

# Agenda

**Notice is hereby given of  
an Environmental Services and Finance  
Committee Meeting**

**Tuesday 10 March 2020**

Commencing at 9.30am

Council Chamber  
Waimate District Council  
125 Queen Street  
Waimate

[www.waimatedc.govt.nz](http://www.waimatedc.govt.nz)

**Notice is hereby given that a meeting of the Environmental Services and Finance Committee will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 10 March 2020, commencing at 9.30am.**

**Committee Membership**

Sharyn Cain	Chairperson
Sandy McAlwee	Deputy Chairperson
Craig Rowley	Mayor
Fabia Fox	Councillor
Miriam Morton	Councillor
Tom O'Connor	Councillor
David Owen	Councillor
Colin Pankhurst	Councillor
Sheila Paul	Councillor

Quorum – no less than five members

**Significance Consideration**

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

**Decision Making**

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan  
Chief Executive

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## OPENING

- 1 PUBLIC FORUM
- 2 APOLOGIES
- 3 VISITORS
- 4 CONFLICTS OF INTEREST

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

**Local Authorities (Members' Interests) Act 1968**

Councillors are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

## 5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:
  - a. **Standing Orders 3.7.5 – Major Items**

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

    - i. The reason why the item was not listed on the agenda; and
    - ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.
  - b. **Standing Orders 3.7.6 – Minor Items**

An item not on the agenda for a meeting may be dealt with at the meeting if –

    - i. That item is a minor matter relating to the general business of the local authority; and
    - ii. The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
    - iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

## MINUTES

### 6 CONFIRMATION OF MINUTES

<b>6.1 MINUTES OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 28 JANUARY 2020</b>
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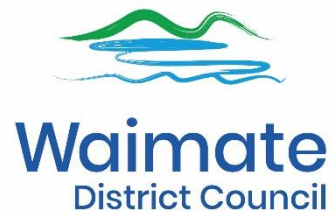
**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor  
**Authoriser:** Tina Stevenson, Corporate Services Group Manager  
**Attachments:** 1. Minutes of the Environmental Services and Finance Committee  
Meeting held on 28 January 2020

#### PURPOSE

To present the unconfirmed Minutes of the Environmental Services and Finance Committee meeting held on 28 January 2020 for confirmation.

<b>RECOMMENDATION</b>
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That the Minutes of the Environmental Services and Finance Committee Meeting held on 28 January 2020 be adopted as true and correct record
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# **MINUTES**

## **Environmental Services and Finance Committee Meeting**

**28 January 2020**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE ON TUESDAY 28 JANUARY 2020, COMMENCING AT 9.30AM**

**PRESENT:** Deputy Mayor Sharyn Cain (Chair), Cr Sandy McAlwee, Mayor Craig Rowley, Cr Fabia Fox, Cr Miriam Morton, Cr Tom O'Connor, Cr David Owen, Cr Colin Pankhurst, Cr Sheila Paul

**APOLOGIES:** Nil

**IN ATTENDANCE:** Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

**PARTIAL ATTENDANCE:** Melissa Thomson (Accountant)

## **OPENING**

### **1 PUBLIC FORUM**

There were no members of the public attending the Public Forum.

### **2 APOLOGIES**

Nil

### **3 VISITORS**

Nil

### **4 CONFLICTS OF INTEREST**

The Chair asked for any conflicts of interest. There were no conflicts of interest declared.

### **5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA**

Nil

## **MINUTES**

### **6 CONFIRMATION OF MINUTES**

#### **6.1 MINUTES OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 19 NOVEMBER 2019**

##### **COMMITTEE RESOLUTION 2020/1**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Minutes of the Environmental Services and Finance Committee Meeting held on 19 November 2019 be confirmed as a true and correct record.

**CARRIED**

**7 RECEIPT OF MINUTES**

**7.1 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE  
COMMITTEE MEETING HELD ON 18 SEPTEMBER 2019**

**COMMITTEE RESOLUTION 2020/2**

Moved: Cr Tom O'Connor

Seconded: Cr Colin Pankhurst

That the confirmed Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 18 September 2019 be received.

**CARRIED**

**7.2 MINUTES OF THE WAIMATE DISTRICT CIVIC AWARDS COMMITTEE MEETING  
HELD ON 12 FEBRUARY 2019**

**COMMITTEE RESOLUTION 2020/3**

Moved: Mayor Craig Rowley

Seconded: Cr Fabia Fox

That the confirmed Minutes of the Waimate District Civic Awards Committee Meeting held on 12 February 2019 be received.

**CARRIED**

**7.3 MINUTES OF THE WAIMATE COMMUNITY ANZAC GROUP MEETING HELD ON 8  
MAY 2019**

**COMMITTEE RESOLUTION 2020/4**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the confirmed Minutes of the Waimate Community ANZAC Group Meeting held on 8 May 2019 be received.

**CARRIED**



## REPORTS

### 8 REGULATORY AND COMPLIANCE GROUP REPORT

#### 8.1 REGULATORY AND COMPLIANCE GROUP REPORT

##### COMMITTEE RESOLUTION 2020/5

Moved: Cr Tom O'Connor

Seconded: Cr Miriam Morton

That the Regulatory and Compliance Group Manager's report is accepted.

**CARRIED**

##### Note:

Civil Defence: The AF8 roadshow is coming to Waimate to give public presentations in March. The Chief Executive and Mayor commented that our Council has been thanked for their assistance during the recent civil defence flooding event in Timaru district.

The Mayor thanked staff and elected members for their assistance at the Council stand at the Strawberry Fare, saying it was a worthwhile exercise.

The Committee asked staff to arrange a workshop to look at implications of the Proposed National Policy Statement for Indigenous Biodiversity.

### 9 CORPORATE SERVICES GROUP REPORT

#### 9.1 CORPORATE SERVICES GROUP REPORT

##### COMMITTEE RESOLUTION 2020/6

Moved: Cr Sheila Paul

Seconded: Cr Miriam Morton

That the Corporate Services Group Management Report is accepted.

**CARRIED**

#### 9.2 FINANCE REPORT - FOR THE 5 MONTHS ENDED 30 NOVEMBER 2019

##### COMMITTEE RESOLUTION 2020/7

Moved: Mayor Craig Rowley

Seconded: Cr Sheila Paul

That the Finance Report for the 5 months ended 30 November 2019 be accepted.

**CARRIED**

## 10 GENERAL REPORTS

### 10.1 CANTERBURY LOCAL AUTHORITIES' TRIENNIAL AGREEMENT 2020-22

Council were presented with the 2020-22 Triennial Agreement (the Agreement) between local authorities in Canterbury for approval.

#### COMMITTEE RESOLUTION 2020/8

Moved: Cr Sheila Paul

Seconded: Cr Fabia Fox

1. That the Canterbury Local Authorities Triennial Agreement 2020-22 report is accepted; and
2. That the Environmental Services and Finance Committee recommends that Council enters into the Canterbury Local Authorities Agreement 2020-22.

**CARRIED**

## PUBLIC EXCLUDED

### 11 EXCLUSION OF THE PUBLIC REPORT

#### RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION 2020/9

Moved: Cr Tom O'Connor

Seconded: Cr Sheila Paul

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>11.1 - Public Excluded minutes of the Environmental Services and Finance Committee Meeting held on 19 November 2019</b>	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>11.2 - Alpine Energy Shareholders Report - November 2019</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	who supplied or who is the subject of the information  s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
CARRIED		

## 12 RE-ADMITTANCE OF THE PUBLIC REPORT

<b>COMMITTEE RESOLUTION 2020/10</b>  Moved: Mayor Craig Rowley Seconded: Cr Sheila Paul  That Council moves out of Closed Council into Open Council.	CARRIED
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## MEETING CLOSURE

There being no further business, the Chair closed the meeting at 10.10am.

The Minutes of this meeting are to be confirmed at the Environmental Services and Finance Committee Meeting to be held on 10 March 2020.

.....  
CHAIRPERSON

## **7 RECEIPT OF MINUTES**

<b>7.1 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 18 DECEMBER 2019</b>
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**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor  
**Authoriser:** Tina Stevenson, Corporate Services Group Manager  
**Attachments:** 1. Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 18 December 2019

### **PURPOSE**

To present the confirmed Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 18 December 2019 for the information of the Environmental Services and Finance Committee.

<b>RECOMMENDATION</b>
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That the confirmed Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 18 December 2019 be received.
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# **MINUTES**

## **Lower Waitaki South Coastal Canterbury Zone Committee Meeting**

**18 December 2019**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING  
HELD AT THE STUDHOLME HOTEL, MURRAY STREET, STUDHOLME  
ON WEDNESDAY 18 DECEMBER 2019, COMMENCING AT 1.00PM**

- PRESENT:** Chair Kate White, Community Member Emily Anderson, Waihao Runanga Rep Suzanne Eddington, Waitaki Cr Jim Hopkins, Community Member Barney Hoskins, Community Member Daniel Isbister, Environment Canterbury Cr Nicole Marshall, Community Member Bruce Murphy, Community Member Brent Packman, Community Member Jared Ross, Te Rūnanga o Moeraki Rep Kieran Whyte, Arowhenua Runanga Rep Panther Storm
- APOLOGIES:** Waimate Cr Fabia Fox  
Others: Zone Manager Chris Eccleston, DoC John Benn, Waimate CE Stuart Duncan
- IN ATTENDANCE:** Invited Guests: Waimate Mayor Craig Rowley, Waitaki Mayor Gary Kircher, Waitaki CE Fergus Power, Environment Canterbury Cr Peter Scott, Colin Hurst  
Environment Canterbury: Dave Moore (Facilitator), Peter Burt (Zone Delivery Lead), Kennedy Lange (Biodiversity Special Projects), Graeme Clarke (Water Quality Analyst), Adam Thomas (Resource Management Officer)  
Otago Regional Council: Jason Evered (Rural Liaison and Support Advisor North Otago)  
Karalyn Reid (Committee Secretary)

## OPENING

Chair Kate White welcomed members and asked Cr Peter Scott to open the meeting with a karakia.

### 1 APOLOGIES

#### COMMITTEE RESOLUTION 2019/14

Moved: Suzanne Eddington

Seconded: Cr Jim Hopkins

That apologies from Cr Fabia Fox be received and accepted.

**CARRIED**

### 2 VISITORS

Waimate Mayor Craig Rowley, Waitaki Mayor Gary Kircher, Waitaki CE Fergus Power

### 3 DECLARATIONS OF INTEREST

Jared Ross informed the committee that he is now on the board of Irrigation NZ and asked that be added to the Declarations of Interest Register.

## MINUTES

### 4 CONFIRMATION OF MINUTES

#### 4.1 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 18 SEPTEMBER 2019

##### COMMITTEE RESOLUTION 2019/15

Moved: Bruce Murphy

Seconded: Kieran Whyte

That the minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 18 September 2019 be received as a true and correct record.

**CARRIED**

##### Note:

John Benn of DoC attended as a visitor.

##### Matters Arising:

Immediate Steps Funding – Chair Kate White asked for an update on the Hakataramea Sustainability Collective's willow planting removal work, and Kennedy reported he should be able to fit it in to the work programme.

## TE REO WORDS

Kieran Read explained the Te Reo words for this month:

- **Ngā mihi o te tau hou** – happy new year, greetings for the new year; or  
**Ngā mihi o te tau hou Pākehā** to distinguish between the Māori new year and Pākehā new year
- **Ngā mihi o te wā** – season's greetings

## MAYORAL UPDATE

A discussion was held with the Mayors of Waimate and Waitaki on the role of the territorial authorities (TA's) with the zone committee. This follows a request from a prior meeting that there needs to be more association between territorial authorities and the zone committee at a local level.

Mayor Kircher highlighted there is higher-level involvement with the CWMS, and Council has representation on the Zone Committees. While TA's have separate obligations, there are crossovers such as biodiversity and compliance work.

Mayor Rowley mentioned the ratepayer dollars are stretched, and there are big topics facing TA's such as freshwater reforms plus the potential impact of the change of dividend of Alpine Energy. The Mayoral Forum have discussed a list of topics/programmes from CWMS but the funding is the big issue. He suggested there is perhaps an opportunity for the Mayoral Forum to get Central Government funding for projects. The newly joint funded position of a Waimate District Council/ECan compliance officer, and Waitaki's Biodiversity Officer are positive.

Both Mayors reiterated they would be prepared to look into any programmes/projects – but need to think outside the box for funding.

There was a discussion on the 'Mackenzie Accord' model, with five CE's involved, which offers a less bureaucratic and more confident approach to funding for environmental stewardship. This model of alignment works well with a sharing of resources/information.

Chair Kate White thanked both Mayors and Fergus for their time.

## **REPORTS**

### **5 GENERAL BUSINESS**

#### **FACILITATORS UPDATE**

The Treaty of Waitangi and Noho Marae training is very good and worthwhile attending. Members can contact Dave to register.

Chair Kate White asked members to think about nominations for chair, deputy chair and regional representative for the Lower Waitaki Zone Committee elections at the 19 February 2019 meeting.

Cr Peter Scott said goodbye to the members and commented that he had enjoyed his involvement with the Lower Waitaki Zone Committee, and introduced Cr Nicole Marshall as Environment Canterbury's new representative. He reiterated that the key going forward is community involvement with catchment groups, and that more publicity of the committee's work needs to be carried out. Chair Kate White thanked Peter for his past work and input on the committee.

#### **REGIONAL COUNCIL UPDATE**

Environment Canterbury Cr Nicole Marshall gave an update on the Regional Council.

The Council have begun work on their Annual Plan and will be moving on to Long Term Planning next year. Their aim is to move forward progressively identifying core priority issues, moving toward communication and strong community engagement. There are discussions on catchment groups and catchment engagement towards achieving recommendations in the ZIP addendum.

The Zone Committee want a strong engagement and connectivity focus from the Regional Council and it is important for the rural issues to be talked about around the Ecan council table.

Some big topics are coming up and there is a range of views of uncertainty of future for planning.

Key issue is a remembering representation of constituency not personal opinions.

Community engagement is vital.



**WORKSHOP: ZONE COMMITTEE PRIORITIES FOR SOUTH COASTAL CANTERBURY**

Cr Jim Hopkins raised the issue of the committee not operating under standing orders and that he was concerned the agenda did not contain the proposed items to be discussed in the workshop.

Chair Kate White requested the Zone Committee's terms of reference and operating procedures be brought to the next meeting.

**The meeting was adjourned at 2.05pm to go into workshop to identify priorities for the Zone Committee for 2020.**

A summary of the workshop outcomes, together with recommendations are attached to these minutes.

**The meeting was reconvened at 3.33pm.**

The Chair thanked Emily for facilitating the workshop.

Dave Moore handed out the Canterbury Water Management Strategy targets and goals booklet to members.

**Note:**

Action Point: It was suggested that for the first meeting of 2020, Graeme Clarke could do a presentation that he gave to the Waihao/Wainono Community Catchment Group AGM on 11 December at the Waihao Marae on water quality, reporting and what it would contain.

**NATIONAL FRESHWATER CONFERENCE 2020**

Colin Hurst informed the committee that he and Roger Small (from the Waihao-Wainono Community Catchment Group) are presenting on what community catchment groups can achieve at the "National Freshwater Conference 2020" on 26 February 2020 in Wellington.

**MEETING CLOSURE**

Chair Kate White thanked members and staff for a busy year, wished everybody a happy Christmas, and asked Kieran to close the meeting with a karakia.

There being no further business, the Chair closed the meeting at 3.40pm.

The minutes of this meeting are to be confirmed at the Lower Waitaki South Coastal Canterbury Zone Committee Meeting scheduled on 19 February 2020.

.....  
**CHAIRPERSON**

LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE WORKSHOP – 18  
DECEMBER 2019

	Northern Streams	Waihao – Wainono	Northern Fan
<b>What?</b>	<ul style="list-style-type: none"> <li>• Winter Feed</li> <li>• Swale Management</li> <li>• Grey Scrub (upper catchment)</li> <li>• Mudfish, Īnanga, coastal species fish</li> <li>• Mostly 'Permitted Activity' (cropping)</li> <li>• Hill Slope Project</li> </ul>	<ul style="list-style-type: none"> <li>• Intensification</li> <li>• Forestry</li> <li>• Winter grazing</li> </ul>	<ul style="list-style-type: none"> <li>• Intensification</li> <li>• Conversion to spray irrigation</li> <li>• Effluent</li> <li>• MGI Command area</li> </ul>
<b>So what?</b>	<ul style="list-style-type: none"> <li>• Water takes in upper catchment affect small streams which feed into main stem</li> <li>• P</li> <li>• Sediment</li> <li>• Biodiversity loss/at risk <ul style="list-style-type: none"> <li>◦ Grey Scrub</li> <li>◦ Īnanga</li> <li>◦ Mudfish</li> <li>◦ Coastal species fish</li> </ul> </li> <li>• Continue Hill Slope Project</li> </ul>	<ul style="list-style-type: none"> <li>• Sediment</li> <li>• P</li> <li>• E-coli</li> <li>• Loss of biodiversity values</li> <li>• Loss of recreational values</li> <li>• N (Sir Charles)</li> <li>• Swale Management (Sir Charles)</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• N will increase with spray irrigation conversion</li> <li>• P</li> <li>• Sediment</li> <li>• Loss of biodiversity</li> </ul>
<b>Now what?</b>	<ul style="list-style-type: none"> <li>• One initial Catchment Group</li> <li>• Focus on Kohika</li> <li>• Sustaining flows to lower reaches</li> <li>• FEPs (Farm Environment Plans) and FMPs (Farm Management Plans). ECan to source information on status. Permitted Activity (FMPs) information may not be available</li> <li>• Key Contacts</li> <li>• Meet at Otaio Hall</li> </ul>	<ul style="list-style-type: none"> <li>• Catchment group Pod(s) under Waihao Wainono Community Catchment Group</li> <li>• Upper Waihao/Waihaorunga <ul style="list-style-type: none"> <li>◦ FEP Audits</li> <li>◦ Critical Source Area (CSA) mapping</li> <li>◦ Education</li> </ul> </li> <li>• Hook - Review <ul style="list-style-type: none"> <li>◦ get steering group together</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• One catchment group</li> <li>• Involve Irrigation Company (MGI command area)</li> </ul>
	<ul style="list-style-type: none"> <li>• Facilitation resources</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>

## **Park it List**

Hakataramea

- Future support

ECan funding from way back for Waihao Wainono group. Update: ECan have been unable to identify this.

Zone Committee Reporting (ECan)

- Plan updates through year PC 7/3, etc
- Water quality, etc to describe what we are receiving
- Building Trust programme (Liz Soal) February or March meeting.
- MGI reports
- Pou Matai Ko
- Achievements against reports

Send copy of Terms of Reference to Clr Hopkins

2025 Targets

Point Bush Road Eco Sanctuary

Immediate Steps

<b>7.2</b>	<b>MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE MEETING HELD ON 2 DECEMBER 2019</b>
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**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor  
**Authoriser:** Tina Stevenson, Corporate Services Group Manager  
**Attachments:** 1. Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 2 December 2019

**PURPOSE**

To present the confirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 2 December 2019 for the information of the Environmental Services and Finance Committee.

<p><b>RECOMMENDATION</b></p> <p>That the confirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 2 December 2019 be received.</p>
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# MINUTES

Orari-Temuka-Opihi-Pareora Water Zone  
Committee Meeting  
Monday, 2 December 2019

**Minutes of Timaru District Council  
Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting  
Held in the Meeting Room 1, Council Building, King George Place, Timaru  
on Monday, 2 December 2019 at 1pm**

**Present:** Hamish McFarlane (Chairman), Phil Driver (until 2.10pm and from 3.05pm), Sue Eddington, Cllr Elizabeth McKenzie, Lucy Millar, Cllr Anne Munro (until 3.55pm), Cllr Tom O'Connor, Cllr Lan Pham, Glen Smith, Herstatt Ulrich (until 4pm) and Mark Webb

**In Attendance:** Zone Facilitator (Lyn Carmichael), Community Engagement Coordinator (Rhys Taylor), Fonterra Sustainability Advisor SC (Kirsty Simmonds), Zone Facilitator Lower Waitaki and Ashburton (Dave Moore), ECan Tangata Facilitator (Brad Waldon-Gibbons), Zone Delivery Lead (Brian Reeves), Department of Conservation representatives (John Benn and Brad Edwards), John de Witt (member of the public)

The meeting opened with a karakia from Cllr Lan Pham

**1 Apologies**

**Committee Resolution 2019/12**

Moved: Herstatt Ulrich

Seconded: Suzanne Eddington

That the apologies from Cllr Barb Gilchrist, Luke Reihana and John Henry be accepted.

**Carried**

**2 Identification of Items of Urgent Business**

There were no items of urgent business.

**3 Identification of Matters of a Minor Nature**

There were no minor nature matters.

**4 Declaration of Conflicts of Interest**

There were no conflicts of interest declared.

**5 Confirmation of Minutes**

**5.1 Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting held on 2 September 2019**

**Matters Raised from Minutes**

**Clause 5 - Funding of catchment groups/conflict of interest**– the Facilitator advised that in regard to any potential conflict of interest with industry groups being involved with catchment groups – this is not an issue of concern as catchment groups are not decision making bodies.

In regard to the work programme, working with catchment groups will be a key piece of work for the Committee next year.

**Pizza evening** – neither Clr Peter Scott nor Luke Reihana, who are helping with this project, were present at the meeting to provide an update on progress.

**Meeting of Water Zone Committee Chairpersons and Deputy Chairpersons** – Reference was made to the meeting of water zone chairpersons and deputy chairperson held on 29 November. Part of the discussion at the meeting was around whether zone committees are being responded to effectively. A strategy is being worked on to provide greater support for the committees through the chairpersons, as well as planning for more meetings of water zone chairpersons to provide support to each other and maintain interaction between the committees.

**Members interest register** – the Chairperson reminded the members of the need to submit their list of interests for the interests register (if they have not already done so) and advised new committee members of the need to fill out the register. A template is being developed to assist members to identify any actual or perceived conflicts.

**Clause 5.2 Collective leadership** – the Facilitator advised that in regard to clarification around transparency in working with CWMS partners, there is a proposal to have regular meetings between zone committee chairpersons and local authority representatives and staff. The Environment Canterbury strategy team has also recently approached local authorities to understand what action is already being undertaken in each zone, as much of the work towards meeting CWMS targets has already been started.

### **Regional Committee/Meeting of Zone Committee Chairpersons**

Discussion took place on the role of the Regional Committee and the Chairpersons and Deputy Chairpersons meetings and whether there is any cross over/duplication of purpose. The meeting was advised that there has only been one chairs meeting in recent times and it is not a formal group, more a support/sharing of ideas forum.

The Committee was reminded that the Regional Committee was formed when the CWMS was established, to oversee the regional wide targets. Phil Driver noted that the regional committee's purpose has since changed and the committee is currently evaluating its current purpose and structure.

As a follow on question, the purpose of the OTOP Committee in the meantime was raised. The Facilitator confirmed OTOP's focus continues to be delivering on targets and goals with local solutions.

### **Committee Resolution 2019/13**

Moved: Mark Webb

Seconded: Glen Smith

That the Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting held on 2 September 2019 be confirmed as a true and correct record of that meeting.

**Carried**

## **6 Chairman's Report**

The Chairman noted the recent Orari Gorge field trip and requested a thank you letter be sent to the Orari River Protection Society and also to Orari Gorge Station.

The draft OTOP Annual Report was tabled. This report, when finalised, will be presented to local authorities early in the new year.

## **7 Reports**

### **7.1 Community Forum**

Member of the public John de Witt referred to an ecological report prepared by ECan and NIWA regarding attributes in a catchment, and he is particularly interested in macro invertebrates on the Opuha River being very low. It is his view that there is insufficient monitoring being done, therefore there could be less data available for comparison purposes, especially in the future when the Opuha Dam applies for a renewal of its consent.

He believes macro invertebrates are a key performance indicator of the health of the river and there are problems below the weir, and not enough flushing flows.

A follow up question arose in regard to what monitoring there is on new and historic pesticides, not just in the local rivers but everywhere. The meeting was informed that pesticides are not as a rule, included in the monitoring regime but the ZIPA did seek more monitoring on emerging contaminants.

The suggestion was then made by Phil Driver that citizen monitoring could be implemented which would mean more data is collected. As long as a certain standard is met, citizen monitoring could be a valuable additional resource. There are portable lab sites and standard documentation, and training could be done in the field. Monitoring fits into the priority work streams and could be an important action space next year, however associated factors such as data management and costs need to be taken into account. It could possibly be built into the science monitoring programme in OTOP.

Comment was made that monitoring needs to be done in the right place, in order to help farmers manage their land better. It would be beneficial if farmers have a say in where monitoring should be done. The Facilitator advised that as Environment Canterbury water quality scientists are based in Timaru, such connections could be made.

It was noted that the appointment of a new cultural land management advisor who started today may also help.

Opuha Water Ltd (OWL) is doing monitoring and wanting to do more. It was suggested that ECan could talk to OWL 'on a friendly basis' to see if any collaborative arrangement could be worked out.

It was agreed to make following up with the science team an item for the priority work programme meeting in 2020.

Flows, including flushing flows, will be addressed through Plan Change 7 – the outcome will be reported to the committee after the hearings mid next year.

### **7.2 Welcome to new councillor representatives and farewell to previous councillor representatives**

The Chairman farewelled previous councillor representatives on the OTOP Committee – Cllr Richard Lyon, Cllr David Anderson and Cllr Lan Pham. He thanked them for their input, hard graft and the time they gave to the Committee.

Cllr Pham explained that she has been reallocated to the Banks Peninsula zone as there is a significant amount of activity and work to be undertaken in that zone. She will also be leading the biodiversity and biosecurity portfolio for ECan, and there will be a number of useful synergies between these activities.

The Chairman welcomed new councillors Elizabeth McKenzie from ECan, Tom O'Connor from Waimate District Council and Barb Gilchrist from Timaru District Council.

The Chairperson advised that there is no refreshment process required this year, for community members on the Committee.



### **7.3 Roundtable updates from Committee members**

Committee members had the opportunity to provide a brief verbal update on activities they had recently been involved in that may be of interest or would benefit the Committee.

Clr McKenzie reported on her attendance at the recent Waitaki River Rating Committee meeting. This led to discussion on river rating districts in general and their functions in such activities such as flood prevention, irrigation and weed control, noting there are different situations in different catchments.

A memo will be prepared for the OTOP Committee encompassing an update on river rating committees and their constraints and opportunities.

The meeting adjourned for a 10 minute refreshment break and resumed at 2.20pm.  
Phil Driver retired from the meeting.

### **7.4 Zone Delivery Work Programmes and Compliance Update**

Zone Delivery Lead Brian Reeves provided an update on the Zone Delivery work programmes and compliance from a regional perspective, including the Zone delivery approach to compliance monitoring and enforcement over the next 5 years.

The Chairman noted the importance of the zone delivery team in the work of the OTOP Zone Committee in the zone.

### **7.5 Presentations from Department of Conservation**

Department of Conservation representative John Benn presented a broad overview of DOC's role in the Canterbury Water Management Strategy. DOC is not a signed party to the CWMS but the department helped to develop the strategy, is a significant land owner in Canterbury, and DOC activities are affected by the CWMS.

DOC recognises the valuable opportunity that the CWMS provides to work together eg through opportunities like the Immediate Steps Programme. John Benn is available to assist with the delivery of some of OTOP's outcomes and be a liaison person between DOC and the Zone Committee.

Phil Driver returned to the meeting at 3.05pm.

River Ranger Brad Edwards provided an overview of the Department's involvement in Rangitata River restoration, which involves developing a river plan, and includes a number of stakeholders. He explained the process DOC is planning to follow and the conservation priorities it will focus on.

He noted that ECan's braided river plan, flood protection plan and river encroachment, has cross overs with DOC's plan.

An update could be available in approx. 6 months.

### **7.6 Update on Swimming Sites**

The Committee considered an update on Freshwater Suitability for Recreation. In regard to the Pareora River at the huts, Environment Canterbury staff are engaging with the community and it was requested by Phil Driver that the Pareora Catchment Group also be consulted and informed. The Facilitator will provide updates to the Committee if new information becomes available.

## **7.7 Zone Facilitator's Report**

The Facilitator presented her report, noting OTOP meeting dates for 2020, encouraging committee members to take part in the Bat Days on 6 and 13 December, the Treaty of Waitangi workshops and the visit to the Arowhenua Marae.

Clr Anne Munro retired from the meeting at 3.55pm.

It was noted that OTOP has not had a representative on the Waitarakao working group since John Talbot retired from the OTOP Committee. It was agreed that Mark Webb be the OTOP representative on the group.

In relation to interested party registers, the Facilitator will follow up to ensure the Orari River Protection Group is identified as an interested party for consents that are handled by Environment Canterbury and she will also contact Timaru District Council to see if it has an interested party register.

Herstall Ulrich retired from the meeting at 4pm.

The Facilitator noted the CWMS updated targets and goals through to 2040, which the Committee needs to look at early in 2020, in terms of the ZIPA and the Zone Committee's activities.

## **7.8 Other Business**

- Orari Gorge Field trip – to be discussed at the next workshop.
- A paper prepared by Phil Driver was tabled for the committee to read in preparation for discussion at a later date.
- The Community Engagement Coordinator advised that thought is being given to sparking catchment group activity for 2020, commencing in late January/February. He has compiled a list of potential activities and will encourage people to become involved in their local catchment group. Input from the OTOP Committee is welcome.

## **7 Consideration of Urgent Business Items**

There were no urgent business items.

## **8 Consideration of Minor Nature Matters**

There were no minor nature items.

**The meeting closed at 4.11pm with a karakia.**

.....  
**Chairperson**

<b>7.3</b>	<b>MINUTES OF THE WAIMATE DISTRICT CIVIC AWARDS COMMITTEE MEETING HELD ON 3 DECEMBER 2019</b>
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**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor

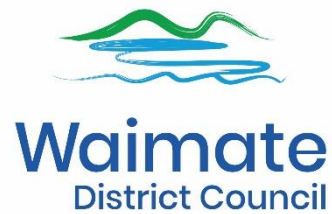
**Authoriser:** Tina Stevenson, Corporate Services Group Manager

**Attachments:** 1. Minutes of the Waimate District Civic Awards Committee Meeting held on 3 December 2019

**PURPOSE**

To present the confirmed Minutes of the Waimate District Civic Awards Committee Meeting held on 3 December 2019 for the information of the Environmental Services and Finance Committee.

<p><b>RECOMMENDATION</b></p> <p>That the confirmed Minutes of the Waimate District Civic Awards Committee Meeting held on 3 December 2019 be received.</p>
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# **MINUTES**

## **Waimate District Civic Awards Committee Meeting**

**3 December 2019**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
WAIMATE DISTRICT CIVIC AWARDS COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE, ON TUESDAY 3 DECEMBER 2019, COMMENCING AT 11.00AM**

**PRESENT:** Mayor Craig Rowley, Cr Miriam Morton, Service Club Representative Pauline Dore, Community Representative Lynda Holland, Service Club Representative Alistair McKenzie, Community Representative Janice Mehrrens

**NOT PRESENT:** Iwi Representative Graeme Lane

**IN ATTENDANCE:** Karalyn Reid (Committee Secretary)

**OPENING**

**1 APOLOGIES**

Iwi Representative Graeme Lane was not present.

**2 VISITORS**

Nil

**3 CONFLICTS OF INTEREST**

Nil

**MINUTES**

**4 CONFIRMATION OF MINUTES**

**4.1 MINUTES OF THE WAIMATE DISTRICT CIVIC AWARDS COMMITTEE MEETING  
HELD ON 12 FEBRUARY 2019**

**COMMITTEE RESOLUTION 2019/4**

Moved: Mayor Craig Rowley

Seconded: Cr Miriam Morton

That the Minutes of the Waimate District Civic Awards Committee Meeting held on 12 February 2019 be received and the recommendations therein be adopted.

**CARRIED**

## REPORTS

### 5 GENERAL BUSINESS

#### 5.2 WAIMATE DISTRICT CIVIC AWARDS COMMITTEE ELECTION OF CHAIR

The Waimate District Civic Awards Committee considered electing the Chairperson for the 2020 Civic Awards selection process.

##### COMMITTEE RESOLUTION 2019/5

Moved: Mayor Craig Rowley

Seconded: Community Representative Lynda Holland

That Janice Mehrtens be elected as Chair for the 2020 Civic Awards selection process.

**CARRIED**

#### 5.1 WAIMATE DISTRICT CIVIC AWARDS CRITERIA

##### COMMITTEE RESOLUTION 2019/6

Moved: Mayor Craig Rowley

Seconded: Community Representative Janice Mehrtens

That the Waimate District Civic Awards Committee Criteria and Terms of Reference are accepted for the next triennium of Council, with the below amendment to the Terms of Reference.

**CARRIED**

##### Amendment:

The addition of 6 'One Youth representative' be added to Membership.

The Criteria in the Nomination Form be amended also to reflect the change.

Item - 5.2 Waimate District Civic Awards Committee Election of Chair - has been moved to another part of the document.

#### 5.3 WAIMATE DISTRICT COUNCIL CIVIC AWARDS 2020 ARRANGEMENTS

##### COMMITTEE RESOLUTION 2019/7

Moved: Community Representative Lynda Holland

Seconded: Service Club Representative Pauline Dore

That the below arrangements for the 2020 Civic Awards be accepted:

- a. Date: Wednesday 4 March, 5.30pm
- b. Venue: Waimate Event Centre Function Room
- c. Entertainment: Approaches be made to the Waimate District Choir and Waimate Kapa Haka Group (or the Glenavy School)
- d. Catering: Table Platters

- e. Photographs: Stuart Duncan
- f. Flowers for recipients/table settings: Waimate Floral Art Group
- g. Sound system: Rotary's be used if the Event Centre has not purchased one
- h. Royal NZ Navy Lt Cdr Grant Finlayson to present youth award
- i. Invite: Waitaki MP Jacqui Dean
- j. Promotion: Email via school clusters, Julie at Community Link to groups/organisations, posters, facebook, media, advertisement in Waimate Trader/News & Views, nomination forms to be taken to all possible outlets around the district
- k. The next meeting to select the recipients to be scheduled for Monday 27 January 2020, at 10am

**CARRIED**

## **MEETING CLOSURE**

There being no further business, the Chair closed the meeting at 11.35am.

The Minutes of this meeting are to be confirmed at the Waimate District Civic Awards Committee Meeting scheduled on Monday 27 January 2020.

.....  
**CHAIRPERSON**

## REPORTS

### 8 CORPORATE SERVICES GROUP REPORT

#### 8.1 FINANCE REPORT - FOR THE 7 MONTHS ENDED 31 JANUARY 2020

**Author:** Melissa Thomson, Accountant

**Authoriser:** Tina Stevenson, Corporate Services Group Manager

**Attachments:** Nil

#### PURPOSE

- To present the Finance Report to the Environmental Services and Finance Committee.

#### Waimate District Council

#### Statement of Financial Performance

#### For the 7 months ended 31 January 2020

	Variance Note	Actual \$000	Year to date Budget \$000	Variance \$000	% Var.	Full Year Budget Including carry forwards
<b>Operating Revenue</b>						
Rates (net of remissions)		\$ 7,634	\$ 7,612	\$ 22	0%	\$ 10,149
Development and Financial Contributions	3	88	37	51	138%	63
NZ Transport Agency Subsidy	4	1,600	1,900	(300)	(16%)	3,453
Fees and Charges		739	715	24	3%	1,079
Interest Revenue	5	22	1	21	2,100%	3
Other Revenue	6	1,528	1,345	183	14%	2,307
Total Operating Revenue		11,611	11,610	1	0%	17,054
<b>Operating Expenditure</b>						
Employment Benefit Expenses	7	2,533	2,657	124	5%	4,544
Depreciation and Amortisation		2,861	2,864	3	0%	4,910
Roading Expenses		1,468	1,484	16	1%	2,532
Finance Costs	5	59	117	58	50%	201
Other Expenses	8	3,026	3,180	156	5%	5,640
Total Operating Expenditure		9,947	10,302	355	3%	17,827
<b>Total Surplus/(Deficit)</b>		<b>\$ 1,664</b>	<b>\$ 1,308</b>	<b>\$ 356</b>	<b>27%</b>	<b>\$ (773)</b>

- For the 7 months ended 31 January 2020, Council recorded a surplus of \$1,664,000 compared to a budgeted surplus of \$1,308,000; therefore, Council are tracking \$356,000 favourable to budget.

#### MAJOR VARIANCES TO BUDGET

- Development and financial contributions income is favourable to budget due to increased Rural Water and Sewerage activity contributions.
- NZ Transport Agency subsidy income is unfavourable to budget due to the timing of capital renewal works.
- Interest Revenue and Finance Costs are favourable to budget due to increased cash reserves in relation to timing of capital works and operational savings.
- Other revenue is favourable to budget predominately due to the receipt of a dividend from Council's investment in Civic Financial Services following the sale of Civic Assurance House in Wellington (\$25,500), increased recoveries from Urban Water and Sewer connections (\$25,000 favourable to budget), and donations received towards the Event Centre sound system (\$4,360) and community vehicle garage project (\$90,000).
- Employment Benefit Expenses are favourable to budget due to vacant positions and timing of replacements.



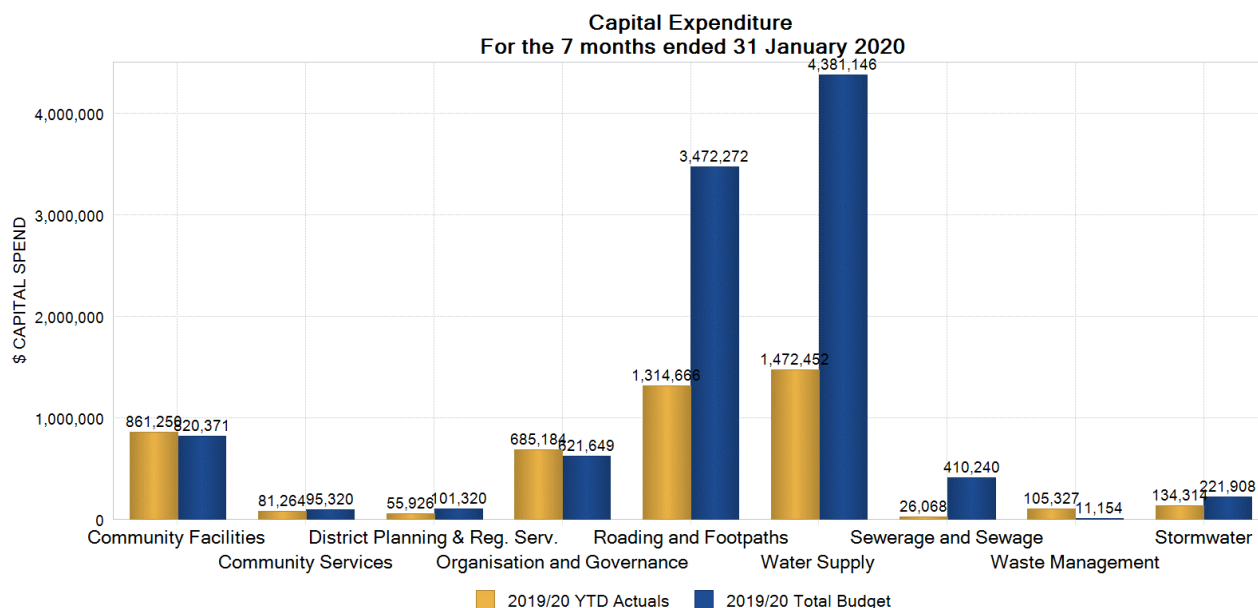
8. Other Expenses are favourable to budget due to reduced legal and consultancy expenditure (\$92,000 favourable to budget), and timing of economic development expenditure (\$87,000 favourable to budget).

**Waimate District Council**  
**Statement of Financial Position**  
**As at 31 January 2020**

	Movement Note	Actual 31 Jan 2020 \$000	Actual 30 June 2019 \$000	Movement \$000
<b>Assets</b>				
<b>Current Assets</b>				
Cash and cash equivalents		3,472	4,530	(1,058)
Trade and other receivables	9	3,937	1,593	2,345
Inventories		102	113	(11)
Other financial assets		637	637	-
<b>Total Current Assets</b>		8,149	6,873	1,276
<b>Non Current Assets</b>				
Property, plant and equipment		403,807	402,837	970
Forestry assets		1,894	1,894	-
Intangible assets		315	277	38
Other financial assets		14,682	14,683	(1)
<b>Total Non Current Assets</b>		420,698	419,692	1,006
<b>Total Assets</b>		<b>428,847</b>	<b>426,564</b>	<b>2,283</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Trade and other payables		2,510	1,923	587
Borrowings		71	71	-
Provisions		5	5	-
Employment Benefit Expenses		443	367	75
Derivative financial instruments		-	-	-
<b>Total Current Liabilities</b>		3,029	2,366	662
<b>Non Current Liabilities</b>				
Provisions		54	54	-
Borrowings		2,551	2,595	(44)
<b>Total Non Current Liabilities</b>		2,605	2,649	(44)
<b>Equity</b>				
Public Equity		87,107	85,535	1,572
Reserves		336,106	336,014	92
<b>Total Equity</b>		423,213	421,549	1,664
<b>Total Liabilities and Equity</b>		<b>428,847</b>	<b>426,564</b>	<b>2,283</b>

9. Trade and Other Receivables as at 31 January 2020 include instalment 3 of rates, which were due for payment on 28 February 2020.

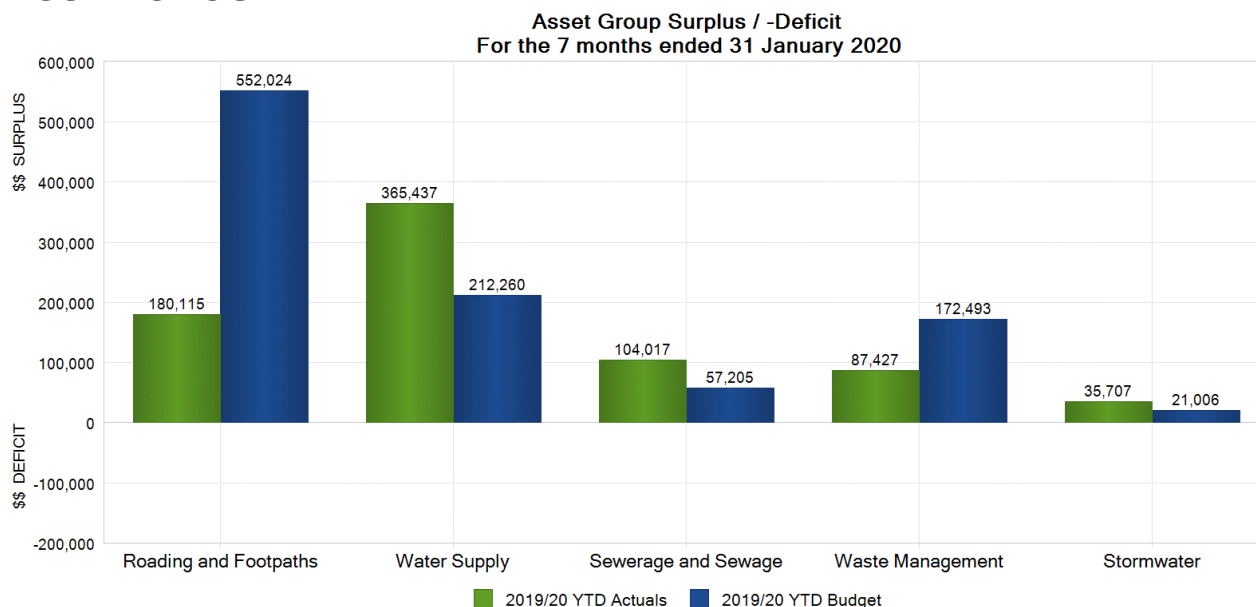
## TOTAL CAPITAL EXPENDITURE BY GROUP



*Note: Year to date Actuals (yellow) includes capital work in progress at 30 June 2019. The Total Budget (blue) includes carry forward budgets as approved at the Council meeting held on 8 October 2019.*

10. Totals:	Spend to date (including WIP at 30 June 2019)	\$ 4,736,450
	Work In Progress carried forward from 30 June 2019	\$ <u>-835,110</u>
	Total spend to 31 January 2020	\$ 3,901,340
	2019/20 Annual Plan Budget	\$ 8,156,380
	Budget carry forwards from 2018/19	\$ <u>1,979,000</u>
	2019/20 Total Budget (including Carry Forwards)	\$10,135,380
	% of total budget spent	39%
	Less projects not likely to proceed this year:	
	Roading bridge renewal – Crouches Bridge, Youngs road	\$ -480,000
	Waikakahi Rural Water – Drinking Water upgrade	\$ -1,439,000
	Public Toilets	\$ <u>-200,000</u>
		\$ -2,119,000
	2019/20 Updated projected capital budget	\$ 8,016,380
	% of total updated budget spent	49%

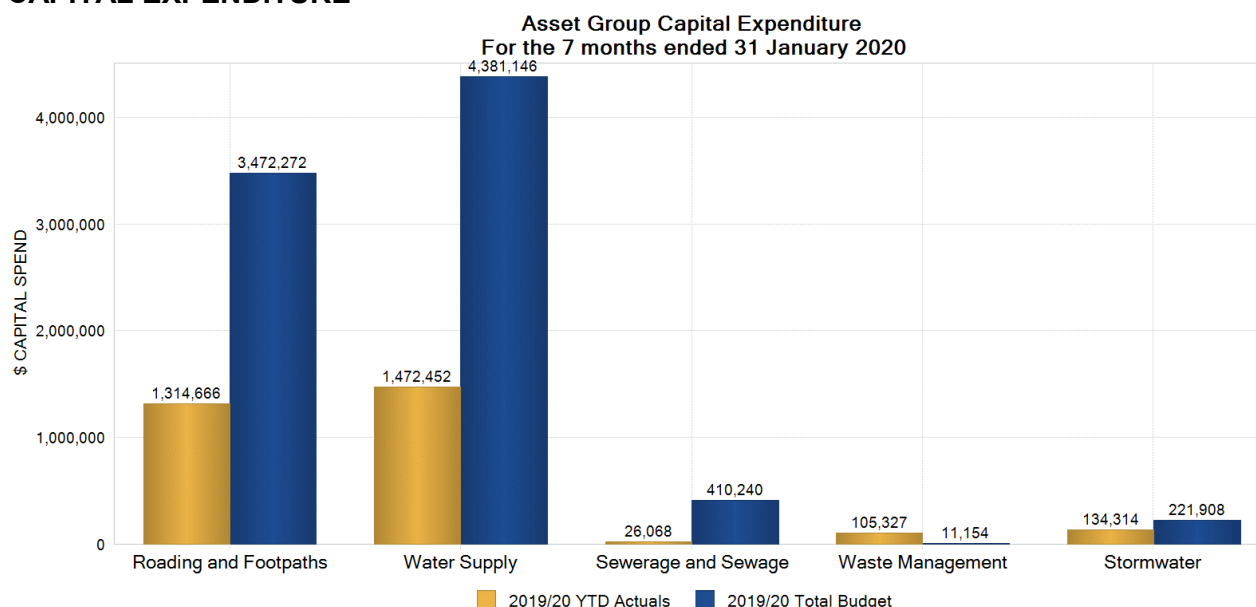
## ASSET GROUP



### VARIANCE ANALYSIS – DAN MITCHELL

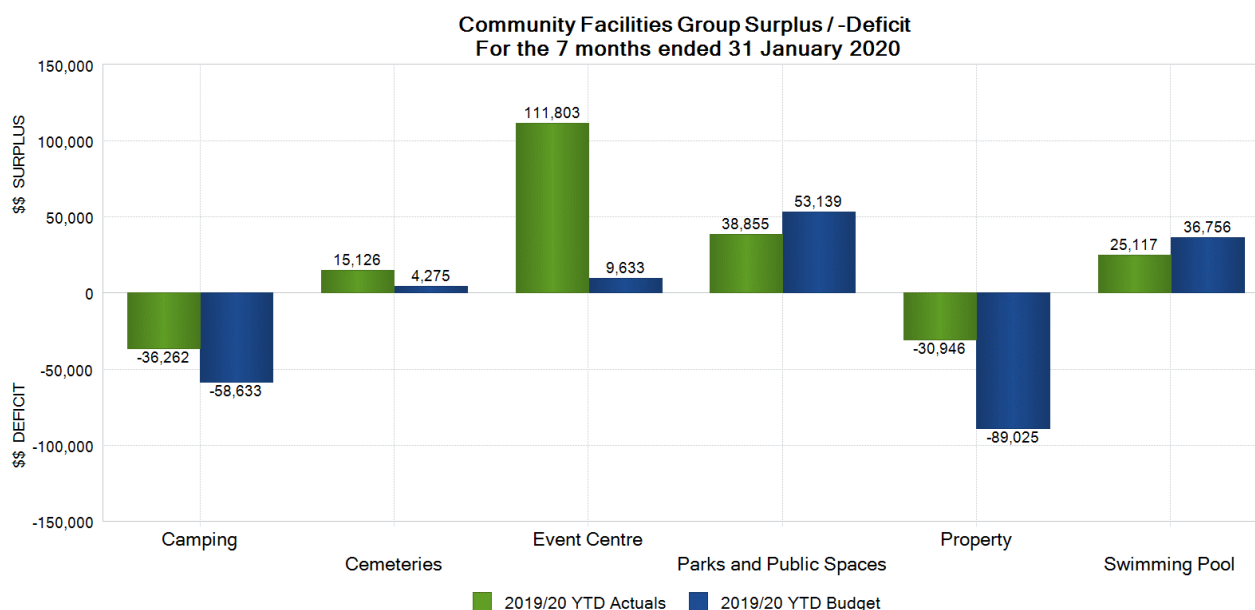
11. Roding and Footpaths – The surplus of \$180,115 is unfavourable (Budget surplus: \$552,024) due to the timing of capital works and reduced NZTA subsidy income.
12. Water Supply – The surplus of \$365,437 is favourable (Budget surplus: \$212,260) due to increased rural water capital contributions income and overall reduced expenditure.
13. Waste Management – The surplus of \$87,427 is unfavourable (Budget surplus: \$172,493) due to increased contract costs, including renewal costs, for waste collection and disposal.

### CAPITAL EXPENDITURE



14. Roding and Footpaths – The budget includes upgrade of the Crouches Bridge.
15. Water Supply – The budget includes upgrades for compliance to Drinking Water Standards New Zealand (DWSNZ) for the Hook/Waituna, Lower Waihao, Otaio/Makikihi and Waikakahi rural water schemes.
16. Some water scheme upgrades to meet DWSNZ may be further delayed due to the formation of the Regulator and uncertainty surrounding rural water supplies.
17. Sewerage – The budget includes renewals reprogrammed for Edward Street upgrade (carried forward) and the Queen Street project.

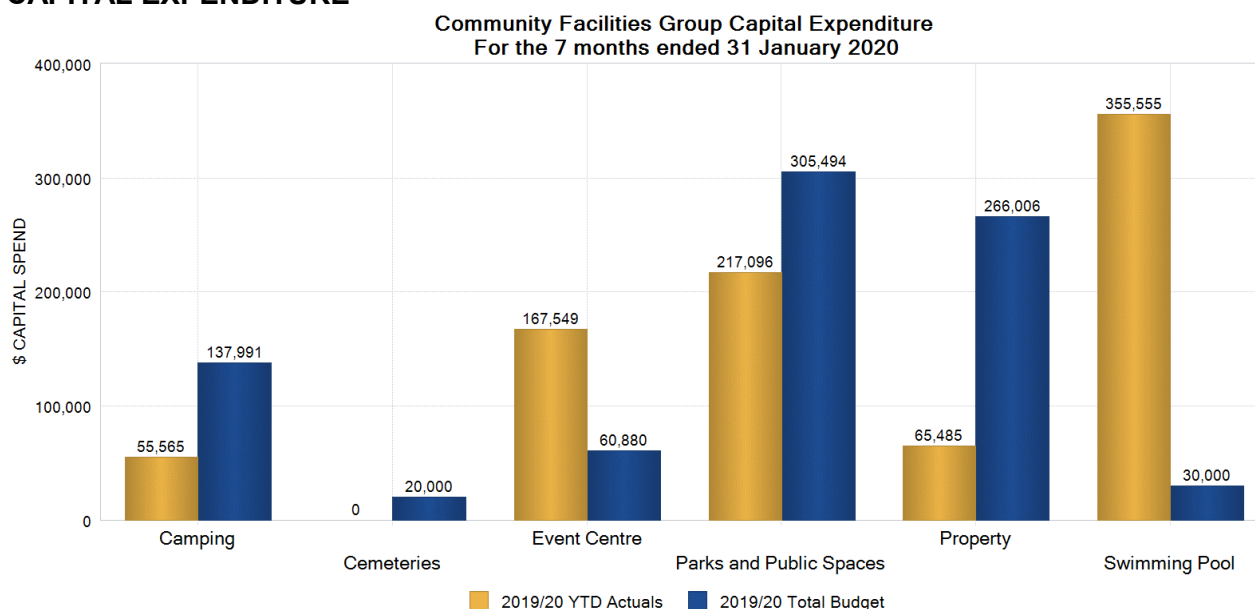
## COMMUNITY FACILITIES GROUP



### VARIANCE ANALYSIS – DAN MITCHELL

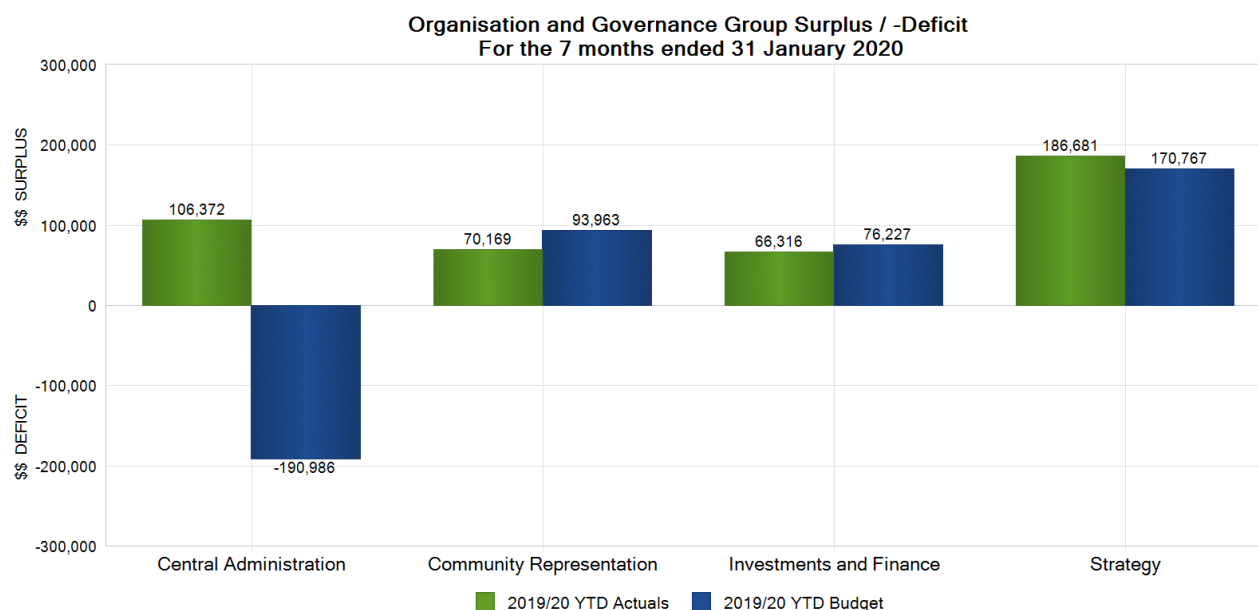
18. Event Centre – The surplus of \$111,803 is favourable (Budget surplus: \$9,633) due to donations received towards the sound system (\$4,360) and the community vehicle garage project (\$90,000).
19. Property – The deficit of \$30,946 is favourable (Budget deficit: \$89,025) due to reduced labour allocations to Public Toilets compared to budget.

### CAPITAL EXPENDITURE



20. Event Centre – Actuals (in yellow) include the Community Vehicle Trust Garage project which is partially funded from a donation, with the remaining spend funded from reserves as approved by Council.
21. Swimming Pool – Actuals include work in progress at June 2019 of \$249,300 for the heating project. The project is now complete.

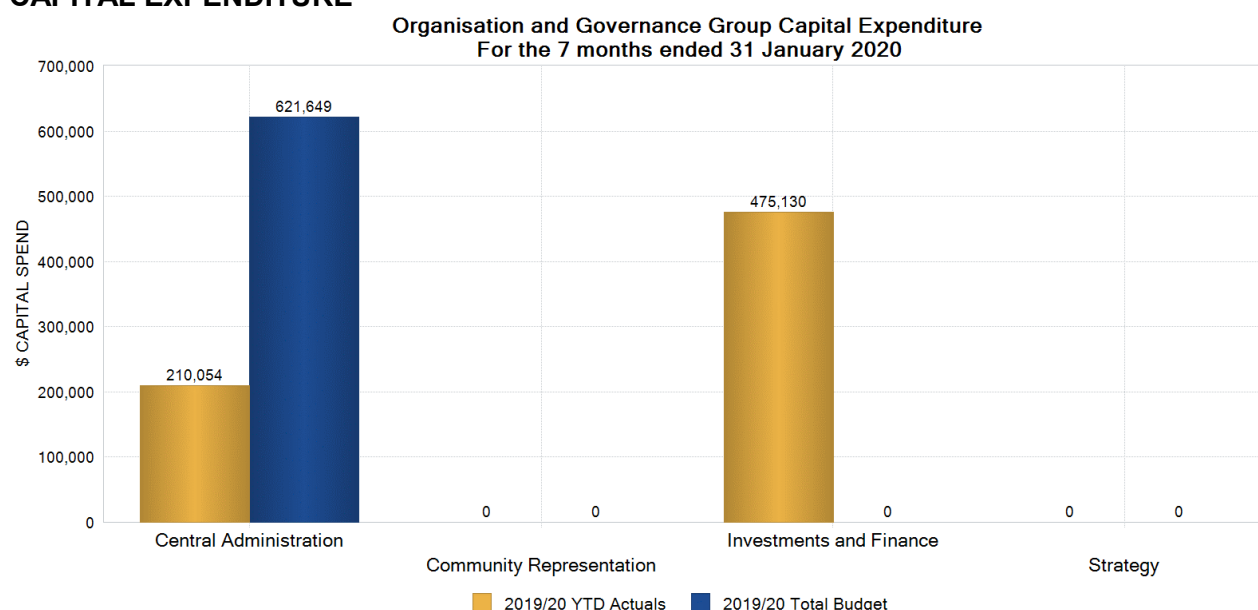
## ORGANISATION AND GOVERNANCE GROUP



### VARIANCES ANALYSIS – TINA STEVENSON AND CAROLYN JOHNS

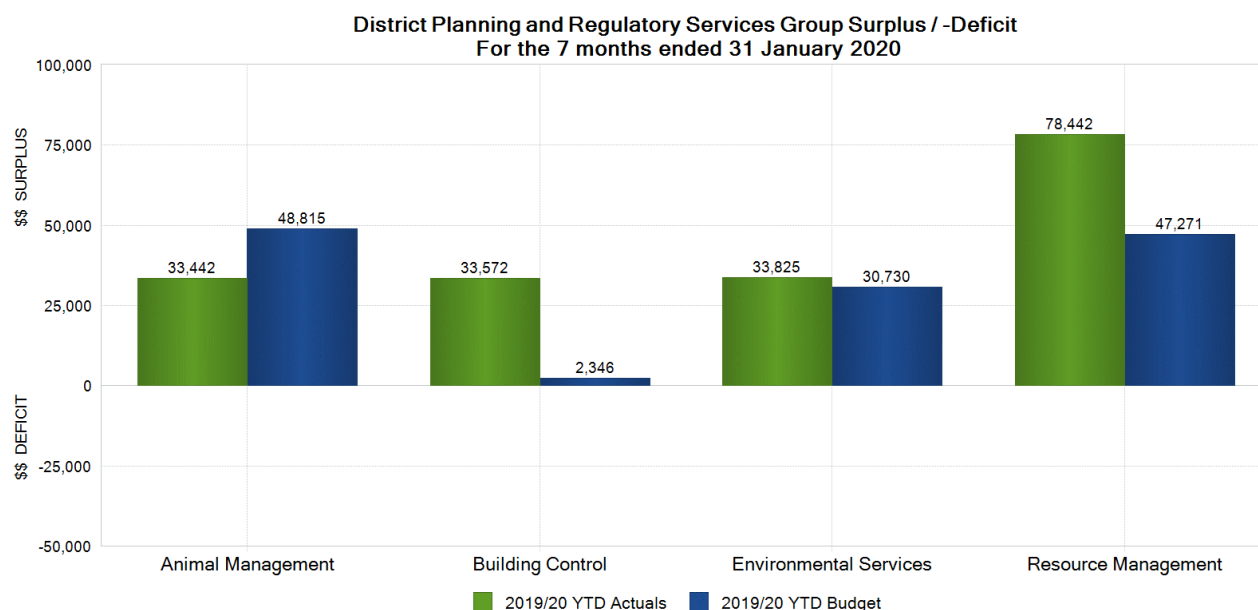
22. Central Administration – The surplus of \$106,372 is favourable (Budget deficit: \$190,986) predominately due to reduced employment benefit expenses as a result of vacant positions, and other general reduced expenditure.

### CAPITAL EXPENDITURE



23. Central Administration – The budget includes vehicle replacement carry forwards of \$250,000.
24. Investments and Finance – Expenditure has been incurred for the purchase, fitout and refurbishment of the investment property at Gorge Road.

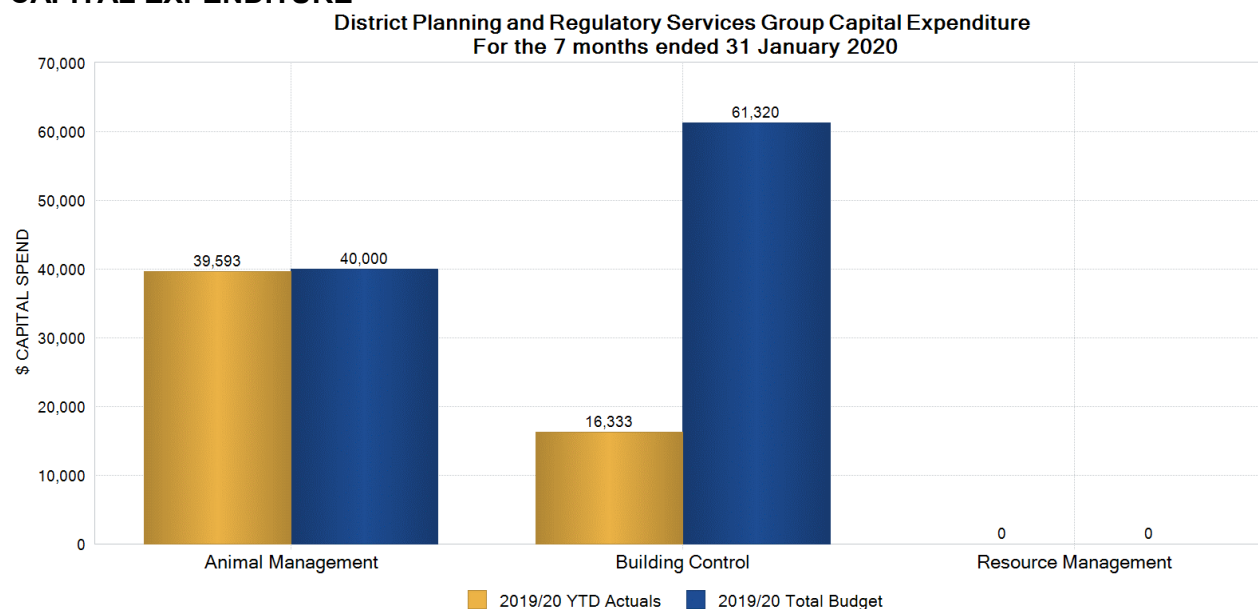
## DISTRICT PLANNING AND REGULATORY SERVICES GROUP



### VARIANCE ANALYSIS – PAUL COOPER

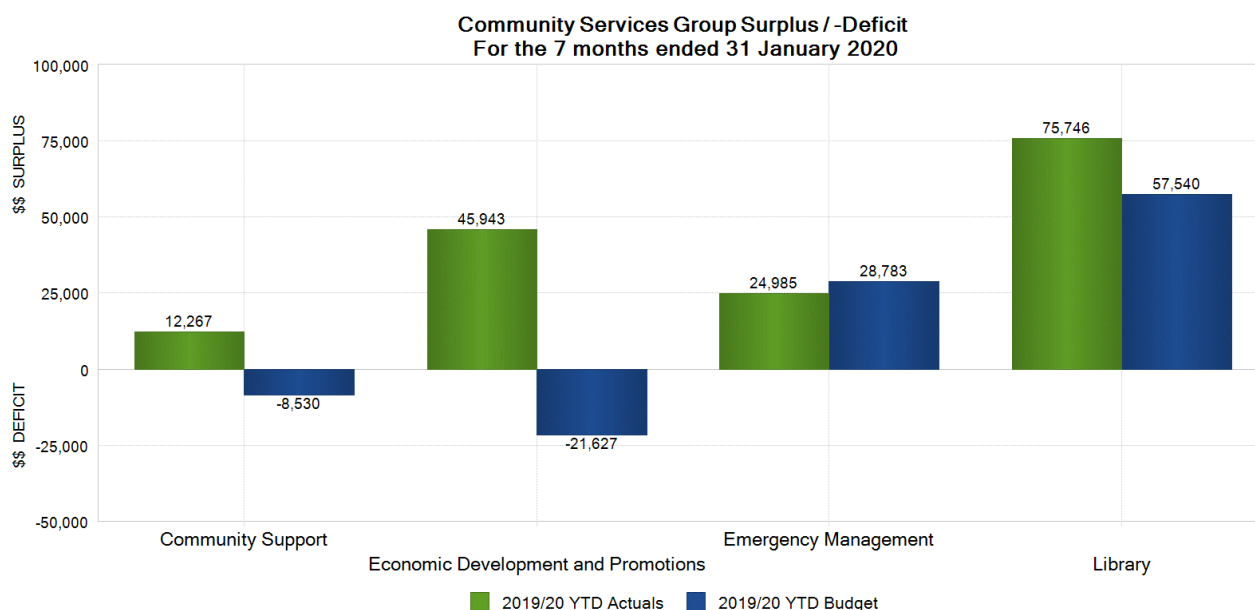
25. Building Control – The surplus of \$33,572 is favourable (Budget surplus: \$2,346) due to increased income (\$13,800 favourable to budget), in addition to reduced expenditure.
26. Resource Management – The surplus of \$78,442 is favourable (Budget surplus: \$47,271) due to reduced monitoring expenditure.

### CAPITAL EXPENDITURE



27. All capital works are on target for completion.

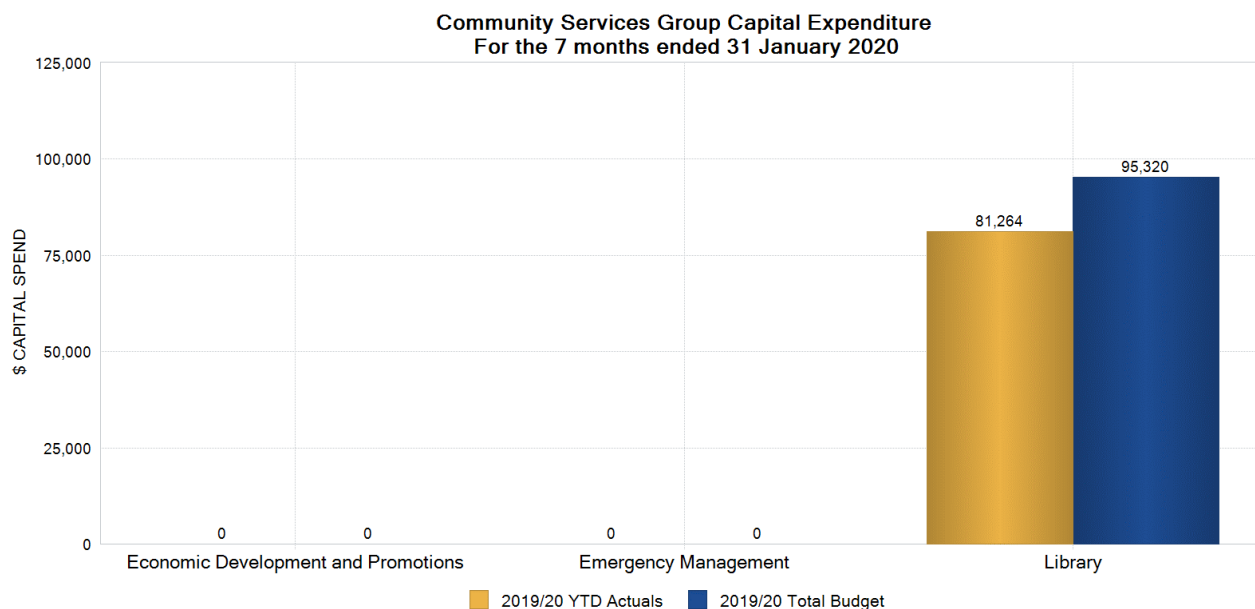
## COMMUNITY SERVICES GROUP



### VARIANCE ANALYSIS – CAROLYN JOHNS AND MICHELLE JONES

28. Economic Development and Promotions - The surplus of \$45,943 is favourable (Budget deficit: \$21,627) due to the timing of economic development strategy and initiatives expenditure.

### CAPITAL EXPENDITURE



29. Library – Actuals (in yellow) include work in progress at June 2019 of \$26,000 for the Self Service and Item Security software.

### RECOMMENDATION

That the Finance Report for the 7 months ended 31 January 2020 be accepted.



**8.2 EXPENDITURE VARIATION REPORT FOR THE 6 MONTHS ENDED 31 DECEMBER 2019**

**Author:** Melissa Thomson, Accountant

**Authoriser:** Stuart Duncan, Chief Executive

**Attachments:** Nil

**PURPOSE**

1. The following analysis of expenditure variation for the 6 months ended 31 December 2019 is provided for Council's information.

These expenditure variation items are funded from each activity reserve, unless otherwise stated.

**EXPENDITURE VARIATIONS**

**Items from the 30 September 2019 report**

2. Emergency Reinstatement roading expenditure **\$ 13,670**  
Some ongoing emergency reinstatement works have been completed following rainfall events during November 2018. NZTA have approved emergency reinstatement expenditure to the value of \$38,000 this financial year.
3. Parks and Reserves Wood Chipper **\$ 29,800**  
A wood chipper has been purchased to efficiently process waste.

**New items approved by Council**

4. Property – Courthouse Roof Upgrade **\$ 28,380**  
The Courthouse roof repairs have been completed with \$28,380 spent during the June 2019 financial year, and \$28,380 this financial year; a total project cost of \$56,760. The project was approved at the Ordinary Council meeting held on 2 April 2019.
5. Swimming Pool – Heating upgrade **\$ 91,040**  
The heating system upgrade was completed in October 2019, with \$249,370 spent during the 2018 and 2019 financial years, and \$91,040 this financial year. The project was approved at the Ordinary Council meeting held on 8 October 2019.
6. Community Support – Grant towards Dog and Agility Park **\$ 18,250**  
A grant was approved at the Ordinary Council meeting held on 8 October 2019, to be funded from the Subdivision Recreation Reserve Contribution Fund.
7. Event Centre – Community Vehicle Trust Garage **\$ 83,420**  
– Garage stormwater **\$ 10,040**  
Approval for the Community Vehicle Trust Garage was given at the Ordinary Council meeting held on 9 October 2018, with up to \$50,000 to be funded from the Subdivision Recreation Reserve Contribution Fund, and \$90,000 to be received from a donation towards the project.
8. Investment Property – Gorge Road **\$ 21,200**  
Operational expenditure at the Gorge Road investment property has been incurred for legal, valuation, earthquake assessment, communications, asbestos removal and other general expenses.



9. Investment Property – Gorge Road **\$456,130**  
Approval for the purchase of an investment property was given at the Ordinary Council meeting held on 10 December 2019. Additional costs have been incurred for internal fitout modifications and refurbishment.

**New items approved by the Chief Executive**

10. Building Control – Simpli Online Portal fees **\$ 5,330**  
An online processing portal has been implemented to streamline building consent data transfers for external customers and Council staff.
11. Building Control – Go Get Software **\$ 16,330**  
Electronic processing software has been implemented to streamline and enhance building consent processing for Council staff.
12. Local Government Centre – Asbestos removal **\$ 39,525**  
Following identification of asbestos in a small office ceiling at the Local Government Centre, a contractor was engaged to remove the asbestos in a safe manner.
13. Waste Management – Portacom Building **\$ 12,400**  
A portacom building has been relocated to the Resource Recovery Park to provide a lunch/tea room for staff.
14. Sewerage and Sewage – Edward Street upgrade **\$ 14,160**  
Some costs have been incurred for modelling of the Edward Street sewer upgrade. The project was budgeted in the 2018/19 financial year at \$551,000.

**Other items**

15. Morven Reserve\* **\$ 15,660**  
Grounds maintenance of \$10,260 has been completed at Steward Park, in addition to payments of donations totalling \$5,400.

\*The Morven Reserve is not a rateable activity and therefore does not affect rates.

*Note: This report excludes revenue variations to budget, any expenditure identified as within budget (including carry forward budgets), budget over runs, depreciation and employment benefit expense variations and all internal revenue and expenditure.*

**RECOMMENDATION**

That the Expenditure Variation Report for the 6 months ended 31 December 2019 report is accepted.

## 9 GENERAL REPORTS

### 9.1 ELECTED MEMBERS EXPENDITURE & REIMBURSEMENT POLICY 310

**Author:** Leonardo Milani, Policy Analyst

**Authoriser:** Tina Stevenson, Corporate Services Group Manager

**Attachments:** 1. Elected Members Expenditure & Reimbursement Policy 310  

#### PURPOSE

1. For Council to approve the fully reviewed draft of Elected Members Expenditure & Reimbursement Policy 310, as to implement a behavioural-financial framework for remuneration, allowances, expenditures, and resources available to the Waimate District Council (WDC) Elected Members during their term of office.

#### BACKGROUND

2. In compliance with the policy's triennial review timeframe (2017- 2020), a systematic review of the policy was conducted as to primarily:
  - a. Ensure full alignment of all incorporated provisions with the legislative framework (especially that of the Local Government Members (2019/2020) Determination 2019, and its Amendment), and with the WDC's internal procedures and public policies (especially the Sensitive Expenditure Policy 411); and
  - b. Maximise the policy's adherence to the commanding principles of accountability, justifiability, impartiality, and transparency; and
  - c. Enhance the quality of incorporated provisions and sections, both structurally and contextually, where possible.
3. Furthermore, parallel to the process of internal analysis, the discretionary elements of the allowance framework was presented to Council in workshop capacity on 28 January 2020. The Remuneration Authority, in its latest review of local government elected members allowance, had referred the decision to include such allowance items to the discretion of individual councils. Such a decision was subsequently obtained, resulting in the finalisation of the draft.
4. Overall, the conducted analysis has resulted in the implementation of a series of minor amendments (excluding editorial amendments), as attached.

#### PROPOSAL

5. Council is asked to approve the adoption of the Elected Members Expenditure & Reimbursement Policy 310.

#### Options

6. Council may:
  - a. Adopt the Elected Members Expenditure & Reimbursement Policy 310, or
  - b. Adopt the Elected Members Expenditure & Reimbursement Policy 310 with amendments, or
  - c. Not adopt the Elected Members Expenditure & Reimbursement Policy 310 at this time.

#### ASSESSMENT OF SIGNIFICANCE

7. Elected Members Expenditure & Reimbursement Policy 310 is not deemed significant under the WDC Significance & Engagement Policy 301.

**LEGISLATION**

8. Local Government Act 2002
9. Local Government Members (2019/2020) Determination 2019
10. Local Government Members (2019/2020) Amendment Determination 2019
11. Local Government Official Information & Meetings Act 1987
12. Remuneration Authority Act 1977

**Territorial or Regional Council Regulations, Plans or Bylaws**

13. WDC Sensitive Expenditure Policy 411

**FINANCIAL**

14. A 2019/20 budget of \$224,779 is provided for Councillor Remuneration with \$5,100 for Councillors Travel Expenses. The draft remuneration budget for 2020/21 of \$312,967 is aligned to the Remuneration Authority's determined Mayoral Salary and Councillor Remuneration Pool with an allowance for an inflationary adjustment. A \$5,100 budget is again allowed for Councillors Travel Expenses in the 2020/21 year. No other budgets have been provided for.

**Cost-effectiveness**

15. Cost-effectiveness is not applicable.

**RECOMMENDATION**

1. That the Elected Members Expenditure & Reimbursement Policy 310 report is accepted; and
2. That Council adopts the Elected Members Expenditure & Reimbursement Policy 310, as presented, or with amendments.



**ELECTED MEMBERS  
EXPENDITURE &  
REIMBURSEMENT POLICY 310**

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Elected Members Expenditure & Reimbursement Policy

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## POLICY OVERVIEW

### 1.0 PURPOSE

- 1.1 To provide a financial and behavioural framework for remuneration, allowances, expenditures, and resources available to the Waimate District Council (WDC) Elected Members during their term of office.

### 2.0 APPLICABILITY

- 2.1 WDC Elected Members, when:
- a. In official capacity only
  - i. Excluding electoral campaign expenses

### 3.0 POLICY PRINCIPLES

- 3.1 The commanding general principles of the policy are outlined and elaborated in length in the Office of the Controller & Auditor-General's *Controlling Sensitive Expenditure: Guidelines for Public Entities*.<sup>1</sup> In summary, Elected Members are to simultaneously uphold all the following principles vis-à-vis all expenditure decisions:
- a. Accountability
  - b. Integrity
  - c. Justifiability
  - d. Impartiality
  - e. Moderation and Conservatism
  - f. Transparency
- 3.2 The present policy is to be read in conjunction with the WDC's Sensitive Expenditure Policy 411.

### 4.0 RELEVANT LEGISLATIONS & DOCUMENTS

- 4.1 Local Government Act 2002
- 4.2 Local Government Members (2019/2020) Determination 2019
- 4.3 Local Government Members (2019/2020) Amendment Determination 2019
- 4.4 Local Government Official Information & Meetings Act 1987
- 4.5 Remuneration Authority Act 1977
- 4.6 Waimate District Council Sensitive Expenditure Policy 411

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<sup>1</sup> Controller and Auditor-General, 'Controlling Sensitive Expenditure: Guidelines for Public Entities' <<https://www.oag.govt.nz/2007/sensitive-expenditure/docs/sensitive-expenditure.pdf>> [accessed February 2020]

## 5.0 DEFINITIONS

- 5.1 For the purpose of the present policy, relevant terms are defined as below:
- a. Actual: any expenditure supported by relevant original receipt(s) attached to the Expense Reimbursement Claim Form.
  - b. WDC Business: includes, but is not limited to- formal WDC meetings, Committee meetings, workshops, Zone Water Management Committee meetings, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups, and meetings with members of the public during which an Elected Member is formally representing the WDC.
  - c. Elected Members: the Mayor and all Councillors elected to the WDC.
  - d. Expenses: actual, authorised, and/or justifiable expenses including rental car, air travel, taxis, meals and non-alcoholic refreshments, parking, sundry vehicle costs, alternative travel options, and other such costs, including incidental costs, directly relating to WDC business.
  - e. Reasonable: an expenditure that, by the force of circumstance or necessity, exceeds defined expenditure limits or practices hereby outlined in the present policy and is either within the amount specified by this policy or that it is deemed justifiable reasonable by the Mayor and/or Chief Executive.
  - f. Travel: journeys made by various means on WDC business, including travel by taxi, public transport, hired vehicles, or private vehicles.

## 6.0 FRAMEWORK

- 6.1 Remuneration for mayors and councillors, in conjunction with levels of, and rules relating to, allowances and expenses for elected members, are determined triennially by the Remuneration Authority in accordance with the Local Government Act 2002.
- 6.2 In such a framework, the WDC is required to make recommendation to the Remuneration Authority regarding levels of remuneration, allowances, and expenses for its Elected Members, towards the formalisation of a schedule of remuneration and reimbursement amounts (See Appendix A).
- 6.3 The schedule shall be updated correspondingly to reflect latest determination by the Remuneration Authority.

## 7.0 HIERARCHY OF AUTHORISATION

- 7.1 In terms of authorisation of all reimbursements, the following hierarchy is defined:
- a. For the Mayor: The Chief Executive in conjunction with the Corporate Services Group Manager
  - b. For Elected Members: The Mayor in conjunction with the Corporate Services Group Manager
- 7.2 In terms of authorisation for attending domestic seminars/conferences, the following hierarchy is defined:
- a. For the Mayor: The Chief Executive
  - b. For Elected Members: The Mayor
- 7.3 In terms of authorisation for attending international seminars/conferences, the following method of authorisation is defined:

- a. For any Elected Member, including the Mayor: Resolution of Council.

## 8.0 REMUNERATION

- 8.1 The WDC Mayor, Deputy Mayor, and Councillors shall receive remuneration as determined by the Remuneration Authority (See Appendix A).
- 8.2 In addition to the base salary set by the Remuneration Authority, Councillors may receive additional remuneration for assuming additional responsibilities.
- 8.3 Additional remuneration will be made at the rate outlined below, as recommended by the WDC and subsequently approved by the Remuneration Authority:
- a. Role: Deputy Mayor  
Additional Remuneration: +50% of councillor base salary

## 9.0 REIMBURSEMENTS

- 9.1 Where possible, reimbursements will be based on actual incurred costs. Where an allowance is made, this will be based on a fair and reasonable estimate consistent with the guidelines outlined by the Remuneration Authority and the present policy.
- 9.2 All actual reimbursements will be submitted via the Expenses Reimbursement Claim Form, and must be supported by relevant invoices and/or documentation.
- 9.3 Expense reimbursement claims will be conjointly approved by the Mayor, or the Chief Executive where the claim is made by the Mayor, and the Corporate Services Group Manager, the latter in the capacity of the budget holding manager.
- 9.4 No cost will be reimbursed when/where costs are to be charged to other parties due to direct liability of such parties where they are chargeable to others, such as private companies.
- 9.5 Electoral campaign expenses will not be reimbursed.

## 10.0 VEHICLE MILEAGE ALLOWANCE

- 10.1 Where possible, every effort should be made to share transport as to reduce costs and emission level.
- 10.2 Where possible, Elected Members will use a WDC fleet vehicle when travelling on WDC business.
- 10.3 In the event of a fleet vehicle being unavailable, the WDC will pay an Elected Member a vehicle mileage allowance, pending the fulfilment of all the following criteria:
- a. That the Elected Member is travelling in a private vehicle, and
- b. That the travel is directly related to WDC business, and
- c. That the travel route is the most direct route, as permitted by circumstances.
- 10.4 The vehicle mileage allowance will be paid up to the maximum rate per kilometre as set out in the latest Remuneration Authority Determination (See Appendix A).
- 10.5 A log book will be updated each time a Councillor travels on WDC business with the intent of claiming travel expenses. The log book will be presented to the Mayor for approval before the claim is lodged for payment.



## 11.0 TRAVEL TIME ALLOWANCE

- 11.1 A travel time allowance may be paid to all Elected Members, with the exception of the Mayor, at the full allowable rate in accordance with the conditions outlined in the Remuneration Authority Determination, pending the fulfilment of all the following criteria:
- a. That the travel is directly related to WDC business, and
  - b. That the journey is between one and nine hours long within 24 hour period, and
  - c. That the travel route is the most direct route, as permitted by circumstances, and
- 11.2 The first hour of the journey is not covered by the allowance, as outlined by the Remuneration Authority.

## 12.0 TRAVEL & ACCOMMODATION EXPENSES

- 12.1 Elected Members, in their capacity as WDC representatives, are entitled to claim travelling and incidental expenses for attending the following:
- a. Meetings of Council committees and sub-committees which they are members of;
  - b. Meetings of organisations, committees, and groups to which they have been appointed;
  - c. Conferences, seminars, and Council workshops, the attendance at which is authorised by the Mayor, or the Chief Executive in respect of the Mayor;
- 12.2 Incidental travels on WDC business within the Waimate district will be reimbursed.
- 12.3 All expenditures related to travel and accommodation must comply with all relevant provisions and protocols outlined in the Sensitive Expenditure Policy 411, especially Sections 11, 12, and 13.
- 12.4 In respect of the Mayor, prior approval of the Chief Executive is required for travelling within New Zealand on WDC business.
- 12.5 Where possible, all travel and accommodation arrangements will be made through the Committee Secretary.
- 12.6 Where possible, costs will be charged to the WDC; otherwise, all justifiable costs will be reimbursed.
- 12.7 Meals and incidental expenses that are not part of the travel and accommodation costs will be reimbursed by the WDC.
- 12.8 Elected Members are to fill out the External Travel and Training Form in all instances where they are travelling to attend meetings, conferences, seminars, or trainings.
- 12.9 Reasonable entertainment and hospitality expenses will be reimbursed by the WDC, for the Mayor's expenses only. For further information on norms governing entertainment and hospitality, refer to Sensitive Expenditure Policy 411, Section 18.
- 12.10 No reimbursement or allowances are payable by the WDC when Elected Members stay with a friend or a relative rather than in commercial accommodation. Staying with friends or relatives, as an alternative to commercial accommodation, is permissible. In such a condition, an Elected Member may claim the amount of \$50.00 per night to donate to the host to cover the cost of accommodation and/or meals.
- 12.11 Membership of an Airline Club (such as Koru Club) will not be paid for by the WDC. Membership of Air New Zealand Club (i.e. Koru programme membership) is

permissible for the Mayor, as the benefits of the programme may facilitate WDC business.

### 13.0 CONFERENCES, SEMINARS, OR TRAINING

- 13.1 All Elected Members are entitled to payment of fees/costs of registration, travel, accommodation, meal, and related incidental expenses (including travel insurance, if deemed appropriate by the authorising party) incurred during the course of attending conferences, courses, seminars, or training events, pending the fulfilment of all the following criteria:
- That the related expenditure can be accommodated within existing budgets, and
  - That the appropriate approvals, as outlined in the present policy, are obtained.
- 13.2 All expenditures related to conferences, seminars, or trainings must comply with relevant provisions and protocols outlined in the Sensitive Expenditure Policy 411, especially Section 8.
- 13.3 In respect of the Mayor, prior approval of the Chief Executive is required for travelling within New Zealand for attendance at conferences, courses, training events, seminars, or for other purposes associated with the position of the Mayor.
- 13.4 In respect of Councillors, attendance at these events when held in New Zealand must be approved by the Mayor.
- 13.5 Attendance of any Elected Member at conferences, courses, seminars, or training events held overseas is by the Resolution of Council.

### 14.0 COMMUNICATIONS ALLOWANCE

- 14.1 Elected Members are provided with portable computer devices ~~tablet computers~~ to be used for WDC business only.
- 14.2 The Mayor is provided with a mobile phone to be used for WDC business.
- 14.3 Elected Members may be paid an allowance for the use of personal mobile telephones and internet service for WDC business. The communications allowance will be paid, in accordance with the latest Remuneration Authority Determination (See Appendix A).

### 15.0 CHILDCARE ALLOWANCE

- 15.1 Elected members may claim for annual childcare allowance, pending the fulfilment of all the following criteria:
- That an elected member is engaged on WDC business at the time of the childcare, and
  - That they are the parent or the guardian of the child, and
  - a.c. That the child is under 14 years of age.
- 15.2 The childcare must be provided by a party who:
- Is not a family member of the Elected Member, and
  - Does not ordinarily reside with the Elected Member.
- 15.3 Elected members must provide evidence of the amount paid for childcare.

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## 16.0 DOCUMENT CONTROL

Queries:	Corporate Services Group Manager
Effective:	10 March 2020
Previous Review Date(s):	15 September 2017
Next [Full] Review Date:	March 2023
Document Owner:	Corporate Services Group Manager
To be only amended by:	Resolution of Council

DRAFT

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## 17.0 APPENDIX A<sup>2</sup>

### Remuneration for the Waimate District Council Elected Members 2019-2020

Office	Annual Remuneration (\$)
Mayor	86,500.00
Deputy Mayor	38,882.00
Councillor	25,921.00

### Elected Members Allowance for Vehicle Mileage 2019-2020

Type of Vehicle	Annual Eligible Mileage	Allowance Rate (\$) per km
Petrol or diesel	0 to 14,000km	0.79
	> 14,000km	0.30
For hybrid petrol vehicles	0 to 14,000km	0.79
	> 14,000km	0.19
For electric vehicles	0 to 14,000km	0.79
	> 14,000km	0.09

### Elected Members Allowance for Child Care 2019-2020

Office	Annual Allowance Rate Per Child (\$)
Elected Members	6,000.00 (maximum)

<sup>2</sup> For further information on the Remuneration Authority's terms and conditions, see Remuneration Authority, 'Allowances for Local Government Elected Members' <  
<https://www.remauthority.govt.nz/clients-remuneration/local-government-elected-members/allowances-local-government-elected-members/>> [Accessed February 2020]

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**Elected Members Allowance for Travel Time  
2019-2020**

Office	Allowance Rate (\$) per hour
Elected Members (excluding the Mayor)	<u>37.50</u>
<p>Criteria:</p> <p>The allowance is payable only when:</p> <p>a. travel time is between one and nine hours long within a 24 hour period, AND</p> <p>b. travel time is for travel relating to the WDC business, AND</p> <p>c. travel is between an Elected Member's residence and an office of the WDC or board, AND</p> <p>d. the travel route is the quickest form of transport reasonable in the circumstances.</p> <p>Conditions:</p> <p>1. The first hour of the journey is not covered by the allowance.</p> <p>2. The allowance is not available for overseas travel.</p> <p>3. The Mayor is not eligible for travel time allowance.</p> <p>4. An Elected Member residing outside the Waimate district's boundaries, when travelling from place of residence to the district on WDC business, is eligible for a travel time allowance in respect of eligible travel time only after the member crosses the district boundary after the first hour of eligible travel within the district.</p>	

**Elected Members Allowance for Communications  
2019-2020**

Office	Item	Annual Allowance Rate (\$)
Elected Members	Personal Mobile Phone	<u>150.00</u>
Elected Members	Personal Computer, Tablet, Laptop (plus any Docking Station)	<u>200.00</u>
Elected Members	Multi-functional or other Printer	<u>40.00</u>
Elected Members	Personal Telephone Plan, or Actual Costs of Phone Call	<u>400.00</u>
Elected Members	Personal Internet Plan	<u>400.00</u>
Communications Allowance Total Cap		
Elected Members	Personal Equipment/Service	<u>1190.00</u>



**9.2 COUNCIL SUBMISSION ON NATIONAL POLICY STATEMENT FOR INDIGENOUS BIODIVERSITY**

**Author:** Kevin Tiffen, Resource Planner  
**Authoriser:** Paul Cooper, Regulatory and Compliance Group Manager  
**Attachments:** Nil

**PURPOSE**

1. The purpose of this report is to finalise Council's submission on the NPS for Indigenous Biodiversity.

**BACKGROUND**

2. The Government has released a consultation draft National Policy Statement for Indigenous Biodiversity (NPSIB) and submissions close on 14 March 2020. A discussion document was presented at the Council Workshop on 19 February 2020.

**PROPOSAL**

3. There is an on-line form in which to make submissions so these comments below are made in the format shown on the form. It is not mandatory to answer all questions.

**Introduction section: Overview of the National Policy Statement for Indigenous Biodiversity (NPSIB) (pages 10 - 22)**

Overall thoughts about the introduction section and the need for an NPSIB: **Our council agrees that nationally, we need to halt the decline of our native plants and animals. National direction in the form of an NPSIB is needed together with adequate resourcing or targeted assistance from central government.**

Question 1: Do you agree a NPSIB is needed to strengthen requirements for protecting our native plants, animals and ecosystems under the Resource Management Act 1991 (RMA)? Why/why not? **Yes.**

Question 2: The scope of the proposed NPSIB focuses on the terrestrial environment and the restoration and enhancement of wetlands. Do you think there is a role for the NPSIB within coastal marine and freshwater environments? Why/why not? **No expressed opinion.**

Question 3: Do you agree with the objectives of the proposed NPSIB? (see Part 2.1 of the proposed NPSIB) Why/why not? **Yes.**

**Section A: Recognising te ao Māori and the principles of the Treaty of Waitangi (pages 23 - 30)**

Overall thoughts about Section A: **There is general support for the concept of Hutia Te Rito.**

Question 4: Hutia te Rito recognises that the health and well-being of nature is vital to our own health and wellbeing. This will be the underlying concept of the proposed NPSIB. Do you agree? Why/why not? **Yes.**

Question 5: Does the proposed NPSIB provide enough information on Hutia te Rito and how it should be implemented? Is there anything else that should be added to reflect te ao Māori in managing indigenous biodiversity? **No expressed opinion.**

Question 6: Do you think the proposed NPSIB appropriately takes into account the principles of the Treaty of Waitangi? Why/why not? **Yes.**

Question 7: What opportunities and challenges do you see for the way in which councils would be required to work with tangata whenua when managing indigenous biodiversity? What information and resources would support the enhanced role of tangata whenua in indigenous biodiversity management? Please explain **There is general support for working**

together with tangata whenua; however, it is considered that any funding for their involvement should come from their own resources.

Question 9: What specific information, support or resources would help to implement the provisions in this section? (Section A) **No expressed opinion.**

**Section B: Identifying important biodiversity and taonga (pages 31 - 41)**

Overall thoughts about Section B: **While there is general support for greater importance to be given to indigenous biodiversity protection and enhancement, our council considers this task may be asking too much of our smaller council which has limited resources but has a large land area to cover. The one size fits all in terms of the ability for council resourcing is not relevant here. The burden of costs imposed on some smaller councils to be able to fund the additional work required by this task does not seem to be fully addressed. Sufficient funding or targeted assistance should be made available by central government.**

Question 10: Territorial authorities will need to identify, map and schedule Significant Natural Areas (SNAs) in partnership with tangata whenua, landowners and communities. What logistical issues do you see with mapping SNAs, and what has been limiting this mapping from happening? **There is an existing statutory obligation for our council to undertake this task and some resourcing has been allocated for the upcoming commencement of the review of the district plan. From past experience, it is absolutely critical to have the landowner engaged and have good relationships formed beforehand to identify and map SNAs. Refusal of access or lack of cooperation by the landowner can hinder the whole process. The draft NPSIB does not seem to address this scenario.**

Question 11: Of the following three options (i.e. regional councils, territorial authorities, or combined), who do you think should be responsible for identifying, mapping and scheduling SNAs? Why? **A combined or collaborative exercise between territorial authorities and regional councils is supported.**

Question 12: Do you consider the ecological significance criteria in Appendix 1 of the proposed NPSIB appropriate for identifying SNAs? Why/why not? **Yes, it helps to establish a consistent ecological criteria.**

Question 13: Do you agree with the principles and approaches territorial authorities must consider when identifying and mapping SNAs? (see part 3.8(2) of the proposed NPSIB) Why/why not? **The outlined principles and approaches are fine but Council does not support the classification of SNA areas into 'high' and 'medium' as it introduces an unnecessary level of complexity in managing effects to what currently exists. It could be seen to undermine the whole purpose of SNAs by providing only partial protection (for medium SNAs). It opens up a whole new debate over whether there is a need to identify some SNAs at all, if development is able to occur anyway.**

Question 14: The NPSIB proposes SNAs are scheduled in a district plan. Which of the following council plans (i.e. combined, district plan, regional plan, regional policy statement) should include SNA schedules? Why? **Council has no fixed opinion on which plan(s), SNAs should be scheduled into. While some of the likely changes that can affect SNAs such as pastoral intensification, or indigenous vegetation clearance, or drainage of wetlands fits more under the control of regional councils in respect of land and water resources, there are overlaps with some district plan rules. A combination of plans is preferred.**

Question 15: We have proposed a timeframe of five years for the identification and mapping of SNAs and six years for scheduling SNAs in a district plan. Is this reasonable? What do you think is a reasonable timeframe and why? **This time frame fits in with the pending review of our district plan in order to amend the plan for other legislative requirements such as the National Planning Standards.**

Question 16: Do you agree with the proposed approach to the identification and management of taonga species and ecosystems? (see Part 3.14 of the proposed NPSIB) Why/why not? **There is general support for identifying taonga species and ecosystems.**

Question 17: Part 3.15 of the proposed NPSIB requires regional councils and territorial authorities to work together to identify and manage highly mobile fauna outside of SNAs. Do you agree with this approach? Why/why not? **There is general support to map and provide information to the community on highly mobile fauna areas, by working together with the regional council.**

Question 18: What specific information, support or resources would help you implement the provisions in this section? (Section B) **Our council alone is not suitably resourced nor have the expertise to gather information so it would be expected for us to convey information provided by other agencies such as the Department of Conservation and the regional council.**

### **Section C: Managing adverse effects on biodiversity from activities (pages 42 - 67)**

Overall thoughts about Section C: **There is general support to manage adverse effects on biodiversity resulting from subdivision, use or development but not with the unnecessary level of complexity caused by the two-tiered approach to SNAs.**

Question 19: Do you think the proposed NPSIB provides the appropriate level of protection of SNAs? (see Part 3.9 of the proposed NPSIB) Why/why not? **The two-tiered approach to SNAs is not supported. The 'medium' classification provides only partial protection, which challenges the precise reason for the protection in the first place. A requirement for a resource consent, which deals with the activity on its own merits on a case-by-case basis, is considered best.**

Question 20: Do you agree with the use of the effects management hierarchy as proposed to address adverse effects on indigenous biodiversity instead of the outcomes-based approach recommended by the Biodiversity Collaborative Group? Why/why not? **The council has no particular preference.**

Question 21: Are there any other adverse effects that should be added to Part 1.7(4), to be considered within and outside SNAs? Please explain. **There are no further adverse effects suggested to be added.**

Question 22: Do you agree with the distinction between high- and medium-value SNAs as the way to ensure SNAs are protected while providing for new activities? If no, do you have an alternative suggestion? Please explain **The two-tiered approach to SNAs is not supported. As already mentioned, it adds an unnecessary level of complexity in managing effects. It could be seen to undermine the whole purpose of SNAs by providing only partial protection. It opens up a whole new debate over whether there is a need to identify some SNAs at all, if development is able to occur anyway. The alternative is to just deal with the need for a resource consent and allow it to be treated on its own merits on a case-by-case basis.**

Question 23: Do you agree with the new activities the proposed NPSIB provides for and the parameters within which they are provided for? (See part 3.9(2)-(4) of the proposed NPSIB) Why/why not? **There is no support for the 'medium' or two tiered approach for the reasons already given.**

Question 24: Do you agree with the proposed definition for nationally significant infrastructure? Why/why not? **No expressed opinion.**

Question 25: Do you agree with the proposed approach to managing significant indigenous biodiversity within plantation forests, including that the specific management responses are dealt with in the National Environmental Standards for Plantation Forestry? (see Part 3.10 of the NPSIB) Why/why not? **It is agreed that managing indigenous biodiversity in plantation forestry would be more effectively managed and dealt with in the NESPF.**

Question 26: Do you agree with managing existing activities and land uses, including pastoral farming, proposed in Part 3.12 of the NPSIB? Why/why not? **The need to recognise existing activities and land uses within SNAs is supported but there appears to be a contradiction here. On one hand, existing farming activity can continue but on the other hand, the restoration of former wetlands is being promoted, which is land currently farmed. .**



Existing farming is protected under the NPSIB, which sometimes is in direct conflict with the desired outcomes of the NPSIB.

Question 27: Does the proposed NPSIB provide the appropriate level of protection for indigenous biodiversity outside SNAs, with enough flexibility to allow other community outcomes to be met? Why/why not? **There is support for general rules applying outside SNAs. Most district plans already have existing controls on general clearance/earthworks around indigenous vegetation and management of riparian areas.**

Question 28: Do you think it is appropriate to consider both biodiversity offsets and biodiversity compensation (instead of considering them sequentially) for managing adverse effects on indigenous biodiversity outside of SNAs? Why/why not? **The existence of indigenous vegetation and biodiversity is already considered with resource consent applications where biodiversity offsetting and compensation is used. The problem is that there are too few land use applications received since most farming activity generally does not require resource consent and hence, it is difficult to know what changes there are in vegetation cover, for example.**

Question 29: Do you think the proposed NPSIB adequately provides for the development of Māori land? Why/why not? **No expressed opinion.**

Question 30: Part 3.5 of the proposed NPSIB requires territorial authorities and regional councils to promote the resilience of indigenous biodiversity to climate change. Do you agree with this provision? Why/why not? **This is generally supported.**

Question 31: Do you think the inclusion of the precautionary approach in the proposed NPSIB is appropriate? (see Part 3.6 of the proposed NPSIB) Why/why not? **The precautionary approach is supported.**

Question 32: What is your preferred option for managing geothermal ecosystems? Please explain **No expressed opinion.**

Question 33: We consider geothermal ecosystems to include geothermally influenced habitat, thermo-tolerant fauna (including microorganisms) and associated indigenous biodiversity. Do you agree? Why/why not? **No expressed opinion.**

Question 34: Do you agree with the framework for biodiversity offsets set out in Appendix 3 of the proposed NPSIB? Why/why not? **The suggested framework is adequate for its purpose, but while it has been used as a last resort by our council, biodiversity offsetting is not a preferred tool where rare or vulnerable species are involved unless there is a significant net gain to an ecosystem or habitat.**

Question 35: Do you agree with the framework for biodiversity compensation set out in Appendix 4 of the proposed NPSIB? Why/why not? Include an explanation if you consider the limits on the use of biodiversity compensation as set out in the Environment Court decision: Oceania Gold (New Zealand) Limited v Otago Regional Council as a better alternative. **The suggested framework is adequate for its purpose. It is understood that Oceania Gold have appealed this decision to the High Court.**

Question 36: What level of residual adverse effect do you think biodiversity offsets and biodiversity compensation should apply to? **Only if there are adequate habitats or examples elsewhere. There should not be any direct habitat loss to existing rare or vulnerable species.**

Question 37: What specific information, support or resources would help you implement the provisions in this section? (Section C) **Expert advice.**

#### **Section D: Restoration and enhancement of biodiversity (pages 68 - 76)**

Overall thoughts about Section D: **There is general support to increasing indigenous vegetation cover through targets but there are questions around the general implementation of this work.**

Question 38: The proposed NPSIB promotes the restoration and enhancement of three priority areas: degraded SNAs; areas that provide important connectivity or buffering

functions; and wetlands. (See Part 3.16 of the proposed NPSIB). Do you agree with these priorities? Why/why not? **There is general support for locating, promoting and identifying opportunities for the restoration and enhancement of these priority areas. However, as already mentioned in question 26, there appears to be a contradiction here. On one hand, existing farming activity can continue but on the other hand, the restoration of former wetlands is being promoted, which is land currently farmed. There is potentially a minefield in that how far do you go identifying former wetlands that have been drained and farmed for decades. Again, this would likely require an ecologist (and more expense to council) to determine whether reconstruction is likely to result in that vegetation or habitat being regained. This is just too much work for councils to undertake. Furthermore, in the Canterbury region, a significant area of the Canterbury plains was originally wetlands, including Christchurch City, so some clarity is needed as to what is meant by 'former wetlands'.**

Question 39: Do you see any challenges in wetland protection and management being driven through the Government's Action for Healthy Waterways package while wetland restoration occurs through the NPSIB? Please explain **There could be some confusion over who is doing what. It is preferred that the restoration of wetlands should be in the Action for Healthy Waterways but if the restoration of former wetlands is to be implemented as intended, then the NPSIB is probably the best mechanism.**

Question 40: Part 3.17 of the proposed NPSIB requires regional councils to establish a 10 per cent target for urban indigenous vegetation cover and separate indigenous vegetation targets for non-urban areas. Do you agree with this approach? Why/why not? **The 10% target for urban biodiversity cover in the urban area in our district is supported. New Zealand's biodiversity is still declining so if we are to get serious about protecting and enhancing indigenous biodiversity, then targets should apply across the board to include both urban and rural areas. There is a real opportunity to engage all communities here. There does not seem to be any instruction on how these targets will be set.**

Question 41: Do you think regional biodiversity strategies should be required under the proposed NPSIB or promoted under the New Zealand Biodiversity Strategy? Please explain **No expressed opinion.**

Question 42: Do you agree with the proposed principles for regional biodiversity strategies set out in Appendix 5 of the proposed NPSIB? Why/why not? **The principles outlined are generally agreed to.**

Question 43: Do you think the proposed regional biodiversity strategy has a role in promoting other outcomes (e.g, predator control or preventing the spread of pests and pathogens)? Please explain **Yes in conjunction with other incentives (see question 62 final comments).**

Question 44: Do you agree with the timeframes for initiating and completing the development of a regional biodiversity strategy? (see Part 3.18 of the proposed NPSIB) Why/why not? **No expressed opinion.**

Question 45: What specific information, support or resources would help you implement the provisions in this section? (Section D) **Again, it comes down to adequate resources for the ability to undertake this work by the present council.**

### **Section E: Monitoring and implementation (pages 77 - 88)**

Overall thoughts about Section E: **No expressed opinion.**

Question 46: Do you agree with the requirement for regional councils to develop a monitoring plan for indigenous biodiversity in its region and each of its districts, including requirements for what this monitoring plan should contain? (see Part 3.20 of the proposed NPSIB) Why/why not? **This is generally supported.**

Question 47: Part 4.1 requires the Ministry for the Environment to undertake an effectiveness review of the NPSIB. Do you agree with the requirements of this effectiveness review? Why/why not? **This is generally supported.**

Question 48: Do you agree with the proposed additional information requirements within Assessments of Environmental Effects (AEES) for activities that impact on indigenous biodiversity? (see Part 3.19 of the proposed NPSIB) Why/why not? **It is generally supported, but may need specific guidelines or some threshold so that only those relevant applications that need an ecological assessment, are required to.**

Question 49: Which option for implementation of the proposed NPSIB do you prefer? Please explain **No expressed opinion.**

Question 50: Do you agree with the implementation timeframes in the proposed NPSIB, including the proposed requirement to refresh SNA schedules in plans every two years? Why/why not? **The implementation timeframes of the proposed NESIB fits in with the pending review of our district plan in order to amend the plan for other legislative requirements such as the National Planning Standards. However, the need to refresh SNAs in plans every two years does seem to be an overburden and probably not practicable on that time cycle if changes to the plan follow the first Schedule of the RMA.**

Question 51: Which of the three options to identify and map SNAs on Public Conservation Land (PCL) do you prefer? Please explain **No expressed opinion.**

Question 52: What do you think of the approach for identifying and mapping SNAs on other public land that is not public conservation land? **No expressed opinion.**

Question 53: Part 3.4 requires local authorities to manage indigenous biodiversity and the effects on it of subdivision, use and development, in an integrated way. Do you agree with this provision? Why/why not? **This is generally supported.**

Question 54: If the proposed NPSIB is implemented, then two pieces of National Direction – the New Zealand Coastal Policy Statement (NZCPS) and NPSIB – would apply in the landward-coastal environment. Part 1.6 of the proposed NPSIB states that if there is a conflict between instruments the NZCPS prevails. Do you think the proposals in the NPSIB are clear enough for regional councils and territorial authorities to adequately identify and protect SNAs in the landward coastal environment? Why/why not? **No expressed opinion.**

Question 55: The indicative costs and benefits of the proposed NPSIB for landowners, tangata whenua, councils, stakeholders and central government are set out in the Section 32 Report and Cost Benefit Analysis. Do you think these costs and benefits are accurate? Please explain, and provide examples of costs/benefits if these proposals will affect you or your work. **Council has not carried out any detailed analysis at this time but are alarmed at the summary of costs of implementing the NPSIB as expressed in the Section 32 Evaluation and Cost Benefit Analysis. It is indicated that the costs for scheduling SNAs (assuming no work has been completed to date), is in the order of \$590,000-\$1,095,000 per council in present value terms. In addition, the estimated cost to develop new/revised provisions and progress these changes into district plans through the Schedule 1 process could range from \$71,000-\$247,000 per council. In addition, the requirement for a two yearly plan change to update SNA schedules are estimated at an additional \$64,000-\$129,000 (present value) per council over a period to the year 2050.**

**Waimate District has a large land area (i.e. 3582.19 km<sup>2</sup>), which would potentially have more SNAs than smaller land areas of other districts, but even by just taking the lowest estimates costs of each of scheduling SNAs and carry out a plan change (excluding the cost of updated SNAs every two years), this total cost of about \$661,000 represents a rate increase of 1% each year for nearly 7 years for the Waimate District until the NPSIB is fully implemented. This is the least cost scenario for the Waimate District Council but it is likely to be more than this due to our larger district land area and the fact that our council will have to engage outside resourcing, which is expensive.**

Question 56: Do you think the proposed NPSIB should include a provision on the use of transferable development rights? Why/why not? **There may be some merit of transferable development rights if there is a significant net gain to an ecosystem or habitat, particularly to existing rare or vulnerable species.**

Question 57: What specific information, support or resources would help you implement the provisions in this section? (Section E) **Sufficient funding or targeted assistance should be made available by central government, especially for smaller councils.**

Question 58: What support in general would you require to implement the proposed NPSIB? Please detail. **This covered in our answers to questions 55 and 57 above.**

### **Section F: Statutory frameworks (pages 89 - 93)**

Overall thoughts about Section F: **No expressed opinion.**

Question 59: Do you think a planning standard is needed to support the consistent implementation of some proposals in the proposed NPSIB? If yes, what specific provisions do you consider are effectively delivered via a planning standard tool? **Unsure, however there is plenty of direction already given in the proposed NPSIB.**

Question 60: Do you think there are potential areas of tension or confusion between the proposed NPSIB and other National Direction? Why/why not? **No expressed opinion.**

Question 61: Do you think it is useful for RMA plans to address activities that exacerbate the spread of pests and diseases threatening biodiversity, in conjunction with appropriate national or regional pest plan rules under the Biosecurity Act 1993? Why/why not? **Any human related activity can spread pests and disease threatening biodiversity and are probably the cause of all of them. RMA plans can address only some of the human related activities and the more tools available the better.**

### **Final Comments & Privacy**

Question 62: Do you have any other comments you wish to make? **Council acknowledges that indigenous biodiversity policies have not been working well in New Zealand generally and that something has to be done now to protect indigenous biodiversity. The NPSIB is a step in the right direction to achieving long term environmental benefits but the cost of implementing the NPSIB may be asking too much of some smaller councils, unless funding assistance is made available by the government. For the Waimate District, the least expense option could equate to 1% of our annual rate take for 7 years but realistically, it is likely to be considerably higher. This new work is in addition to all the other obligations that council are already faced with, while keeping rate increases to a minimum.**

**It is also considered that the NPSIB may have too much complexity (i.e. medium and high SNAs) and council doubts whether there is enough expertise in the country for each council to undertake this work individually, as all councils are likely to require ecologists at the same time. It may be that this work can only be reasonably undertaken by a central and government funded authority or agency with proper consultation with landowners and councils.**

**The NPSIB should not be the sole driver for indigenous biodiversity protection and enhancement. Desired outcomes may be assisted by other incentives outside the RMA plans that may together be more effective and more accepting by the public in halting the decline of our indigenous biodiversity. For example, in the Canterbury region, farm management water plans have been introduced in an attempt to fix water quality degradation. Essentially, the affected landowners have accepted the need for water plans to control the effects of intensive farming. Relationships have already been formed with the landowner and the regional council and in much a similar way, farm management environmental plans could be introduced where indigenous vegetation is specifically identified, mapped, and the landowner is rewarded for its continuing protection and enhancement. This reward could come from government in the form of tax relief or some other incentive as ultimately, it affects and benefits all New Zealanders to retain and enhance indigenous biodiversity. Having a realistic value placed on protected indigenous vegetation would allow indigenous vegetation to compete with productive land in a sense. Already, rates relief has been available to landowners for registered QE2 land covenants for a number of decades.**

Another point worth mentioning is that at the end of the day, how practicable is it really to achieve the desired outcomes under the NPSIB. There are some introduced species, both plant and animal that are reasonably well established or naturalised, where some of these are pests but some are also every beneficial to our New Zealand economy and outdoor recreational heritage such as farm animals, bees, sports-fish, game birds and animals. On the other side of it, if some of the indigenous species (i.e. black backed gulls, paradise shelduck, matagouri, or manuka) were allowed to grow in numbers, then some negative effect to agriculture could be caused. It is reasonable to distinguish between indigenous and exotic species but it should not be paramount. For the NPSIB to work, there needs a certain amount of ownership and support from all sectors of the community, not just those who are passionate about indigenous species. New Zealand has undergone a massive ecology transformation in a short time since human habitation and unfortunately, most of it is irreversible.

Question 63: If you do not want part, or all, of your submission to be published online, describe the parts you wish to be withheld here and the reasons for withholding. **Council is happy for all of the submission to be made available.**

### **Options**

4. The options are to make a submission or alternatively not make a submission.

### **ASSESSMENT OF SIGNIFICANCE**

5. This matter is not deemed significant, in terms of our Significance and Engagement Policy.

### **CONSIDERATIONS**

6. Not applicable.

### **Legislation**

7. Resource Management Act 1991.

### **Territorial or Regional Council Regulations, Plans or Bylaws**

8. Waimate District Plan

### **Risk**

9. There are no risk considerations relating to the submission itself.

### **Other**

10. Not applicable.

### **FINANCIAL**

11. Not applicable.

### **Budget**

12. Not applicable.

### **Cost-effectiveness**

13. Not applicable.

**RECOMMENDATION**

1. That the Submission on National Policy Statement for Indigenous Biodiversity report be accepted, and
2. That Environmental Services and Finance Committee accept the Submission on National Policy Statement for Indigenous Biodiversity as presented, or with modifications.

**PUBLIC EXCLUDED**

**10 EXCLUSION OF THE PUBLIC REPORT**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>10.1 - Public Excluded minutes of the Environmental Services and Finance Committee Meeting held on 28 January 2020</b>	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**11 RE-ADMITTANCE OF THE PUBLIC REPORT**

**MEETING CLOSURE**