing providers. It is proposed that a single request to these groups will be made for all areas to ensure consistent results.

12. We have sought to have the data collection completed prior to the end of the calendar year.

Housing Steering Group meeting

13. The Urban Advisory will attend the Housing Steering Group meeting to be held on 12 December.
14. At that meeting TUA will go through their findings, complete a stakeholder map and identify any gaps and a way forward to secure data where required.
15. A verbal update from that meeting will be provided to the Policy Forum.

Next steps

16. The Urban Advisory will provide a draft report in late January 2025.
17. A further workshop with the Housing Steering Group will be held in late February.

Attachments

- **Attachment 1** Amended proposal from The Urban Advisory.



07 November 2024

Canterbury Mayoral Forum
%Environment Canterbury

Dear Maree,

The Urban Advisory is pleased to submit this proposal to support the Mayoral Forum to deliver a concise Housing Action plan for the wider Canterbury region.

Project Brief

We understand that you would like to deliver the Action Plan within a \$50,000 budget. We have amended our initial proposal, provided in response to the RFQ issued in September, taking into account the resources that you estimate will be available within council organizations, that you sent via email on the 6th of November.

A high level overview of our amended scope of services, deliverables and timing are summarised in the below table. We have assumed that all meetings will be online and that the Client side project team will lead the presentation to the relevant governance groups, with our support. We will provide material in powerpoint format, developed in collaboration with the Client side team to support these presentations and be available to answer questions or speak to certain aspects of the work.

Deliverable and Task Description	Est. Fee, Timeframes +GST
Phase 1: Investigation <ul style="list-style-type: none"> Project introduction, meeting with client and key personnel (online) Receive and review existing project documentation Provide template for remainder of data and information required (to include stocktake of initiatives underway and stakeholder lists) Economic Analysis Data Gap Analysis Literature Review (limited to our library of resources and existing information) <p>Workshop 1 with council reps to go through the findings, fill in stakeholder map and identify any gaps and a way forward to secure data where required (online)</p>	<p>Nov/December</p> <p>Workshop scheduled for pre xmas break</p>
Deliverable 1 Draft Report, QA and Issue <ul style="list-style-type: none"> One round of consolidated feedback from councils' Minor changes made to the final version before submitting to the appropriate level of the governance groups accountable 	<p>Late Jan</p>
Presentation to update EDF and CE's forum to be complete by Client side project team with support from TUA(online)	



Phase 2: Optioneering <ul style="list-style-type: none"> • SWOT analysis of Phase 1 • Analyse & Identify/confirm Drivers • Define long list of Feasible Policy Options (Council) • Define long list of Feasible Policy Options (Non-Council) • Develop Feasibility/Impact Assessment Criteria (agreed to over email, with meetings if required) • Multi-Criteria Analysis undertaken by TUA and tested in Workshop 2 with council reps to identify a short list of interventions. <p>Workshop 2 with council reps to go through the analysis and agree the options for each grouping/category of need</p>	Workshop scheduled for late Feb
<p>Deliverable 2: Draft Report, QA and Issue</p> <ul style="list-style-type: none"> • One round of consolidated feedback from councils' • Minor changes made to the final version before submitting to the governance groups accountable <p>Presentation to EDF and CE's forum to be complete by Client side project team with support from TUA (online)</p>	Mid March
Phase 3: Implementation and Monitoring <ul style="list-style-type: none"> • High Level Implementation Plan, with interventions by region and category of need in collaboration with council reps • Identify partnerships required with council reps • Provide guidance on the development of a Monitoring Framework to council reps who will be responsible for identifying long list of indicators and measures that align to organization KPI's and regionally significant outcomes <p>Workshop 3 with council reps to land implementation plan, and indicators for monitoring framework</p>	Workshop scheduled for mid April
<p>Deliverable 3: Draft Report, QA and Issue</p> <ul style="list-style-type: none"> • One round of consolidated feedback from councils' • Minor changes made to the final version before submitting to the governance groups accountable <p>Presentation to EDF and CE's forum to be complete by Client side project team with support from TUA (online)</p>	May 2025 June 2025
Project Management <ul style="list-style-type: none"> • Fortnightly check ins with Client side project team 	Fortnightly
Total Cost + GST	\$50,000

Hours will be charged in accordance with the hourly rates outlined below. We propose three equal payments to be invoiced at the completion of each of the three deliverables.

	Standard Hourly Rates +GST
Director	\$220.00
Senior	\$185.00



Intermediate	\$165.00
Junior	\$120.00
External peer review (if required)	\$250.00

Variations are to be agreed if the scope changes or timeframes are unreasonably extended.

Disbursements and Expenses

No expenses are included in the current budget. Should any additional travel expenses be required, these can be agreed with the client in advance of being incurred and will be charged at cost.

Travel Expenses	Rates +GST
Travel Time (if applicable)	50% Hourly Rate
Vehicle	\$1.04/km
Other (as agreed)	At Cost

Information Required

We would appreciate you providing any information you have from each council, including previous work done by other consultants related to this project. We will require council staff to locate and consolidate the information and data that we need. We assume that the Client side project team will provide the answers to questions and where there are data gaps, work with us to use proxy data or agree to move forward without the data, noting the limitations of this approach will be recorded in the Action Plan.

Next Steps

We look forward to working with you and your team and look forward to hearing back from you.

Please don't hesitate to call if you have any further queries.

Ngā mihi nui,

Natalie Allen
Director | The Urban Advisory

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Hamish Dobbie, Chair

Building Blocks for Better Policy - policy development workshop planning update

Purpose

1. The purpose of this paper is to provide an update on the Building Blocks for Better Policy workshop to be held at Christchurch City Council on Friday 7 March 2025.

Recommendation

That the Canterbury Policy Forum:

1. note the update on the Building Blocks for Better Policy workshop.

Update on workshop planning

2. At the September Policy Forum meeting, the outline and budget for a Building Blocks for Better Policy workshop facilitated by Dr David Bromell was approved.
3. Christchurch City Council has offered to host the workshop, which will be held on Friday 7 March 2025.
4. Policy Forum members were asked to nominate staff from their respective councils, and we have 28 registrations (the maximum number to attend is 30).
5. Invitations with details on venue and timing have been sent to registered staff.

Costs

6. The regional forums budget has an allocation for the cost of the facilitator for this event, with Christchurch City Council hosting the training session.

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Hamish Dobbie, Chair

Roundtable – updates from members

- There is no paper for this item.
- This item is an opportunity for councils to share information and discuss a range of top-of-mind issues.
- Matters identified for discussion (based on the 2024 work programme and priorities) include:
 - progress of central government regulation and opportunities to influence policy making
 - emerging issues impacting on the region
 - training and development needs to build policy capability in Canterbury councils
 - learnings from member councils' engagement with Papatipu Rūnanga on policy issues
 - current priorities and issues for each member council.

Attachment

- Canterbury Policy Forum work programme and priorities 2024

Canterbury Policy Forum work programme and priorities 2024

Confirmed 18 March

Item	Current actions	Timeframe	Status
Monitor the progress of central government regulation and identify opportunities to influence policy making	Consider how to support the Mayoral Forum in its consideration of new government policies, particularly resource management and regional/city deals Discuss as part of roundtable discussion at each meeting	Ongoing	Ongoing
Identify emerging issues impacting on the region	Consider opportunities to collaborate on issues affecting the whole region, including coastal adaptation; insurance affordability, impact of ageing population, rates affordability Discuss as part of roundtable discussion at each meeting	Ongoing	Ongoing
Test agreement between councils on key regional policy positions and develop or commission the development of submissions for consideration by the Canterbury Mayoral Forum	Develop/review submissions as needed as per the Mayoral Forum submissions policy	As required	Ongoing
Identify training and development needs to build policy capability in Canterbury councils	Raise as part of roundtable discussion at each meeting	Ongoing	Ongoing
Share learnings from their council's engagement with Papatipu Rūnanga on policy issues at each meeting	Raise as part of roundtable discussion at each meeting	Ongoing	Ongoing

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Hamish Dobbie, Chair; Working group chairs

Regional working group updates

Purpose

1. The purpose of this paper is to provide the working group updates from the working groups that report to the Policy Forum.

Recommendation

That the Canterbury Policy Forum:

1. **note the written updates from the:**
 - **Canterbury Regional Climate Change Working Group**
 - **Canterbury Planning Manager's Working Group**

Working group updates

2. Written updates are attached from the Canterbury Regional Climate Change Working Group and the Canterbury Planning Manager's Working Group.
3. Working group chairs will verbally highlight any matters within their reports for the Forum's information.

Attachment

- Written updates from:
 - Canterbury Regional Climate Change working group update
 - Canterbury Planning Managers working group update

Canterbury Regional Climate Change Working Group**16 December 2024**

Chair	Tim Davie / Jesse Burgess from 2025
Purpose	<ul style="list-style-type: none"> To develop a shared understanding of the likely implications of climate change for the region, and strategies to manage the associated threats and opportunities. The working group will also support the provision of consistent information and advice to the community.
Significant activities in this quarter	<p>The Canterbury Climate Change Working Group has begun implementation of the Canterbury Climate Partnership Plan (CCPP). The group met in person for a workshop on 25th September to debrief on the development of the CCPP and to discuss implementation of the plan. The group also met online on the 12th November to discuss the scope and approach of year 1 and key actions. The group's recommendations are presented in Item 2.1 along with the first quarterly progress report of the CCPP.</p> <ul style="list-style-type: none"> Tim Davie is stepping down as chair of the CCWG. The group has nominated Jesse Burgess (Senior Strategy Manager, Environment Canterbury) as the new chair of the CCWG and asks the CPF to appoint him to this role, as per the terms of reference. Richard Mabon will remain as deputy chair of the group. The group recognises the terms of reference and work programme are due for an update given the completion of the CCPP. A review is in progress and updated terms of reference will be presented to the working group ahead of the next CPF meeting on 17th March 2025. The group provided comment on the draft CMF submission on the Ministry for the Environment's (MfE) request for feedback on NZ's 2035 international climate change target. This was submitted to MfE on Friday 6 December.
Issues / risks / opportunities	<ul style="list-style-type: none"> Risk/Opportunity: upcoming central government reforms (e.g. resource management system reform, adaptation framework) may cause changes to the scope and approach of actions presented by the CCWG. Risk: Rūnanga capacity to be involved with action 6 (supporting Papatipu Rūnanga) runs the risk of not meeting Rūnanga or regional fora expectations. Risk: capacity of staff across councils to lead and implement the actions in the CCPP. Opportunity: staff are investigating opportunities to support CCPP implementation by leveraging off work of other council's and Te Uru Kahika

Work programme 2022-25

Regional Forums three-year work programme				
What	Who	By when	Measures of success	Status
Develop a Canterbury Climate Partnership Plan	CCWG	June 2024	Canterbury Climate Partnership Plan approved and identified climate actions incorporated into council's LTPs.	Completed, and approved by CMF August 2024
Working Group work programme (NB – this is currently in review in conjunction with a refresh of the Terms of Reference)				
What	Who	By when	Measures of success	Status
Implementation of the Canterbury Climate Partnership Plan	CCWG	2027	Monitoring and evaluation plan will be completed by June 2025	Work in progress
Objective A: Capacity & capability building Priority Initiative A1: Continue to share information and expertise about climate change amongst partners and with our communities.	CCWG	Ongoing	Common understanding achieved.	Work in progress
Objective B: Adaptation Priority Initiative B1: Identify critical gaps in understanding of impact / risk or adaptation planning and develop a prioritised programme to address these	CCWG	Ongoing	Critical gaps in understanding of impact/risk or adaptation planning have been addressed and incorporated into regional climate action planning and the development of the Canterbury Climate Partnership Plan.	Work in progress
Objective C: Transition & mitigation Initiative C2: Identify key threats and opportunities associated with transition and opportunities for partners to support a just and equitable transition for Canterbury.	CCWG	Ongoing	Key threats and opportunities from climate change identified and incorporated in the Canterbury Climate Partnership Plan.	Work in progress
Objective D: Advocacy & engagement Priority Initiative D1: Engage with Central Government on climate change matters, including through submissions and other relevant matters.	CCWG	Ongoing	The CCWG continues to advocate for Canterbury's needs in regard to climate change.	Work in progress

<p>Initiative D2: Work with the Climate Action Planning Reference Group to strengthen our partnership with Ngāi Tahu and build relationships with key stakeholders to better understand their position and the associated implications for Canterbury.</p> <p>Initiative D3: Engage with the public through the it's time Canterbury campaign and others to support the provision of consistent information and advice to the community.</p>				
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Canterbury Planning Managers Working Group**16 December 2024**

Chair	Hamish Barrell
Significant activities in this quarter	Held Canterbury Planning Managers forum on 22 November 2024 in Rolleston.
Issues / risks / opportunities	<p>Upcoming wholesale legislative reform creates both a significant risk and opportunity.</p> <p>RM Amendment Bill 2 covering targeted changes to the Act is being introduced to the house in early December. RM Reform Phase 3 is also not far off with an Expert Advisory Group 'Blueprint' coming out this month. 'Rumour' has it that the new legislation is being drafted before Christmas! Next year also features significant rework of much of the existing national direction under four main packages being: Infrastructure and energy, Housing and urban development, Farming and primary sector and Emergencies and natural hazards. It is almost certain that if the Planning Managers Forum is to participate meaningfully in the above, e.g., through submissions, then consideration of additional resourcing is needed urgently.</p> <p>Evidence gathering around a future Regional Spatial Strategy has begun which involves the assistance of Planning Managers in their respective councils on work that they have often been involved with. This workstream has the potential to help the region stay ahead of legislative requirements of Phase 3 and also present opportunities for Regional Deals.</p>

Work programme 2024-25

Canterbury Planning Manager's Working Group work programme				
What	Who	By when	Measures of success	Status
CPM meetings scheduled	ECan team	4 April (NB: seeking earlier date): Te Ara Ātea 25 July: Te Ara Ātea	Meetings held	On track

		19 September: Waimakariri Town Hall		
		21 November: Te Ara Ātea		

Canterbury Policy Forum

Date: 16 December 2024

Presented by: Secretariat

Regional Forums update

Purpose

1. The purpose of this report is to provide a summary of activities from the regional forums since the September quarterly meetings and provides an update on the workstream tracker.

Recommendation

That the Canterbury Policy Forum:

1. **receive the quarterly report on regional forum meetings from September to November 2024 and the update on the workstream tracker.**

Background

2. The Mayoral Forum met on 29 November 2024.
3. The Chief Executives Forum met on 21 October 2024.
4. The regional forums held regular quarterly meetings in September 2024:
 - the Corporate and Operations Forum met online on 16 September
 - the Communications and Engagement Forum met on 20 September
 - the Economic Development Forum met on 30 September.

Mayoral Forum

5. The Mayoral Forum met on 29 November. At the meeting members discussed:
 - Canterbury Biodiversity Champions: Regional Biodiversity update
 - Canterbury Water Management Strategy update
 - CWMS Zone Committee Review 2024 – reporting and next steps
 - Impact of key Central Government policy changes on local government
 - Economic development priorities for Canterbury and the recent 'Canterbury Ambition' workshop with Business Canterbury and key stakeholders
 - Canterbury Climate Partnership Plan implementation

- Canterbury Local Authorities audit fees
- Regional Public Service Commissioner update
- Chief Executive Forum report
- Planning for the Canterbury Climate Partnership Plan launch on 13 December

Chief Executives Forum

6. The Chief Executives Forum met on 21 October. At the meeting members:
- discussed Local Water Done Well, resource management reform, regional deals, building control authorities and local government elections
 - received an update from the Regional Public Service Commissioner Diane McDermott
 - received an update on the Canterbury Water Management Strategy
 - discussed governance and implementation of the Canterbury Climate Partnership Plan
 - discussed the upcoming Mayoral Forum/Business Canterbury economic development priorities workshop on 25 November
 - discussed regional spatial planning, recommending the development of a scope of works, and associated budgets for a stocktake of existing spatial plans and strategies, and the development of an options paper on the process for developing a regional spatial plan
 - received the quarterly update on the activities of the other forums
 - discussed audit fees for the most recent Long Term or Annual Plans and Annual Reports
 - discussed the draft Mayoral Forum agenda for the 29 November meeting.

Communications and Engagement Forum

7. The Communications and Engagement Forum met on 20 September. Members discussed
- use of AI - sharing each councils initial experiences using AI to assist with a range of tasks. Members agreed to share AI policies and guidelines as they are developed
 - council updates - Ombudsman report – public meetings and briefings, Long Term and Annual plans communications and engagement approaches, current community engagements/consultations underway at each council, the forum work programme and priorities
 - joined up regional approach to the 2025 Local Government elections

- media council complaints process in the event of inaccurate media reporting
- AF8 briefing
- upcoming events, recently released reports that would be of value to communications and engagement staff
- the quarterly update on the activities of the other forums.

Next meeting

8. The next meeting of the Communications and Engagement Forum was on Friday 6 December. The agenda included updates on Civil Defence PIM, regional approach to Election 2025, roundtable discussion top of mind issues and regional forums updates.

Corporate Forum

9. The Corporate Forum met on 16 September. Members discussed:
 - water reform, including the water service legislation, regulations and guidance and water service delivery plans, with Marlon Bridge, Eve Lucinsky and Dave Foster from DIA joining the meeting for this item
 - use of the Mahi Tahi Collaboration portal
 - council updates, including district plan reviews, managing budgets following decisions from the NLTP, increasing insurance costs, rates and revenue reviews and the pressure on their teams to work across council to minimize rates increases.
 - working group updates, including Finance Managers, Health and Safety Advisors, and Canterbury Public Records Act Executive Sponsors Group and Canterbury Records and Information Managers Support Group
 - approval of the revised Terms of Reference for the Canterbury Public Records Act Executive Sponsors Group and Canterbury Records and Information Managers Group
 - the quarterly update on the activities of the other forums.

Next meeting

10. The next meeting of the Corporate Forum was on Monday 9 December. The agenda included ALGIM stocktake, Snap Send Solve update, Information Management Maturity Assessment, regional forums and working group updates, Mahi Tahi Collaboration portal update, roundtable updates and top of mind issues.

Operations Forum

11. The Operations Forum met on 16 September. Members discussed:

- water reform, including the water service legislation, regulations and guidance and water service delivery plans, with Marlon Bridge, Eve Lucinsky and Dave Foster from DIA joining the meeting for this item
- council updates, including NZTA Waka Kotahi funding including the proposed emergency funding policy change,
- discussions with Taumata Arowai regarding the impact of compliance costs on point of entry water supplies and wastewater and stormwater compliance mandatory measures.
- the impacts of factoring climate change and adaptation into asset planning
- working group updates from the Canterbury Joint Waste Committee working group, the Canterbury Regulatory Managers group and the Canterbury Wastewater working group
- the quarterly update on the activities of the other forums.

Next meeting

12. The next Operations Forum meeting was on Monday 9 December. The agenda included Building Consent Authorities – opportunity for shared services, water reform update, Transport Funding Steering Group update, council updates and top of mind issues.

Economic Development Forum

13. The Economic Development Forum met on 30 September. Members discussed:

- developing regional economic development priorities, in conjunction with the Policy Forum
- the Waitaha Canterbury Regional Housing Strategy update
- Canterbury Regional Energy Inventory update
- agency and council updates
- the quarterly update on the activities of the other forums.

Next meeting

14. The next Economic Development Forum meeting is on Monday 16 December. The agenda includes updates on the Waitaha Canterbury Regional Housing Strategic Plan, Waitaha Canterbury Regional Energy Inventory, Economic priorities workstream, skills and immigration workstream.

Workstream tracker

15. The latest version of the workstream tracker is provided at Attachment 1.

Next meetings

16. Scheduled forum meetings for the upcoming quarter are:

27 January	Chief Executive Forum
14 February	Mayoral Forum
17 March	Corporate and Operations Forums
21 March	Communications and Engagement Forum
28 March	Economic Development and Policy Forums

Attachments

- Workstream tracker

Canterbury Regional Forums workstream tracker 2023-2025

Updated 28 November 2024
Refreshed Plan for Canterbury 23 February 2024

#	Workstream	Reports to	Delivery lead	Update	Status	Due	Budget	Budget status	Outcomes
Continued support of the Te Uru Kahika - Regional and Unitary Councils Aotearoa business case for permanent co-investment from the Government in river management for flood protection									Government provides permanent co-investment for flood protection
1b	Include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat	Included in briefings to Ministers 1 March 2024 Included in Budget 2024	Completed	1 March 2024	\$ -	N/a	Including local share the three funded projects are a combined \$9.5m. This is one part of regional investment to prepare for the impacts of climate change, and consequential emergencies
Advocate with the Government for immigration and skills policies that work for Canterbury									Government adopts a more regional approach to immigration policies
2b	Develop the evidence base on the current state of the labour market in the region, including skills and labour shortages now, and explore growth challenges	Mayoral Forum	Economic Development Forum	Initial budget approved by CE's Forum 1 May. Scope under development.	on track	TBC	\$ 5,000.00	Approved by CE's Forum	
2c	Include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat		Completed	1 March 2024			
Advocate with Government to review transport funding legislation to better empower local authorities to develop local funding solutions									Future funding/investment distribution reflects the contribution of Waitaha/Canterbury to NZ's GDP
3b	include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat	Included in briefings to Ministers 1 March 2024	Completed	1-Mar-24			
3c	include in joint RTC CMF submission on Government's Policy Statement on Transport	Mayoral Forum	Secretariat	Joint RTC CMF submission on Transport GPS submitted	Completed				
3d	Establish a Canterbury Transport Funding Steering Group	Mayoral Forum	CE & Operations Forum	Analysis on impacts of GPS signalled system reforms. Improving sector alignment through participating and contributing to the TSIG, planning more detail for procurement cases	on track				Transport Funding Steering Group established - work underway
Continue oversight of the Canterbury Water Management Strategy									CWMS remains fit for purpose and the region retains a shared understanding of water management issues
4a	Continue providing regular reporting to the Mayoral Forum and Chief Executives Forum	Mayoral Forum	Environment Canterbury		On track	Ongoing	\$ -	N/a	
Support the Biodiversity Champions as the key conduit for a shared regional approach to biodiversity, facilitating work across the region on the revitalisation of the Canterbury Biodiversity Strategy, and the development of a regional biodiversity monitoring framework									A new (refreshed/updated) Canterbury Biodiversity Strategy, including the regional biodiversity monitoring framework
5a	Biodiversity Champions Group established	Mayoral Forum	Environment Canterbury	Biodiversity Champions Terms of Reference confirmed and group established.	Completed	20 July 2023	\$ -	N/a	
5b	Continue providing regular reporting to the Mayoral Forum	Mayoral Forum	Environment Canterbury	The Biodiversity Champions have prepared an updated biodiversity stocktake report which will be presented to the Mayoral Forum at their November 2024 meeting. A regional biodiversity monitoring programme will be prepared. Included in briefings to Ministers 1 March 2024	On track	Ongoing	\$ -	N/a	

Canterbury Regional Forums workstream tracker 2023-2025

Updated 28 November 2024
Refreshed Plan for Canterbury 23 February 2024

#	Workstream	Reports to	Delivery lead	Update	Status	Due	Budget	Budget status	Outcomes
Continue to encourage, support and advocate for research and investment in diversifying and adding value to our agricultural production									
6a	Discuss with Ministers as part of Wellington visit	Mayoral Forum	Secretariat	Included in briefing packs for meeting with Ministers in Wellington on 11 May 2023	Completed	11 May 2023	\$ -	N/a	
6b	Include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat	Included in briefings to Ministers 1 March 2024	Completed				
Develop a regional housing strategy that will identify the range of housing issues affecting communities across the region and a pathway forward to improve them									The Forum has clarity on housing issues affecting communities in Waitaha/Canterbury and understands pathways for improvement
7a	Investment logic mapping process to clearly identify and articulate the issue that a regional housing strategy will address	Mayoral Forum	Economic Development Forum	ILM workshop held 1 September; outputs from this are being finalised	Completed	30 September 2023	\$ 10,000.00	Approved by CEs Forum	
7b	Undertake a stocktake of current housing strategies across the motu	Mayoral Forum	Economic Development Forum	To be considered in support of the RFQ	on hold	29 February 2024	TBC	N/a	
7b	Develop full scope for Regional Housing Strategy, including budget for CE approval	Mayoral Forum	Economic Development Forum	Budget approved, Request for Quote prepared, RFQ closes 11 October	on track	11 October 2024	\$ 50,000.00	Approved by CEs Forum	
Oversee a Canterbury-wide climate change partnership plan, which will confirm a collaborative vision for regional adaptation planning, an 'urgency assessment' to support prioritising climate actions, and a funding plan laying out a regional/aligned approach for accessing finance for climate actions in Canterbury									Completion of the Climate Change partnership plan and agreement on action planning
8a	Establish Climate Change reference group	Mayoral Forum	Climate Change Working Group	Climate change reference group established, chair Dan Gordon, Mayor Waimakariri District Council.	Completed	1 February 2023	\$ -	N/a	
8b	Deliver Canterbury-wide climate change partnership plan	Mayoral Forum	Climate Change Working Group	Canterbury Climate Partnership Plan approved	Completed	30 August 2024	TBC	Councils inserting bids into LTPs	Plan completed, launch planned for 13 December 2024
8c	Initiate delivery of Climate Partnership Plan actions	Mayoral Forum	Climate Change Working Group Secretariat	To be confirmed following decisions on governance and implementation papers. (CE Forum 21 Oct; Mayoral Forum 29 Nov)	on hold	29 November 2024	as agreed in CCPP	Approved through council LTPs	
Support the region to foster partnerships to investigate barriers and harness opportunities to improve our energy security and systems in ways that maximise benefits for our community, economy, and environment									
9a	preparation of a draft energy inventory to support future regional / sub-regional energy strategies	Mayoral Forum	Economic Development Forum	Scope approved by Mayoral Forum 31 May 2024 RPSC resources onboard and scope of work is being finalised	on track	TBC	\$50,000	Approved by CEs Forum	

Canterbury Regional Forums workstream tracker 2023-2025

Updated 28 November 2024
Refreshed Plan for Canterbury 23 February 2024

#	Workstream	Reports to	Delivery lead	Update	Status	Due	Budget	Budget status	Outcomes
Encourage all Canterbury local authorities to complete carbon footprint assessments, to inform action plans for reductions									All Canterbury councils able to understand and report on their emissions
10a	All Canterbury local authorities undertake carbon footprint assessments	Policy Forum	Corporate Forum	All councils have agreed to adopt ISO:14064. A working party, reporting to the Corporate Forum, was reconvened in mid-2021 to collaborate on reporting of data. The Corporate Forum continues to keep a watching brief on this item. March 2024 - councils are taking a variety of approaches to carbon footprint assessments - consideration being given to move this back to the Canterbury Climate Change working group to oversee.	on track	31 December 2020	\$ -	N/a	need to check status of assessments and where this action will sit long-term
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									
11a	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. Information collated for DIA is to be sent to the CIOs to analyse; they will then report back to the Corporate Forum.	Corporate Forum	Chief Information Officers Group (CIOs)	This action was paused to allow the Forum to complete its project on collaborative procurement. Now that the project is complete, the CIOs will consider the value in continuing with this work and report through to the Forum.	On hold		N/A	N/A	
11b	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 for IT systems and digital services	Corporate Forum	Chief Information Officers Group (CIOs)	As above.	Not started		N/A	N/A	
Develop a proposal for a joined-up procurement system/service for Canterbury councils, including legal services provisioning									Achieve efficiencies in procurement across Canterbury councils in terms of both effort and savings
12	Collaborative procurement project	Corporate Forum	Canterbury Finance Managers Group	Next steps were agreed by the CEs Forum on 31 July, including to join the MahiTahi collaboration portal. A sub-group of CEs are exploring potential opportunities for shared services. Canterbury councils have joined MahiTahi collaboration portal	complete	30 November 2023	\$ 11,000.00	Approved by CEs Forum	
Align renewal of waste minimisation plans to provide a consistent approach to waste management across the region and improve efficiencies									
13a	Align renewal of waste minimisation plans	Operations Forum	Andrew Dixon	Andrew Dixon to work with Canterbury Joint Waste Committee on this.	Not started	30 June 2024	\$ -	N/a	
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									Waitaha/Canterbury views are clearly articulated through the reform process
14b	Include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat	Included in briefings to Ministers 1 March 2024	completed				

Canterbury Regional Forums workstream tracker 2023-2025

Updated 28 November 2024
Refreshed Plan for Canterbury 23 February 2024

#	Workstream	Reports to	Delivery lead	Update	Status	Due	Budget	Budget status	Outcomes
Support regional collaboration as opportunities arise									Waitaha/Canterbury continues to have strong collaboration across councils
16a	Review forums ToRs three-yearly	Chief Executives Forum	Secretariat	Terms of reference reviewed and approved at 6 Nov Chief Executives Forum. Annual review in Nov 2024.	On track	1 November 2024	\$ -	N/a	
16b	Collaborate on LTPs	Policy Forum			Not started		\$ -	N/a	
16c	Hold regional training workshops	Policy Forum		Building Better Policy workshop to be held Jan or March 2025	on track		\$ 2,000.00	Approved by CEs Forum	
16d	Supporting councils with affordable water transitions	Chief Executives Forum	Operations Forum	Action required will be dependent on actions from new government	on hold		\$ -	N/a	