

# Agenda

## Canterbury Policy Forum

<b>Date</b>	Friday 5 July 2019
<b>Time</b>	12.00pm (lunch) for 12.30pm (meeting commences)
<b>Venue</b>	West Melton Community Recreation Centre, 1163 W Melton Rd, West Melton.
<b>Attendees</b>	Bill Bayfield (Environment Canterbury - Chair), Hamish Dobbie (Hurunui), Carolyn Johns (Waimate), Geoff Meadows (Waimakariri), Katherine Trought (Environment Canterbury), Mark Low (Timaru), Mike Searle (Waitaki), Ronnie Cooper (Te Rūnanga o Ngāi Tahu), Simon Markham (Waimakariri), Toni Durham (Ashburton), Murray Washington (Selwyn – for David Ward), Paul Cooper (Waimate – for Tracy Tierney), David Griffiths (Christchurch – for Brendan Anstiss)  Cam Smith - Team Leader - Regional Leadership and Policy, Environment Canterbury – for item 5 Warren Gilbertson- CREDS Project Manager – for item 7 David Rendall - Project Coordinator, Food & Fibre Innovations Programme – for item 7 Caroline Hart - Senior Strategy Manager – CWMS, Environment Canterbury – for item 9
<b>In Attendance</b>	Secretariat: Simon Fraser, David Bromell
<b>Apologies</b>	David Ward (Selwyn), James Thompson (CDEM), Tracy Tierney (Timaru), Brendan Anstiss (Christchurch), Matt Hoggard (Kaikōura)

<b>Time</b>	<b>Item</b>	<b>Paper</b>	<b>Person</b>
12:30	1. Welcome, introductions and apologies		Chair
	2. Confirmation of Agenda		Chair
	3. Minutes from the previous meeting	✓	Chair
	a. Confirmation of meeting minutes – 12 April 2019		
	b. Action points		
12:35	4. Regional Forums update	✓	Secretariat
	<b>For discussion and decision</b>		
12:40	5. Central Government update		Cam Smith
12:55	6. Wellbeing indicators project	✓	Simon Markham
1:25	7. CREDS Value-added production		Warren Gilbertson / David Rendall
1:45	8. Regional submission – Zero Carbon Bill	✓	Geoff Meadows
	<b>For information</b>		
1:55	9. CWMS update	✓	Caroline Hart
2:10	10. Train the trainers workshop		David Bromell
2:20	11. Canterbury Planning Managers working group	✓	Geoff Meadows
2:30	12. Climate Change working group	✓	Sam Elder
2:40	13. Compliance, Monitoring and Enforcement working group	✓	Paul Cooper
2:50	14. Natural Hazards working group	✓	Secretariat
	<b>General business</b>		
2:55	15. Other matters		
<b>3:00</b>	<b>Close</b>		

*Next meeting: Friday 11 October 2019*

# Canterbury Policy Forum

# Minutes

<b>Date:</b>	Friday 12 April 2019
<b>Venue:</b>	Environment Canterbury Council Chamber
<b>Attendance:</b>	<p>Hamish Dobbie (Acting Chair), Brendan Anstiss (Christchurch), Carolyn Johns (Waimate), James Thompson (CDEM, Natural Hazards Risk Reduction Group), Katherine Trought (Environment Canterbury), Mark Low (Timaru), Matt Hoggard (Kaikōura), Mike Searle (Waitaki), Simon Markham (Waimakariri), Toni Durham (Ashburton), Jesse Burgess (Selwyn – for David Ward and Geoff Meadows, Canterbury Planning Managers Group).</p> <p>The following staff from Environment Canterbury were also in attendance: Sam Elder and Darren Fidler for agenda item 5; Dann Olykan for agenda item 6; Sam Elder (for Stefanie Rixecker) for agenda item 11.</p> <p>Secretariat: Simon Fraser, David Bromell</p>
<b>Apologies:</b>	Bill Bayfield (Environment Canterbury), David Ward (Selwyn), Geoff Meadows (Waimakariri), Ronnie Cooper (Te Rūnanga o Ngāi Tahu), Tracy Tierney (Timaru), Simon Markham (Waimakariri – for lateness and early departure).

AGENDA ITEM	KEY POINTS DISCUSSED / RESOLVED	ACTION POINTS (Who will action, when?)
1	<p><b>Welcome, introduction and apologies</b></p> <p>Attendance was noted and apologies received. Mike Searle was welcomed to his first meeting, representing Waitaki District Council. It was noted that Toni Morrison is no longer at Mackenzie District Council.</p>	Secretariat follow up with Mackenzie on CPF representation – <b>MDC yet to confirm</b>
2	<p><b>Confirmation of agenda</b></p> <p>The agenda was confirmed with one item of general business (Mark Low): LTP process 2021.</p>	
3	<p><b>Minutes from previous meeting</b></p> <p>Minutes of the meeting held on 19 October 2018 were confirmed with one amendment at agenda item 10: 'Councils were encouraged to ensure they all had members representing them on the Climate Change Working Group, especially as the Government was accelerating <b>its work on</b> climate change.'</p> <p>No action items from the meeting on 18 October 2018 are outstanding.</p>	Secretariat correct minutes before publishing papers to the website - <b>complete</b>
4	<p><b>Regional Forums update</b></p> <p>Simon Fraser spoke to the regional forums report.</p>	Secretariat correct report before publishing papers to the website - <b>complete</b>

AGENDA ITEM	KEY POINTS DISCUSSED / RESOLVED	ACTION POINTS (Who will action, when?)
	<ul style="list-style-type: none"> <li>• A correction was noted at paragraph 9, p 10 – Paul Cooper, not Paul Morris, had presented from Waimate on the Compliance, Monitoring and Enforcement Strategy.</li> <li>• James Thompson noted a possible regional forums budget bid from the Natural Hazards Risk Reduction Group.</li> <li>• With budgets already set by councils for 2019/20, there is little scope to increase a regional forums levy.</li> </ul> <p>David Bromell summarised strategic direction for 2020–22 as discussed by the Mayoral Forum at an informal working dinner on 31 January 2019:</p> <ul style="list-style-type: none"> <li>• broaden scope from economic development to regional development, referencing the four wellbeings and the four capitals of the Treasury's Living Standards Framework</li> <li>• do less – with actions focused where the Mayoral Forum can have the greatest impact</li> <li>• let go current work programmes/projects where the Mayoral Forum has achieved its objectives or work has been picked up by others.</li> </ul> <p>The secretariat is drafting an overview of the four wellbeings/capitals in Canterbury for consideration by the CEs Forum on 6 May and will circulate this to members of the Policy Forum.</p>	<p>Secretariat to circulate overview of 4 wellbeings/capitals in Canterbury to Policy Forum when available</p>
5	<p><b>Regional Transport update – freight mode shift</b></p> <p>Darren Fidler presented on regional transport freight mode shift.</p> <p>The current review of rail will hopefully address incentives/barriers in the funding model for KiwiRail to encourage increased use of rail for freight transport. Trucking and road user charges also need to reflect externalities fairly.</p> <p>The four noting recommendations on p 11 were agreed. It was further noted that this report will go the Regional Transport Committee in May 2019, then to the Mayoral Forum in August 2019.</p>	<p>Secretariat circulate PPT slides with the minutes - <b>complete</b></p> <p>Secretariat schedule a presentation on regional transport freight mode shift for the Aug 2019 meeting of the Mayoral Forum - <b>underway</b></p>
6	<p><b>Canterbury Water Management Strategy (CWMS)</b></p> <p>Dann Olykan presented on the CWMS Fit for the Future project. The project has focused on targets for 2025 and 2030, and on what else is required for CWMS implementation.</p> <p>It was noted that the Mayoral Forum has asked for a communications strategy and plan to accompany the final report in May 2019. The importance of this was confirmed in discussion at the Policy Forum – it is an opportunity to increase awareness and understanding of the scale, scope and depth of work underway.</p> <p>The recommendation to receive the CWMS update report (p 16) was agreed.</p> <p>The recommendation to note the direction of draft CMWS goals for 2025 and 2030, the supporting work programme and associated implementation issues (p 26) was agreed.</p>	<p>Secretariat circulate PPT slides with the minutes, and the actual wording of drinking-water goals - <b>complete</b></p>

AGENDA ITEM	KEY POINTS DISCUSSED / RESOLVED	ACTION POINTS (Who will action, when?)
7	<p><b>Natural Hazards Risk Reduction</b></p> <p>James Thompson spoke to the report from the Natural Hazards Risk Reduction Group. The terms of reference were agreed.</p> <p>The Group was asked to report back to the next meeting with a prioritised work programme and resource implications. The Group was encouraged to retain connections with other regional councils and take account in its work programme of the timing of district plan reviews.</p>	<p>James Thompson report back to the 5 July 2019 meeting with a prioritised work programme and resource implications – <b>deferred to October meeting</b></p>
8	<p><b>Regional submissions – re-visiting principles and process</b></p> <p>David Bromell reminded members of the principles and processes agreed for regional submissions in 2017 (<a href="http://canterburymayors.org.nz/wp-content/uploads/2017/07/Working-together-for-Canterbury-Feb-2017.pdf">http://canterburymayors.org.nz/wp-content/uploads/2017/07/Working-together-for-Canterbury-Feb-2017.pdf</a>).</p> <p>It was noted that this reminder also needs to go to Chief Executives and Mayors, given changes in personnel.</p>	<p>Secretariat invite CEF and CMF to re-visit agreed principles and processes for regional submissions - <b>complete</b></p>
9	<p><b>Regional training workshops</b></p> <p>David Bromell spoke to the report on regional training workshops.</p> <p>An additional area for training was identified – options other than formal reports to provide advice to decision makers.</p> <p>The recommendations on p 49 were agreed.</p>	<p>Secretariat to follow up with CPF members on a champion of better advice in each council - <b>complete</b></p> <p>Secretariat/Chair convey thanks to CCC for support of its Centre of Excellence - <b>complete</b></p>
11	<p><b>Climate Change Working Group</b></p> <p>Sam Elder presented the report from the Climate Changing Working Group.</p> <p>In discussion of the proposed work programme, it was noted that councils are likely to proceed differently and it will be difficult to get adaptation plans agreed across TA boundaries. Sharing of information and best practice is a priority. The work programme will need to reflect what we can actually manage and deliver and articulate what we are doing through the lens of climate change adaptation.</p> <p>The recommendations on p 59 were agreed.</p>	
10	<p><b>Canterbury Planning Managers Group</b></p> <p>Jesse Burgess spoke to the report from the Canterbury Planning Managers Group. The working group has been engaging with government officials on proposed National Policy Statements, including with MPI on Highly Productive Soils and MfE on Indigenous Biodiversity. Planning Managers will lead development of regional submissions on these when they open for consultation</p>	

AGENDA ITEM	KEY POINTS DISCUSSED / RESOLVED	ACTION POINTS (Who will action, when?)
	later this year. MoT has been invited to the CPMG June 2019 meeting to discuss the Government Policy Statement on Land Transport. The sub-group working on recruiting planners into local government will also report back to the CPMG in June 2019.	
12	<p><b>Compliance, Monitoring and Enforcement Group</b></p> <p>The report from the Compliance, Monitoring and Enforcement working group was taken as read and received.</p>	
13	<p><b>General business</b></p> <p>Mark Low asked how councils might collaborate on preparation of 2021 LTPs, as we have in the past; e.g. planning assumptions across the region, best practice in consultation documents, and reporting on s.17A reviews.</p>	<p>Chair to review with David Ward benefits of working together on 2018 LTPs and potential areas for collaboration on 2021 LTPs - <b>underway</b></p>
	The Chair declared the meeting closed at 3:15 pm.	

**Date:** 5 July 2019

**Presented by:** Simon Fraser, Secretariat

## **Regional Forums update**

### **Purpose**

1. This paper provides an update of the Chief Executives and Mayoral Forum meetings since April 2019.

### **Recommendations**

**That the Canterbury Policy Forum:**

1. **take the report as read and receive it.**

### **Chief Executives Forum – May 2019**

2. Chief Executives met on 6 May 2019 at Selwyn District Council. Key agenda items included:
  - discussion with the Department of Internal Affairs on the Government's review of Three Waters – focused on the regulatory regime; the relative priorities of drinking water, stormwater and waste water; drinking water standards; implications for rural schemes; stewardship and policy oversight of regulatory services; potential costs and funding issues; and options for water service delivery
  - reviewing the draft final report from the Canterbury Water Management Strategy (CWMS) 'Fit for the Future' project. Chief Executives provided feedback prior to the final report being considered by the Mayoral Forum.
  - endorsed an initial draft Triennial Agreement for the 2020-2022 local government term, for consideration by the Mayoral Forum
  - confirmation of a budget for collaborative resourcing of regional activities undertaken by Canterbury regional forums and working groups
  - quarterly updates on the Canterbury Water Management Strategy, implementation of the three-year work programme and CREDS projects, and Provincial Growth Fund applications from Canterbury.

## Mayoral Forum – May 2019

3. On 23 May, the Forum met informally with representatives from Ara Institute of Canterbury: Council Chair Thérèse Arseneau and Chief Executive Tony Gray. Discussion included the value created by the Mayoral Forum's Education and Training Governance Group, the recent submission on the Reform of Vocational Education, and challenges and opportunities for the tertiary education sector in Canterbury.
4. The Mayoral Forum meeting was held on 24 May.
  - Hugh Logan, chair of the CWMS Regional Committee, presented the final report on the CWMS 'Fit for the Future' project. The project's focus included the development of interim goals for 2025 and 2030. The next step is to develop a work programme for implementation. Communications about the review are being led by Mayoral Forum members Damon Odey, Sam Broughton and Winton Dalley.
  - Mayor Craig Rowley updated the Forum on the CREDS Value-added production workstream. This included recent workshops across the region, noting enthusiastic support from industry across Canterbury.
  - ChristchurchNZ presented on the Canterbury Story, a project for the Mayoral Forum funded by the Regional Growth Programme.
  - The Forum considered a draft Triennial Agreement for the 2020-2022 local government term. The outgoing Mayoral Forum provides a draft agreement for the incoming Mayoral Forum to endorse and take back to member councils for update approval.
  - Mayor Sam Broughton gave an on the South Island Destination Management Plan, a project initiated by the Mayoral Forum with funding from the Provincial Growth Fund.
  - Jim Palmer provided updates on CREDS projects and the three-year work programme.

## Upcoming meetings

5. The next Chief Executives Forum is 22 July 2019.
6. The next Mayoral Forum is 8–9 August 2019. This will be the last meeting of the current Mayoral Forum before local body elections in October.

**Date:** 5 July 2019

**Presented by:** Simon Markham, Waimakariri District Council

## **SOLGM Community Wellbeing Indicators Framework and Offering**

### **Purpose**

1. This paper acts as a cover report for a presentation to be made at the meeting which should be considered in conjunction with this paper. It overviews and makes recommendations for Canterbury Councils to consider in relation to the framework and data warehouse service SOLGM is at an advanced stage of developing. This Service is designed to assist Councils in responding to the enhanced focus on community wellbeing by Government in its budgeting, and, in recent amendments to the Local Government Act 2002.

### **Recommendations**

**That the Canterbury Policy Forum:**

1. **note the enhanced focus from Government on ‘wellbeing’ and its implications for local government in terms of wellbeing framing in policy development, council activities and consequential requirements for monitoring information to assist decision-making**
2. **note the potential benefits for councils and communities across the region and the sector of participation in the development of the Wellbeing Indicators Framework and taking up the Data Warehouse Offering from SOLGM**
3. **note the comparatively modest costs of this SOLGM service relative to the likely investment of staff time in developing, assembling, reporting and making available to the community wellbeing monitoring information**
4. **recommend to the Chief Executives Forum that it endorse consideration of taking up this Service, noting the potential benefits of complete coverage of the region**
5. **request a SOLGM representative to meet with a grouping of appropriate Canterbury councils’ staff representatives to confirm the finer details of the offering before they make a final decision on participation.**



## Background

2. As part of SOLGM's drive to deliver more valuable services to Councils, it has invested in developing a framework for Councils to consider how they respond to changes in the wider policy environment towards a focus on wellbeings, coupled with the reintroduction of 'the four wellbeings' to the purpose of local government. For Councils to engage with Government effectively in 'the wellbeings space' as well as groups and organisations in communities seeking Government resourcing, an evidence-based approach to wellbeing based on a framework that aligns with the Government's will increasingly be required.
3. To assist Councils to cost-effectively assemble evidence, SOLGM's Data Warehouse Service has been developed. This is based on an exhaustive evaluation by a Councils-led Working Group of actual and potential wellbeings indicators, their usefulness and, importantly, the availability of data to populate them on a consistent basis. Across the four wellbeings, a candidate set of some 250 actual and potentially useful and measurable indicators that could be resolved to territorial and/or regional boundaries has been identified.
4. These are progressively being populated into a web-based Data Warehouse offering that can be provided on a subscription basis to Councils and with user friendly reporting formats and tools. Crucially, the Warehouse is aligned with Statistics NZ and with the Government's Integrated Data Initiative (IDI) whereby its massive administrative data holdings are progressively being geo-referenced and made available. This enables monitoring and reporting of a range of wellbeings information previously unavailable/not at all readily available to Councils and communities at territorial and regional boundary levels.
5. The offering enables progressive updating as new data sets become available and the ability for Councils to load in and incorporate into reports their own wellbeing indicator information. While not designed to produce 'league tables' the ability to relate wellbeing indicators for one jurisdiction to others on a consistent basis is another advantage of this offering. Councils can subscribe at three different 'levels of service'.
6. More information on what the offering is, how it was developed and is presented, as well as the levels of service will be shown in the presentation slides.

## Financial implications

7. Annual subscription costs for Canterbury Councils at differing service levels are shown below.

<b>Data Warehouse Service Pricing by Service Level – Canterbury Councils</b>				
<b>Council Group</b>	<b>Councils</b>	<b>Service Level</b>		
		<b>Basic</b>	<b>Gold</b>	<b>Platinum</b>
Very Small	Kaikoura	2918	3502	4086
	Mackenzie	2918	3502	4086
Small	Waimate	2976	3571	4167
Low Medium	Hurunui	3044	3652	4261
Medium	Waitaki	3304	3965	4626
	Ashburton	3304	3965	4626
	Timaru	3304	3965	4626
High Medium	Waimakariri	3709	4450	5192
	Selwyn	3709	4450	5192
Extra Large	Christchurch	7874	9449	11024
Region	Canterbury	5350	6420	7490
All Councils		\$42,410	\$50,891	\$59,376

### **Risk assessment and legal compliance**

8. This is new service from SOLGM. While developed and sufficiently populated to enable subscriptions to already be taken out, it is still at the early stages of production. There is therefore a higher risk profile than more developed, but significantly more expensive similar but not nearly as comprehensive or flexible offerings from the market.
9. No specific legal issues are evident. Data protocols applying to the data sources and the IDI apply. The presentation application, 'Tableau', is appropriately licensed.

### **Next steps**

10. Chief Executives meet on 22 July and a positive recommendation to participate is made through this report. That said, also recommended, is a workshop of appropriate Council representatives to confirm the finer details, noting the next cohort to be entered into the Service takes place in September.

### **Attachments**

- The presentation slides from 5 July should be considered in conjunction with this paper.

**Date:** 5 July 2019

**Presented by:** Geoff Meadows – on behalf of the Climate Change Working Group

## **Zero Carbon Bill submission for the Canterbury Mayoral Forum**

### **Purpose**

1. This paper presents a draft submission by the Canterbury Mayoral Forum on the Climate Change Response (Zero Carbon) Amendment Bill for feedback and endorsement.

### **Recommendations**

**That the Canterbury Policy Forum:**

1. **provide feedback and endorse the draft submission.**

### **Background**

2. The Climate Change Response (Zero Carbon) Amendment Bill passed its first reading in Parliament on 21 May 2019. Subsequently, the Bill was referred to the Environment Select Committee, which is seeking public submissions on it. The closing date for submissions is 16 July 2019.
3. The purpose of the Zero Carbon Bill is to establish a framework that New Zealand can use to develop clear, stable climate change policies in accord with the Paris Agreement.
4. Further information on the Climate Change Response (Zero Carbon) Amendment Bill can be found here: [https://www.parliament.nz/en/pb/sc/make-a-submission/document/52SCEN\\_SCF\\_BILL\\_87861/climate-change-response-zero-carbon-amendment-bill](https://www.parliament.nz/en/pb/sc/make-a-submission/document/52SCEN_SCF_BILL_87861/climate-change-response-zero-carbon-amendment-bill)
5. The Canterbury Climate Change Working Group has prepared a draft regional submission for the Canterbury Mayoral Forum.

6. The proposed timeline for confirming the submission is:
- 28 June – submission sent to Policy Forum and Climate Change Steering Group for feedback
  - 5 July – feedback from Policy Forum and Steering Group received, feedback worked into submission
  - 8 July – submission sent to Mayoral Forum for approval
  - 12 July –final edits to incorporate any feedback from members of the Mayoral Forum
  - 15 July – submission signed by Mayoral Forum and Steering Group Chairs
  - 16 July – submission submitted to Environment Select Committee

## **Attachments**

- Draft submission – Zero Carbon Bill  
**Note: draft submission has been withheld under LGOIMA s17(d) - copy of the final submission will be made available on the Canterbury Mayoral Forum website**

**Date:** 5 July 2019

**Presented by:** Caroline Hart, Environment Canterbury

## **Canterbury Water Management Strategy update**

### **Purpose**

1. This paper provides the Canterbury Policy Forum with an update on region-wide progress towards implementing the Canterbury Water Management Strategy (CWMS) for February to April 2019. This paper was provided to the Canterbury Mayoral Forum on 24 May 2019.

### **Recommendations**

**That the Canterbury Policy Forum:**

1. receive the report and take it as read.

### **Regional and Zone Committee updates**

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

### **Environment Canterbury updates**

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

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

10. A number of projects to improve water quality, increase river flows and groundwater levels continue to be trialled in the region.
  - The **Selwyn/Waikiriri** Near River Recharge project land purchase has been finalised. Consent applications were lodged in early April with construction for Stage 2 contracted for July and Stage 3 construction currently in the tendering process.
  - The Targeted Stream Augmentation and Permeable Reactive Barrier trials are underway in the **Silverstream/Kaiapoi** River catchment in the Waimakariri District.
  - The **Ashburton-Hinds** Managed Aquifer Recharge project: Year 2 catchment scoping project has been completed (including the preliminary business case), with a follow up from the Provincial Growth Fund expression of interest accepted to full application stage. A new community trust is also being set up to replace the current governance group.

## Policy update

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

15. Officials expect the first cabinet paper on regulatory proposals for Three Waters to be considered by Cabinet in late June 2019, with a cabinet paper on form and scope of a Three Waters regulator to be considered in August 2019. Proposals on the reform of service delivery are expected to be considered later this year.

## In the news

### Since January 2019

16. Environment Canterbury confirmed in early November that **Amuri Irrigation Company's** (AIC) Farm Environment Plan template met the requirements of the Land and Water Regional Plan.
17. **Hurunui Water Project** (HWP) shareholders voted unanimously to accept the offer from AIC to buy the resource consents held by **Hurunui Water Project**. AIC is proposing a smaller piped irrigation scheme between the Hurunui River and Hawarden/Waikari and with the takeover, hold the resource consents held by HWP.
18. As part of a new project, **30 demonstration wetlands** in Canterbury will receive government support as part of the latest round of funding from the Sustainable Farming Fund. The joint project has received co-funding and in-kind support from Environment Canterbury, NZ Landcare Trust, Merino NZ, DairyNZ and Overseer Ltd. Among other things, the project aims to identify how farm wetlands can be managed to recognise their economic, environmental, recreational and cultural values in a way that works for farmers.
19. In March, **Mackenzie Basin** community leaders attended a community forum in Twizel to learn how the five agencies (Mackenzie District Council, Waitaki District Council, Department of Conservation, Land Information New Zealand and Environment Canterbury) with statutory responsibilities in the region had become more aligned in protecting the iconic landscape since forming the Mackenzie Basin Agency Alignment Programme in 2017. The agencies are working on co-ordinated planning and consenting requirements, and provided more resources and support to enable several large-scale initiatives such as a tourism strategy to ensure tourism pressure and investment are well-managed.
20. Environment Canterbury has appealed the December 2018 High Court decision on the extent of a river bed, **Dewhirst Land Company Ltd v Canterbury Regional Council**, to the Court of Appeal. Among other things, the decision to appeal is felt to be necessary to ensure clarity for all – including landowners, communities and river users – on a point of law that has wide-reaching implications and which is central to Environment Canterbury's work in protecting the region's much-valued braided rivers. The appeal is expected to be heard later this year.



21. The Co-Governors of Te Waihora / Lake Ellesmere (Environment Canterbury, Te Rūnanga o Ngāi Tahu, Selwyn District Council, Christchurch City Council and the Department of Conservation) announced the blessing of a \$3.5-million project for a new wetland and improved habitat to improve water quality and biodiversity, as well as to ensure the future of mahinga kai in the **Ahuriri Lagoon** and downstream Huritini / Halswell River. This project is an important part of the Whakaora Te Waihora programme designed to help achieve the long-term goals for Te Waihora/ Lake Ellesmere.
22. Results from a Department of Conservation (DOC) report on water quality in the **Ashburton Lakes District** show trends that nitrogen is increasing in some lakes due to land use activities. DOC will work with Environment Canterbury through the Ashburton Zone Committee and landowners to reduce nitrogen and phosphorous loss to the lakes.
23. Implementation of a non-native predatory fish barrier at **Haldon Pasture** to protect the endangered Canterbury mudfish (kōwaro) is underway. This collaborative endeavour is a landmark Environment Canterbury – and national – project, the first of its kind in the southern hemisphere. The collaborative project has received a significant funding boost from Fonterra’s ‘50 Catchments’ initiative. It is jointly funded by Environment Canterbury, the Department of Conservation, the Selwyn-Waihora Zone Committee and landowners.
24. **Burgess Stream**, near Eyreton, has been identified as a focus area for the first stage of Waimakariri Irrigation Limited’s biodiversity project, which is designed to restore and enhance local waterways. The project focuses on 1600 hectares of shareholder land in the Burgess Stream and Old Eyre River catchment. Within that area, 6.3 hectares have been selected by the irrigation company as potential sites for riparian planting and wetland restoration.

## Meetings and events

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

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

## Appendix 1: Zone Committee Focus: Overview from February 2019

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

CWMS Committee	Focus of the Zone Committee Work Programme	Highlights of practical work underway
<b>Christchurch-West Melton</b>	<p><b>Canterbury groundwater system:</b> Improving awareness among Christchurch residents.</p> <p><b>Immediate Steps:</b> Dryland Biodiversity Hub</p>	<ul style="list-style-type: none"> <li>• The Zone Committee are focused on educating Christchurch residents about the Canterbury groundwater system, drinking water supply and the challenges facing urban streams. The committee have hosted two popular public fieldtrips in collaboration with the Centre of Freshwater Management, Christchurch City Council and Environment Canterbury.</li> <li>• Provided feedback on Christchurch City Council Draft Integrated Water Strategy.</li> <li>• Environment Canterbury is beginning a project to investigate the cause/s of the decline of the Ōtukaikino stream and possible solutions.</li> <li>• Allocated Immediate Steps funding for the next three years to undertake weed control, fencing and native planting to enable a dryland biodiversity and recreational hub on the south side of the Waimakariri River.</li> </ul>
<b>Banks Peninsula</b>	<p><b>Forestry Impacts:</b> Considering options and actions related to increasing concerns about the significant risk that forestry poses to waterways.</p> <p><b>Wairewa Bank Stabilisation</b></p>	<ul style="list-style-type: none"> <li>• Work continues on the implementation of the new National Environmental Standards (NES) for Plantation Forestry.</li> <li>• Implementation of the Whaka-Ora Healthy Harbour Plan continues.</li> <li>• Wairewa Bank Stabilisation Project –work continues to progress and earthworks at the first pilot site are likely to begin in April 2019.</li> <li>• The latest water quality monitoring results show an improvement in Te Roto O Wairewa.</li> <li>• Environment Canterbury is working with Christchurch City Council staff to improve fish passage at recently installed culverts.</li> </ul>
<b>Selwyn-Waihora</b>	<p><b>Swimmable Selwyn at Coes Ford:</b> Managing tributary impacts continues.</p> <p><b>Biodiversity Projects: Haldon Springs non-native fish barrier</b></p>	<ul style="list-style-type: none"> <li>• Environment Canterbury continues to work closely with Selwyn District Council on key projects such as “The Swimmable Selwyn @ Coes Ford”.</li> <li>• The mudfish protection project has started with the majority of the civil works, willow and weed removal completed. The site-specific installation and electrical work for the mudfish protection barrier has begun along with an up-stream habitat enhancement planting.</li> <li>• Continue to progress the Lake Edge (wetland/wet pasture engagement and consent) project.</li> <li>• Catchment removal of willows and broom as well as wetland protection from Lake Grassmere and along the stream to the confluence with Waimakariri river completed in collaboration with land owners and University of Canterbury</li> </ul>
<b>Ashburton</b>	<p><b>Fish Passage:</b> Hinds Drains area</p> <p><b>Drainage and Food Protection:</b> Focus on Hinds Drains and Carters Creek.</p> <p><b>Consent review process</b> for consents linked to the</p>	<ul style="list-style-type: none"> <li>• Several sites have been identified for fish passage improvements in the Hinds Drains area and a protocol agreed to between Fish &amp; Game, DOC and Environment Canterbury around how best to implement these.</li> <li>• An assessment of the management of Mahinga Kai trial sites in Hinds is underway to look at management of different weeds.</li> <li>• Consultation on the Hakatere / Ashburton Rivermouth management strategy attracted more than 160 submissions and a draft strategy should be available by June 2019.</li> </ul>

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

CWMS Committee	Focus of the Zone Committee Work Programme	Highlights of practical work underway
		<ul style="list-style-type: none"> <li>Continue to work towards improving protection of native forest and grey scrub at Limestone Hills.</li> </ul>
<b>Regional</b>	<p><b>Monitoring progress:</b> Tracking the implementation of the CWMS across the Canterbury region.</p> <p><b>CWMS 2025&amp; 2030 Targets:</b> Fit for Future Project</p>	<ul style="list-style-type: none"> <li>Regional Committee is focussed on finalising its advice to ECan and the Mayoral Forum on the CWMS Fit for Future project. and has signed off on this advice during its April meeting.</li> </ul>

<b>Report from:</b>	Canterbury Planning Managers Group (CPMG)
<b>Date:</b>	14 June 2019
<b>Presented by:</b>	Geoff Meadows

## Recommendations

That the Canterbury Policy Forum:

- 1 note the CPMG work towards standardising fees and charges in Canterbury.

Significant activities in this quarter	<ul style="list-style-type: none"> <li>• The Hurunui District Council Planning Manager has initiated a project to standardise fees and charges for processing applications under the <i>Resource Management Act 1992</i>. CPMG has established a sub-group to progress the project made up of Planning Managers from Hurunui, Waimakariri, Christchurch City and Timaru.</li> <li>• The Canterbury Climate Change Working Group (CCWG) shared its strategic plan with CPMG on 14 June 2019 in the interests of ongoing communication between the groups.</li> <li>• Ministry of Transport engaged with CPMG on 14 June 2019 regarding the Government Policy Statement on Land Transport for 2021.</li> <li>• Ministry of Primary Industries also attended CPMG on 14 June regarding the proposed National Policy Statement (NPS) for Highly Productive Soils.</li> <li>• ECan provided a comprehensive briefing on Plan Change 7 to the Land and Water Regional Plan to the group.</li> </ul>
Contribution to Mayoral Forum three-year work programme	<ul style="list-style-type: none"> <li>• Standardisation of fees and charges</li> </ul>

Issues / risks / opportunities	<ul style="list-style-type: none"> <li>• The national policy program from central government poses a significant challenge for local government firstly to respond meaningfully to the discussion documents, and secondly to implement any changes at a local and regional level. It is understood that central government are planning to release in the 2019 calendar year: <ul style="list-style-type: none"> <li>– NZ Biodiversity Strategy Discussion Document</li> <li>– NPS for Highly Productive Soils Discussion Document</li> <li>– NPS for Urban Development Capacity (mark 2)</li> <li>– Changes to the NPS for Freshwater Management</li> <li>– NPS for Indigenous Biodiversity Discussion Document</li> <li>– NPS for Cultural Heritage Discussion Document</li> <li>– Amendments to the National Environmental Standard for Air Quality</li> <li>– NPS for Marine Aquaculture Discussion Document</li> <li>– Draft NPS for Tyres</li> <li>– Implementation of the National Planning Standards.</li> </ul> </li> <li>• Competing national direction priorities (such as the potential conflict between Urban Development and the protection of Highly Productive Soils for example), need a process for resolution.</li> </ul>
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#### Alignment of RMA fees and charges working group

<b>Purpose</b>	Standardising RMA fees and charges in Canterbury
<b>Chair / Members</b>	Hurunui (chair), Waimakariri, Timaru, Christchurch City

#### Work programme 2018–19

What	Who	By when	Measures of success	Status
See attached Proposal for Discussion		June 2020	Standardisation	Work in progress

## Proposal for discussion:

### Alignment of fees & charges categories across territorial authorities in Canterbury

#### 1. Problem statement

The Canterbury Region encompasses ten territorial authorities (“TAs”) that are all processing applications under the Resource Management Act 1991 (“the RMA”). While applications processed by these TAs are similar, it seems that we are all charging fees in different ways. This can result in confusion and frustration for customers who may operate throughout the region. This scoping report outlines the current charging practice across a number of categories and includes questions to be considered in relation to each category. Ultimately, this report seeks to determine whether there is an appetite for aligning the fees and charges categories across Canterbury.

The following provides a snap shot of how Canterbury’s TAs are currently charging for applications under the RMA.

#### 2. Charging regimes across territorial authorities

Each TA has its own method of charging for consent applications under the RMA, whether this be via a flat fee or time/cost scenario. Table 1.0 below sets out the charging regime for the different TAs, identifies whether the charge-out rate varies depending on who is processing the application, what the hourly rate is and whether travel costs are charged.

Table 1.0: Charge out rates across Canterbury’s territorial authorities

Territorial authority	Flat fee charged	Time / cost	Does charge out rate vary depending on who is processing application?	Hourly rate District Planning Manager	Hourly rate Senior Planner	Hourly rate Planner	Hourly rate Graduate Planner / Planning Technician	Hourly rate Planning administration officer	External specialists & consultants	Travel costs charged
Ashburton District Council		Yes	Yes	\$180	\$180	\$135	\$125	\$100	Cost plus 10% admin fee	-
Christchurch City Council		Yes	Yes	\$205	\$205	\$185	\$155	\$105	Actual cost	-
Hurunui District Council	Yes		No	-		\$135 \$160 for hearings*	-	\$80	Actual cost	-
Kaikoura District Council		Yes	Yes	\$160	\$150	\$135	-	\$90	Actual cost	73c per km
Mackenzie District Council		Yes	Yes	\$180	\$150	\$130		\$60	\$230/hr (not more than)	-
Selwyn District Council	Yes		Yes	\$165	\$165	\$145	-	\$90	Actual cost	-



<b>Timaru District Council</b>		Yes	Yes	\$160	\$130	\$110	-	\$70	Actual cost	-
<b>Waimakariri District Council</b>	Yes		No	-		\$156		\$90	Actual cost	-
<b>Waimate District Council</b>		Yes	No	-	-	\$125	-	-	Actual cost	-
<b>Waitaki District Council</b>		Yes	Yes	\$165	\$130	\$120	-	\$80	-	-

\* This is on the basis that hearings would be attended by a Senior Planner

In terms of charging, three TAs charge on a flat fee basis with the exception of notified consents which require a deposit and are then charged on a time / cost basis. The remaining seven TAs charge a deposit with the remainder of the fees either being charged out on time / cost or with the balance being refunded.

Questions to be considered:

- Should all TAs utilise the same charging regime; i.e. flat fee or time /cost with deposit?
- Are there specific reasons why TAs prefer one system over the other?
- Have any TAs changed system?
- Should all TAs specify an hourly rate depending on who is processing the application?
- Should any required deposit be the same across all TAs?
- Should travel costs be charged separately or provided for in an hourly rate?
- If charging on a time / cost basis, should this be in 15 minute or 30 minute increments?

While thinking about the above questions, it may be useful to consider the benefits and negatives of the two charging systems. The benefit of charging out on a time/cost basis is that the costs are fairly apportioned. However, someone learning the ropes may take longer and be charged out at the same rate as a more experienced planner, although it does appear that the majority of TAs that charge on a time/cost basis have different rates depending on the experience of the processing officer. Another factor that may impact on the charge-out rate would be whether time is charged in 15 minute or 30 minute increments. It is more likely that objections are received in relation to costs when these are charged on a time/cost basis. Such objections then incur further time and cost for the TA to process the objection.

Negatives associated with a flat fee charge, is that some applications may require more time than allowed for under the fees regime. This may be the case particularly for some of the larger TAs that may receive more complex applications. Some TAs include a proviso allowing them to charge additional fees where this is required due to the complexity of the consent. For example, Waimakariri District Council notes that section 36(3) allows for additional fees to recover actual costs in cases where the fixed fee is inadequate. They state that, 'Application costs that exceed the fixed fee by 30% may be subject to additional charges at the rates and disbursements set out in the following schedules'. This statement clearly specifies when additional fees may be required.

## Category samples

### Notified consents

In general, most TAs set out their fees and charges in separate categories, with some TAs also including subcategories. An example of the different approaches taken by TAs is demonstrated by looking at the categories and charging regimes utilised in relation to notified resource consent applications as shown in Table 2.0 below.

**Table 2.0: Approach taken by TAs in relation to notified consent applications**

Territorial authority	Is there a separate category for notified consents?	Are notified consents separated into publicly notified and limited notified?	Is the deposit the same for publicly and limited notified consents?	Are notified consents separated into land use and subdivision consents?	Is the deposit the same whether it is a notified land use or subdivision consent?	What is the deposit for a publicly notified land use consent?	What is the deposit for a publicly notified subdivision consent?	What is the deposit for a limited notified consent?
Ashburton District Council	No	Yes	No	Yes	No	\$6,045	\$5,975  \$6,175 - non-complying activity	\$4,145 - land use \$4,175 -subdivision \$6,175 - non-complying activity
Christchurch City Council	Yes	Yes	No	No	N/A	\$15,000	\$15,000	\$10,000
Hurunui District Council	Yes	Yes	Yes	No	N/A	\$7,000	\$7,000	\$7,000
Kaikoura District Council	No	No	N/A	Yes	Yes	\$5,500	\$5,500	\$5,500
Mackenzie District Council	Yes	No	N/A	No	N/A	\$5,000	\$5,000	\$5,000
Selwyn District Council	No	No	N/A	Yes	No	\$5,000	Varies depending on number of lots	\$5,000
Timaru District Council	No	Yes	No	No	N/A	\$4,000	\$4,000	\$3,000
Waimakariri District Council	Yes	Yes	Yes	Yes	Yes	\$4,500	\$4,500 plus additional fee per lot	\$4,500
Waimate District Council	No	Yes	No	No	N/A	\$4,000	\$4,000	\$2,000
Waitaki District Council	Yes	Yes	No	Yes	Yes	\$6,000	\$6,000	\$3,000

It is shown that half of the TAs include a separate category for notified resource consent applications with seven TAs separating publicly notified consents from limited notified consents. Approximately half of these TAs charge the same deposit regardless of whether an application is publicly notified or limited notified. Of the five TAs that separate notified consents into land use and subdivision consents, three of these charge the same deposit regardless of whether the application is for a publicly notified land use consent or a publicly notified subdivision consent. Similarly, of the seven TAs that separate notified consents into publicly notified

and limited notified consents, only one charges the same deposit regardless of whether it is publicly notified or limited notified. The majority of TAs charge between \$4,000 and \$7,000 as a deposit for a publicly notified or limited notified consent application. The exception to this is Christchurch City Council which requires a deposit of \$15,000 for a publicly notified consent application and \$10,000 deposit for a limited notified application.

Questions to be considered:

- Should notified consent application fees be shown in a separate category from other application fees?
- Should notified consents and limited notified consents be shown in separate categories?
- Should notified land use consents and notified subdivision consents be shown in a separate category, particularly if the fees are the same for either?
- Should the same deposit be charged across all TAs for notified consent applications?
- Should there be any difference in the deposit for a notified consent application if the proposal is for a non-complying activity?
- In relation to publicly notified subdivision consent applications, should the deposit vary depending on the number of lots being created?

### Subdivision consent applications

A further example of the inconsistencies across the TAs in terms of charging regimes and categories is in relation to subdivision consent applications. Table 3.0 below identifies whether a flat fee or deposit is required in terms of processing subdivision consent applications. It also identifies whether TAs charge differently depending on whether the subdivision is for a rural or urban environment, the cost or deposit for a boundary adjustment and two lot subdivision and whether there is a cost to stage the consent and if so what this fee is.

**Table 3.0: Subdivision consent applications – charging regimes and categories**

Territorial authority	Is a flat fee or deposit required?	Is there a difference between urban & rural subdivisions?	Does the fee / deposit increase per additional lot?	Cost / deposit for boundary adjustment	Cost / deposit for two lot subdivision	Cost per additional lot	Is there a cost to stage the consent?	Staging fee
Ashburton District Council	Deposit	No	No	\$975	\$975	No	No	N/A
Christchurch City Council	Deposit	No	No	\$750 per lot	\$750 per lot	\$750	No	N/A
Hurunui District Council	Flat fee	Yes	Yes	\$1,350	\$1,685	Approx. \$500	Yes for existing consents	\$910 per stage
Kaikoura District Council	Deposit	No	No	-	\$1,800	Base fee plus \$400 per lot	No	N/A
Mackenzie District Council								
Selwyn District Council	Flat fee	Yes	Yes	\$1,000 deposit	\$2,000	Varies	No	N/A
Timaru District Council	Deposit	No	No	\$700 deposit	\$700 deposit	No	No	N/A

<b>Waimakariri District Council</b>	Flat fee	Yes	Yes	\$1,850	\$1,850	Varies – capped at 11+ lots	Yes	\$500 per stage
<b>Waimate District Council</b>	Deposit	No	No	\$1,000 deposit	\$1,000 deposit	No	No	N/A
<b>Waitaki District Council</b>	Deposit	No	No	\$800 deposit	\$800 deposit	No	No	N/A

Again there is a noticeable difference in how TAs charge for subdivision consent applications. Four TAs differ their charges depending on whether an application is for a rural subdivision as opposed to an urban subdivision. Three TAs increase their fee or deposit for each additional lot being created. Two TAs charge for staging consents with the remaining TAs absorbing this cost within their existing fees.

Questions to be considered:

- Should the cost of a rural subdivision differ from the cost of an urban subdivision? It is likely that urban subdivisions require additional input from engineering staff in terms of providing infrastructure and services.
- Is it appropriate that the cost for a subdivision consent application increases dependent on the number of lots being created? If so, at what number of lots should this be capped?
- Should the cost for a boundary adjustment be the same as for a two lot subdivision consent?
- Is it appropriate to charge an additional fee to stage a subdivision consent application?

## Designations

The last example looks at how TAs categorise fees and charges in relation to designations as shown in Table 4.0 below.

**Table 4.0: Designations**

<b>Territorial authority</b>	<b>Are designation applications listed under a separate category heading?</b>	<b>What sections of the RMA are provided for in terms of designations?</b>	<b>What category are designation applications provided for in the fees and charges?</b>	<b>What category are outline plans /waiver of outline plans listed?</b>
<b>Ashburton District Council</b>	No	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Extension of time to a designation</li> <li>• Notice of requirements for designation</li> <li>• Removal of a designation</li> <li>• Outline plan</li> <li>• Waiver of outline plan</li> </ul>	Other applications	Other applications
<b>Christchurch City Council</b>	Yes	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Extension of time to a designation</li> <li>• Notice of requirements for designation</li> <li>• Notice to withdraw requirement</li> <li>• Notice to remove designation</li> </ul>	Notices of Requirement	Other land use applications

<b>Hurunui District Council</b>	No	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Outline plan</li> <li>• Waiver of outline plan</li> </ul>	Non-notified Consents – Other Charges	Non-notified Consents – Other Charges
<b>Kaikoura District Council</b>	Yes	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Notice of requirements for designation</li> <li>• Outline plan</li> </ul>	Plan Changes and Designations	Plan Changes and Designations
<b>Mackenzie District Council</b>	No	<ul style="list-style-type: none"> <li>• Notice of requirements for designation</li> <li>• Outline plan approval</li> <li>• Outline plan waiver</li> </ul>	Other Applications	Other Applications
<b>Selwyn District Council</b>	Yes	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Extension of time to a designation</li> <li>• Notice of requirements for designation</li> <li>• Removal of requirement</li> <li>• Outline plan</li> <li>• Waiver of outline plan</li> </ul>	Designations	Designations
<b>Timaru District Council</b>	No	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Extension of time to a designation</li> <li>• Notice of requirements for designation</li> <li>• Outline plan</li> <li>• Waiver of outline plan</li> </ul>	Table One – Lodgement Fees	Table One – Lodgement Fees
<b>Waimakariri District Council</b>	Yes	<ul style="list-style-type: none"> <li>• Notice of requirements for designation</li> <li>• Extension of time to a designation</li> </ul>	Designations / Plan Changes	Related Land Use Consents
<b>Waimate District Council</b>	No	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Extension of time to a designation</li> <li>• Notice of requirements for designation</li> <li>• Outline plan</li> </ul>	Other applications	Other applications
<b>Waitaki District Council</b>	Yes	<ul style="list-style-type: none"> <li>• Alteration to designation</li> <li>• Extension of time to a designation</li> <li>• Notice of requirements for designation</li> <li>• Removal of requirement</li> <li>• Outline plan</li> <li>• Waiver of outline plan</li> </ul>	Designations and Heritage orders	Designations and Heritage orders

As shown, half the TAs provide for these sorts of applications under a separate category heading, although of these only two provide for them under their own separate category with the remaining three lumping them with either plan changes or heritage orders. The remaining TAs list these applications under the category 'other applications'. Interestingly, of the five TAs that do so, two of them provide for outline plans and outline plan waivers under a different category again even though these applications relate to designations.

Questions to be considered:

- Is it appropriate that applications in relation to designations be included under their own category?
- Should outline plan and waiver of outline plan applications be included in the designation category?

### **Other applications**

Appendix A provides a list of the type of applications referred to under this category heading for the individual TAs. All TAs provide a category for other applications which include a myriad of different applications that can be applied for; e.g. certificates of compliance, right of way applications, outline plans, removal of bonds and caveats, change of condition application and marginal or temporary activities. Some TAs include more application types than others. Again some TAs include only land use applications under this category with a separate category for 'other applications' in relation to subdivision applications, e.g. section 224 certificates, cancellation of amalgamation condition, section 223 certificates and section 226 certificates.

Questions to be considered:

- Is it appropriate that 'other application' in relation to subdivision consents be listed under the category heading 'subdivision'?
- What types of application should be provided for under this category?

### **Inconsistency in terminology**

The terminology used by TAs varies across the categories. Examples of the different terminology and format used in relation to certificates of compliance and outline plans follow:

- |   |                                       |
|---|---------------------------------------|
| • Certificate of Compliance (section 139 RMA) | • s.176A Application for Outline Plan |
| • Certificate of Compliance – Section 139 RMA | • Outline plan                        |
| • Section 139 Certificate of Compliance       | • S176 Application for outline plan   |
| • Certificates of Compliance                  | • Outline Plan (Section 176A)         |
| • Certificate of compliance under section 139 | • Section 176a Outline Plan           |
| • S139 Certificate of Compliance              | • Outline Plan Approval               |
| • s.139 Certificate of Compliance             |                                       |

As can be seen, reference to the relevant section of the RMA is in some instances referred to in brackets at the end of the sentence and in other instances referred to at the start of the heading. Some TAs refer to 'Section' whereas other TAs abbreviate this to either 'S' or 's.' In considering whether to refer to the section of the RMA in the first instance, we need to take into account who will be referring to the fees and charges. Oftentimes this will be a lay person who has no idea what section of the RMA their application relates to.

Questions to be considered:

- Should there be a consistent approach across all TAs in how these sections of the RMA are referred to in the fees and charges?
- If so, what approach should be taken?

### **Fees and charges format**

Each TA uses a different format for setting out their fees and charges, but all TAs use individual categories with some TAs also including sub-categories. Some TAs set their fees out in a basic format with others more defined through the use of tables and dividers. Some TAs utilise a fairly simple format with few categories whereas others set out a number of different categories. In terms of readability, good examples include Christchurch City Council and Waimakariri District Council. Category headings are obvious through the use of bold lettering and in some instances an increase in font size. Categories are separated from one another through the use of tables or clearly defined blocks of fees. The category headings are generally in some logical order and clearly defined. The notes at the top of the fees and charges clearly indicate whether the fees and charges are either a fixed fee or a deposit and also include additional helpful information.

The fee structure of other TAs appear to be overly complicated in terms of the terminology used or in the actual calculation of fees and charges where these are charged on a time / cost basis.

### **Where to from here?**

This discussion document seeks to identify whether there is an appetite across the Canterbury TAs to align the fees and structure categories across the region. If there is a desire to proceed with this project, we need to determine what the best approach would be to move this forward, e.g. working group, workshopping.

## Appendix A: Other applications – Subcategories

Subcategories	Ashburton District Council	Christchurch City Council	Hurunui District Council	Kaikoura District Council	Mackenzie District Council	Selwyn District Council	Timaru District Council	Waimakariri District Council	Waimate District Council	Waitaki District Council
s10 Existing use rights certificate	✓		✓				✓		✓	
s87BA Permitted boundary activity		✓					✓		✓	✓
s87BB Marginal or temporary non-compliance		✓							✓	✓
s125 Extension of consent lapse period	✓	✓	✓				✓	✓	✓	
s127 Change or cancellation of consent condition(s)	✓	✓	✓		✓		✓	✓	✓	
s128 Review of conditions		✓								
s138 Surrender of Resource Consent		✓								
s139 Certificate of Compliance	✓	✓	✓		✓		✓	✓	✓	✓
s139A Existing Use Certificate	✓	✓			✓			✓		✓
s176A Application for an Outline Plan	✓	✓	✓		✓		✓	✓		
s176A(2) Waiver of Outline Plan	✓	✓	✓		✓		✓	✓	✓	
s226 certificate			✓	✓						
Preparation / change or cancellation of consent notices	✓		✓							
Removal / refund of bonds and caveats	✓			✓						
Review of delegated decision to reject application	✓									
Cancellation of amalgamation condition	✓		✓							
Overseas investment certificate	✓						✓			
Removal of building line restriction	✓			✓			✓		✓	
Right of way application			✓	✓	✓				✓	

\*Shaded areas indicate those applications that other TAs included as a separate category under subdivision consents



<b>Report from:</b>	Canterbury Regional Climate Change Working Group (CCWG)
<b>Date:</b>	5 July 2019
<b>Presented by:</b>	Sam Elder (Environment Canterbury) on behalf of Stefanie Rixecker (CCWG Chair)

## Recommendations

That the Canterbury Policy Forum:

- 1 **note** the progress achieved to date by the Canterbury Climate Change Working Group (CCWG).
- 2 **note** the outcomes of the first meeting of Canterbury Climate Change Steering Group (CCSG).
- 3 **agree** that partners consider and advise the CCWG Chair on resources they could contribute to the various workstreams.
- 4 **note** the CCWG will seek feedback on the purpose, scope and approach of the regional climate change risk assessment from the Chief Executives Forum.

Significant activities in this quarter	<p>Since the last update in March 2019, the CCWG has:</p> <ul style="list-style-type: none"> <li>• <b>shared learnings</b> between members on approaches to integrating climate change across an organisation’s activities; carbon emissions reporting and reduction and sustainability.</li> <li>• <b>advocating for Canterbury</b> by preparing a regional submission to the Climate Change Response Amendment Bill.</li> <li>• <b>begun building a shared understanding</b> of the impacts and risks of climate change to Canterbury. This includes developing options for the purpose, scope and approach for a regional risk assessment. Due to timing, these options will be presented to the Chief Executives Forum for feedback and approval.</li> </ul>
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	<p>In addition, the CCSG convened for the first time, adopting the CCWG Strategic Plan and noting the following priorities for the CCSG:</p> <ul style="list-style-type: none"> <li>• promoting benefits and opportunities as part of adaptation</li> <li>• leading the region to inspire change and confidence in actions being taken by local government</li> <li>• promoting ownership and accountability of mitigation action</li> <li>• understanding the carbon footprint of local government in Canterbury</li> </ul>
<p>Contribution to Mayoral Forum three-year work programme</p>	<p>The CCWG is enabling the following tasks in the three-year work programme:</p> <p>Natural hazard risk management (in partnership with the Regional Working Group for Managing Natural Hazard Risk), specifically <i>monitor natural hazards management reform that includes climate change impacts, mitigation and adaptation and the possible emergence of a National Policy Statement for Natural Hazards</i></p> <p>To date the CCWG has achieved the following:</p> <ul style="list-style-type: none"> <li>• <b>built a common understanding</b> of where each member organisation is at in their understanding of and response to climate change</li> <li>• <b>advocated for Canterbury</b> by submitting to the Productivity Commission’s Low Emissions Economy Report, sharing our submissions on the Our Climate Your Say with each other and preparing a regional submission on the Climate Change Response Amendment Bill.</li> <li>• <b>shared learnings</b> between members on approaches to sustainability and carbon emissions reduction.</li> <li>• <b>supported member organisations</b> as they conduct and release their own internal carbon assessments</li> <li>• <b>learned together</b> through attending the Ministry for the Environment workshop on applying the Coastal Hazards and Climate Change Guidance</li> <li>• <b>held ourselves to account</b> by refreshing our work programme in response to expectations, needs and resourcing available from members</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>collaborated with our partners and stakeholders</b>, in particular, learning from Ngāi Tahu about their Climate Change Strategy and impact analysis, and starting to connect with the Canterbury District Health Board to share perspectives on climate change and explore how we might work together into the future.</li> <li>• <b>established a climate change calendar</b> on the Environment Canterbury website</li> <li>• <b>engaged</b> with experts including the Climate Change Adaptation Technical Working Group</li> </ul>
Issues / risks / opportunities	<p><b>Opportunities:</b></p> <ul style="list-style-type: none"> <li>• The refreshed strategic plan reflects the CCWG's view of the key opportunities for partners to collaborate on climate change matters for the benefit of the region.</li> <li>• There is an opportunity to reshape the membership of the CCWG to ensure members have the expertise and mandate within their organisations required to deliver the refreshed Strategic Plan. It is recommended that the Chief Executives Group consider future CCWG membership with this in mind.</li> </ul> <p><b>Risks &amp; Issues</b></p> <ul style="list-style-type: none"> <li>• If partners do not commit adequate resources to deliver the plan, then the strategic objectives outlined will not be achieved. To mitigate this risk it is recommended that all partners consider and advise the Working Group on resources they can contribute to the various workstreams.</li> </ul>

### Canterbury Climate Change Working Group

<b>Purpose</b>	To develop a shared understanding of the implications of climate change for Canterbury, and strategies to manage the associated threats and opportunities
<b>Chair / Members</b>	Stefanie Rixecker (ECan), Teresa Wooding (CCC), Stephanie Chin (Hurunui), Sam Elder (ECan), Toni Durham (Ashburton), Amit Chauhan (Selwyn), Geoff Meadows (Waimakariri), Kevin McDonnell (CCC)

<b>Report from:</b>	Compliance, Monitoring and Enforcement (CME) Group
<b>Date:</b>	25 June 2019
<b>Presented by:</b>	Tracy Tierney

## Recommendations

That the Canterbury Policy Forum:

- 1 receive and note our report.

Significant activities in this quarter	<ul style="list-style-type: none"> <li>• Planning for a Canterbury-wide Compliance Professionals Network workshop to be held on 19 July 2019.</li> </ul>
Contribution to Mayoral Forum three-year work programme	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
Issues / risks / opportunities	<ul style="list-style-type: none"> <li>• Still varying ownership of the Compliance Strategy across the region.</li> <li>• Compliance Professionals workshop provides a key opportunity to embed the strategy at an operational level so that implementation can be owned and driven by each Council.</li> </ul>

## Compliance, Monitoring and Enforcement (CME) Working Group

<b>Purpose</b>	Establish regional consistency regarding principles and approach to compliance, monitoring and enforcement
<b>Chair / Members</b>	Tracy Tierney, Chair (Timaru) Ilan Hyde (Ashburton), Nick Daniels and James Tricker (Environment Canterbury), Andrew Brown (Hurunui), Mark Mitchell (Kaikoura), Nick Harrison (Waimakariri), Leonie Rae (Christchurch), Tracey Weston (Christchurch), Billy Charlton (Selwyn), Jan Spriggs (Mackenzie), Tim Harris (Selwyn), Matt Hoggard (Kaikoura), Paul Cooper (Waimate)

### Work programme 2018–19

What	Who	By when	Measures of success	Status
Agree on a Canterbury-wide Strategic Compliance Strategy based on the Regional Sector Framework and Draft MfE Best Practice Guidelines for CME	Tracy Tierney Leonie Rae	Recommendation 28/6/18. <b>Completed</b>	All TAs are signatories to the strategy	Endorsed by the Canterbury Chief Executives Forum 6 August 2018
Collate, share then agree standard best practice templates/processes to support the strategy to be implemented in each TA	Ilan Hyde & Paul Cooper	Toolbox by 28/9/18 <b>Toolbox created.</b> <b>Next steps:</b> <b>Develop an effective Compliance Professionals Network by December 2019</b>	An agreed suite of processes, aligned to the Compliance Strategy, are used by all TAs	½ day workshop planned for compliance staff to: -Embed the compliance strategy -create networks/share expertise & resources -agree toolbox access and ownership - agree professional development programme - reinforce resilience skills <b>Booked for 18 July 2019 at the Lincoln Events Centre</b>

What	Who	By when	Measures of success	Status
Identify training and professional development opportunities that will support the key competencies required for effective CME implementation	Andrew Brown Tracey Weston	Training needs plan drafted by 28/9/18  Professional Development Programme guidelines developed.  Next Steps: Training calendar input & input form compliance network	Agreed pathway for professional development of CME staff	Development Programme agreed by the working group to provide guidance on training and professional development expectations of staff working up from entry level 1 to experienced officer level 3. This will be shared and further refined at the Compliance workshop in July.
Develop a consistent approach and messaging for public education and communication across Canterbury	Billy Charlton Nick Daniels	On-going	Strategy understood and supported by elected members  Consistent messaging on our all websites, Canterbury wide public education programme on agreed priority areas.	Development of elected member induction to CME underway, to be available to Councils to deliver post-election.  Working on a 'best practice' enforcement policy that can then be refined by each Council to best suit their needs.
Address resourcing needs across the region to effectively implement the strategy focusing on the priorities of each Council.	Tracy Tierney	On-going	Group to determine what information it would be useful to collect and share to show trends that reliably inform whether the strategy is being implemented effectively.	A number of Councils have increased their resourcing in the CME space which is very positive.  Working group will now focus on developing simple metrics to monitor progress on successful implementation of the strategy over time.

<b>Report from:</b>	Natural Hazards Risk Reduction Group
<b>Date:</b>	5 July 2019
<b>Presented by:</b>	James Thompson - Team Leader, Regional Emergency Management, CDEM

## Recommendations

That the Canterbury Policy Forum:

- 1 receive this report

<p>Significant activities in this quarter</p>	<p>A refreshed Working Group for the Natural Hazards Risk Reduction Group has been established and will meet for the first time on 29 July 2019. Membership comes from the following councils:</p> <ul style="list-style-type: none"> <li>• Hurunui District Council (x2)</li> <li>• Waimakariri District Council (x2)</li> <li>• Ashburton District Council (x1)</li> <li>• Christchurch City Council (x2)</li> <li>• Environment Canterbury (x2)</li> <li>• Canterbury CDEM Group office (x1)</li> <li>• Ngai Tahu (Still to be confirmed)</li> </ul> <p>Council points of contact have been established for:</p> <ul style="list-style-type: none"> <li>• Working Group member councils</li> <li>• Timaru District Council</li> <li>• Waimate District Council</li> </ul>
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	<p>An Environment Canterbury SharePoint site has been established for the Working Group to trial as a means of a collaborative working space. If successful the council point of contacts will also be added.</p> <p>The Ministry of Civil Defence Emergency Management has released for consultation a new Directors Guideline and Tool for Risk assessment guidance for CDEM Group planning. The assessment from this tool should be able to be used by councils as their foundation for all hazard work including district plan reviews. Feedback on the consultation document is required by 27 September 2019.</p>
<p>Contribution to Mayoral Forum three-year work programme</p>	<p>Item 10a - Natural hazard risk management: <i>monitor natural hazards management reform that includes climate change impacts, mitigation and adaptation and the possible emergence of a National Policy Statement for Natural Hazards</i></p>
<p>Issues / risks / opportunities</p>	<p>Formal points of contact have not been confirmed for the following councils (note: this has not stopped communication with these councils):</p> <ul style="list-style-type: none"> <li>• Kaikoura District Council</li> <li>• Selwyn District Council</li> <li>• Mackenzie District Council</li> </ul> <p>The Working Group will be able to report on the Natural Hazard Approach milestones and other work at the next Canterbury Policy Forum</p>