

Ashburton District Council

AGENDA

Notice of Meeting:

A meeting of the Ashburton District Council will be held on:

Date: **Wednesday 3 February 2021**

Time: **1.00pm**

Venue: **Council Chamber**

Membership

Mayor	Neil Brown
Deputy Mayor	Liz McMillan
Members	Leen Braam
	Carolyn Cameron
	John Falloon
	Rodger Letham
	Lynette Lovett
	Angus McKay
	Diane Rawlinson
	Stuart Wilson

Meeting Timetable	
Time	Item
1pm	Meeting commences

1 Apologies

2 Extraordinary Business

3 Declarations of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

Minutes

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Reports

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Business Transacted with the Public Excluded

11	Council – 17/12/20		PE 1
	<ul style="list-style-type: none"> C-19 Economic Recovery Advisory Group 2/12/20 Museum Operations 	Section 7(2)(h) Commercial activities Section 7(2)(a) Protection of privacy of natural persons	
	[Now in open meeting]		
	<ul style="list-style-type: none"> Demolition of buildings on Council leased land 		
12	Council (extraordinary) – 23/11/20		PE 2
	<ul style="list-style-type: none"> Library & Civic Centre PCG Contract for construction of Ashburton Library & Civic Centre 	Section 7(2)(h) Commercial activities Section 7(2)(h) Commercial activities	
	[Now in open meeting]		
	<ul style="list-style-type: none"> Library & Civic Centre – main contractor 		
13	Library & Civic Centre PCG	Section 7(2)(h) Commercial activities	PE 3

4. Council minutes – 17 December 2020

Minutes of the Council meeting held on Thursday 17 December 2020, commencing at 1.00pm, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Leen Braam, Carolyn Cameron, John Falloon, Rodger Letham, Lynette Lovett, Angus McKay, Liz McMillan, Diane Rawlinson and Stuart Wilson.

In attendance

Hamish Riach (Chief Executive), Paul Brake (GM Business Support), Steve Fabish (GM Community Services), Jane Donaldson (GM Strategy & Compliance), Neil McCann (GM Infrastructure Services) and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Richard Fitzgerald (Economic Development Manager), Toni Durham (Strategy & Policy Manager), Emily Reed (Corporate Planner), Richard Mabon (Senior Policy Advisor), Mel Neumann (Policy Advisor), Ian Hyde (Planning Manager) and Clare Harden (Community Administration Officer).

Two members of the public.

Presentations

- Experience Mid Canterbury / ChChNZ - 2.20pm-2.25pm.

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Confirmation of Minutes – 29/10/20

Correction: page 8, Chorus cabinets heading amended.

That the minutes of the Council meeting held on 29 October 2020, as amended, be taken as read and confirmed.

McMillan/Rawlinson

Carried

5 Confirmation of Minutes – 17/11/20

That the minutes of the Extraordinary Council meeting held on 17 November 2020, be taken as read and confirmed.

Lovett/Braam

Carried

6 Community Services Committee – 17/11/20

That the minutes of the Community Services Committee meeting held on 8 October 2020, be received.

McKay/Cameron

Carried

- **Ashburton Domain aviary**

1. **That** the Ashburton Domain aviary be closed at the end of the current contract term, being 29 March 2021.
2. **That** staff work with the Aviary contractor to begin a programme of reducing and rehoming bird stocks in accordance with the guidance provided by the SPCA and with priority given to placing birds at other Council aviaries.
3. **That** the site is redeveloped in accordance with the Ashburton Domain Development Plan.

McKay/Rawlinson

Carried

- **Cemetery fees and charges**

That Council adopts the cemetery charges and fees proposed in *Table 1* below.

Table 1

Fee/charge to be changed	New or existing charge	Proposed fee	Reason for change
Burial plot with concrete beam i.e. 'conventional plot'	Existing	Purchase of plot fee increased from \$1,421 to \$1,657	Change to the service. The fee increase reflects the increased conventional plot widths.
Natural burial - Adult	New	Purchase of plot \$1,657	New service within the Ashburton Cemetery extension area. This is the same fee as a conventional burial plot. Natural burial plots don't require a concrete beam but are considerably larger than a conventional plot.
Natural burial - Child	New	Purchase of plot \$414	New service within the Ashburton Cemetery extension area. Natural burial plots for children are approximately a quarter of the size of adult plots.
Muslim burial - Adult	New	Purchase of plot \$1775 Interment fee \$1,981 (including fee for Muslim board)	New service within the Ashburton Cemetery extension area. Fees are higher than those for conventional burial plots and interments. This is because Muslim plots are wider than conventional plots and also require a concrete beam. Interment is also more complicated than a conventional plot.
Muslim burial - Child	New	Purchase of plot \$887 Interment fee \$1,981 (including fee for Muslim board)	New service within the New service within the Ashburton Cemetery extension area. The plot area required for children is approximately half of that required for an adult. Interment is also more complicated than conventional interments.

McKay/Rawlinson

Carried

That the minutes of the Community Services Committee meeting held on 8 October 2020, be taken as read and confirmed.

McKay/Cameron

Carried

7 Infrastructure Services Committee – 17/11/20

That the minutes of the Infrastructure Services Committee meeting held on 17 November 2020, be received.

Wilson/McKay

Carried

- **Entranceways into new subdivisions**

That the current practice of disallowing structures, signage and other features associated with new subdivisions on Council land be endorsed, and a further report be prepared on possible mechanisms to ensure ongoing maintenance of such structures on private land.

Braam/Lovett

Carried

- **Canterbury Regional Landfill Joint Committee – Constituting Agreement**

That Council supports amending the Constituting Agreement of the Canterbury Regional Landfill Joint Committee to permit attendance at meetings by audio or video links.

Wilson/McMillan

Carried

- **Closure of stockwater race – Fairton Township**

It was noted that the sign will read 'Fairfield Road West', to align with the map.

That Council approves the closure of the stockwater race starting at a junction on PN: 17091 (1 Fairfield Road), passing through seventeen properties before ending at a junction on PN: 3084 (43 Fairfield Road), a total distance of 719.4 metres.

Wilson/Braam

Carried

- **Ashburton Car Club – road closure**

That Council permits the following roads to be closed from 8.30am, Saturday 28 November 2020 until 5.30pm the same day to allow the Gravel Bent Sprint meeting to be held:-

Le Bretons Road, from Christys Road intersection

Le Bretons Road, from Denshires Road South intersection

Chertsey Road, from Le Bretons Road intersection for 2 kilometres.

Wilson/Falloon

Carried

That the minutes of the Infrastructure Services Committee meeting held on 17 November 2020, be taken as read and confirmed.

Wilson/Braam

Carried

8 Audit, Risk & Finance Committee – 26/11/20

That the minutes of the Audit, Risk & Finance Committee meeting held on 26 November 2020, as amended, be taken as read and confirmed.

Falloon/McMillan

Carried

9 Road Safety Co-ordinating Committee – 10/11/20

It was reported that NZTA recently held a stakeholder workshop re the Tinwald corridor. The Committee will be updated in February.

That the minutes of the Ashburton District Road Safety Co-ordinating Committee meeting held on 10 November 2020, be received.

Lovett/Rawlinson

Carried

10 Biodiversity Advisory Group – 8/12/20

That the minutes of the Biodiversity Advisory Group meeting held on 10 November 2020, be received.

Lovett/Rawlinson

Carried

11 Methven Community Board – 9/11/20

That the minutes of the Methven Community Board meeting held on 9 November 2020, be received.

McMillan/Letham

Carried

13 Economic Impact of Land and Water Management in Ashburton District

That Council receives the report and refers it to the Canterbury Mayoral Forum and other relevant stakeholders (both political and industry organisations) for consideration and comment.

McKay/Falloon

Carried

Council acknowledged that the economic impact assessment is based on local knowledge and existing literature but it's a conservative estimate and Council agreed there's a need to better understand the impact on this district of the Government's NPS and proposed move to 2.4mcg/litre.

A report showing the comparative costs of commissioning a report on the NPS effects for this district, and for wider Canterbury, will be an item for the extraordinary Council meeting on 23 December.

Amendment

That Council undertakes further economic analysis of the effects of the National Policy Statement for Freshwater Management and associated legislation on the Ashburton District, and potentially the wider Canterbury region, after considering the estimated cost of a range of options for the breadth of that analysis.

Wilson/Falloon

Carried

The land and water management economic impact report will be further considered by the Canterbury Mayoral Forum in February.

18 Experience Mid Canterbury quarterly update

Christchurch NZ representatives Loren Heaphy and Bruce Moffat were welcomed to the meeting. Apologies were received from James Urquhart (EMC) and Joanna Norris (ChChNZ CEO).

- Forward bookings in domestic tourism is looking promising and a good spend in the summer period is anticipated. 17.4% loss in domestic tourism spend since C-19, which is better than predicted.
- \$170/day average spend, but this increases with Australian tourists. Delays around opening borders – but if April 2021, then it will be in time to promote the ski fields.
- ChChNZ's focus is looking after key, existing events that will bring in overnight stays.
- Triptech – tracks visitor movements, where they come from and how long they spend in certain areas. This information can be overlaid with spend data to identify visitors / residents. The first report from Triptech will be available this year.
- Four sites around the district have tourism brochures. Rakaia is the busiest site (averaging around 30 brochures taken each week) and Somerset Grocer is second. Generally the travelling public don't use libraries, so the uptake on brochures there is low. Bruce noted a suggestion that brochures be made available at the CAB. Loren commented that domestic travellers tend to use smartphone technology which is more cost effective and likely to reduce the use of brochures in the future.
- In conclusion, it was noted that the winding up of the Experience Mid Canterbury Board will be undertaken in the new year.

That Council receives the Experience Mid Canterbury December report.

Mayor/McMillan

Carried

14 BERL Local Government Cost Adjustor Forecasts

That Council adopts the mid-range scenario of the Local Government Cost Adjustor Forecasts as contained in the BERL report for the development of the Long-Term Plan 2021-31.

McMillan/Braam

Carried

Cr McKay recorded his vote against the motion.

15 Draft Significant Forecasting Assumptions

That Council adopts the draft Significant Forecasting Assumptions to underpin the development of the Long-Term Plan 2021-31.

Braam/Lovett

Carried

16 Customer Privacy Policy

That Council adopts the amended Customer Privacy Policy.

Falloon/Rawlinson

Carried

17 Property Leases and Licences Policy

That Council receive the papers attached as Appendices 1, 2 & 3 and direct officers to conduct community engagement on the pre-draft property leases and licences policy.

McKay/Cameron

Carried

19 Ashburton Business Estate – road naming

1. **That** the roads to vest in Council as part of the development of the Ashburton Business Estate approved under Subdivisions SUBA19/0002 and SUBA19/0008 shall be named: Otley; Anstiss; Bisset and Sinclair Streets as indicated on the plan accompanying this decision;
2. **That** Ashford Avenue and Lynn Street shall be continued as indicated on the plan accompanying this decision; and
3. **That** Kemp Street be retained for consideration when future roads within the Ashburton Business Estate are proposed to be named.

McKay/Lovett

Carried

20 Heritage funding 2020/21

Funding has been allocated to the Lions Club Pakeke (\$476.00) and to the owners of the Bill Thomas heritage home at 116 Cameron Street (\$7,000).

That Council allocates \$7,476 in Heritage grants and funding for 2020/21 as per the following category:

- 1.1. Community Development – Heritage - \$7,476.

Rawlinson/Braam

Carried

21 Ashburton Museum & Historical Society funding request

1. **That** Council declines the funding request from the Ashburton Museum & Historical Society for production of the next chapter of the history of the Ashburton District.
1. **That** the Ashburton Museum & Historical Society be asked to work with Council staff to investigate funding options for this project.

Lovett/McMillan

Carried

Amendment

1. **That** Council declines the funding request from the Ashburton Museum & Historical Society for production of the next chapter of the history of the Ashburton District.
2. **That** the Ashburton Museum & Historical Society be asked to work with Council staff to investigate funding options for this project; if unsuccessful after 12 months Council will review with the possibility of providing the funding.

Cameron/Wilson

The amendment failed to pass. The original motion was put and carried.

Welcome to new and long-serving staff (2.57pm)

Rachel Holley-Dellow, People & Capability Officer, introduced new staff – Kathryn Bolton (Building Official Processing) and Paule Crawford (Building Official Processing).

Council also acknowledged the long service of Mathieu Lucas (Business Systems Analyst) – 5 years.

HEB Construction Ltd (3pm)

HEB Construction staff were introduced to Council.
Chris Kerr (National Manager Maintenance & Traffic), Johnny Brown (Operations Manager), James Faber (Contractors' Representative), Conrad McLean (Contract Manager), Kenny Dawson (Maintenance Operations Supervisor) and Rupal Sharma (Maintenance Operations Supervisor).

Council adjourned for afternoon tea from 3.08pm until 3.25pm and took the opportunity to view HEB's ejector truck.

22 Maintenance of KiwiRail administered land

1. **That** Council authorises the Chief Executive to enter into a beautification licence for the maintenance of portions of the Kiwirail land which have high amenity values.
2. **That** Council considers the financial implications of adding any additional maintenance areas within the 2021/31 Long Term Plan process.

McKay/Cameron

Carried

23 Appointment of CDEM Local Controller

That Council appoints Steve Fabish as a local controller.

Cameron/Falloon

Carried

24 Standing Orders 2020

That Council adopts the 2020 Standing Orders, as tabled, with the following provisions:

- i) Attendance at meetings by audio or audio-visual link
- ii) Casting vote for chairpersons
- iii) Option B as the default for speaking and moving motions.

Falloon/Braam

Carried

25 Audit and Risk Committee

1. **That** Council confirms the membership of the Audit and Risk Committee, being:
Cr Leen Braam (Chair) Cr John Falloon (Deputy Chair)
Crs Carolyn Cameron, Liz McMillan and Stuart Wilson (members)
External appointee
2. **That** Council adopts the Terms of Reference for the Audit and Risk Committee, as tabled.

Braam/Falloon

Carried

26 Delegations Manual Amendments

That Council adopts the amended Ashburton District Council Delegations Manual (December 2020) as tabled.

Falloon/Rawlinson

Carried

27 Mayor's Report

That Council receives the Mayor's report.

McKay/Braam

Carried

- **Ashburton Water Zone Committee**

That Council agrees to the Ashburton Water Zone request for the three members whose terms are due to expire on 31/12/20 to be extended until March 2021 when the refresh process will be undertaken.

McMillan/Lovett

Carried

Business transacted with the public excluded – 3.38pm.

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
28	Council 29/10/20	Sections 7(2)(h) & (a)	Commercial activities & protection of privacy of natural persons
29	Extraordinary Council 17/11/20	Section 7(2)(h)	Commercial activities
30	Community Services Committee 17/11/20	Sections 7(2)(h) & (a)	Commercial activities & protection of privacy of natural persons
31	Audit, Risk & Finance Committee 26/11/20	Sections 7(2)(h) & (a)	Commercial activities & protection of privacy of natural persons
32	Buildings on leased land	Section 7(2)(h)	Commercial activities
33	Museum operations	Section 7(2)(a)	Protection of privacy of natural persons

Mayor/McMillan

Carried

Business transacted with the public excluded now in open meeting

- **Buildings on leased land**

1. **That** Council approves funding of \$50,000 plus GST for the demolition of the buildings on Council leased land at Dobson Street West.
2. **That** funding for the demolition comes from Commercial Property operating expenditure.

McKay/Braam

Carried

The meeting concluded at 4.04pm.

Confirmed 3 February 2021

MAYOR

5. Council minutes – 23 December 2020

Minutes of the Extraordinary Council meeting held on Wednesday 23 December 2020, commencing at 9.30am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Leen Braam, Carolyn Cameron, John Falloon, Rodger Letham, Lynette Lovett, Angus McKay, Liz McMillan, Diane Rawlinson and Stuart Wilson.

In attendance

Hamish Riach (Chief Executive), Paul Brake (GM Business Support), Neil McCann (GM Infrastructure Services), Sarah Mosley (Manager People & Capability) and Aisling O'Reilly (Governance Officer).

Officers present for the duration of their reports: Toni Durham (Strategy & Policy Manager) and Richard Fitzgerald (Agricultural Portfolio Advisor).

1 Apologies

Nil.

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Adoption of the Annual Report 2019/20

That Council adopts the audited 2019/20 Annual Report for Ashburton District Council.

Falloon/Lovett

Carried

The Mayor requested more clarification on how stock water costs work. It was agreed that this could be done in a workshop.

5 Economic Impact of Land and Water Management in Ashburton District

- Richard Fitzgerald advised that it would cost \$134,000 - \$148,000 to produce an NPS effects report for the Ashburton District, which includes Infometrics doing an analysis.
- It will cost \$190,000 - \$215,000 for a Canterbury wide report.
- Richard advised that this work will be transferrable to other areas should they want to do their own reporting.
- Cr McKay asked if the regional council has any say over what the definition of a generations is. Richard advised that his understanding is that the regional council will determine the rate of implementation.
- Cr Wilson asked if the report looks at how this will affect the community as a whole as opposed to just farmers. Richard advised that yes, this will look at how it affects the whole community.

That Council approves the commission of the Freshwater Nitrate report costing \$70,000 which will investigate the economic impacts for the Ashburton District.

Wilson/Rawlinson

Carried

Business transacted with the public excluded – 10.03am

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
5	Ashburton Library & Civic Centre PCG 5/11/20	Section 7(2)(h)	Commercial activities

McMillan/Braam

Carried

Business transacted with the public excluded now in open meeting

Library & Civic Centre – award of contract for construction

- 1. That** Council approves the appointment of Naylor Love Construction as the preferred contractor for the New Ashburton Council Community Library and Civic Offices Project.

Lovett/Rawlinson

Carried

The meeting concluded at 11.12am.

Confirmed 3 February 2021

MAYOR

6. *Change in Accounting Policy –property plant and equipment*

Author *Paul Brake; Group Manager Business Support*
GM Responsible *Hamish Riach; Chief Executive*

Summary

- The purpose of this report is to seek approval for a change in the Council's accounting policy regarding property plant and equipment.
- Currently, some categories of property plant and equipment are revalued annually. This report seeks to have the revaluations done on an as-required basis.

Recommendation

- 1. That** Council amends its accounting policies to no longer require an annual revaluation of property, plant, and equipment.

Background

1. Council currently revalues some classes of property plant and equipment on an annual basis. This revaluation is reflected in the annual report and forms the basis of the depreciation calculations used in the annual report or LTP to calculate the Council's funding requirements.
2. The classes of assets are as follows:
 - Roads, bridges, and footpaths
 - Water supplies
 - Wastewater supplies
 - Stormwater
 - Stockwater
 - Solid Waste
 - Parks, cemeteries, and domains
3. The accounting standard covering the reporting of property, plant and equipment is the Public Benefit Entity International Public Sector Accounting Standard 17 Property Plant and Equipment (PBE IPSAS 17).
4. IPSAS -17 does not cover investment property, which is required to be annually revalued by IPSAS 16.
5. PBE IPSAS 17 gives public benefit entities (ADC is deemed to be a public entity) an option of carrying classes of assets covered by this accounting standard at either cost or a revalued amount. For those classes of assets in 2 above, Council is carrying them at an annual revalued amount.
6. The standard requires that revaluations must be made with sufficient regularity to ensure the carrying amount of the asset class does not differ materially from that which would be determined using fair value as at the reporting date. (IPSAS 17- Para 44).
7. Hence, there is no strict requirement to revalue these classes of assets each year; however an assessment must be made at each balance date of their fair value. If there is a material difference from the present carrying value, a revaluation needs to be undertaken.
8. An assessment of fair value can often be undertaken by using cost indices or other market value information. This will not require independent confirmation, other than the auditors being satisfied that the assessment is reliable.
9. The annual revaluation cost, either using external consultants to undertake the revaluations or peer review them, is approximately \$18,000 (excluding staff time).

10. Having to obtain an annual revaluation, which may not be necessary every year, adds additional time in preparing the annual report and adds cost, time, and complexity to the annual report audit.

Options analysis

Option 1 – Amend the accounting policy relating to property, plant, and equipment to no longer require an annual revaluation

Advantages

11. Revaluations will only be performed when it is evident that the asset class's carrying value has significantly changed. This will reduce costs, staff time, and audit costs and speed up the annual report process when a revaluation is unnecessary. This is the recommended option.

Disadvantages

12. The Council's balance sheet will not reflect the true value of the assets as at balance date, but this will not be materially incorrect as if it is, a revaluation would be undertaken.

Option 2 – Retain the current accounting policy relating to property, plant and equipment.

Advantages

13. These assets' carrying amount will always reflect the fair value (market value) at balance date.

Disadvantages

14. If the fair value assessment is not materially different from the carrying value, then the time and cost of an annual revaluation will not be of any real value to the Council.

Legal/policy implications

Accounting Requirements

15. As stated in the report, Council is legally required to comply with the relevant accounting standards, in this case, being IPSAS -17.

Financial implications

16. In years where there is no revaluation required Council may save approximately \$18,000 in annual external revaluation costs.

Requirement	Explanation
What is the cost?	A possible cost saving of \$18,000 per annum in years where no revaluation is required
Is there budget available in LTP / AP?	Not applicable
Where is the funding coming from?	Not applicable
Are there any future budget implications?	Yes –some future savings may be possible
Finance review required?	Yes

Significance and engagement assessment

17. The recommendation will not result in and significance or engagement concerns.

Requirement	Explanation
Is the matter considered <i>significant</i> ?	No
Level of significance	Low
Level of <i>engagement</i> selected	Inform –One-way Communication
Rationale for selecting the level of engagement	The change in accounting policy will not produce a materially different result to that normally contained in Councils Annual Reports
Reviewed by Strategy & Policy	Toni Durham: Strategy and Policy Manager

7. *Plant Renewal Account - change to a separate reserve*

Author Paul Brake; *Group Manager Business Support*
GM Responsible Hamish Riach; *Chief Executive*

Summary

- The purpose of this report is to obtain Council approval to close the plant renewal account special fund and transfer any balance to the plant operation account which will be treated as a separate reserve.

Recommendation

1. **That** Council close the plant renewal special fund, and transfer any balance to the plant operating account which will become a separate reserve

Background

1. The plant renewal fund is a special fund that funds plant purchases each year and is funded by any plant sales and funded depreciation on plant items.
2. Ashburton District Council inherited this classification as a special fund from the Borough and County Councils. Those Councils would have passed a resolution under the then existing Local Government Act to deem them a special fund.
3. This legislation has changed, and special funds are now no longer set up under specific legislative authorisation.
4. This report seeks approval to close the plant renewal fund and transfer any balance to the plant operating account. The plant operating account will become a separate reserve that will have its balance carried forward from year to year. This change will reduce the requirement to pass a number of journals each year between the plant operating account and the plant renewal fund. The plant operations account will have the carry forward balance previously held in the plant renewal account.

Options analysis

Option 1 – Close the plant renewal fund and transfer any balance to the plant operating account, which will become a separate reserve.

5. This option will reduce the administration time by Finance staff and reduce the likelihood of errors. It is the recommended option.

Option 2 –Retain the plant renewal fund as a special fund (status quo)

6. There is no advantage in retaining the status quo, which increases the amount of administration work.

Legal/policy implications

7. Given that the plant renewal fund was created by a Council resolution (albeit the Borough and County Councils), it is appropriate to have a Council resolution closing the plant renewal special fund.

Financial implications

8. There are no financial implications as a result of the recommendation.

Requirement	Explanation
What is the cost?	Not applicable
Is there budget available in LTP / AP?	Not applicable
Where is the funding coming from?	No funding implications
Are there any future budget implications?	No
Finance review required?	No

Significance and engagement assessment

9. There are no significance or engagement issues as a result of the recommendation.

Requirement	Explanation
Is the matter considered <i>significant</i> ?	No
Level of significance	Low
Level of <i>engagement</i> selected	1 Inform One- way communication
Rationale for selecting level of engagement	The change will have no effect; the funds' balances will be held in the plant operation reserve as a separate reserve rather than the plant renewal account.
Reviewed by Strategy & Policy	Toni Durham: Strategy and Policy Manager

8. Winding up of Experience Mid Canterbury Trust

Author Paul Brake; *Group Manager Business Support*
GM Responsible Hamish Riach; *Chief Executive*

Summary

- The purpose of this report is to acknowledge the decision by Experience Mid Canterbury on 18 December 2020 to wind up the Experience Mid Canterbury Trust (a Council Controlled Organisation).

Recommendation

1. **That** Council acknowledges the winding up of the Experience Mid Canterbury Trust.
2. **That** Council thanks the Board members for their contribution in promoting Tourism promotion.

Background

1. The development of the 2020/21 Annual Plan and budget was undertaken in the midst of the Covid 19 pandemic.
2. The impact of the pandemic on tourism (especially international tourism) was significant.
3. The pandemic and subsequent lockdowns put severe economic pressure on the community and led to restraints on Council's proposed 2020/21 budget.
4. These factors were discussed with the Board of Experience Mid Canterbury, who recognised the financial restraints Council was under and that the delivery of tourism promotion in the district may need to change.
5. Recognising this and the indication that Council's tourism budget was to be reduced from \$375,000 to \$195,000, Experience Mid Canterbury entered into a one year contract with Christchurch NZ to undertake tourism promotion on behalf of Experience Mid Canterbury. The Council were kept fully informed of these developments and agreed with the Experience Mid Canterbury board's decision to disestablish roles.
6. Experience Mid Canterbury was set up as a Council Controlled Organisation to undertake tourism promotion directly using their own staff. Now that the Board no longer had staff, their sole role was monitoring the contract they had with Canterbury Tourism. In the Board's view this was insufficient to continue to justify the costs of running a CCO structure, such as administrations and auditing fees etc. As a result they did not see a continuing role for the board and the CCO.
7. The Board advised Council that as a result they would be taking the decision to wind up the Trust, and they passed a resolution to this effect on 18th December 2020.
8. Council will need to consider the future delivery of the tourism promotion in the District and this is subject to a separate report.

Options analysis

9. There are no options as this report is simply acknowledging that the winding up of the Trust has occurred.

Legal/policy implications

10. The Local Government Act 2002 contains many requirements to be met in setting up a Council Controlled Organisation, there are no requirements to winding up a CCO.

11. The winding up of the Trust is governed by the Experience Mid Canterbury Trust deed.

12. Clause 12.1 of the Trust deed states:

The Trust may be wound up at any time on the passing of a resolution to wind it up, carried by at least 75% of the Trustees present and voting, and at a meeting of the Trustees called for the purpose with not less than 28 days' notice.

13. On winding up any surplus is applied as follows:

- a) The Ashburton District Council for the purposes of the Trust within New Zealand; or
- b) Such other purposes consistent with the objects of the Trust as may be determined by the Trustees; or
- c) In default of such determination, as may be directed by the High Court of New Zealand.

Financial implications

14. Council included \$195,000 in the 20/21 Annual Plan budget for the delivery of the District's promotion.

Significance and engagement assessment

15. As there is no decision to be made with this report, there is no significance and engagement assessment to be applied.

16. A significance and engagement assessment of the future delivery of tourism services will be provided when the report is presented to Council.

9. *Ashburton Water Management Zone Committee – terms of reference*

Author *Phillipa Clark, Governance Team Leader*
GM Responsible *Hamish Riach, Chief Executive*

Summary

- In 2019, the Canterbury Mayoral Forum affirmed the Canterbury Water Management Strategy (CWMS) and zone committees and requested Environment Canterbury to lead the zone committees' transition from a focus on planning to one of implementation.
- Environment Canterbury has provided information on the timeline for zone committee changes and a summary of priorities for each of the committees and territorial authorities.
- This report requests Council's confirmation of revised Terms of Reference for the Ashburton Water Management Zone Committee.

Recommendation

That Council

1. Notes the timeline for confirmation and implementation of changes to the role and function of zone committees.
2. Confirms the Ashburton Water Management Zone Committee's Terms of Reference.
3. Notes the summary of priorities identified by councils in their Letter of Shared Priorities to zone committees.
4. Notes the next steps to communicate outcomes of the review and begin a process to refresh community members.

Attachments

- Appendix 1:** Ashburton Water Management Zone Committee terms of reference
- Appendix 2:** Timeline to finalise and implement the outcomes of the CWMS zone committee review
- Appendix 3:** Summary of priorities contained in the Letter of Shared Priorities (*copy of ADC's letter of shared priorities attached*)

Background

1. Following the Mayoral Forum's confirmation of the zone committee review approach, including revised Terms of Reference, the introduction of the Letter of Shared Priorities and Zone Committee Action Plans for zone committees, Environment Canterbury adopted the revised Terms of Reference for the CWMS and the zone committees (10 December 2020).
2. The proposed changes to the Terms of Reference for zone committees aim to provide the committees with clarity on their purpose and to shift their focus on policy and planning to one of implementation.
3. The new functions of zone committees are to;
 - **Facilitate community engagement and collaboration** – continuing an active programme of engaging with communities on freshwater management matters; and
 - **Facilitate the provision of advice through to councils** (relevant territorial authorities and Environment Canterbury) and others (eg. private sector) contributing to freshwater management; and
 - **Enhance delivery capability and coalition of the willing** – working with stakeholders across all sectors to extend the resources available to implement the CWMS, including connecting others to additional resources and seeking opportunities to promote, support, leverage and expand catchment-based initiatives that deliver the CWMS; and
 - **Provide progress reports** – annual progress reporting to councils and Rūnanga on progress towards delivery of the zone-specific priorities and CWMS target areas identified in the Zone Committee Action Plan.
4. As zone committees are joint committees, the Regional Council now needs to undertake a similar confirmation process for the Ashburton Water Management Zone Committee. Once confirmed, the Committee will be able to refresh community membership and re-focus efforts towards community engagement and implementation
5. The Regional Council has provided a **Summary of Priorities** which aim to provide zone committees with specific regional and zone priorities that councils and Rūnanga wish to progress. The Ashburton District Council zone priorities are:
 - **Ashburton Lakes water quality and future preservation**
 - **Carters Creek enhancement project**
 - **Wakanui hāpua project**

5. Environment Canterbury advises that, in parallel to the zone committee review, the Regional Council has been undertaking a similar review of the CWMS Regional Committee (a committee of the Regional Council only) to ensure it is able to effectively respond to changes in water management.
6. The Regional Council has confirmed the continuation of the committee, including its role and function to monitor the implementation of the CWMS and to provide advice to ECan and the Mayoral Forum on regional implementation issues.
7. With opportunities that exist to share and work together across Canterbury through the Mayoral Forum (along with governance to governance meetings, zone committee Chairs/Deputy Chairs meetings and WaterShed), the Regional Council has decided to reduce the size of the Regional Committee by removing zone committee and territorial authority representation and by reducing Regional Council representation to one councillor.
8. Environment Canterbury will provide an update of these decisions and next steps in relation to the zone committees and Regional Committee to the CE Forum and Mayoral Forum meetings via the CWMS quarterly update report.

Options analysis

Option one – adopt the terms of reference and confirm the Committee’s priorities (Recommended)

9. Adopt the terms of reference which meet the requirements of the CWMS and are consistent with the terms of reference of zone committees across the Canterbury region.

Option two – review the proposed terms of reference and shared priorities

10. Council could further review the terms of reference but any change would need to be made in consultation with the Regional Council and Rūnanga.
11. The Letter of Shared Priorities sets out short-term (3 year) goals to help guide the committee’s Action Plan. There would be opportunity for Council to amend this if the Regional Council and Rūnanga agree.

Legal/policy implications

12. The Committee will operate in accordance with the requirements of the Local Government Official Information & Meetings Act 1987 and Council’s Standing Orders.

Financial implications

13. Environment Canterbury have identified that until zone committees develop their Action Plans it is difficult to quantify the costs of this shift in focus toward implementation. Each zone committee will be different.

14. Environment Canterbury advise that some additional costs across all zone committees will include: honoraria for youth members; independent chair to run the community member refresh process; induction and training of all members including Treaty of Waitangi training and noho marae experience. Operating budgets for zone committees will fund these aspects.

Requirement	Explanation
What is the cost?	There is no cost for this review as it has been conducted within existing work programmes
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Canterbury Water Management Strategy budget
Are there any future budget implications?	No
Finance review required?	No – there are no financial implications

Significance and engagement assessment

15. Environment Canterbury undertook engagement on the review of the zone committees' Terms of Reference which included hui in February 2020 with the Canterbury Water Management Strategy Rūnanga representatives. The initial proposed changes to the Terms of Reference were tested and refined with Environment Canterbury councillors. Since then, feedback has also been received through Te Paiherenga (July and September) and Te Rōpū Tuia (June and September) hui.
16. Proposed changes to the Terms of Reference, the introduction of a Letters of Shared Priorities and zone committee Action Plans have been discussed with territorial authorities, zone committees and the Mayoral Forum.

Requirement	Explanation
Is the matter considered <i>significant</i> ?	No
Level of significance	Low
Level of <i>engagement</i> selected	Inform – the community will be informed of the changes to the terms of reference through this report
Rationale for selecting level of engagement	Council is engaging with the community through the Water Management Zone Committee and Rūnanga and wider input is not required.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

APPENDIX 1

Ashburton Water Management Zone Committee Terms of Reference

Canterbury Water Management Strategy (CWMS) Ashburton Water Management Zone Committee Terms of Reference

AREA

The area of the Ashburton Water Management Zone is shown on the attached map.

The Ashburton Water Management zone includes the takiwā of Te Ngai Tuahuriri Rūnanga, Te Rūnanga o Arowhenua and Te Taumutu Rūnanga, and the administrative areas of Ashburton District Council and Environment Canterbury.

BACKGROUND

The committee is an expression of the partnership between Ashburton District Council, Environment Canterbury (the Regional Council), Rūnanga and local communities to implement the Canterbury Water Management Strategy.

The committee is established under the auspices of the Local Government Act 2002 in accordance with the Canterbury Water Management Strategy 2009.

The committee is a joint committee of Ashburton District Council, (the Territorial Authority) and Environment Canterbury (the Regional Council).

Relevant Territorial Authority Standing Orders apply to the operation of the committee. This includes requirement to make a declaration of conflict of interest, keeping a register of interests and guidance on attendance and absences at meetings.

The committee will work as a committee and as individual members in accordance with Canterbury Water Management Strategy Zone Committee Code of Conduct.

PURPOSE AND FUNCTIONS

The Committee's purpose is to uphold the mana of the freshwater bodies within their zone by facilitating enduring land and water management solutions that give effect to the Canterbury Water Management Strategy vision, principles and targets in their zone.

The committee functions include:

- a. **Facilitating community engagement and collaboration** – continuing an active programme of engaging with communities on freshwater management matters; and
- b. **Facilitating the provision of advice** through to councils (relevant Territorial Authorities and Environment Canterbury) and others (eg. private sector) contributing to freshwater management; and

- c. Enhancing delivery capability and coalition of the willing** – working with stakeholders across all sectors to extend the resources available to implement the CWMS, including connecting others to additional resources and seeking opportunities to promote, support, leverage and expand catchment-based initiatives that deliver the CWMS; and
- d. Progress Reporting** – annual progress reporting to CWMS partners on progress towards delivery of the zone-specific priorities and CWMS target areas identified in the Zone Committee Action Plan.

ZONE COMMITTEE ACTION PLAN AND PROGRESS REPORT

1. Ensure the purpose and functions of the committee are fulfilled by preparing a Zone Committee Action Plan that;
 - a. Covers a three-year period
 - b. Focuses on three - five priorities
 - c. States objectives that the zone committee is seeking to achieve
 - d. States the actions that the zone committee will take to achieve the objective
 - e. States SMART measures to track actions and outcomes.
2. Review and amend the Zone Committee Action Plan at the beginning of every year to ensure the zone committee is still in agreement with the priority areas and the actions are still those the zone committee believes will achieve their objectives.
3. Prepare a Progress Report annually that;
 - a. Highlights the actions of the zone committee and the progress it has made toward its objectives.
 - b. Identifies the challenges and opportunities the zone committee see in the coming year.
 - c. Present the report to CWMS partners.
4. In developing the Zone Committee Action Plan, the committee must work within and be aligned to the;
 - a. Zone Committee Terms of Reference
 - b. Canterbury Water Management Strategy and Targets
5. In developing the Zone Committee Action Plan, the committee will also be guided by;
 - a. Committee's Zone Implementation Programme and Zone Implementation Programme Addendum
 - b. Iwi management plans that cover the zone
 - c. Community engagement and feedback
 - d. The triennial 'letter of shared priorities' providing joint direction on priorities for the zone committee from the relevant Territorial Authorities, Environment Canterbury and Rūnanga.

LIMITATIONS OF POWER

- The Committee does not have the authority to commit any Council to any path or expenditure and its recommendations do not compromise the Council's freedom to deliberate and make decisions.
- The Committee does not have the authority to submit on proposed Resource Management or Local Government Plans.

COMMITTEE MEMBERSHIP

The committee will comprise:

1. One elected member appointed by each Territorial Authority operating within the Zone Boundary
2. One elected member appointed by Environment Canterbury
3. One or two Rūnanga nominated representatives from Te Ngai Tuahuriri Rūnanga, Te Rūnanga o Arowhenua and Te Taumutu Rūnanga, whose rohe covers the zone, with provision for an alternate Rūnanga member to attend zone committee meetings where desired
4. Between 4-7 community members with provision that this number may be exceeded if each Territorial Authority and Environment Canterbury operating within the zone boundary agree. Community members are to be appointed in accordance with the process below.
5. One youth representative may be added to committee (in addition to the 4-7 community members) on recommendation of the zone committee on a case-by-case basis.
6. Where a youth representative is recommended expressions of interest will be drawn from Environment Canterbury's Youth Rōpū, Territorial Authorities Youth Councils and Rūnanga and confirmed by Ashburton District Council and Environment Canterbury.
7. Ashburton District Council and Environment Canterbury, will appoint their own representatives on the Committee. Rūnanga will appoint their representatives and notify Ashburton District Council and Environment Canterbury.
8. Proxies or alternates are not permitted except for Rūnanga representatives.
9. Any Committee may co-opt such other expert or advisory members as it deems necessary to ensure it's able to achieve its purpose. Any such co-option will be on a non-voting basis.

SELECTION AND APPOINTMENT OF COMMUNITY MEMBERS

- Community representatives are appointed by a panel of CWMS partners – a councillor from each council and a Rūnanga representative from each Rūnanga whose takiwā is within the zone. The panel will be chaired by the Independent Chair.
- To be eligible for appointment to a Committee the candidate must live in or be able to demonstrate a significant relationship with the zone.

The process involves:

1. A public call for expressions of interest.
2. Application
3. Interview and/or workshop

Assessment will be based on the:

- Ability of an applicant to:
 - o Work in a collaborative, consensus seeking manner
 - o Work with local Rūnanga
 - o Establish effective partnerships
 - o Understand the complexity of freshwater management issues
 - o Focus on solutions and actions, considering future generations
 - o Understand the CWMS, the vision, principles and ways of working
 - o Demonstrate
 - Commitment to community
 - Existing community networks
 - Previous experience in a leadership role
 - Experience working with community processes and/or groups
 - Initiate and inspire local action
- The Committee's
 - o Geographic spread of members across the zone
 - o Balance of backgrounds, experience and interests
- The selection process above will be primarily focused on appointment of community members to zone committee and may also serve to identify potential future appointees should a community member vacancy arise.

QUORUM

The quorum at a meeting consists of;

- Half of the members if the number of members (including vacancies) is even; or
- A majority of members if the number of members (including vacancies) is odd.

CHAIR AND DEPUTY CHAIR

Each year, the committee shall appoint the Chair and Deputy Chair from the membership by simple majority. There is no limit on how long a person can be in either of these positions.

TERM OF APPOINTMENT

- Members of Committees are appointed for a term of three years, which may be extended on a case-by-case basis if each Territorial Authority operating within the zone boundary and Environment Canterbury agree.
- Youth members will initially be appointed for a term of one year, with the option to extend their term up to three years subject to availability.
- Each Committee requires confirmation of membership by each Territorial Authority operating within the zone boundary and Environment Canterbury.
- Committee membership refresh will not occur within four months of Local Government elections.
- There is no limit on the number of consecutive terms a member may serve.

FINANCIAL DELEGATIONS

None

OPERATING PHILOSOPHY

The Committee will always operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987 and Standing Orders of Territorial Authorities.

The Committee will observe the following principles:

1. Be culturally sensitive observing Ngāi Tahu tikanga;
2. Apply a Ki Uta Ki Tai (from the mountains to the sea) holistic approach that also enables cultural elements including mahinga kai philosophies held by mana whenua to be encompassed;
3. Consider and balance the interests of all water interests in the region in debate and decision making;
4. Work in a collaborative solution-focused approach using best endeavours to reach solutions that take account of interests of all sectors of the community;
5. Contribute knowledge and perspectives but not promote the views or positions of any interest or stakeholder group;
6. Promote a philosophy of integrated water management to achieve multiple objectives of the range of interests in water; and
7. Seek consensus in decision-making. If neither unanimous agreement can be reached nor a significant majority view formed, in the first instance seek assistance from an external facilitator to further Committee discussions and deliberations. Where the Committee encounters fundamental disagreements, despite having sought assistance and exhausted all avenues to resolve matters, recommend that respective Councils disband them and appoint a new Committee.

MEETING AND REMUNERATION GUIDELINES

1. The Committee will formally meet at least four times per annum and will hold workshops and host additional community engagement opportunities as required throughout the year. At times, the workload will be substantially higher.
2. Remuneration for members will be paid in the form of an honorarium currently set at the following levels:
 - a. Appointed members \$ 4,000 pa
 - b. Deputy Chair \$ 5,000 pa
 - c. Chair \$ 6,000 pa
3. An expert or adviser who has been co-opted on to the committee is eligible for an honorarium at the same rate as an appointed member.
4. Staff or elected members of Territorial Authorities or Environment Canterbury are not be eligible for remuneration.
5. Mileage will be reimbursed.

COMMITTEE SUPPORT

- The committee shall be supported by staff from the Territorial Authority and Environment Canterbury, primarily through the Committee Secretary and the Zone Facilitator and senior staff member from relevant Territorial Authority and Zone Manager/Lead from Environment Canterbury.

APPENDIX 2

Table 1. Timetable to finalise and implement the outcomes of the Canterbury Water Management Strategy zone committee review

Timeline & Anticipated Actions
<p>Terms of Reference</p> <p>27 November 2020</p> <ul style="list-style-type: none"> • Canterbury Mayoral Forum Confirmation of the revised Terms of Reference, introduction of the Letter of Shared Priorities and Zone Committee Action Plans for the Canterbury Water Management Strategy zone committees <p>10 December 2020</p> <ul style="list-style-type: none"> • Environment Canterbury Confirmation of the revised Terms of Reference <p>February – March 2020</p> <ul style="list-style-type: none"> • Territorial Authorities Confirmation of the revised Terms of Reference for their zone committees
<p>Letter of Shared Priorities</p> <p>10 December 2020</p> <ul style="list-style-type: none"> • Environment Canterbury Notes the priorities set out in the Letters of Shared priorities <p>December 2020 – February 2021</p> <ul style="list-style-type: none"> • Territorial Authorities Confirmation of priorities and Letter of Shared Priorities signed and shared
<p>Refresh Community Members</p> <p>1 March 2021 - Applications open 25 March 2021 – Applications close 5-9 April 2021 –Selection workshops 12 April 2021 – Decisions May - June 2021 – Formal appointments made by Environment Canterbury and Territorial Authorities</p>
<p>Zone Committee Action Plans</p> <p>March – April 2021</p>

APPENDIX 3

Summary of Priorities contained in the Letter of Shared Priorities

KAIKOURA DISTRICT COUNCIL (DRAFT)

Kaikoura zone

- Ecosystem Health & Biodiversity – in particular
 - Progress improvements to stormwater and wastewater infrastructure to reduce ecological damage to lowland streams from sediment and contaminants, and fulfil requirements to obtain and comply with stormwater consents for townships by 2025.
 - Review the state and operation of the district’s wastewater treatment plant infrastructure to address and reduce potential impacts on the district’s highly valued rivers.
 - Continue regular community education/ behaviour change campaigns on stormwater issues and management.

Protecting biodiversity in our District by:

- i. Implementing a system to protect SNAs and maintain indigenous vegetation and work with Environment Canterbury to develop a biodiversity monitoring strategy
- ii. Review vegetation clearance rules as part of District Plan review
- iii. Continue to identify and map SNA sites throughout district for inclusion in District Plan review in line with NPSIB criteria and requirements by 2026
- iv. Advocate for indigenous biodiversity through regular education/behaviour change campaigns to improve understanding of the importance of protecting and conserving indigenous vegetation

- Source Water Quality
 - Priority will be given to planning for water supply wells and treatment plant upgrades, in particular Suburban, Fernleigh and East Coast water supplies.
 - Running campaigns to recommend regular testing of private bores and consider options for secure water supply.
- Water use efficiency
 - Improve compliance with national regulations on the measurement and reporting of water takes.
 - Manage water demand through meeting requirements under LWRP and continue regular community education/behaviour change campaigns on water use management and conservation.

HURUNUI DISTRICT COUNCIL (TBC)

Hurunui Waiau Uwha zone

-

WAIMAKARIRI DISTRICT COUNCIL (DRAFT)

Waimakariri zone

- Ecosystem Health and Biodiversity – in particular
 - To maintain or improve existing high-quality indigenous dryland ecosystems in intermontane basins and on the plains.
 - The reduction in threatened or at-risk status of indigenous fish species compared to 2020.
 - All coastal lagoons, hāpua and estuaries show improvement in key ecosystem health indicators compared with key ecosystem health indicators compared to 2010.
- Drinking Water – in particular
 - Implementation programmes in place for each zone to achieve catchment load limits.
 - Achieve nutrient efficiency targets for the zone on all new irrigated land and 80% of other land in major rural land uses (pasture, major arable, and major horticulture crops, and have 100% of rural properties working towards these targets (and of properties within urban boundaries that apply nutrients over significant areas).
- Recreation and Amenity Opportunities – in particular, cyanobacterial risk for priority contact recreation sites in Canterbury rivers and lakes is understood and managed for public health.

CHRISTCHURCH CITY COUNCIL (DRAFT)

Christchurch West Melton zone, Banks Peninsula zone & Selwyn Waihora zone

- Public Awareness and engagement

In particular to;

 - i. To model manaakitanga (caring and respect) for the waters in the zone;
 - ii. To promote takohanga (commitment) and kaitiakitanga (stewardship) of the freshwaters in the zone

Through;

 - i. Supporting implementation of TeWai Ora o Tāne Integrated Water Strategy, in particular Objective 1. Awareness and Engagement, such as leading or sponsoring water forums and supporting City Council initiatives to give effect to Te Mana o Te Wai
 - ii. Advocacy of and support for Community Water Partnership, including connections with members' community and professional networks
 - iii. Supporting erosion & sediment control workshops for construction industry and developers

SELWYN DISTRICT COUNCIL (TBC)

Selwyn Waihora zone

ASHBURTON DISTRICT COUNCIL

Ashburton zone

- Ashburton Lakes water quality and future preservation
- Carters Creek enhancement project
- Wakanui hāpua project

TIMARU DISTRICT COUNCIL (TBC)

Orari Temuka Opihi Pareora zone

MACKENZIE DISTRICT COUNCIL (TBC)

Upper Waitaki zone

Orari Temuka Opihi Pareora zone

WAIMATE DISTRICT COUNCIL

OTOP zone

- Safe drinking water free of contaminants for humans and animals
- Rivers and wetlands have healthy ecological flows and high water quality
- Rural and urban communities are fully engaged and have ownership of water management processes
- Native and indigenous wildlife associated with waterways have adequate habitats

Lower Waitaki zone

- Increased community engagement on water quality issues and improvement opportunities across the wider community (including schools)
- Improving water quality and enhance immediate environs of Lake Wainono and the Waihao River and catchment area
- Achieving a higher uptake of water quality responsibility from landowners to ensure water quality improves as it travels along the waterway stream

WAITAKI DISTRICT COUNCIL

Upper Waitaki

- Safe drinking water free of contaminations for humans and animals
- Rivers and wetlands have healthy ecological flows and high water quality
- Rural and urban communities are fully engaged and have ownership of water management processes
- Native and indigenous wildlife associated with waterways have adequate habitats
- The objectives of the Waitaki Whitestone Geopark are supported and strengthened through the above
- The objectives of the Mackenzie Basin Alignment Programme are supported and strengthened through the above.

Lower Waitaki

- Increased community engagement on water quality issues and improvement opportunities across the wider community (including schools).
- Achieving a higher uptake of water quality responsibility from landowners to ensure water quality improves as it travels along the waterway system.
- The objectives of the Waitaki Whitestone Geopark are supported and strengthened through the above.

ENVIRONMENT CANTERBURY

1. Kaitiakitanga Wāhi Taonga and Mahinga Kai Target Area
In particular, working alongside landowners, Rūnanga, communities, councils and others to inspire and grow support and resources to achieve the 2025 mahinga kai target of five mahinga kai projects in each zone.
2. Ecosystem Health and Biodiversity Target Area
In particular, working alongside landowners, Rūnanga, communities, councils and others to inspire and grow support and resources to achieve the 2025 target of improved freshwater ecosystems by;
 - a. Increased riparian management to protect aquatic ecosystems;
 - b. Reducing the number of fish barriers in the zone
 - c. Protection and enhancement of named wetlands.
3. Recreation and Amenity Target Area
In particular, water based recreational opportunity through working alongside landowners, Rūnanga, communities, councils and others to support and grow resources to achieve the 2025 target to restore priority freshwater recreation opportunities in each zone, that do not meet contact recreation standards and developing plans and actions to achieve and show measurable progress.

(Copy) letter of shared priorities

1 October 2020

Chair: Bill Thomas

Canterbury Water Management Strategy (CWMS) - Ashburton Zone Committee

Dear Bill

Ashburton District Council and Environment Canterbury Priorities for the period July 2020 – December 2022

We would like to take this opportunity as Mayor of Ashburton District Council and Chair of Environment Canterbury to convey our Councils' priorities as they relate to water management in Canterbury, and identify the areas where our Councils would like the assistance of Ashburton Zone Committee over the period July 2020 – December 2022.

Firstly, we wish to thank your Zone Committee for its contribution to the CWMS over the last ten years. We'd particularly like to thank you for your efforts to engage communities to develop your Zone Implementation Programme (ZIP) in the early years and for the achievements to date of the Ashburton Zone Committee.

Context

Since 2009 when councils throughout Canterbury and Ngāi Tahu decided there needed to be a better way to manage our freshwater than the previous 20 years of litigation, much has changed. We now have a clear planning framework, investment in action is being taken across all sectors and the Government has set clear direction in a National Policy Statement and standards for freshwater. We are still recovering from two significant earthquakes, mycoplasma-bovis and now Covid-19 that has and will continue to have a huge impact on communities in the region.

A fundamental principle of the CWMS is that we need to work together in order to achieve our shared outcomes and targets.

Our councils are committed to working alongside communities for better freshwater outcomes through this difficult period. We felt it timely to clearly set out the priorities of our councils, and to seek your assistance to support the implementation of the CWMS.

We recognise the Government also wishes to see greater progress in the way we manage freshwater. We expect the Government will finalise its "Action for Healthy Waterways" in the near future and when they do we will review and amend our current priorities if required.

Ashburton District Council

As a part of our Long-Term Plan 2021-31 we are focusing on the vision of making Ashburton the district of choice for lifestyle and opportunity. We plan on doing this by ensuring that our residents are included and have a voice, that we have great spaces and places, a balanced and sustainable environment and that we encourage a prosperous and sustainable economy.

Ashburton District Council is committed to continuing to support the Ashburton Zone Committee. Our Surface Water Strategy focuses on the sustainable management of the district's surface water resources and has a specific goal of continuing to support the implementation of the Canterbury Water Management Strategy.

Looking ahead, we would like the Ashburton Zone Committee to focus on the following actions/priorities within our District:

- Ashburton Lakes water quality and future preservation
- Carters Creek enhancement project
- Wakanui hapua project

Environment Canterbury

Environment Canterbury is committed to playing its part to implement the CWMS.

In our term of Council, we wish to see greater progress being made to achieve freshwater outcomes that promote resilient and sustainable community priorities.

We have therefore set the following priorities where we believe zone committees can make the greatest difference over the balance of the term. These priorities are in line with the Environment Canterbury Strategic Direction and the functions of a regional council;

- **Kaitiakitanga Wāhi Toanga and mahinga kai Targets**

In particular, working alongside landowners, Rūnanga, communities, Councils and others to inspire and grow support and resources to achieve the 2025 mahinga kai goal of five mahinga kai projects in each zone.

- **Ecosystem Health and Biodiversity Targets**

In particular, working alongside landowners, Rūnanga, communities, Councils and others to inspire and grow support and resources to achieve the 2025 target goal covering all freshwater ecosystems through;

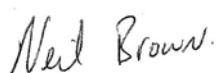
- i. increased riparian management to protect aquatic ecosystems;
- ii. reducing the number of fish barriers in the zone
- iii. protection and enhancement of named wetlands

- **Recreation and Amenity Targets**

In particular, the water based recreational opportunity through working alongside landowners, Rūnanga, communities, Councils and others to support and grow resources to achieve the 2025 target to restore priority freshwater recreation opportunities in each zone that do not meet contact recreation standards, and developing plans and actions to achieve and show measurable progress.

Ashburton District Council and Environment Canterbury look forward to receiving your Action Plan specific to your zone for the period July 2020 – December 2022 and to continue to work alongside you and your communities to deliver the CWMS.

Yours sincerely



Neil Brown; Mayor
Ashburton District Council



Jenny Hughey; Chair
Environment Canterbury

Proposed components of Zone Committee Action Plans

Why have a Zone Committee Action Plan (purpose)?

- Help committees **prioritise and focus** on practical work for the year (1-2-or-3 years) [Practical and realistic not aspirational]
- **Communicate** the Zone Committee priorities and actions more clearly
- Enable zone committees to clearly identify where they can **add value**
- Enable annual **planning and scheduling**
- **Measure** committee's progress and achievements in a practical way
- Enable **communities to see** what Zone Committee are currently working on – and see their worth
- Break down complex issues into **achievable** sub-sections/goals

How an Action Plan would be done

- Zone committees will seek strong collaboration, trust and values as a group before doing their Action Plan
- Will be created using a quick nimble process e.g. through a series of facilitated zone committee workshops/working groups/community engagement
- Action Plans will be communicated to councils and communities

Who are the key players are and their roles

- **Action Plan owner:** Zone Committee. Councils will need to decide if it requires their sighting, approval or sign-off.
- **Action Plan compiler/updater:** Zone Committee Chair/Deputy with assistance from Zone Facilitators.
- **Action Plan implementer:** Zone Committee, with help from Zone Facilitator and Zone Manager and Territorial Authority Manager. Action Plan will be worded as actions for the zone committee, not councils or other agencies.
- **Other agencies in the zone:** Influence, and their own work programmes are influenced by Zone Committee Action Plan.

When an Action Plan would be done

- Action Plan would be developed for three year period, reviewed annually, confirmed by March each year.

What would be in an Action Plan

Action-focused tasks **bound** by:

- Zone Committee Terms of Reference
- Expectations from Councils (Letters of Partnership)
- CWMS Targets

Action-focused tasks **guided** by:

- ZIPs and ZIPAs
- Community engagement and liaison
- Realistic timeframes

E.g. Mock examples for Banks Peninsular zone committee

Sediment reduction for Wairewa - **Source more funding by [date] to complement existing funding for bank stabilisation work;**

To support Rūnanga through Whakaraupō Healthy Harbour project – **Advise and influence through Community Advisory Group;**

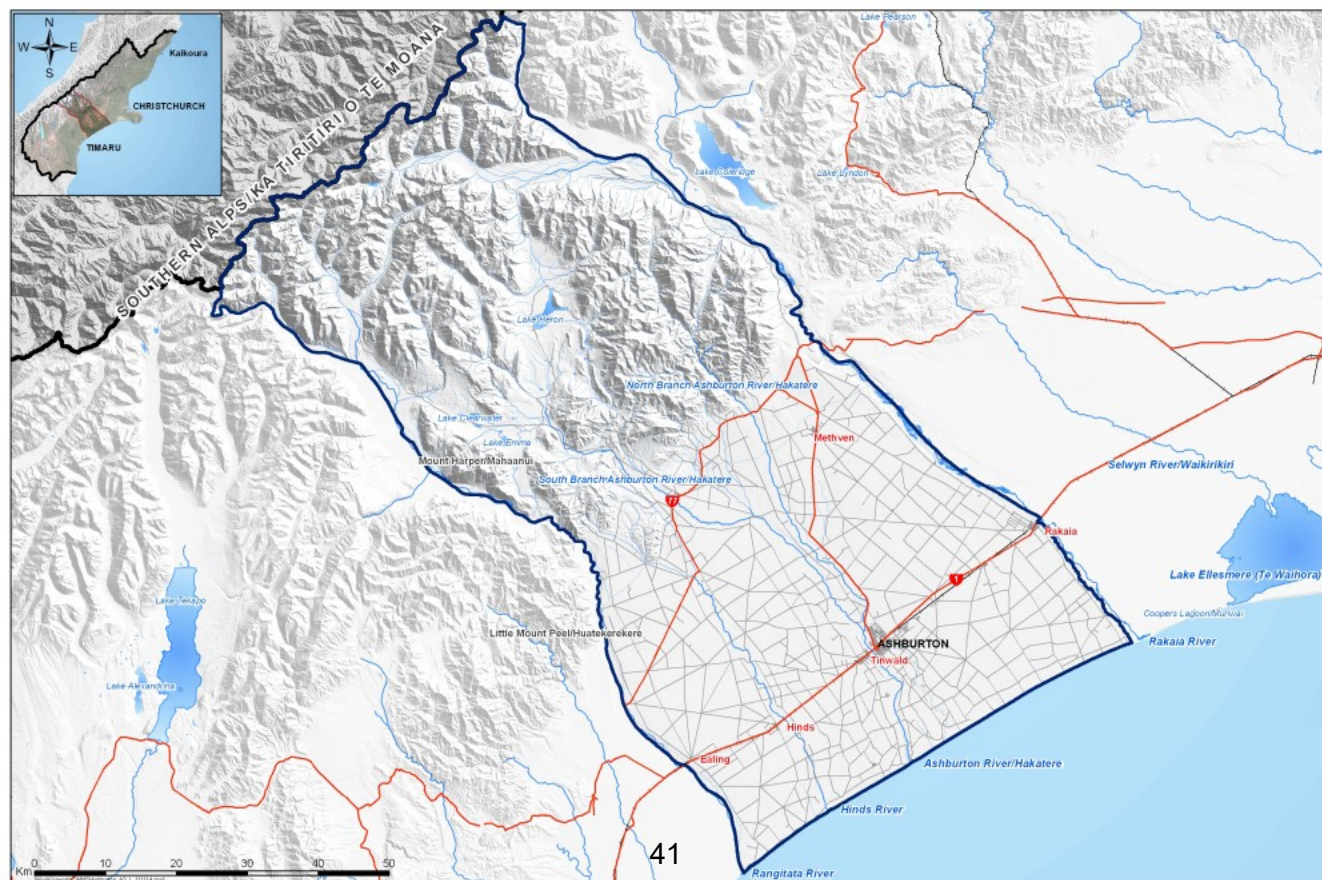
1 Billion Trees – Reduction of sediment to Whakaraupō – **Engage with willing landowners to develop sediment containment strips funded by 1 Billion Trees by [date]**

Reporting

- **Zone Committee** – Reporting of Zone Committee Action Plan achievements to Councils every 18 months
- **Territorial Authority(s) and Environment Canterbury** – staff developed Quarterly Reporting on aligned work programmes for zone committee information only
- Reports of other agencies in the zone will be provided to zone committee quarterly, for information only. E.g. Te Hapū o Ngāti Wheke, Banks Peninsula Conservation Trust, Community Boards, Department of Conservation, Industry organisations

Look & Feel

- Key aspects of CCC Community Board template <http://www.ccc.govt.nz/assets/Documents/The-Council/Community-Boards/Spreydon-Cashmere-Board-Plan-2017-19.pdf>
- Could include message from the chair, 'what is a zone committee, area overview, demographics, key outcomes and strategic priorities (what is the priority, why we want this, what the zone committee will do and how success will be measured)



Ashburton Canterbury Water Management Strategy Zone

10. Mayor's Report

1. Tuia 2021

Former Ashburton College student, Mace Grey has been selected to be the participant for the 2021 Tuia programme. Mace will attend five wānanga throughout the year with the first being in Hamilton 5/7 March 2021. Mace is very enthusiastic to be part of this programme and Deputy Mayor Liz McMillan and I look forward to working with him and mentoring him over the year.

2. Mountain Bike Ashburton

A letter of thanks and a certificate of appreciation have been received from Mountain Bike Ashburton acknowledging Council's continued support of their club. A copy of this letter is attached.

3. Meetings

- **Mayoral calendar**

Below is the Mayoral Calendar, since the last Mayor's report:

December 2020

- 18 December: Hokonui Radio Interview
- 18 December: Pamela Peters
- 18 December: Advance Ashburton Christmas Function
- 18 December: Maxine Hooper and Judy Skevington – Kiwi Local Hero Award – Crs Lynette Lovett and Diane Rawlinson deputised
- 19 December: United Filipinos of Mid Canterbury Christmas Party – Cr Angus McKay deputised
- 21 December: River Crossing Project Official Opening
- 21 December: Mark Wareing and Alan Piper – with CE Hamish Riach
- 22 December: Karen Burrowes and Alina Barota – BNZ Methven Branch closure with Deputy Mayor Liz McMillan
- 23 December: Extraordinary Council meeting

January 2021

- 2 January: Lake Clearwater Hutholders Association AGM – Deputy Mayor Liz McMillan deputised
- 2 January: Staveley Adventure Camp – Deputy Mayor Liz McMillan deputised
- 19 January: Library & Civic Centre Project Control Group
- 19 January: Budget and LTP workshop
- 20 January: Walking and Cycling Strategy Hearings
- 21 January: Budget and LTP workshop

- 22 January: Hokonui Radio interview
- 23 January: Pasifika Festival
- 25 January: M. Bovis Advisory Group
- 26 January: Ashburton Water Management Zone Committee
- 27 January: Elderly Persons Housing workshop
- 27 January: Budget and LTP workshop

February 2021

- 1 February: Methven Community Board
- 2 February: RDRML Board meeting
- 3 February: Budget and LTP workshop
- 3 February: Council Meeting

Recommendation

<p>That Council receives the Mayor's report.</p>

Neil Brown

Mayor



Wednesday, 16 December 2020

Dear Ashburton District Council Representatives,

As 2020 comes to an end, the committee of the Mountain Bike Ashburton would like to say a massive thank you for your continued support.

As you are aware this year brought new challenges for everyone. For us lockdown meant we had to cancel our main fundraiser – the 6 hour race. We were very fortunate to continue to receive support from numerous groups that put us in almost the same financial position we expected to be in after a successful 6 hour race. In addition lockdown brought out record numbers of walkers and cyclists to our trails. After level 4 restrictions were lifted we recorded more than double the number of users compared to 2019.

Below are some of the years achievements that were made possible with your support:

- Began construction of our new MTB track 'Bendibus'
- Changed our name from 'Mid Canterbury MTB Club'
- Planted around 800 native plants
- Constructed a beginner skills area for young kids
- Constructed an entranceway to the MTB Loop
- Finished our carpark sign
- Continued weatherproofing enhancements
- Installed a tool station
- Constructed a new Mt Ash downhill line

Looking ahead to 2021 we have several exciting projects in the pipeline that we believe will be great for our community. We look forward to continuing the development of the walking and cycling tracks along the Ashburton River and working with great local businesses and organisations again.

Thank you very much for your valuable contribution to our Club.

We hope you have a safe and Merry Christmas!

Mountain Bike Ashburton 2020 Committee

Brad, James, Jason, Jocelyn, Josh, Martin, Mike, Neil, Paul & Tabitha

