

# Canterbury Policy Forum

## MEETING PACK

for

## Canterbury Policy Forum

Monday, 30 September 2024

10:30 am (NZDT)

Held at:

Selwyn District Council

2 Norman Kirk Drive, Rolleston

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# AGENDA

## CANTERBURY POLICY FORUM

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

### 1. Open meeting

#### 1.1 Welcome, introductions and apologies

10:30 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!

### 2. Joint discussion with Economic Development Forum

#### 2.1 Developing regional economic development priorities

10:35 am (60 min)

Led by Hamish Dobbie and Sharon Mason

Supporting Documents:

2.1.a	CPF CEDF Developing regional economic priorities Sept 2024.docx	6
2.1.b	CPF CEDF Developing regional economic priorities Sept 2024 Attachment 1.docx	9
2.1.c	CPF CEDF Developing regional economic priorities Sept 2024 Attachment 2.docx	11

### 3. Confirmation of agenda, minutes and actions

#### 3.1 Confirmation of agenda

11:35 am (2 min)

Hamish Dobbie

#### 3.2 Confirmation of minutes

11:37 am (2 min)

Hamish Dobbie

Supporting Documents:

3.2.a	Minutes : Canterbury Policy Forum - 17 Jun 2024	14
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#### 3.3 Actions

11:39 am (2 min)

Hamish Dobbie

Supporting Documents:

3.3.a	Action List	19
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### 4. For discussion and decision

#### 4.1 Canterbury Climate Partnership Plan governance and implementation

11:41 am (15 min)

Tim Davie

Jesse Burgess to present on Tim Davie's behalf

Supporting Documents:

4.1.a	CPF Canterbury Climate Partnership Plan governance and implementation Sept 2024.docx	20
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#### 4.2 Building blocks for better policy - policy development workshop

11:56 am (5 min)

Hamish Dobbie

Supporting Documents:

4.2.a	CPF Building blocks for better policy - policy development workshop Sept 2024.docx	29
4.2.b	CPF Building blocks for better policy - policy development workshop Attachment 1 Sept 2024.docx	31

### 5. Information items

#### 5.1 Roundtable - updates from members

12:01 pm (15 min)

Hamish Dobbie

Supporting Documents:

5.1.a	CPF Roundtable - updates from members Sept 2024.docx	32
5.1.b	CPF Roundtable - updates from members Sept 2024 - Attachment 1.docx	33

## 5.2 Regional forums update

12:16 pm (5 min)

Maree McNeilly

Supporting Documents:

5.2.a	CPF Regional forums update Sep 2024.docx	34
5.2.b	CPF Regional Forums update Attachment 1 Sep 2024.pdf	40

## 5.3 Working group updates

12:21 pm (5 min)

Supporting Documents:

5.3.a	CPF Working Group Updates Sep 2024.docx	44
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## 6. General business

### 6.1 General business

12:26 pm (4 min)

## 7. Close meeting

### 7.1 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 whakamaui kia tina, tina

Haumi ē, hui ē, tāiki ē!

### 7.2 Close the meeting

**Next meeting:** Canterbury Policy Forum - 13 Dec 2024, 10:30 am

In person meetings are preferred by the majority, but the travel/time constraints mean this is not practical for all meetings. Mixed online and in person meetings were not favoured.

Members supported every second meeting being in person.

The Chair noted the next meeting is scheduled for 13 Dec and this will be an online meeting.

# Canterbury Policy Forum

**Date:** 30 September 2024

**Presented by:** Hamish Dobbie, Chair Policy Forum & Sharon Mason, Chair Economic Development Forum

## Developing regional economic priorities

### Purpose

1. The purpose of this paper is to provide background information to support a joint Policy and Economic Development Forums' discussion on developing regional economic priorities and policy settings for Canterbury, to support Mayoral Forum discussions.

### Recommendations

**That the Canterbury Policy Forum and Economic Development Forum:**

1. **note the information provided in this paper to support a joint discussion on developing regional economic priorities and policy settings for Canterbury**
2. **provide advice on the policy settings to support economic investment in Canterbury.**

### Background

2. The Canterbury Mayoral Forum's Plan for Canterbury, finalised in May 2020, and reviewed and updated twice has three high level priorities:
  - Sustainable environmental management of our habitats
  - Shared prosperity for all our communities
  - Climate change mitigation and adaptation.
3. There are nine actions to support the priorities.
4. The Government is looking for regions to be aligned and be able to tell a cohesive story about their economy, its opportunities and strengths, particularly if they are seeking investment through a regional/city deal.
5. They are also expecting regions to identify what actions they intend to take to unlock or enable growth. Canterbury wants to be prepared for engagement on regional/city deals as well as the opportunity to seek central government investment from the regional economic infrastructure fund.
6. A short summary of both regional deals and the regional infrastructure fund are included at attachment 1.

## Economic Development Workshop outputs

7. To support the shared prosperity priority the Economic Development Forum began considering priorities for economic development with a view of developing an aligned view across Canterbury.
8. The Economic Development Forum held a workshop to begin identifying economic development opportunities for the Canterbury region, define enablers and explore approaches to reduce barriers. Business Canterbury also attended this workshop and were able to provide insights from their respective area of expertise.
9. There was agreement at the workshop that:
  - there is significant value in bringing businesses together, along with our tertiary institutions, and mana whenua to support the development of regional priorities so that we understand the environment required to provide the right policies for businesses and our communities to succeed.
  - the private sector needs an enabling environment from both central and local government.
  - we need to change the narrative and better leverage our opportunities – we have a reasonably strong economy, a strong tertiary sector, and net migration is high.
10. Economic development opportunities identified during the workshop were themed as follows:
  - sustainability and environment (including emissions reduction, sustainable growth and a clean economy, tourism, water management)
  - economic development and industry (including productivity from production to export, aerospace opportunities, the Māori economy, AI, health innovation, contributing to the global food supply, supply chain management)
  - social and community wellbeing (including housing, social connectivity and diversity, balanced work/life structure opportunities, and making Canterbury the most attractive place to live, work, interact with others)
  - governance and policy (aligning regulatory processes to support business, improve governance trust, and collaboration with mana whenua and support for public-private partnerships)
  - infrastructure and connectivity (including infrastructure, leveraging our geographical advantages, opportunities for digital connectivity)
  - education and workforce (including a skills focus, supporting a talent pipeline, embracing automation)
  - brand and perception (positioning Canterbury as a top global location to do business).

## Chief Executives Forum

11. When reviewing the workshop outputs, the Chief Executives Forum noted the following would also be important to consider when looking at agreed regional priorities:

- the current state – understanding Canterbury’s key economic facts and figures, key employers, key industries
- how we can articulate that what is good for one part of the region is good for everyone
- what opportunities are available as a result of changing climate, aging population, renewable energy, and innovation
- understanding what international markets need is also an important factor in determining regional priorities.

## Mayoral Forum

12. The Canterbury Mayoral Forum agreed to holding a workshop to delve more deeply into potential economic development priorities and actions for Canterbury.

13. This workshop has not yet been scheduled, however Business Canterbury is undertaking work in this space and is liaising with the Mayoral Forum on engaging through their work. Decisions have not yet been made on this approach.

## Policy and Economic Development Forum discussions

14. A key aspect of some of the Forum discussions to date have touched on is the need to maximise our enablers to support economic development and minimise barriers that make it difficult to do business in Canterbury. Regulation and regulatory processes are most referred to when discussing enablers and barriers.

15. This discussion with the Policy and Economic Development Forums is an opportunity to consider what policy settings will encourage and support investment in Canterbury and those that may need to be amended / removed if they are working as a barrier.

16. Forum members will be able to provide insight from both the economic development and policy point of view

## Next steps

17. Mayoral Forum members are meeting later today to progress discussions on the work that has been initiated by Business Canterbury. The outcome from that discussion will provide clarity on next steps for developing economic priorities.

## Attachments

- Regional Infrastructure Fund and Regional Deals summaries

## **Attachment 1            REGIONAL INFRASTRUCTURE FUND**

### **What is it?**

\$1.2billion over 3 years

To address regional infrastructure deficit, boost the NZ economy, increase regional prosperity and create jobs.

Primarily capital fund – mix of loan and equity investments, limited opportunity for grants.

Invest in building new infrastructure and improving existing structures to benefit regional businesses, organisations and communities.

### **Eligibility**

New Zealand based legal entity

Project asset based in one of the provincial regions – excludes Christchurch City

Delivery of hard infrastructure asset

Improve regional resilience and/or productivity

Ability to deliver

Co-investment element (private sector, iwi, or other non-government entity

Require government financial support to progress or attract private sector investment (i.e. project would not progress without RIF investment

Show alignment with regional priorities

Canterbury regional priorities currently expressed as:

- Energy
- Transport / Planning
- Housing
- Public infrastructure
- Water
- People
- Food.

These regional priorities were decided by the Canterbury Mayoral Forum.

Benefits and outcomes must generate broader benefits or services for other businesses or community

Business must have primary focus on one of the following areas:

- Energy security
- Water security
- Food security
- Connectivity (transport or digital)
- Growth of a Māori-owned business that is critical to enabling outcomes throughout a community or region.

### **Exclusions**

- Projects already underway
- BAU infrastructure maintenance
- Land purchase
- Projects already funded through central government programmes
  - Social infrastructure
  - Large-scale digital connectivity
  - Roads of National Significance
- Ancillary commercial activity such as marketing, business development or business cases
- Apprentices or Vocational Education and Training
- Potable water supply projects, wastewater or storm water management assets except:
  - Rural, community owned water assets (not on local authority water network)
  - Water assets, not BAU and directly critical to enable eligible RIF projects e.g. stormwater assets typically vital to ensure the success of a floodbank project

### **Position papers**

Position papers, outlining what the government is aiming to achieve in key sectors and focus areas, have been created, which may also be useful for reference.

The position papers cover the following sectors/focus areas:

- [Cultural institutions of regional significance \[PDF, 538KB\]](#)— MBIE
- [Energy security \[PDF, 187KB\]](#)— MBIE
- [Food production \[PDF, 555KB\]](#)— MBIE
- [Māori economic development \[PDF, 547KB\]](#)— MBIE
- [Transport and supply chains \[PDF, 544KB\]](#)— MBIE
- [Weather events \[PDF, 557KB\]](#)— MBIE

## **Attachment 2                      REGIONAL DEALS**

Central government / local government and private sector- primarily between central and local government, with participation as appropriate from other partners including the private sector and Māori/iwi organisations.

- practical and enduring way to ensure that tools and mechanisms are used in a coordinated way
- unlock growth in specific geographic areas by providing a regional-level approach
- reset systems to enable local government, with central government support, to deliver for communities.
- central and local government to agree on joint priorities
- empowering local authorities to support growth for their communities
- 30-year vision
- negotiated 10-year strategic plans, aligned with councils 10-year planning cycles, rather than central government's 3-year cycles
- long-term commitments, intended to endure, promoting economic growth and productivity, delivering connected and resilient infrastructure, improving the supply of affordable, quality housing.

Initial Regional Deals will be focused on priority objectives.

Specific outcomes to be agreed between deal partners, allowing for iteration over time.

Identifying outcomes requires and in-depth understanding of the regional economic and social conditions and the projects and activities that will unlock opportunities and growth.

### **Guiding Principles**

- partnership – central and local government with opportunities for iwi/Māori and the private sector to participate
- adaptability
- certainty of decision -making and funding and financing
- accountability and transparency

Deals work to unlock economic and regional growth, remove regulatory bottlenecks and support investment in infrastructure funding and provisions, in exchange for a commitment of planning liberalisation

Promoting system change through:

- enabling competition for growth between regions
- promoting the best use of planning processes for growth
- ensuring the right incentives drive growth, including unlocking potential new revenues for local government; and
- certainty over future investment pipelines

Empowering local government

Projects and investments within each deal will be identified regionally through available spatial planning instruments

Adaptable and evolve to different circumstances

**Focus on:**

- funding and financing tools
- regulatory relief mechanisms
- efficient and innovative use of existing funding and planning mechanisms
- improved central government coordination

Aligned with local government's 10-year planning cycles

<b>PRIORITY OBJECTIVES</b>	
Building economic growth	<ul style="list-style-type: none"> <li>○ increased jobs and skills</li> <li>○ improved standard of living</li> <li>○ increased productivity</li> </ul>
Delivering connected and resilient infrastructure	<ul style="list-style-type: none"> <li>○ better connected communities and businesses through infrastructure</li> <li>○ infrastructure built (and identified investment in support of this) is more resilient against the impacts of natural hazards and climate change</li> <li>○ infrastructure built enables development, including housing objectives</li> </ul>
Improve the supply of affordable, quality housing	<ul style="list-style-type: none"> <li>○ increased supply of build ready land (both greenfield and brownfield), including ensuring the necessary infrastructure is in place for development</li> <li>○ improved housing affordability for rental and home ownership</li> </ul>
<b>SECONDARY OBJECTIVES</b>	
Greater regional and private sector collaboration	<ul style="list-style-type: none"> <li>○ better connections across regions, between urban and rural communities to allow for economic growth, infrastructure delivery, and improvements in the supply and quantity of our housing and improved collaboration with the private sector</li> </ul>
Improved local government decision-making and funding	<ul style="list-style-type: none"> <li>○ local government can use an increased mix of funding tools to fund local infrastructure (water, transport, community infrastructure), housing and growth</li> </ul>
Promoting innovative and collaborative ways of working between central and local government	<ul style="list-style-type: none"> <li>○ levels of government work more effectively and efficiently because of innovative processes</li> <li>○ central and local government have increased agility to respond to changing conditions</li> </ul>
Ensuring resilient and sustainable cities and regions	<ul style="list-style-type: none"> <li>○ communities are better prepared for the future, including being able to plan and manage our natural and built environment</li> </ul>

**Foundational components of Regional Deals**

- defined economic/geographic area
- 10-year strategic plan with clear outcomes sought and the actions required to achieve them
- decision making arrangements, delivery timetables and accountabilities
- capital and operational investment
- performance metrics with monitoring and reporting requirements; and
- regulatory and institutional settings to support the deal

#### **Assessment against**

- alignment with strategic framework
- growth potential
- commitment to a regional spatial plan
- capability, capacity, readiness to deliver
- commitment to fiscal prudence
- councils meet all their regulatory standards (economic and water quality regulation)

#### **Regional Deal Criteria**

- Drivers of economic growth in a region – regions to identify their own areas of growth and key economic drivers
- What the region will do to unlock growth – regions to identify what actions they intend to take to unlock or enable growth
- What the region needs from central government to assist – regions to identify policy and legislative action they need from central government

# MINUTES (in Review)

## CANTERBURY POLICY FORUM

<b>Name:</b>	Canterbury Policy Forum
<b>Date:</b>	Monday, 17 June 2024
<b>Time:</b>	10:30 am to 11:45 am (NZST)
<b>Location:</b>	MS Teams, N/a
<b>Committee Members:</b>	Hamish Dobbie (Committee Chair), David Griffiths, Hamish Barrell, James Thompson, Judith Batchelor, Mark Low, Mark Maxwell, Matt Hoggard, Victoria van der Spek, Brendan Madley, Shey Taylor
<b>Attendees:</b>	Ann Fitzgerald
<b>Apologies:</b>	Katherine Trought, Aaron Hakkaart, Robert Love, Tim Davie

### 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.

#### 1.2 Confirmation of agenda

The agenda was confirmed as circulated.

It was agreed that hydrogen energy provision in the region will be discussed as general business.

#### 1.3 Confirmation of minutes

**Canterbury Policy Forum 18 Mar 2024**, the minutes were confirmed as presented.



#### Decision

The minutes of the meeting held on 18 March 2024 were confirmed as presented.

**Decision Date:** 17 Jun 2024  
**Mover:** Brendan Madley  
**Second:** David Griffiths  
**Outcome:** Approved

#### 1.4 Actions

Policy Forum training event -members confirmed policy development skills and working together more effectively as a region as the key focus for the event (David Bromell suggested facilitator). Other topics of interest include census data for Canterbury, presentations on Canterbury Regional Policy Statement, Climate Change, Natural Hazards.

Members prefer an in-person event, timed to coincide with a Forum meeting if possible. David Griffiths offered to host the event at Christchurch City Council and will circulate relevant material from an earlier policy training event to members.

## 2. Discussion items

### 2.1 Canterbury Climate Partnership Plan update

In the absence of Tim Davie, the Chair spoke to the report, and recapped the process followed to develop the Plan, and the next steps to obtain Chief Executive Forum endorsement and Mayoral Forum approval in August 2024.

While Policy Forum members did not have any specific feedback on the Implementation Plan at the meeting, any comments that they do have will be forwarded direct to Dr Tim Davie (Working group chair) and Alina Toppler (CC Secretariat) by COB Monday 5 July. It was noted that confirmation of member council funding contributions is being sought through LTP processes. While supporting “in kind” staff support, members noted the resourcing challenges this poses. Members asked for information regarding the Implementation Plan – who will be involved and how this is intended to operate. (Secretariat has followed up with Climate Change secretariat and it is intended that the Climate Change Working Group will be developing and progressing the implementation plan).



#### Decision

That the Canterbury Policy Forum:

1. noted the project update on the Canterbury Climate Partnership Plan and draft actions tabled at Canterbury councils for elected member feedback in April/May 2024.
2. noted the Climate Action Planning Reference Group supported the draft Canterbury Climate Partnership Plan and implementation overview at their June 2024 meeting.
3. provided feedback on the proposed implementation overview for the Canterbury Climate Partnership Plan and confirm resourcing by councils leading actions.
4. noted that the draft Canterbury Climate Partnership Plan will be brought to the Chief Executive Forum for endorsement, and to the Mayoral Forum for approval, in July and August 2024.
5. agreed that staff will develop a more detailed, operational implementation plan for endorsement by the Policy Forum and Chief Executives Forum, following approval of the Plan by the Mayoral Forum in August 2024.

**Decision Date:** 17 Jun 2024  
**Mover:** David Griffiths  
**Seconder:** Victoria van der Spek  
**Outcome:** Approved



#### Action

Provide Dr Tim Davie and Alina Toppler's contact information for CPF members to provide individual council feedback on the draft implementation plan from the Canterbury Climate Partnership Plan.

**Due Date:** 26 Jun 2024  
**Owner:** Ann Fitzgerald

### 2.2 Natural Hazard Risk Reduction working group

James Thompson joined the meeting to present the report.

James noted that Natural Hazard work has been on hold while a refreshed approach is developed. Environment Canterbury staff are committed to progressing this work and will share information with Policy Forum members as it becomes available. It was noted that Rachel Thornton will replace James as the Environment Canterbury lead for this work.



## Decision

That the Canterbury Policy Forum:

1. Noted the intention to put the Natural Hazard Risk Reduction working group in abeyance until 2025, following a report back to the Policy Forum to the December 2024 Policy Forum meeting.

**Decision Date:** 17 Jun 2024  
**Mover:** Judith Batchelor  
**Seconded:** Mark Maxwell  
**Outcome:** Approved



## Action

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

**Due Date:** 18 Nov 2024  
**Owner:** James Thompson

## 2.3 Roundtable - council updates, top-of-mind issues, work programme

Members discussed current top of mind issues, including engagement with Papatipu Rūnanga on policy issues, progress with Long Term Plans, Local Water Done Well submissions, regional policy statement review, representation reviews, which are occurring at most councils.

Other discussion items included:

- CCC: policy development - Local Alcohol, Gambling and Significance and Engagement; renaming of former Marylands school site to Validation Park and Validation Place; alcohol bans
- Selwyn: Local Alcohol policy in conjunction with CCC, census data analysis, Biodiversity Strategy, District plan work, "Future Selwyn" platform - for what's happening in the district
- Waitaki: Masterplan for Oamaru CBD, reviews of community housing, parks and land holdings, Council staff structure review
- Waimate: 2024-25 Annual Plan and hearings
- Waimakariri: Bylaws – alcohol control and dog control bylaws, northern Pegasus Bay bylaw, census data
- Kaikoura: lease renewals, spatial planning process, district plan change
- Timaru: Development Contributions policy, review of district camping and Caroline Bay policies, City/Town and Caroline Bay master plans review, district plan hearings
- Ashburton: Reserve Management plan reviews, various policy reviews, Solid Waste Bylaw, development of a water service delivery plan
- Hurunui: Reserve Management Plans, Spatial Plan, Fees and Charges
- Local Water Done Well — various political considerations within Canterbury and current Mayoral Forum position that the decision rests with individual councils. Various groupings within the region are under discussion.

## 2.4 Regional forums update

Updates from the various forums over the last quarter were noted, and the workstream tracker was reviewed.

Regional emerging issues discussed included a decline in building consent requests in some areas, increasing number of solar energy farms and the work underway on a regional energy audit, rates affordability and potential for other sources of income, climate change and adaptation work.

Members discussed how to effectively convey a CPF view to the Mayoral Forum. The Chair noted the pathway is CPF to CEF then to the Mayoral Forum.



### Decision

That the Canterbury Policy Forum:

1. received the quarterly reports on March 2024 - May 2024 regional forum meetings and update on the workstream tracker.

**Decision Date:** 17 Jun 2024  
**Mover:** David Griffiths  
**Seconded:** Victoria van der Spek  
**Outcome:** Approved

## 3. Working group updates

### 3.1 Working group updates

Hamish Barrell, Planning Managers Group Chair spoke to the report. It was noted that a Climate Change Working Group and Natural Hazard Risk Reduction Working Group updates are covered in items 2.1 and 2.2 earlier in the agenda.



### Decision

That the Canterbury Policy Forum noted the attached written update from the Canterbury Planning Managers Working Group.

**Decision Date:** 17 Jun 2024  
**Mover:** Judith Batchelor  
**Seconded:** Shey Taylor  
**Outcome:** Approved

## 4. General business

### 4.1 General business

Hydrogen energy provision in the region –the Chair briefly summarised discussions he is aware of, noting that development plans are currently unclear.

## 5. Close meeting

### 5.1 Karakia whakakapi

The meeting closed at 11.45am with a karakia.

Next meeting: Canterbury Policy Forum - 23 Sept 2024, 10:30 am (in person at Selwyn District Council.

### 5.2 Close the meeting

**Next meeting:** Canterbury Policy Forum - 30 Sept 2024, 10:30 am

In person meetings are preferred by the majority, but the travel/time constraints mean this is not practical for all meetings. Mixed online and in person meetings were not favoured.

Members supported every second meeting being in person.

The Chair noted the next meeting is scheduled for 17 June and this will be an online meeting.

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

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

# Action List

## Canterbury Policy Forum

As of: 23 Sept 2024

Action	Not Started
Natural Hazard Risk Reduction working group report to Policy Forum regarding a refreshed approach for the working group.	
Due Date:	18 Nov 2024
Owner:	James Thompson
Meeting:	17 Jun 2024 Canterbury Policy Forum, 2.2 Natural Hazard Risk Reduction working group

# Canterbury Policy Forum

**Date: 30 September 2024**

**Presented by: Jesse Burgess on behalf of Tim Davie, Climate Change Working Group Convener**

## **Canterbury Climate Partnership Plan implementation and governance**

### **Purpose**

1. The purpose of this paper is to identify the ongoing governance arrangements for the Canterbury Climate Partnership Plan, and implementation of actions, including the roles and responsibilities of the Canterbury Climate Change Working Group and regional fora.

### **Recommendations**

**That the Canterbury Policy Forum:**

1. **agrees 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. **agrees to proceed with Option 2 for decision making for the implementation of Canterbury Climate Partnership Plan actions**
3. **agrees that the Policy Forum will provide quarterly progress updates to the Chief Executives Forum and Mayoral Forum on the implementation of actions**
4. **agrees that the Policy Forum provides operational direction, as required, on the implementation of the Canterbury Climate Partnership Plan**
5. **agrees that action leads' agencies will develop decision papers for their respective actions as and when needed and speak to those at regional fora**
6. **agrees 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. **notes 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 meeting, for its recommendation to the Chief Executives Forum for approval.**

### **Background**

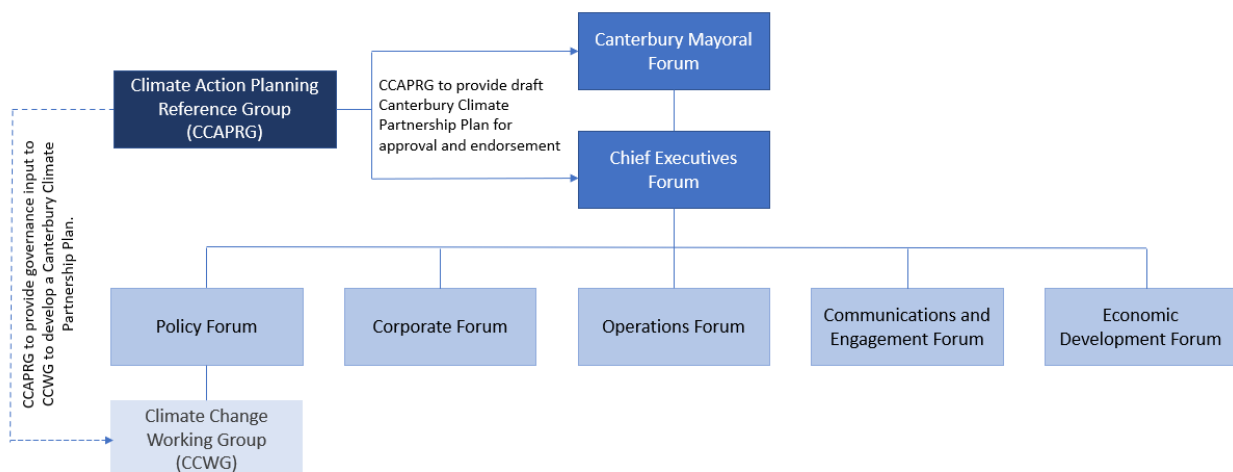
2. Climate change mitigation and adaptation in Canterbury is one of the three priorities under the Mayoral Forum's Plan for Canterbury 2023-2025. The Forum's' overarching

priorities for climate change are reducing their carbon footprint, working together on climate action planning, building community resilience, and making the region's infrastructure as strong as it can be.

3. The Mayoral Forum approved the Canterbury Climate Partnership Plan on 30 August 2024, and councils are now shifting towards the collaborative implementation of regional climate actions.
4. This presents the opportunity to review the governance and decision-making structure, for the Plan's implementation and the roles and responsibilities of the working group and regional fora to ensure the successful and effective implementation of joint climate actions.

## Climate action governance

5. As climate change is a priority for the Mayoral Forum and the Partnership Plan is a document of the Mayoral Forum, the Canterbury Mayoral Forum is responsible for monitoring and overseeing the implementation of all regional collaborative climate actions.
6. The previous governance structure for regional climate action planning is shown in Figure 1, with the involved regional fora being the Climate Change Working Group, the Reference Group, the Policy, Chief Executives and Mayoral Forums.



**Figure 1:** Previous climate change governance structure under the Mayoral Forum.

7. For the development of the Partnership Plan, the Reference Group provided governance support, the Policy Forum provided operational input (first approver), the Chief Executives provided organisational input (second approver), and the Mayoral Forum served as the final approvers of key deliverables (e.g. strategic framework, climate actions, and final Plan).
8. Staff have reviewed the previous governance and decision-making structure for the implementation of Partnership Plan actions to ensure effective and efficient processes and reduce administrative burden on councils.

9. Key changes to the previous governance structure are proposed regarding the Climate Action Planning Reference Group, and two options for decision making are outlined in Table 1 for the Forum's feedback.

### Reference Group

10. The Climate Action Planning Reference Group provided governance input into the development of the Plan and fulfilled its purpose as per their terms of reference.
11. Reference Group members expressed that there should be effective oversight, monitoring and evaluation of the Plan in order to demonstrate accountability to ratepayers, and members of the group were supportive of continuing in their roles or shifting oversight to the Mayoral Forum.
12. Given climate change is one of the Mayoral Forum's top priorities, staff recommends governance support for the implementation of the Partnership Plan sits with the Mayoral Forum itself and not delegate any governance input to a reference or steering group going forward.

### Options for decision making

13. Two options for decision making (Table 1) for Canterbury Climate Partnership Plan implementation have been identified based on the following criteria:
- effective decision-making processes
  - accountability and oversight
  - reduction in administrative burden.

**Table 1:** Decision making for Canterbury Climate Partnership Plan implementation.

Decision making	Option 1	Option 2 (recommended)
Who	What	
CPF (first approver)	All CCPP actions	All CCPP actions
CCEF (second approver)	All CCPP actions	Key actions*
CMF (final approver)	All CCPP actions	Key actions*

\*Key actions: action 1: risk visualisation tool, action 2: emissions reduction, action 3: adaptation planning, action 4: development of a region wide blue-green network.

14. **Option 1** would see decisions on actions being brought to the Policy Forum (first approver), Chief Executives Forum (second approver), and Mayoral Forum (third/final approver) when and as needed.
15. This option:
- maintains current 3-tier structure for action implementation, direction, oversight, and approval through the Policy Forum, Chief Executives and Mayoral Forums
  - ensures multiple layers of governance, direction, oversight, consultation, accountability, and transparency

- results in heavy administrative burden, potential over-consultation of Chief Executives and Mayors, slower decision-making, compromised timeframes
- fulfils accountability and oversight criteria
- does not fulfil criteria of efficient decision-making or reduced administrative burden

This option is not recommended by staff.

16. **Option 2** would see decisions on actions being brought to the Policy Forum and key actions to the Chief Executives and Mayoral Forum. It is suggested that actions that are complex in scope, costly, and have a significant number of key stakeholders could be considered key actions, i.e. action 1: risk visualisation tool, action 2: emissions reduction, action 3: adaptation planning, action 4: development of a region wide blue-green network. Staff can bring further advice on key actions to the forum at their next meeting if this option is supported.

17. This option

- shifts increased oversight of action implementation to the Policy Forum due to the operational nature of actions
- Chief Executives Forum and Mayoral Forum retain governance-level oversight for key actions
- reduces administrative burden, allowing for better resource allocation toward implementation
- supports project delivery within agreed timeframes
- reduces over-consultation of Chief Executives and Mayors
- fulfils criteria of efficient decision-making, accountability and oversight, and reduced administrative burden.

This option is recommended by staff.

18. To support governance oversight and ensure transparency, staff recommend providing progress updates on Partnership Plan implementation to councillors, as deemed appropriate by individual councils, since the previous elected member Reference Group has been disbanded.

## Reporting frequency

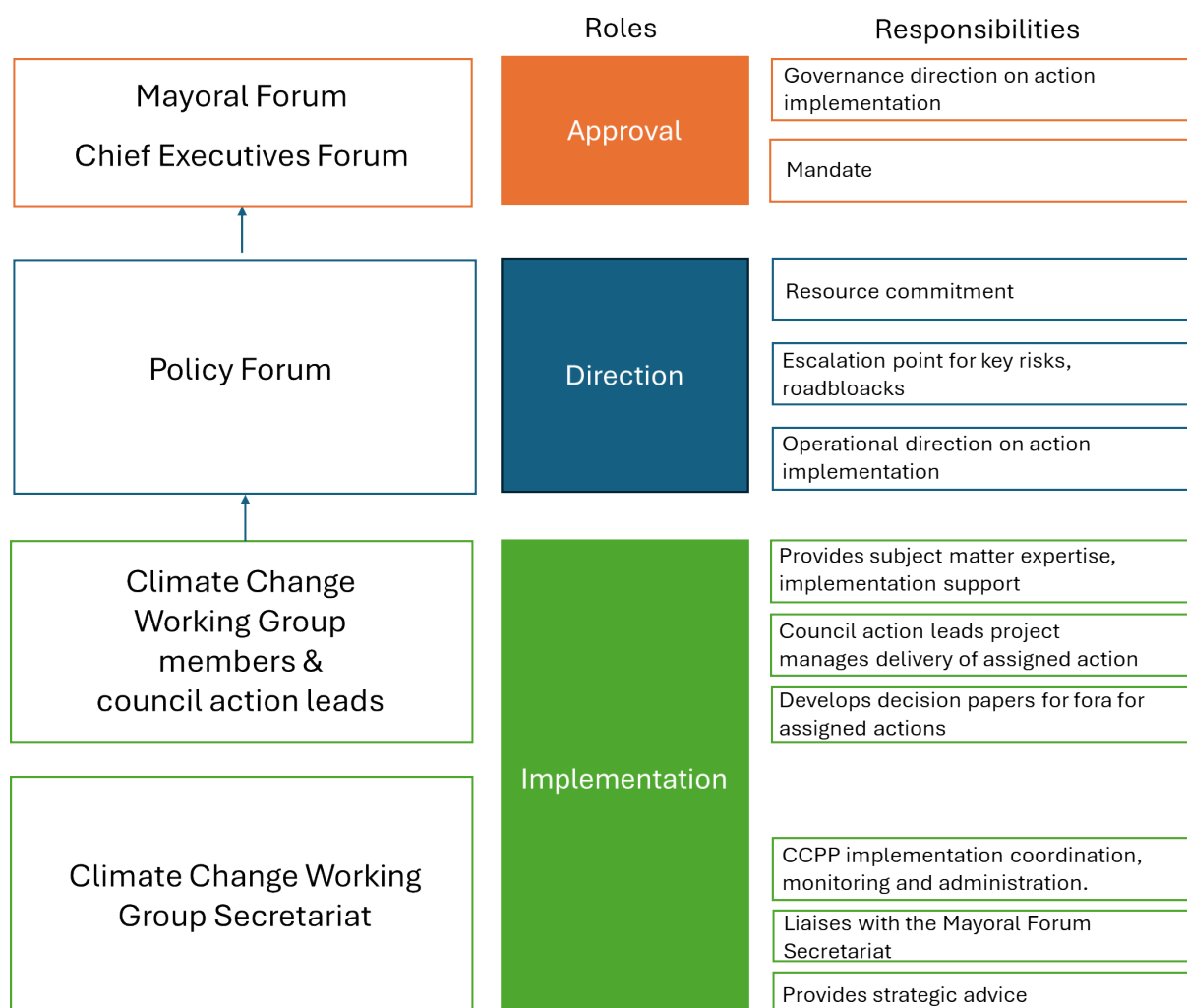
19. Quarterly reporting on the progress of action implementation to the Policy, Chief Executives and Mayoral Forums will be maintained to ensure transparency and oversight.

## Roles and responsibilities

20. Figure 2 outlines a high-level overview of the roles and responsibilities of all involved groups to ensure the successful and efficient implementation and governance of actions.

21. The Climate Change Working Group will continue as the technical working group to lead the implementation of agreed climate actions and provide subject matter expertise.

22. Action leads would develop decision papers for their respective actions as and when needed. The action lead agencies' respective Policy, Chief Executives and Mayoral Forums members would be asked to speak to the paper at regional fora or delegate to their Climate Change Working Group member. This suggested approach promotes shared responsibility for actions, adhering to a true Partnership approach for action implementation.
23. The Policy Forum will continue to provide operational direction, as required, on the implementation of action implementation, and would be the first point of contact for any key risks and/or roadblocks. The Chief Executives and Mayoral Forums will be responsible for providing governance direction.
24. The Policy Forum will continue to provide quarterly progress updates to the Chief Executives Forum and Mayoral Forum on the implementation of actions, developed and fronted by the Climate Change Working Group secretariat and convener.
25. Environment Canterbury's Climate Change & Community Resilience team will continue to support the work of the Mayoral Forum by providing strategic advice and implementation support to the Climate Change Working Group and will continue to provide regular progress reporting to the CPF, CCEF and CMF on the scope, budget, deliverables and any key issues.



**Figure 2:** High level roles and responsibilities for Canterbury Climate Partnership Plan implementation and governance.

## Operational aspects and financials

26. The implementation of actions is shared between councils, specifically Hurunui, Waimakariri, Christchurch City, Selwyn, and Ashburton District Councils, Environment Canterbury, and the Canterbury Mayoral Forum. Other councils have indicated they will support the implementation of actions in some capacity.
27. An implementation overview from the Canterbury Climate Partnership Plan is appended as Appendix 1. This documents the suite of collaborative climate actions, timeframes, lead agencies and resourcing.
28. The Plan focuses on the first three years of councils' Long-Term Plans 2024-2034, with a review proposed in Year 3.
29. Councils have agreed to fund regional collective climate actions through their Long-Term Plans (LTPs) 2024-34 or Annual Plans 2024-2025, with a total of \$1.47 million for the first 3 years (\$100,432 to be confirmed through Waimate and Waitaki District Council's LTPs 2025-2034).
30. Environment Canterbury, as the secretariat to the Climate Change Working Group, propose to invoice councils to transfer the designated budgets into a centralised fund for action implementation.
31. Year 1 (2024/2025) has a total of \$190,000 attributed to the collaborative implementation of actions. All key actions will be scoped in Year 1 (see paragraph 17 for key action definition). Proposed scopes will be provided to the Policy Forum for feedback at its next meeting.
32. Four actions will be completed in Year 1 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).

## Cost, compliance and communication

### Financial implications

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

## **Risk assessment and legal compliance**

- 34. No legal compliance risks have been identified for the recommendations provided in this paper.
- 35. Decision making option 1 (Table 1) may delay action implementation due to the 3-tier decision structure, risking delivery timelines.
- 36. Staff will provide information on risks and mitigation measures for action implementation as part of the action scopes at the next meeting.

## **Next steps**

- 37. Based on the Forum's agreement on the recommendations, staff will seek approval from the Chief Executives and Mayoral Forums.
- 38. Staff will provide proposed action scopes for Canterbury Climate Partnership Plan Year 1 actions to the Forum for input at its next meeting.

## **Attachments**

Appendix 1: Canterbury Climate Partnership Plan Implementation Overview (see below)

## Appendix 1: Canterbury Climate Partnership Plan Implementation Overview



Action ID		Primary action	Sub-actions	Y1 2024/2025	Y2 2025/2026	Y3 2026/2027		Y4 onwards	Lead Organisation	Resourcing
1	Understanding climate risks and improving resilience	Understand climate hazards and risks in Canterbury to support evidence-based decision making and improve regional resilience.	1.1 Scope and develop a Canterbury-wide visualisation tool for use by councils to support climate adaptation and resilience planning.	initiate	execute and complete	maintenance and licensing	Review CCEP		Waimakariri District Council	\$for procurement and consultant costs, staff time
			1.2 Update the Canterbury climate change risk and urgency assessment to ensure a comprehensive and up to date understanding of key risks and opportunities under different climate change at a regional and district level.					initiate, execute, complete	Environment Canterbury	\$for procurement and consultant costs, staff time
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.	2.1 Collate data and develop models to prepare greenhouse gas emissions inventories and identify emissions reduction pathways for Canterbury to support New Zealand's national greenhouse gas commitments.	initiate	execute and complete				Environment Canterbury	\$for procurement and consultant costs, staff time
			2.2 Based on the emissions reduction 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.		initiate and execute	complete			Environment Canterbury	\$for procurement and consultant costs, staff time
			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 reduction targets.		initiate	execute and complete			Environment Canterbury	\$for procurement and consultant costs, staff time
3	Adaptation planning	Support best practice approaches for local adaptation planning with communities taking a Treaty based approach.	3.1 Develop and implement a best practice approach for councils in Canterbury to work effectively and efficiently together with communities on adaptation planning and implementation.	initiate	execute	ongoing		ongoing	Hurunui District Council	staff time
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.	4.1 Develop a Canterbury wide natural ecosystem climate change risk and vulnerability assessment.	initiate and execute	complete				Environment Canterbury	\$for procurement and consultant costs, staff time
			4.2 Develop a blue-green network plan for Canterbury and accompanying guidance to support locally-led implementation.		initiate	execute		complete	Waimakariri & Selwyn District Councils	\$for procurement and consultant costs, staff time
			4.2a Maximise opportunities to collaborate with key stakeholders to provide guidance on blue-green infrastructure placement and hazard resilience investment.	initiate	execute	execute		complete	Waimakariri & Selwyn District Councils	\$for procurement and consultant costs, staff time
			4.2b Collaborate and align with Greater Christchurch Partnership and key stakeholders to deliver a blue-green network.	initiate	execute	ongoing		ongoing	Waimakariri & Selwyn District Councils	staff time
			4.2c Investigate the feasibility of establishing blue-green infrastructure on council-owned land, including identifying priority locations for implementation across Canterbury.		initiate	execute		ongoing	Waimakariri & Selwyn District Councils	\$for procurement and consultant costs, staff time
5	Climate change education and advocacy	Support community understanding about the local impacts of climate change and promote individual and collective climate action.	5.1 Continue to develop the It's time, Canterbury initiative into a comprehensive resource hub for climate education and collective action across Canterbury.	initiate	execute	ongoing		ongoing	Environment Canterbury	staff time
			5.2 Collaborate with Civil Defence and Emergency Management in Canterbury to produce communications materials that integrate climate action and resilience to natural hazards.		initiate, execute, complete				Environment Canterbury	staff time

Action ID		Primary action	Sub-actions	Y1 2024/2025	Y2 2025/2026	Y3 2026/2027		Y4 onwards	Action Lead	Resourcing
6	Supporting Papatipu Rūnanga	Support Papatipu Rūnanga with climate action and provide continuing opportunities for their involvement with Canterbury Climate Partnership Plan projects.	6.1 Understand the climate action requirements of Papatipu Rūnanga across Canterbury.	initiate	ongoing	ongoing	Review CCPP	ongoing	All councils	\$ for Papatipu Rūnanga participation, staff time
			6.2 Support councils to work in partnership with Papatipu Rūnanga to integrate their requirements into local climate action planning.						Canterbury Mayoral Forum	\$ for Papatipu Rūnanga participation, staff time
7	Integrating climate change considerations in council processes	Work collaboratively to build local government capability and enhance its capacity to adapt in a changing climate.	7.1 Integrate climate change mitigation and adaptation considerations across all council business including decisions, policies, projects, procurement, and infrastructure development.	initiate	execute	ongoing		ongoing	Ashburton District Council	staff time
8	Climate funding and financing	Identify and leverage co-funding and financing opportunities for climate adaptation and resilience.	8.1 Advocate to central government for funding to be made available to address the gap between current local government funding and what is needed for the comprehensive local government climate action that is required in the future.	initiate	execute	execute		ongoing	Christchurch City Council	staff time
			8.2 Explore the feasibility of a Canterbury Climate Commitment that inspires and unites businesses and communities to accelerate climate action.	initiate, execute, complete				Canterbury Mayoral Forum	staff time	
9	Monitoring and evaluation	Monitor and report on progress towards achieving the actions and outcomes of the Partnership Plan.	9.1 Develop and implement a monitoring and evaluation plan which includes the co-development of climate related indicators appropriate to Canterbury.	initiate, execute, complete					Environment Canterbury	\$ for procurement and consultant costs, staff time
10	Implementation	Assemble and coordinate an implementation team to ensure the successful delivery and implementation of the Canterbury Climate Partnership Plan.		initiate, execute	ongoing	ongoing		ongoing	Environment Canterbury (with action lead organisations)	staff time
			Total budget (rounded down)	\$190,000	\$741,000	\$540,000				
				Total \$ 1,471,000 NZD Through collective contributions from Canterbury councils for Year 1 - Year 3 of 2024-2034 Long Term Plans and 2024-2025 Annual Plans (100,432 NZD to be confirmed through Waimate and Waitaki District Councils 2025-2034 Long Term Plans)						

# Canterbury Policy Forum

**Date:** 30 September 2024

**Presented by:** Hamish Dobbie

## **Building blocks for better policy - policy development workshop**

### **Purpose**

1. The purpose of this paper is to provide a proposed outline for “building blocks for better policy” workshop targeted for council policy staff.

### **Recommendations**

**That the Canterbury Policy Forum:**

1. **approve the proposed workshop outline for building blocks for better policy workshop**
2. **agree to provide numbers and/or names of council attendees to the secretariat by 30 October 2024**
3. **request a forum member council to host the building blocks for better policy workshop.**

### **Background**

2. At the March Policy Forum meeting it was agreed to look at options for developing training specifically directed to council policy staff.
3. In June, Christchurch City Council provided an outline of a policy training workshop, presented by Dr David Bromell, that they had held for their staff and offered to host a similar event for policy staff across the region.
4. Following review of the Christchurch City Council outline the secretariat has been in contact with Dr Bromell, who has provided a targeted outline for a workshop “building block for better policy” to address the following:
  - when do we need a policy?
  - what information do you need to support policy development?
  - the building blocks of a good policy
  - clarity of writing

## Workshop outline

5. The workshop is proposed to be run over one day, and an ideal number of participants would be between 16-20 people., although up to 30 people could be accommodated (provided venue is a suitable size).
6. The outline of the workshop is provided at Attachment 1.
7. Dates are still to be confirmed, however it may not run until early 2025, depending on response from councils and availability of staff to attend.

## Who should attend?

8. The workshop is primarily targeted at council staff who write decision reports, rather than those who mainly write information reports, however depending on who registers to attend both could be accommodated.

## Costs

9. The regional forums budget has an allocation for training, however to keep costs down, it would be useful if a council picks up hosting the event.

## Next steps

10. Subject to the Policy Forum agreeing to the workshop, forum members are to provide numbers/names of potential attendees from their council by 30 October 2024
11. Subject to the response, the secretariat will work with the hosting council to confirm with Dr Bromell, dates and times.]

## Attachments

- Attachment 1 – Workshop outline, building blocks for better policy

**Attachment 1: Workshop outline**  
**BUILDING BLOCKS FOR BETTER POLICY**

10:00–10:20	Arrive and sign in, morning tea, meet and greet
10:20–10:30	Introduction and provision of (5) handouts as a basis for the workshop (adapted from my 2024 textbook, Policy analysis: A practical introduction)
10:30–11:30	<b>Clear purpose</b>
	What, Why, Where, Who, When, How?
	Self-assessment of this aspect of own report and discussion in pairs
11:30–12:30	Using evidence
	Use of evidence, and assessing the strength of evidence (and different types of evidence), including use of AI
	Time-trend analysis
	Drawing on evidence from monitoring and evaluation here and elsewhere
	Proportionality, causality and correlation
	Self-assessment of this aspect of own report and discussion in pairs
<b>12:30–13:00</b>	<b>Lunch</b>
13:00–13:45	<b>Analysis of options</b>
	A logical analytical framework (evidence + reasoned argument)
	Explicit decision criteria - and LGA requirements (ss.76–81)
	Stakeholder analysis and prioritisation for engagement
	Analysis that is fit for purpose (and appropriately qualified
	Self-assessment of this aspect of own report and discussion in pairs
13:45–2:30	<b>Focused on decisions, actions and outcomes</b>
	Well-crafted recommendations
	Who will implement – and who will pay?
	Monitoring and evaluation
	Key milestones and next steps
	Self-assessment of this aspect of own report and discussion in pairs
14:30–15:15	<b>Compelling communication</b>
	The right format
	As short as it can be, as long as it needs to be
	Plain language
	Error-free (spelling, grammar and punctuation; the numbers add up, etc.)
15:15–15:30	Self-assessment of own report (in relation to compelling communication) and discussion in pairs
	Wrap-up discussion and feedback – including identifying barriers to doing all this in practice, and identifying one thing each participant is going to do differently as a result of participating in the workshop.

# Canterbury Policy Forum

**Date:** 30 September 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 (see item 4.2)
  - 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:** 30 September 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 June quarterly meetings and provides an update on the workstream tracker.

### Recommendation

**That the Canterbury Policy Forum:**

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

### Background

2. The Mayoral Forum met on 30 August 2024.
3. The Chief Executives Forum met on 29 July 2024.
4. The regional forums held the following regular quarterly meetings in June and September 2024:
  - the Communications and Engagement Forum met on 14 June and 20 September
  - the Economic Development Forum met on 17 June, and next meets on 30 September
  - the Corporate and Operations Forums met on 24 June and 16 September.

### Mayoral Forum

5. The Mayoral Forum met on 30 August. At the meeting members:
  - received an update on the Canterbury Water Management Strategy Zone Committee review, nominated Mayors Craig Mackle, Nigel Bowen, Marie Black and Phil Mauger to work with Environment Canterbury's Chair and Deputy to develop options for how the Mayoral Forum can continue to support local freshwater leadership in preparation of a final report to the Mayoral Forum in November 2024
  - received a presentation from Nick Leggett, Chief Executive of Infrastructure New Zealand and Wayne Scott Chief Executive of the Aggregate and Quarry Association

on the purpose and role of their respective organisations. Members discussed the need to improve access to gravels and quarrying in the region.

- received an update from Marlon Bridge (DIA) on recent Government announcements on Local Water Done Well, following which members provided a round table update on where each Council is at in terms of possible water services delivery options
- approved the Canterbury Climate Partnership Plan and agreed to lead action 6 supporting Papatipu Rūnanga and action 8 climate funding and financing. The launch date of 13 December 2024 was noted.
- received an update on the work of the Economic Development and Chief Executives Forums to identify regional economic development priorities and agreed to have a facilitated workshop to delve more deeply into potential economic development priorities and actions for Canterbury.
- approved the Canterbury Mayoral Forum mid-term achievements report 2022 – 2024 for publication and supporting media releases
- received an update from Diane McDermott, the newly appointed Regional Public Service Commissioner, including an offer to meet with individual member councils
- noted recent discussions in various regions regarding unitary authorities. While noting the value of continuing to identify opportunities to work together, including shared services, the Forum does not support forming a break away unitary authority.
- agreed to raise member council concerns regarding increases in audit fees and the timeliness and quality of audits with the Minister of Local Government
- noted the Chairs update on his recent engagement with Ngāi Tahu on behalf of the Forum.

## Chief Executives Forum

6. The Chief Executives Forum met on 29 July. At the meeting members:

- received an update on the Canterbury Water Management Strategy, including the zone committee review process
- received an update from the newly appointed Regional Public Service Commissioner Diane McDermott
- discussed water services reform and next steps with Michael Lovett, Hamiora Bowkett and Paul Barker (DIA)
- discussed the recently released Government Policy Statement (GPS), the upcoming National Land Transport Programme, NZTA projects and timing of funding decisions for local government programmes with James Caygill, Waka Kotahi NZTA
- received an update from the Economic Development Forum on outputs from a facilitated workshop they held to consider common economic development

opportunities for the Canterbury region, define enablers and explore approaches to reduce barriers

- received an update on the development of the Regional Housing Strategy
- received an update on the Canterbury Climate Partnership Plan
- discussed the draft Mayoral Forum agenda for the 30 August meeting.

## Corporate Forum

7. At the 24 June meeting members discussed:

- Long Term Plans
- use of the Mahi Tahi Collaboration portal
- council updates, including insurance renewals and possible collaboration on an RFP, reserve management plans, annual reports, representation reviews, fees and charges, spatial plans, water services delivery plans, security measures at public meetings
- 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.

8. At the 16 September meeting members discussed:

- water reform legislation, including input from DIA staff, and council updates on Local Water Done Well implementation
- council updates, including district plan reviews, managing budgets following decisions from the NLTP, increasing insurance costs, rates and revenue review, work across council services to minimize rates increases, and the impact on staff of the particularly high workload at present
- 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
- the revised Terms of Reference for the Canterbury Public Records Act Executive Sponsors Group and Canterbury Records and the Information Managers Group, which were approved
- use of the local government MahiTahi collaboration portal, noting while the principle of portal is good, current workloads mean staff have not had capacity to utilise the tool
- legal issues territorial authorities are experiencing regarding collection of regional council rates on behalf of Environment Canterbury.

### **Next meeting**

9. The next Corporate Forum meeting is on Monday 9 December. The agenda includes a water reform discussion, working group updates, Mahi Tahi Collaboration portal update, roundtable updates and top of mind issues.

## **Communications and Engagement Forum**

10. At the 14 June meeting members discussed:

- health and safety critical risks
- the Civil Defence PIM update and endorsed the draft of the Public Education Public Information (PEPI) plan
- council updates including consultation fatigue, approaches to public briefings/meeting and social media policies
- maintaining a regional view of Canterbury council consultations with top-of-mind relevant consultations to be shared at each forum meeting
- the CCEF work programme and priorities.

11. At the 20 September meeting members discussed:

- the use of AI tools
- council updates including current and upcoming consultations
- the CCEF work programme and priorities.

### **Next meeting**

10. The next Communications and Engagement Forum is on Friday 6 December. The agenda includes a discussion a Civil Defence PIM, round table discussion and regional updates including member councils' priority community engagements and consultations.

## **Economic Development Forum**

11. The Economic Development Forum met on 17 June. Members discussed:

- skills and immigration, with a focus on accurate data, relationships with tertiary institutions, strategic immigration policies and skill shortages
- development of a regional energy inventory
- the Waitaha Canterbury Regional Housing Strategy update
- agency and council updates
- development of a regional economic development strategy and held a facilitated workshop discussion.

## Next meeting

12. The next meeting of the Policy Forum is on 30 September. The key agenda item is a facilitated joint discussion with the Economic Development Forum on the development regional economic priorities.

## Operations Forum

13. At the 24 June meeting members discussed:

- the three waters reform programme and options for Canterbury councils
- council updates, including NZTA Waka Kotahi funding
- working group updates, including a decision to disband the Canterbury Engineering Managers group, as most of what they cover is also covered in the Operations Forum.

14. At the 16 September meeting members discussed:

- water reform legislation, including input from DIA staff, and council updates on Local Water Done Well implementation
- council updates including NZTA/Waka Kotahi funding reductions, the NZTA/Waka Kotahi proposed emergency funding policy change, and the impact of Taumata Arowai wastewater and stormwater compliance mandatory measures
- working group updates, including the Regulatory Managers, the Canterbury Joint Waste Committee working group, and the Wastewater working group.

## Next meeting

15. The next Operations Forum meeting is on Monday 9 December. The agenda includes water reform updates, a roundtable discussion on council updates and top of mind issues and working group updates.

## Workstream tracker

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

## Next meetings

17. Scheduled forum meetings for the upcoming quarter are:

21 October	Chief Executive Forum
28 November	Mayoral Forum
6 December	Communications and Engagement Forum
9 December	Corporate and Operations Forums
13 December	Economic Development and Policy Forum

## **Attachments**

- Workstream tracker

## Canterbury Regional Forums workstream tracker 2023-2025

Updated 9 September 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 CEs Forum 1 May. Draft scope to be developed by the Economic Development Forum. Discuss at ED Forum March 2024, waiting for feedback.	Not started	TBC	\$ 1,000.00	Approved by CEs 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	On track	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				
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 diversity monitoring programme will be prepared. Included in briefings to Ministers 1 March 2024	On track	Ongoing	\$ -	N/a	
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	On track				

## Canterbury Regional Forums workstream tracker 2023-2025

Updated 9 September 2024  
Refreshed Plan for Canterbury 23 February 2024

#	Workstream	Reports to	Delivery lead	Update	Status	Due	Budget	Budget status	Outcomes
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 CE's Forum	
7b	Undertake a stocktake of current housing strategies across the motu	Mayoral Forum	Economic Development Forum	To be progressed alongside ILM process	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, out to market in September	on track	30 September 2024	\$ 50,000.00	Approved by CE's 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	
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 Work underway on finalising scope of work awaiting update on resources before starting	on track	TBC	TBC		

## Canterbury Regional Forums workstream tracker 2023-2025

Updated 9 September 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 Chagne working group to oversee.	on track	31 December 2020	\$ -	N/a	
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 CE's Forum on 31 July, including to join the MahiTahi collaboration portal. A sub-group of CE's are exploring potential opportunities for shared services. Canterbury councils have joined MahiTahi collaboration portal	complete	30 November 2023	\$ 11,000.00	Approved by CE's 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

## Canterbury Regional Forums workstream tracker 2023-2025

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#	Workstream	Reports to	Delivery lead	Update	Status	Due	Budget	Budget status	Outcomes
14b	Include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat	Included in briefings to Ministers 1 March 2024	On track				
Engage with central government on the future for local government by supporting development of a regional approach and participating in the Future for Local Government Review									Waitaha/Canterbury views are clearly articulated through the reform process
15b	Following completion of survey of CMF members, formulate a CMF response to recommendations and include in briefings to new Ministers following 2023 general election	Mayoral Forum	Secretariat	Members surveyed on report's recommendations. Agreement at Nov Mayoral Forum to determine next steps once the LGNZ process is finalised. Funding and financing of local government topic included in briefings ministers 1 March 2024	Complete				
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			Not started		\$ 1,000.00	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	Delayed		\$ -	N/a	

# Canterbury Policy Forum

**Date:** 30 September 2024

**Presented by:** Working Group Chairs

## **Regional Working Group Updates**

### **Purpose**

1. The purpose of this paper is to provide an opportunity for working group chairs to provide updates to the Policy Forum.

### **Recommendation**

**That the Canterbury Policy Forum note:**

1. the verbal updates from the Canterbury Planning Managers Group

### **Working group updates**

2. There are no written updates.
3. The Climate Change Working Group's update is provided at item 4.1.
4. The Natural Hazard Risk Reduction working group is in recess until 2025.
5. The Canterbury Planning Managers Group chair will provide a verbal update.