

CHRISTCHURCH WEST MELTON WATER MANAGEMENT ZONE COMMITTEE

AGENDA

THURSDAY 28 FEBRUARY 2013

AT 6PM

THE BOARDROOM, FENDALTON SERVICE CENTRE

Committee: Ian Fox, Community Representative (Chairperson)
Deidre Francis, Community Representative (Deputy Chairperson)
Councillor Sally Buck, Christchurch City Council
Jon Harding, Community Representative
Councillor Debra Hasson, Selwyn District Council
Arapata Reuben, Tūāhuriri Rūnanga
Yvette Couch-Lewis, Rāpaki Rūnanga
Hugh Thorpe, Community Representative
Robert Wynn-Williams, Community Representative
Ann Winstanley, Community Representative
Commissioner Rex Williams, Environment Canterbury

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CHRISTCHURCH WEST MELTON ZONE COMMITTEE
2013 WORK PROGRAMME

<i>Date</i>	<i>Time</i>	<i>Venue</i>	<i>Event</i>	<i>Purpose</i>
<i>Early March</i>			<i>Task and Finish Group meetings</i>	<i>Draft ZIP task and finish group meets to identify changes to draft ZIP</i>
<i>13 March, Wednesday</i>	<i>6-9pm</i>	<i>ECan office</i>	<i>Committee only workshop</i>	<i>Ways of working workshop</i> <ul style="list-style-type: none"> • <i>Work programme 2013 – key deliverables</i> • <i>Process e.g. working groups</i> • <i>Meeting times / lengths</i> <i>Updated ZIP available in hard copy for Committee members</i>
<i>21 March, Thursday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 15</i>	<i>Agree ZIP</i>
<i>April 4th (TBC)</i>	<i>TBC</i>	<i>ECan office</i>	<i>Regional Council Public Meeting</i>	<i>ZIP presented to Regional Council</i>
<i>April 10th (TBC)</i>	<i>TBC</i>	<i>SDC office Selwyn District Council Headquarters 2 Norman Kirk Drive Rolleston</i>	<i>Selwyn District Council Public Meeting</i>	<i>ZIP presented to Selwyn District Council</i>
<i>April TBC</i>	<i>TBC</i>	<i>CCC office 53 Hereford Street Christchurch Central</i>	<i>CCC Public Meeting</i>	<i>ZIP presented to Christchurch City Council</i>
<i>24 April, Wednesday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 16</i>	<ul style="list-style-type: none"> • <i>Proposed Land and Water Regional Plan (pLWRP) – Selwyn Waihora sub-regional planning</i> • <i>LURP Workshop</i>
<i>22 May, Wednesday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 17</i>	<ul style="list-style-type: none"> • <i>pLWRP – Selwyn Waihora sub-regional planning</i>
<i>27 June, Thursday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 18</i>	
<i>25 July, Thursday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 19</i>	
<i>25 Sep, Wednesday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 21</i>	<i>Agree draft ZIP1.2</i>
<i>10 October</i>			<i>Public engagement period starts</i>	<i>Draft ZIP1.2</i>

**ATTACHMENT 1 TO CLAUSE 6 -
CHRISTCHURCH WEST MELTON WATER MANAGEMENT ZONE COMMITTEE 28. 2. 2013**

<i>17 October, Thursday</i>	<i>9-5pm</i>	<i>TBC</i>	<i>Interested organisation s 1:1s</i>	<i>Draft ZIP1.2</i>
<i>17 October, Thursday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public engagement meeting</i>	<i>Draft ZIP1.2</i>
<i>24 October, Thursday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 22</i>	
<i>30 October, Wednesday</i>	<i>9-5pm</i>	<i>TBC</i>	<i>Interested organisation s 1:1s</i>	<i>Draft ZIP1.2</i>
<i>30 October, Wednesday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public engagement meeting</i>	<i>Draft ZIP1.2</i>
<i>06 November</i>			<i>Public engagement period closes</i>	<i>Draft ZIP1.2</i>
<i>28 Nov, Thursday</i>	<i>6-9pm</i>	<i>TBC</i>	<i>Public meeting 23</i>	<i>Agree ZIP1.2</i>

Light blue shading = zone committee public meeting

Orange shading = zone committee workshop or other event involving committee



No shading = critical date or event

Yellow highlight = changed dates

TBC – to be confirmed



Matthew Ross, Zone Committee Facilitator, 26 February 2013

CWMS Immediate Steps: Christchurch West Melton Zone assessed projects for Year One (2012/13) funding consideration

Name of project	Ecological and Cultural assessment ¹	Immediate Steps funding requested	1/3rd contribution	Total project cost	Land Tenure	Notes
<p>Styx River Esplanade Reserve</p> 	<p>17/39</p> <p>Styx river is representative of large lowland streams, and supports a wide diversity of freshwater fauna, provides habitat for water fowl and native fish and with connections along the riparian corridor, native forest species. This project site (green) will provide an important link in contributing to nearly 4km of protected/enhanced river margin (red).</p> <p>Values present: Long finned eel (declining) and Galaxias maculatus/inanga (declining) among many other native fish and sport fish species. Waterfowl are also present, scaup, pukeko, shags, duck species.</p> <p>Threats: Stock intrusion into waterway, bank erosion, weeds.</p>	\$13,750	CCC \$10,980	\$24,730	Public Reserve	<ul style="list-style-type: none"> • Good opportunities for community involvement. • Close proximity to Styx Living Lab which has high community involvement and could be involved in this project.
<p>Otukaikino Stream Enhancement</p> 	<p>26/39</p> <p>This area comprises a mosaic of small spring fed watercourses, rush land, sedge-dominated swamp, willow woodland and grassland. Project will protect existing high quality habitat for indigenous aquatic species and trout. Project achieves high score due to proximity and connectivity with lake Roto Kohatu and the Otukaikino River system as a whole.</p> <p>Values present: Short finned Eel, Long finned Eel, Common Bully, Upland Bully, Koura, Lamprey, Brown Trout and Rainbow Trout, Pukeko, Paradise shelduck, NZ Kingfisher, White Faced Heron, Pied Stilt, Silvereye, Grey Warbler, Fantail, Shining Cuckoo and Bellbird.</p> <p>Threats: Spread of introduced weeds such as willow and blackberry. Mammalian predators. Stock intrusion into waterways and the associated impacts of increased sedimentation and nutrient enrichment.</p>	\$25,000	Landowner and CCC \$42,362	\$67,362	Private	<ul style="list-style-type: none"> • Willow and weed control • Native tree plantings • Stock exclusion fencing • QEII covenant approved (with the removal of 1904 gravel extraction permit)²

¹ The Runanga representatives within the Christchurch Zone Committee boundary were sent information on the projects and asked if they would like to comment upon the projects or undertake an individual cultural assessment. No issues had been identified or comments provided to the Biodiversity Officer at the time of writing this agenda paper.

² These details will be clarified at the February 28th meeting. Unfortunately they could not be confirmed prior to this agenda paper being circulated.

<p>Te Rauakaaka Nature Reserve, Brooklands Part of the Waimakariri Corridor proposal but consider as a separate application.</p> 	<p>35/39 High quality example of saltmarsh/wetland, the estuary hydrological processes has been modified but ecological functioning still intact.</p> <p>Values present: Extensive areas of native saltmarsh vegetation and freshwater wetland habitats includes salt marsh ribbonwood <i>Plagianthus divaricartus</i> , oioi <i>Apodasmia similis</i>, sea rush <i>Juncus kraussii</i>, <i>Juncus edgariae</i>, <i>J. sarophorus</i>, raupo <i>Typha orientalis</i>, three square <i>Schoenoplectus pungens</i>, Australasian bittern, spotless and marsh crake and numerous waterfowl/wading birds. Changes to hydrology following the earthquakes have increased wetland habitats. Site lies adjacent to Brooklands lagoon.</p> <p>Threats: Plant pests; grey and crack willow, gorse, false tamarisk, blackberry.</p>	<p>\$10,000</p>	<p>Environment Canterbury/CCC \$21,950</p>	<p>\$31,950</p>	<p>Regional Park/Public Reserve</p>	<ul style="list-style-type: none"> • Weed Control • Pest control • Possibilities of future community involvement
<p>The Sanctuary Wetland, Coutts Island Part of the Waimakariri Corridor proposal but consider as a separate application.</p> 	<p>35/39 The Sanctuary Wetland is the largest (52ha) and broadest remaining lowland freshwater complex of floodplain, back swamp, swamp forest and spring fed stream on the Lower Waimakariri River and is regionally significant.</p> <p>Values Present: Site contains both herbaceous (sedge, rush, reed) and forest swamp vegetation; springs, streams, open water ponds. Australasian bittern (Nationally endangered) and marsh crake present among other wetland and forest birds.</p> <p>Threats: The ecological values of the area known as Sanctuary Wetland are being seriously threatened by pest plant tree species such as grey and crack willow (<i>Salix cinerea</i> and <i>S. fragilis</i>), poplars (<i>Populus</i> species) and ground cover and vine species such as blackberry (<i>Rubus fruticosus</i> agg.), Old Man's beard (<i>Clematis vitalba</i>) and ivy (<i>Hedera helix</i>), which are likely to be influencing indigenous species, and disrupting structural functions in the wetland.</p>	<p>\$30,000</p>	<p>Environment Canterbury \$103,000</p>	<p>\$133,000</p>	<p>Regional Park/Public Reserve</p>	<ul style="list-style-type: none"> • Weed Control • Planting • Possibility of future community involvement
<p>Total</p>		<p>\$78,750</p>	<p>\$178,292</p>	<p>\$257042</p>		

Christchurch West Melton Zone potential projects for Year One (2012/13) no decision required yet

Name of project	Ecological and Cultural assessment ³	Immediate Steps funding requested	1/3rd contribution	Total project cost	Land Tenure	Notes
Waimakariri Corridor Project – <i>proposal for consideration</i>	To successfully establish and maintain an ecological corridor of stepping stones consisting of native planting sites and protected native remnants along the river which provide habitat for native fauna. This concept would become part of the broader management plan for the river currently being developed by its three bordering CWMS zone committees and is consistent with the Ngāi Tahu concept of Ki Uta Ki Tai which seeks to manage our lands holistically from the mountains to the sea.	\$13,000	Environment Canterbury \$75,000	\$88,000	Regional Park/Public Reserve	Project is still in initial consultation stage, proposal document provided for further information.

Waimakariri River Corridor Concept

Supporting River Engineering & Parks Biodiversity Sites

The Concept

To develop and provide an overall vision for the management and enhancement of identified biodiversity sites managed by Environment Canterbury (River Engineering and Parks) along the Waimakariri River using a collaborative approach.

The Vision

To successfully establish and maintain an ecological corridor of stepping stones consisting of native planting sites and protected native remnants along the river which provide habitat for native fauna. This concept would become part of the broader management plan for the river currently being developed by its three bordering CWMS zone committees and is consistent with the Ngāi Tahu concept of Ki Uta Ki Tai which seeks to manage our lands holistically from the mountains to the sea.

The Background

There is an opportunity for a proposal to go to the relevant CWMS zone committees regarding Immediate Steps funding support for biodiversity initiatives on the Waimakariri River. Three zones border the Waimakariri River (see Figure 1), consequently collating a record of all biodiversity sites and identifying options for further action will help inform the zone committees of their opportunity to contribute to the vision, and provides for a more co-ordinated approach to achieving the vision.



Figure 1: CWMS zones bordering the Waimakariri River

The management of the river by Environment Canterbury from the Gorge Bridge to mouth provides an opportunity to manage these stepping stones in a holistic manner, improving the likelihood of achieving the vision.

Consistent with the concept of Ki uta ki tai it is important to note that above the bridge the river's ecological health is being looked at by the Selwyn Waihora Zone Committee. In November 2012 Environment Canterbury, Department of Conservation and other partners will be undertaking a site visit into the upper Waimakariri to discuss problems relating to weed control and to identify potential opportunities for the Selwyn/Waihora Zone Committee to work with other parties concerned in the control of these weed species. This work is important as weed species such as

Russell lupin can colonise large areas of river gravels shading out native botanical species and making the habitat unsuitable for native bird species such as wrybill to nest. It is important that weed control commences within the headwaters of the Waimakariri to ensure that the seed of these species does not spread downstream along the Waimakariri.

The concept of creating and or maintaining a network of native vegetation sites below the gorge to create an ecologically valuable corridor of 'stepping stones' has been discussed with Parks and River Engineering. There exist thirty-two indigenous vegetation sites along the river which are managed to varying extents and range from small amenity plantings to larger plantings and remnants (Appendix 1). Around seventeen of these sites are managed by the River Engineers while the remaining fifteen are under Parks management.

During recent discussions eighteen of these sites have been identified as having potential to be further enhanced (Figure 2) in an effort to improve the ability of the sites to act as ecological stepping stones along the river. Currently work in the 2012-2013 year is planned at several of these sites and it is the intention of this proposal that these works could be extended given the support of the relevant zone committee .

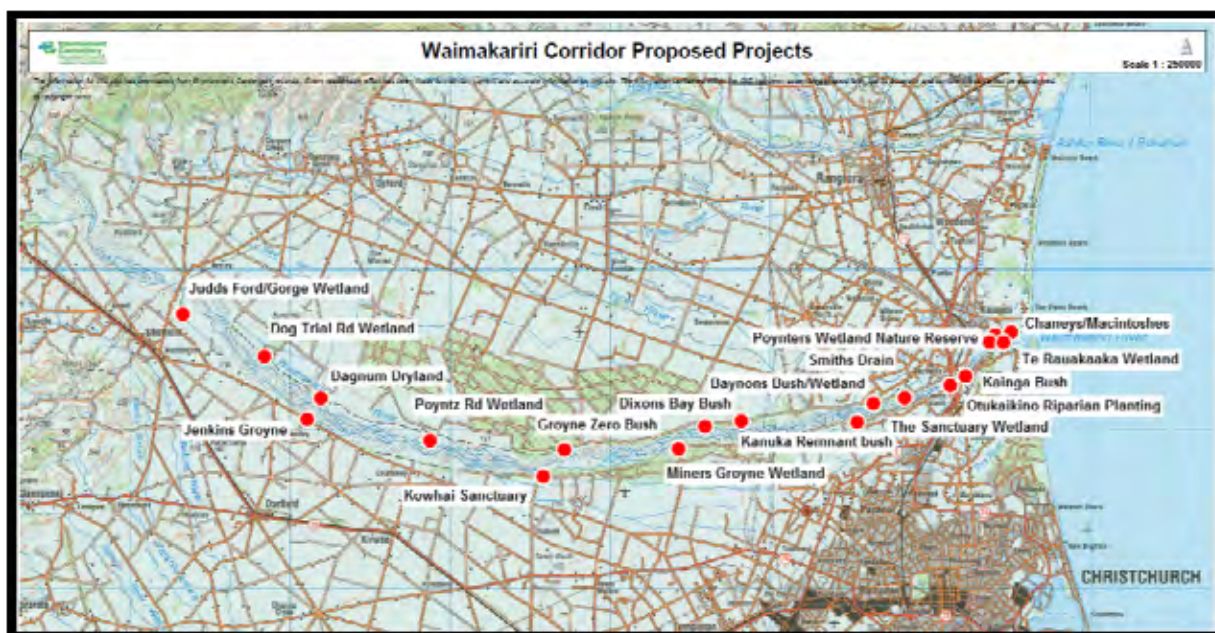


Figure 2: The eighteen sites with potential to be further enhanced for the ecological corridor concept

Key to the success of this concept will be that the additional works are sustainable with regards to their ongoing maintenance. While to some extent the sites will eventually become self-sustaining there is likely to be some on-going maintenance required due to surrounding land use and weed pressures. For this reason it is essential that River Engineering and Parks identify their capacity to maintain the sites into the future.

Ecological Corridors & Stepping Stones

As the Waimakariri District Plan states; “ecological corridors can aid the protection of ecological values and the integrity of areas, and provide for the movement of species. A corridor does not need to be continuous to have this function nor be made up totally of indigenous plant species. Exotic species can effectively function as corridor species in some instances. Some areas of indigenous vegetation and habitats already have clear linkages with other areas through evidence of specific plant spread and distribution of bird life. Riparian areas alongside waterways can often provide effective corridors and in a similar way the Ashley Gorge provides a link between Mount Oxford and Mount Thomas. There may be opportunities in the future to identify and enhance more corridors, particularly those that link areas on the foothills to those on the plains.”

The restoration of indigenous vegetation sites along the Waimakariri river banks is therefore an opportunity to enhance an ecological corridor between the forested slopes of the Torlesse and Oxford foothills and the Port Hills. Crossing the Canterbury Plains ecological region the river has the potential to provide a means of dispersal for several forest bird species, including bellbirds, tui, fantails, kereru and tomtits. These birds are known to reside within the foothills of the river’s upper reaches but are less frequently observed along the Plains.

Bird species will distribute themselves based on suitable habitat and food resources. The birds mentioned above have co-adapted to habitat that is rich in woody plants which bear fleshy fruits and nectar. However due to the land use development of the Canterbury Plains, including the banks of the Waimakariri river, there now exists very little suitable forest bird habitat along the river. While willow species are common and may provide shelter, these trees provide little benefit to the birds by way of food. Therefore maintaining or establishing plants which provide both food and shelter will be critical if birds are to move into the plains.

In addition to forest species, wetland bird species are also likely to make use of native vegetation along the Waimakariri river. Many sites along the Waimakariri, including some of those sites identified here, include riparian wetlands which could be enhanced to further support species such as the Australasian bittern, one of several threatened wetland bird species. Habitat for wetland bird species include juncus rushes, carex sedges, oioi, raupo and ribbonwood. Removal of large areas of willow in wetlands to provide a mix of open wetland habitats and feeding edges clear of vegetation would be of benefit.

It is important to note that benefits beyond improved ecological values will arise out of enhancing these stepping stones along the Waimakariri River. The Waimakariri River is one of the most recreationally utilised rivers in the country and these areas could become part of a series of destinations for bikers and walkers. The establishment of native vegetation also has cultural value in re-inforcing our distinct New Zealand identity which is firmly connected to our indigenous flora and fauna and can also offer opportunities for mahinga kai collection.

Stepping stones designed for functionality

To ensure the functionality of the stepping stones is realised both the composition and size of the sites as well as the maximum distances between sites to accommodate bird dispersal must be considered. Additionally pest and weed control is likely to become an integral part achieving a successful ecological corridor along the river.

Plant species composition

Plant species which are known to provide suitable nutritional resources to the native birds of Canterbury and which are readily available as ecosourced stock* are listed in Table 1. It is proposed that each site included in this proposal will be assessed for its composition and any restoration planting taking place will take account of this list.

Table 1: Native plant species which provide food for native forest bird species at each season (yellow =nectar; red = fruit)

Plant species	Summer	Autumn	Winter	Spring
NZ Flax		Yellow		
Karamu		Red	Red	
Cabbage tree	Red	Red		Yellow
Five finger		Red	Red	Yellow
Lemonwood			Red	Yellow
Kowhai				Yellow
Kahikatea	Red	Red		
Broadleaf	Yellow	Red		Yellow
Kaikomako	Yellow	Red		Yellow

*Ecosourced stock comprises of native plants which have been propagated from locally sourced seed to ensure that the genetic integrity of native plant populations is protected. Ecosourcing can also improve the likelihood of a plants establishment success.

Site size

Past work has indicated that larger, compact areas are most effective at preserving biodiversity due to the reduced edge effects that they incur compared to smaller, linear areas. Typically edge effects extend 50m into an area and therefore a 50m buffer is often recommended for reserve areas (Figure 3). While this may not be a crucial limitation to the use of small native patches by birds it would be considered best practice to maximise the core area of any stepping stone site if undertaking enhancement works which would extend the size of the site. The size of each of the sites identified on the river is indicated in Appendix 1.

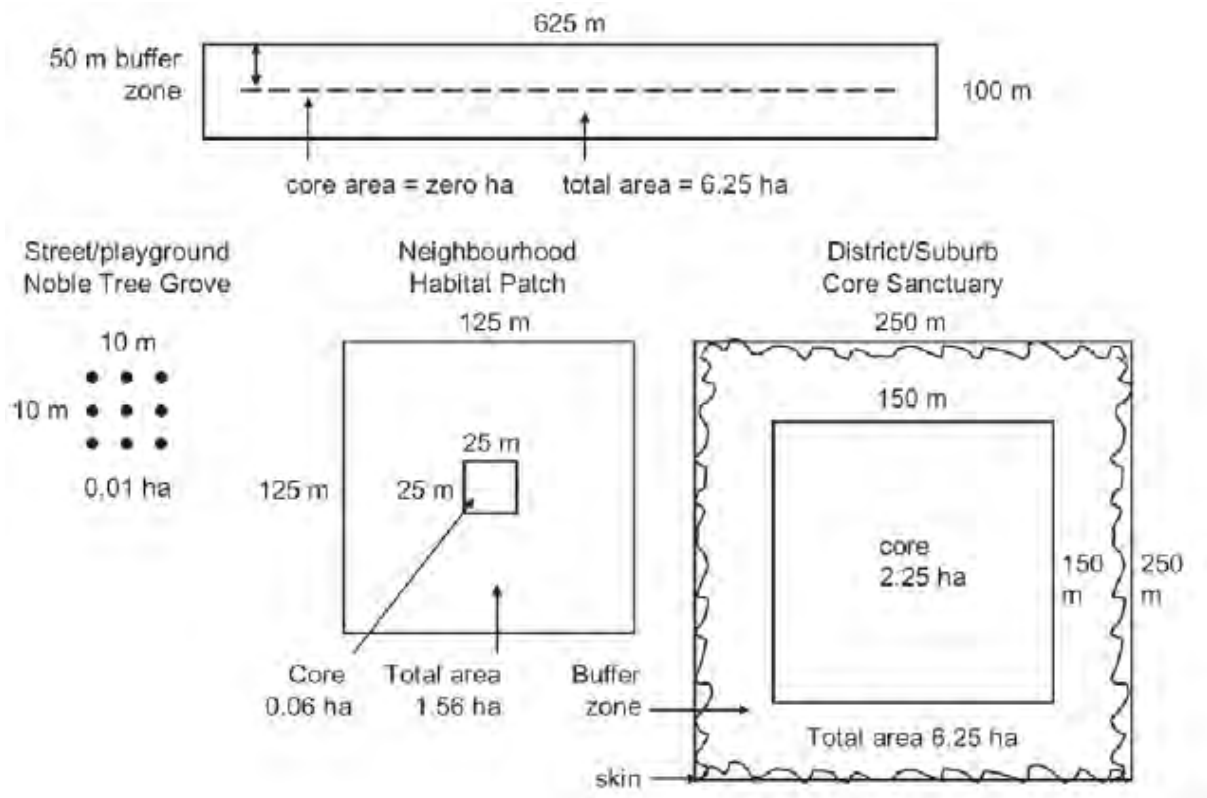


Figure 3: Reserve patch designs, with 50m buffer zones in which linear and optimally compact shapes minimise and maximise core biological areas respectively. Linear patches (top) have no core and so are less capable of sustaining populations of sensitive plants and wildlife. (Extract from Meurk & Hall (2006)).

Distances between sites

The distance each bird species will travel for food varies as does their requirement for nesting habitat area. For instance Tui are known to travel up to 20km between feeding sites while during nesting this will be reduced to around 10km. More generally it is acknowledged that while smaller sites (c.1.6ha) may support bird dispersal, birds will only travel so far from larger sites (c.6.25ha). Furthermore Meurk and Hall (2006) recommend that for larger frugivorous or honey-eating birds spatial connectivity between moderate sized sites (1-2ha) may be achieved with spacings of 1-2 km. Smaller stepping stones (c.0.01ha) would need to be spaced more closely, at approximately 0.2 km while larger sites (>5ha) could be spaced further apart at approximately 5 km.

The maximum distance between the eighteen sites identified within this proposal is 10 km, however the presence of non-native vegetation and shelter between these sites could reduce the apparent distances between them with regards to bird dispersal. At this stage the dispersal distances which would be relevant to the vision presented here are still under review and consultation with Landcare Research scientists is underway to determine the optimal distances of the stepping stones proposed here. At this preliminary stage it is recommended that 10km is the baseline from which further sites could be added to if required.

Pest and weed control

Essential to the success of the stepping stone concept will be the ongoing management of pest and weed issues at each site. Pests, primarily including mustelids, rodents and possums, will limit the use of the sites by bird species while weeds, such as gorse, broom, blackberry, rank grass and other weed species, will limit the natural regeneration and survival of native plants established at the sites. To address this each site will require a pest and weed management plan.

AGENDA ITEM NO: 13	SUBJECT MATTER: Zone Committee Terms of Reference and Refreshment
REPORT: Christchurch-West Melton Zone Committee	DATE OF MEETING: 28 February 2013
REPORT BY: Christina Robb, Programme Director – Water and Land	

PURPOSE

The purpose of this paper is to request comment on possible changes to the terms of reference and refreshment process for the CWMS Zone Committees.

BACKGROUND

In October 2012, Environment Canterbury asked Jenn Bestwick (the Project Office) to carry out a review the selection, replacement and Terms of Reference of the CWMS Zone and Regional Committees. The first committee – Hurunui-Waiau – will complete its first three year term in July 2013.

Jenn Bestwick interviewed 17 committee members and received 31 responses to a written survey sent to all CWMS committee members. Jenn's recommendations are attached – her summary of interview/survey findings is attached as an appendix. These were circulated In December 2012 by email to CWMS Committee members.

At their November 2012 meeting, the Canterbury Mayoral Forum asked Environment Canterbury to:

1. Develop a three-year succession and rotation policy for each zone committee and circulate to Councils
2. Revise the terms of reference for the zone committees and circulate these to Councils in February 2013.
3. Discuss the proposed changes with Ngāi Tahu.

FEEDBACK FROM THE ZONE COMMITTEES

The final decision on the Zone and Regional Committee Terms of Reference and refreshment process will be made by Environment Canterbury and the District/City Councils after discussion with Ngāi Tahu.

Before it finalises recommendations to the Canterbury Mayoral Forum, Environment Canterbury would like to get your feedback on the proposals. Each committee has been asked to provide feedback through its facilitator at its February or March meeting.

Discussion with Ngāi Tahu and recommendations to the Councils will occur in April.

ATTACHMENTS

1. Full recommendations from CWMS review
2. Existing Terms of Reference for the Zone Committee

REPORT FOR ENVIRONMENT CANTERBURY

Review of Selection, Replacement and Terms of Reference for the CWMS Zone & Regional Committees

1. INTRODUCTION

The first of the Canterbury Water Management Strategy (CWMS) Committees was established in 2010 and will be due for re-appointment in 2013. This is the first of 11 Committees established under the CWMS by Environment Canterbury and the Canterbury District/City Councils, to give effect to the strategy. Prior to initiating the re-appointment process, the Environment Canterbury Commissions have commissioned a review of the Selection, Replacement and Terms of Reference for the CWMS Zone & Regional Committees to assist them in deciding what if any changes need to be made. The Review Approach and Summary of feedback are outlined in Appendix 1.

2. REVIEW RECOMMENDATIONS

The Review recommendations fall into ten distinct categories:

- 2.1) Zone Committee rotation and succession
- 2.2) Regional Committee
- 2.3) Guidance to the CWMS committee appointment
- 2.4) Changes to the Terms of Reference of the CWMS Committees
- 2.5) Community engagement
- 2.6) Work programme planning
- 2.7) Monitoring implementation of the ZIPS and RIP
- 2.8) Development and performance management
- 2.9) Recommendations to be discussed with Ngāi Tahu
- 2.10) Minor amendments

2.1. Zone Committee Rotation & Succession

- 1) Environment Canterbury develop a three year rotation & succession plan for each Committee which:
 - a) Takes into account existing members' expressed intentions; and
 - b) Rotates no more than one third of the Community Representative positions each year; and
 - c) Outlines how Runanga representatives are to be rotated; and
 - d) Details timeframes for appointment of Local Council representatives
 - e) Provides a good mix of members on first and second terms (of three years);
 - f) Provides succession for the role of Chair; and
 - g) Maintains balance of interests, geographic representation and community at the Committee; and
 - h) Considers the views of the Chair of the Committee.
- 2) Prior to the completion of the first 3 year term, all Committee members are canvassed:
 - a) Regarding their availability and desire to continue as a member of Zone Committee following; and
 - b) Their preference (if any) for re-appointment for 1, 2 or 3 years

- 3) Where appointments to CWMS Committees become due that they be conducted at the same time each year (e.g. each September) and that Environment Canterbury develop and operate a Committee Induction Programme to be run for all new Committee members to support them in coming up to speed with Committee operations. This would be supplemented by Facilitators and the Chair providing Committee specific induction.

2.2. Regional Committee

- 4) That the Regional Committee be reconstituted as:
 - a) A Regional CWMS Advisory Forum to provide advice and perspectives on region-wide CWMS issues to meet bi-monthly (or as determined appropriate) to consider questions and issues posed by Environment Canterbury from time to time; and
 - b) Appropriately comprised Working Groups of the Advisory Forum to consider areas requiring specialist input including but not limited to Regional Infrastructure requirements and design and Regional Biodiversity.
- 5) That, if Ngāi Tahu consider it appropriate, the Ngāi Tahu Runanga CWMS Representatives Forum become responsible for advising on matters of Kaitiakitanga to the extent that it is useful to take a takiwa-wide approach (to be discussed with Ngāi Tahu.)
- 6) That the Regional Forum be comprised of individuals selected by Environment Canterbury from a range of stakeholder perspectives, interests and geographies to provide balanced advice and be limited in number to no more than 20. The Forum members would not be acting in representative capacities, but be selected for the knowledge and capacity they would bring to a collaborative discussion process.
- 7) That where advice from the Regional Forum is under consideration by Environment Canterbury that the relevant Commissioner(s) consult with relevant Zone Committees via the Zone Committee process prior to adoption.

2.3. Guidelines for CWMS Committee Appointment

- 8) That the process for appointment to the Committees be transparent to the wider community including:
 - a) Publishing the terms for current Committee members and their expiry dates; and
 - b) Information on timeframes for Councils to consider applications where under consideration; and
 - c) Providing clear criteria against which candidates would be assessed taking into account the make-up of the remaining Committee (e.g. looking for applicant with strong interest in environmental factors or crop farming) ; and
 - d) Information on the Appointment Panel
 - e) Clearly state that the role is seen as voluntary/a public good and remuneration is not intended to as full compensation.
- 9) Adopt a guideline for future appointments that no individual being appointed more than two CWMS Committees except in exceptional circumstances where the individual can demonstrate they understand and have the availability to manage the time commitment required.

Committee Composition

- 10) Adopt a guideline that in any appointment to a CWMS Committee no more than 25% of the total membership of the Committee (including Local Council members but excluding Regional Council Commissioners and Runanga representatives) be from outside of the Zone.

- 11) Adopt a guideline that where a Zone Committee has only one Runanga representative that the Representative is allowed to have a support person from their Runanga (or other Runanga).
- 12) Adopt a guideline that where possible, the Local Council representatives are resident within the Zone and may be either elected Councillors or Community Board members.
- 13) Adopt a guideline that no member serves more than 3 consecutive years as Chair of any Committee.

2.4. Changes to the Terms of Reference of the CWMS Committees

It is recommended that the following changes to the Terms of Reference be made:

- 14) That the Terms of Reference be amended to reflect that the Chair be appointed by the Committee for a term of one year on the anniversary of that Committee's establishment. That members nominate candidates from the Committee and decision is by simple majority.
- 15) That the Terms of Reference (and supporting documentation around the Appointment process) clearly state the time commitment anticipated of the role in the Guidelines section and provide information on the times and types of meetings held (e.g. afternoons and full day workshops, with approximately 20 hours per months total commitment) and establishing a minimum attendance guideline for Committee members (e.g. attend minimum of 75% of formal meetings and workshops).
- 16) That the Terms of Reference (and supporting documentation) be revised to reflect that the Committees will have largely developed their ZIP's by the end of the first term and the role of Committee members will move into more of an implementation and monitoring phase.

Remuneration

Subject to TA agreement:

- 17) Committee honorarium be set permanently at the following levels and the Terms of Reference be amended accordingly:
 - a) \$4,000 (ex GST) per annum for ordinary members
 - b) \$6,000 (ex GST) per annum for the Chair;
- 18) That the Terms of Reference be amended to reflect that travel costs will continue to be reimbursed at standard rates (i.e. mileage not travel time);
- 19) That the Terms of Reference be amended to reflect that direct costs incurred as a result of participation (i.e. staff to cover absence, child care) be recoverable upon proof and on receipt of invoice to a maximum of \$200 (ex GST) per meeting.

2.5. Community Engagement

- 20) That Environment Canterbury develops a best practice Community Engagement model & toolkit to support the Committees to engage with the broader community and stakeholders.
- 21) That an annual Symposium is held in Christchurch and Timaru to provide updates to urban communities on the activities and initiatives underway and contemplated under the CWMS and that Zone Committees provide information on the key points of their ZIPs.
- 22)

2.6. Work Programme Planning

- 23) That each Committee prepare a Work Programme for the year at the start of the year establishing the topics it wishes to discuss and to provide clarity of direction and time commitment to enable members to better manage their involvement. Ideally the Facilitator would develop a draft in consultation with the Chair for discussion by the Committee.
- 24) That the Chair and Facilitator monitor the time commitment relative to the Work Programme and actively manage the programme to ensure member's commitment is not abused (and manage the risk of burn out).

2.7. Monitoring implementation of the Implementation Programmes

- 25) That Environment Canterbury develops a ZIP Monitoring Framework to support Committees to conceptualise how they might review (and where necessary refresh) their ZIPs over a three year timeframe.
- 26) That the Commissioners request work be done to look at how the role of the Zone Committees might evolve in the medium term to support greater alignment with community lead decision making (e.g. target rates to support ZIP Implementation) and to consider the implications and how this might be achieved within the current structures and legislative frameworks.
- 27) That Environment Canterbury discusses with each of the Local Councils their intentions regarding implementation of the ZIPs and considers how work programmes can be aligned.

2.8. Development and Performance Management

- 28) Implement a Committee Performance Review process that seeks to:
 - a) Identify individual members' development and/or support needs;
 - b) Address areas of non-performance/non-attendance.
- 29) That Environment Canterbury provides professional development for Committee Chairs and Deputy Chairs.
- 30) That Environment Canterbury develops a Committee Member review process that supports optimal Committee functioning and which:
 - a) Identified member's development and/or support needs; and
 - b) Addresses areas of non-performance and non-attendance
- 31) That Environment Canterbury takes a more active role in addressing identified CWMS Committee Member non-performance issues including replacing members where it is felt to be in the best interests of Committee functioning.

2.9. Recommendations to be discussed with Ngāi Tahu:

The recommendations in this review will be discussed with Ngāi Tahu. Specific review recommendations to be discussed with Ngāi Tahu are:

Zone Committee Composition

- 32) That Environment Canterbury discuss the current Runanga Representation levels on some Zone Committees with the Ngāi Tahu Runanga Representatives Group and table the issues raised with a view to understanding the issues and reaching a mutually supported solution.

- 33) That Environment Canterbury considers what if any changes need to be made to Committee composition to ensure balance of interests in light of the number of Runanga representatives on respective Committees.

Also to be discussed with Ngāi Tahu, as noted above, are recommendations:

- 2) That Environment Canterbury develop a three year rotation and succession plan for each committee which outlines how Runanga representatives are to be rotated.

- 5) That the Ngāi Tahu Runanga CWMS Representatives Forum become responsible for advising on matters of Kaitiakitanga to the extent that it is useful to take a takiwa-wide approach.

2.10. Committee housekeeping and Minor amendments to TOR

- 34) Adopt a guideline that papers are to be received by Committee members no less than 4 days in advance of a meeting (preferably over a weekend).
- 35) That paper copies are supplied to all members and the possibility of supplying electronic versions to those who request them be explored.
- 36) Adopt a guideline that the practice of tabling papers at the meeting is not acceptable and a guideline of non- tolerance of papers requiring decisions being tabled at the meeting is adopted (i.e. only papers for noting or information allowed for tabling in exceptional circumstances).
- 37) That references to the Water Executive be removed and replaced with Environment Canterbury.
- 38) That references to the preparation of a Management Plan by the Water Executive and its monitoring be removed and replaced with a new objective to monitor the performance of the relevant Councils and others in giving effect to the Implementation Programmes and CWMS Targets to the extent that it falls within their areas of mandate.
- 39) That the Terms of Reference be amended in relation to the review of Implementation Programmes to reflect the iterative nature of the development and amendment process.
- 40) That the Terms of Reference be amended to reflect the member appointed by the Regional Council shall be an appointed or elected member of the Council.

APPENDIX 1

REVIEW APPROACH

The Review methodology comprised of three key components:

1. A written survey circulated to all CWMS Committee members for completion;
2. A series of phone interviews with a cross section of members from the CWMS Committees;
3. A workshop with Commissioners to explore the feedback from the first two components.

All members of a CWMS Committee were contacted and provided with the Written Survey for completions.

Environment Canterbury staff identified 20 members of CWMS Committees from across all Committee to be interviewed by telephone. Of those 3 were either ill or unable to be contacted during the Review period.

The table below outlines the number of members either interviewed by phone or who responded to the written survey. Those who participated included Community, District Council and Runanga representatives.

Committee	Members Interviewed (Phone)	Written Survey Responses Received	Total Members provided input
Kaikoura	1	3	4
Hurunui-Waiiau	1	3	4
Waimakariri	2	3	5
Christchurch West-Melton	1	0	1
Banks Peninsula	1	1	2
Selwyn-Waihora	2	2	4
Ashburton	1	2	3
Upper Waitaki	1	4	5
OOP	2	2	4
Lower Waitaki	2	4	6
Regional	3	5	8
Anonymous	N/A	2	2
Total	17	31	48

Phone Interviews

Interview Structure

17 phone interviews were conducted during this stage of the review. Each interview was approximately 60 minutes in length and comprised of two main sections:

Section 1 – Open questions

Interviewees were asked three open questions to solicit the issues which were “top of mind” for them in relation to Committee operations.

- What do you consider are the top 3 things that are working really well in the CWMS Committee process?
- What are the 3 things that aren’t working so well in the CWMS Committee process?
- What are the biggest challenges you see for your Committee in the short-medium term (i.e. 1-2 years)?

Section 2 – Directed questions

Where interviews did not raise or discuss the following topics in the open questions, they were asked to consider them in more directed questions:

- Committee compensation/remuneration methods and levels
- Committee composition & extent to which it is representative of the community
- Views on Community engagement undertaken to date
- Rotation and succession within the Committees – timing and responsibilities
- Views on interface/interaction between CWMS Committees
- Understanding and thoughts on split of roles between Zones and Regional Committees
- Future roles the CWMS Committees could appropriately perform in the resource management
- Committee’s role and areas of focus in 5 years’ time.

Interviewees were also given the opportunity to feed anything else into the interview at the close.

Written Survey

CWMS Committee members were provided with a survey template to complete either electronically or in hard copy. The survey questions are included in the Survey Feedback in Appendix 2 and included the following question areas:

- Expectations of Role and Appointment
- Committee Composition
- Time Commitment
- Committee Stewardship
- Rotation & Succession
- Committee Housekeeping
- CWMS Governance Structure
- Value of being on a CWMS Committee
- Other Comments

The majority of questions anticipated a response within a designated range of responses although within each area had one or more open comments seeking elaboration on the questions raised. The “Other Comments” section at the end of the Survey was to provide respondents with the opportunity to raise any matter not covered elsewhere in the survey which they believed relevant.

SUMMARY OF FEEDBACK

Interview Findings

Open Questions

Top 3 things working really well:

- The most commonly raised theme was the Committees get people from across the spectrum together to talk about the issues in depth; are a chance to explore each other’s perspectives and viewpoints; and hopefully reach consensus.
- Another positive that arose in a number of interviews was the community starting to engage with the CWMS and “water issues” via the Zone Committee process, particularly in the rural sector.
- A third common theme was that the process facilitated the development of a shared understanding of the issues which supported collaborative decision making.
- A number of interviewees were very positive about the roles their facilitators played and particularly liked the way they influenced and guided without dominating, particularly in the earlier days of the Committee¹. They were also positive about the wider support provided by Environment Canterbury.
- A positive expressed by a number of people is the level of commitment most Committee members are showing. Interviewees saw this as supporting engagement within the Committees and strengthened trust and respect within the groups.
- A further positive expressed was the extent to which through exploring issues the groups have come to reach a high level of agreement/consensus on a range of issues. The general feeling expressed is that this has developed as a result of people moving away from the extremes of the spectrum towards a more “middle ground” based on their exposure to; and increased understanding of a range of viewpoints.
- A point raised by a few interviewees is that the process respects the uniqueness of individual catchments and allows for a responsive approach to that unique situation.

3 things that are not working so well:

- Perceived non-performance by individual members is creating tension within some Committees. Several interviewees from across a range of Committees commented that individual member non-attendance; non-engagement; or lack of capacity/capability; was

compromising Committee performance. Interestingly when quizzed on this point further,

¹ Note there is some suggestion that Facilitators might need to move to more of a “servicing” than “directing” model as the Committees take more control of their own direction post ZIP.

interviewees see it as Environment Canterbury's role to address perceived non-performance rather than the Chair or wider Committee. This was raised particularly in the context of non-performance /non-attendance by non-Community members.

- Some interviewees expressed frustration at the lack of engagement from the wider community and media.
- A number of interviewees commented that the role of the Regional Committee has been unclear. Some perceive that it is becoming clearer now.
- A number of interviewees commented that the number of Runanga representatives on some of the Committees was not optimal. In some cases interviewees felt there were too many Runanga Representatives and in other cases too few. The general feedback was that the number of Runanga representatives should support safe and valued participation without impacting on the overall balance across the Committees.
- A number of interviewees raised the issue of the time commitment required. When quizzed on the amount of time required interviewees indicated it was between 4-10 hours a week in general with some periods around community engagement requiring up to 20 hours a week for short bursts for some members.
- Some interviewees expressed frustration at lack of timeliness in circulating papers and the frequency with which Committees are asked to consider papers tabled at the meetings.
- Remuneration was raised as an issue. There appears to be general acceptance that the role is not a "paid" role. Frustration is generally targeted at interviewees being out of pocket (e.g. bringing in extra staff to cover milking, printing costs and loss of revenue earning potential). Interviewees generally agree this is a problematic area and there is no commonly expressed view on solutions.
- Some interviewees expressed frustration that it isn't apparent where the Committee work programme is going. An illustration of this is where a Committee hasn't discussed an area of the Zone or included particular aspects in its ZIP, members indicated it would be helpful if it was clearer when they were going to discuss that area, so that in turn the community could be re-assured.
- In relation to the Regional Committee a number of interviewees raised the issue of composition and size of the Committee. There is a unanimous view that the Regional Committee is too big and unwieldy. Furthermore the turnover in membership has been problematic (note this may have been an establishment issue). The composition of the Committee is a challenge, with some interviewees reflecting that the variable capacity of members is a challenge for effective group functioning; and a second issue being the perceived motivation of some groups of members (e.g. Zone Representatives participating to represent Zone interests). There was a call from members close to this Committee to re-think the membership structure.

Top 3 Challenges:

- Avoiding burn out (particularly an issue for Zone Committee members). A number of interviewees expressed concern that the intensity of the process of pulling together their respective ZIP's and the time required to keep on top of Committee correspondence and workload was resulting in risk of burn out amongst Committee members.
- Making the shift from ideas into implementation/action & results. Interviewees raised that issue that the next 3 years are going to require different skills and people who are interested in delivering initiatives not coming up with ideas. With that comes the challenge of new people being prepared to sign up to a ZIP that's already agreed and adopted.
- Zones where there is something of "regional significance" have an added challenge (e.g. Hurunui/Maori Gully and Te Waihora). Members reflected that this creates tension between the Zone and Regional Committee. Zone Committee members express frustration at feeling constrained in their ability to make decisions while they wait for the Regional Committee to reach a view on their particular issue.
- A healthy tension exists between asking too much of members and driving progress. There's a sense that timelines were driven by the Commissioner's term deadlines and the need to achieve results while the Environment Canterbury Act prevailed. There is mixed feeling on whether this should be allowed to relaxed slightly now. Pros and cons relate to the need to maintain momentum versus the need to avoid burn-out and/or disengagement by the wider community.
- Who makes the hard calls? Interviewees raised questions about who's going to make some of the hard calls where there's conflict between Committees. An example given was who will decide where or whether water gets into the OOP Zone where there is conflicting views between the Zones and Regional Committees.
- A number of interviewees raised the issue of "who's going to pay for the implementation" of ZIP's as being a challenge the Zone Committees were starting to be aware of and which has the potential to stifle development of the ZIP's. Interviewees didn't appear to have line of site to solutions for funding and therefore are questioning their mandate to progress or proffer initiatives.
- A key challenge identified by interviewees is the ability to "sell" the Implementation Programmes to the Community. Interviewees have expressed concern at their ability to "explain" their reasoning and decisions to the Community. When this is unpacked it appears that a critical component of the Implementation Programme development has been the process of achieving collaboration (i.e. the Committee journey) and some interviewees don't currently feel confident in being able to explain this to the wider Community, particularly in an environment of feeling exposed amongst their peers.
- A tension exists between recognition of the need to build succession and rotation into the Committees and the desire to keep a group that's functioning well together. Intellectually interviewees see and understand the need to "refresh" the groups but don't want to jeopardise the trust and work done to date.

- The question of what happens if the ZIP's or subsequent plans are challenged – where does that leave the Zone Committees arose from a couple of interviewees. The implication being that all the good work of the Committees risks being undone if the RMA processes don't recognise and enable the ZIPs.

Directed Questions

Committee compensation/remuneration methods and levels:

- Remuneration is generally regarded to be inadequate for the role, but most interviewees see the role as a public good/community contribution rather than a remunerated role.
- Interviewees took the view that they volunteered for/sought the role so there's an element of choice involved –Note this is different for some of the Runanga and TA representatives.
- The exception is where people have direct costs associated with participation (i.e. taking on staff to back-fill, loss of work time or taking leave from employment). The general feeling appeared to be that people “shouldn't be out of pocket” by participating in the CWMS process.
- Some interviewees expressed interest in additional personal/professional development as a means of recognition (e.g. study, conferences or training).
- Interviewees also indicated that maximising the value from meeting times and “not wasting volunteers' time” would go a long way to addressing concerns. Unpacked this means having papers sufficiently far in advance, not having papers tabled, managing presentation times and the like to enable face to face meeting times to be informed and productive.
- Suggestions from interviewees included having a fixed honorarium (as at present) but also including meeting fees for duties (over and above) the regular Committee meeting schedule.
- There is a risk that remuneration level is effectively excluding portions of the community who “can't afford the time off”

Committee composition & extent to which it is representative of the

community: Zone Committees

- Composition of the community representatives is generally thought “to be about right”.
- Some Zone Committees have tensions where it's felt that geographic parts or interests within the region aren't represented around the table.
- There does appear to be a tension where there are multiple runanga representatives but only, for example, one farmer representative. Rightly or not the runanga representatives are seen as representing the environmental interests (or anti-agricultural interests) and therefore multiple representatives are seen as compromising the balance of the group.
- There is a sense that some Zone Committees have too many members who don't live in the Zone. This is often where one or more Community members live outside the Zone and this is compounded by the TA, Environment Canterbury and Runanga appointments. The feeling is that this dilutes credibility within the local community.
- One question that was raised is the appointment process for the Chair. Interviewees expressed a desire to maintain control of the appointment

process, but it's unclear how that appointment is reviewed or re-appointed.

Regional Committee

- There composition of the Regional Committee is considered problematic. Key issues include: the size of the committee; the differing levels of competency and capacity between members; the differing basis on which members attend (e.g. some representing the interest of their Zones or Council's while others are community members interested in the region perspective), the level of engagement of some members which leads to inconsistent attendance (and hence re-work); and the level of turn-over.
- Interviewees appear to feel that the Working Group model is working well and making good progress
- Interestingly interviewees don't see the Regional Committee as needing to be representative of the Region as such but see its role more as being sufficiently diverse to provide a balanced view.

Views on Community engagement undertaken to date:

- Responses on Community Engagement varied greatly. Some interviewees felt the engagement process had gone really well, others expressed disappointment. There didn't appear to be any pattern or trend relating to Committees or timing. This appears to indicate that interviewees had different levels of expectation going into the engagement process (e.g. one person felt 30 people at a meeting was very positive and a sign of strong engagement, whereas another expressed disappointment at the lack of interest with the same number of attendees).
- Generally interviewees felt that the rural community was more engaged with the CWMS than urban populations and that this is strengthening as those communities start to understand the implications of the Land & Water Regional Plan and other relevant policy documents.
- Interviewees feel that interested stakeholder groups have engaged with the process (e.g. Fonterra, Forest & Bird) and that is probably the key engagement for the CWMS process rather than the general public.
- A number of interviewees commented that the lack of media interest has been disappointing as a way of reaching the broader community and would appreciate some more assistance in this area.

Rotation and succession within the Committees – timing and responsibilities:

- Interviewees recognise the need for succession planning and rotation.
- The general feeling is that rotation should be introduced after the first 3 year term with 2-3 people (but no more than a third of members) rotated every year from that point.
- The interviewees feel Environment Canterbury should determine who and how rotation happens (possibly asking Committee's if any members wish to step aside), rather than self- manage the process.

- They would also like Environment Canterbury to manage and appoint replacement members with some limited involvement from Zone Committee members. When asked what the process might look like interviewees indicated this might look like the Chair being involved in the appointment panel.
- Interviewees liked the idea of a clear succession plan for the Committee but were keen for Environment Canterbury to lead that dialogue.
- Comments also indicated that it was seen as being important that the balance across the Committees be retained in the rotation/succession planning.
- A flow on impact is the need for a comprehensive Induction Process for new members that supports members to participate in Committee discussion/debate without causing the Committee to revisit decisions. This would involve technical information/orientation and information on decisions made and actions taken. A buddy system might be useful to help new members come up to speed.

Views on interface/interaction between CWMS Committees:

- Interviewees were mixed on the value of interaction between Committees. Some interviewees reflected positive engagement with other Committees where there were issues of common interest/concern. Others indicated limited value from interfaces. The key value appears to arise where there are common areas of interest. While sharing information around process is seen as moderately valuable it isn't seen as being a driver to get together with other Committees. Unpacking this with interviewees it appears the tension is in the additional time commitment to meet with other group in the absence of direct contribution to decision making.
- Feedback from some interviewees indicated a degree of frustration on the lack of engagement from the Regional Committee. While their representatives provide verbal feedback at each Zone Committee meeting, this isn't viewed as being the Regional Committee engaging with the Zones and interviewees expressed a desire to hear from the Chair or other Regional Committee representatives on key/relevant issues.

Understanding and thoughts on split of roles between Zones and Regional Committees:

- Feedback on this issue was mixed. There was no consensus amongst interviewees regarding understanding on the split between roles. Many interviewees indicated the split wasn't clear and that they didn't understand the role of the Regional Committee completely. Other's thought the Regional Committee should be "coming up with the wiring diagram" and giving each Zone clarity on how water was going to get to their Zone.
- Those interviewees from the Regional Committee indicated the Committee has got a greater degree of clarity and has established the Working Groups to

progress its areas of mandate

- Regional Committee interviewees also took the view that the Committee provided assurance to the Commissioners that a regional perspective was being taken. In the absence of the Regional Committee Interviewees were of the view that the Commissioners might want to consider how else they achieve such assurance.
- The issue of perception of “hierarchy” was raised. Some believed it was important to remove any reference to hierarchy; others believe the hierarchy was inevitable when one Committee has a mandate to take a regional perspective. This area is unresolved.
- There is a tension between the desire to see local community led decision making regarding natural resources and the perception that “regional significance” is a trump card that may over-rule local interests.

Future roles the CWMS Committees could appropriately perform in the resource management:

- Interviewees generally haven’t thought about this question. When pushed to consider whether the role might be expanded in future respondent generally fell into two camps:
 - Those who could see merit in strengthening the diversity of local decision making and were prepared to take on the additional responsibility; and
 - Those who have a level of discomfort with the responsibilities they current have and therefore don’t wish to see the role of the Committees expanded.

Committee’s role and areas of focus in 5 years’ time:

- Interviewees generally saw the role moving into quite a different function over this timeframe. Key tasks commonly expressed include: monitoring implementation of the programme by Councils and industry; reviewing and “tweaking” Implementation Programmes as progress is monitored and changes are required; actively driving projects and initiatives that give effect to the plan.
- Interviewees see this phase requires a different skill set, namely people who are interested in “the doing” rather than the strategizing.
- Some interviewees raised the issue of taking on areas such as Coastal Management.
- Others raised the issue of providing an education function around water and land related issues working with the wider community.

Closing comments

- The key comment appeared to be that interviewees were really committed to the process and considered it to be a valuable and high integrity approach to

water management decision making.

- Interviewees acknowledged the leadership and commitment Environment Canterbury has made in establishing and supporting the CWMS Committees
- The question of “how it’s all going to be paid for” is on people’s minds and the risk of “the farmer paying three times” (i.e. levies, rates and taxes) is an issue for people.

- Concern expressed by both Runanga representatives and others about the ability of Runanga to resource the CWMS and the risk to the process of non-participation.
- Some concern that the Upper Catchments are not being taken into account to a sufficient degree.
- Important to realise that Runanga Representatives are held accountable by their Runanga and therefore struggle in collaborative process if asked to compromise on certain aspects. “We’re responsible to our whakapapa. There’s a sense of failure if we don’t achieve what our Runanga want that reflects not only on us but on our whanau”.

Written Survey Results

The written survey was sent to all Zone & Regional Committee members. 31 responses were received.

The following survey results represent the median and average response across all of the Committees (with the exception noted above). In the main there was a high degree of correlation across all the Committees.

Median & Average Response

<i>Expectations of Role & Appointment</i>	Not at all	Seldom	Some times	Mostly	Always
Has being a member of a CWMS Committee been a rewarding and positive experience?	Median = 4 or Mostly on the scale Average = 4 or Mostly on the scale				
How closely has your experience of being on a CWMS Committee matched your expectation prior to being appointed?	Median = 4 or Mostly on the scale Average = 3.7 between Sometimes and Mostly on the scale				
Has the Committee considered the types of issues you expected to consider at your appointment based on the Committee’s Terms of Reference?	Median = 4 or Mostly on the scale Average = 4.1 between Mostly and Always on the scale				
If not, how have they differed?	Comments largely reflected member’s desire to see more discussion on a particular aspect (e.g. water quality, biodiversity, storage).				
Did the initial appointment process	Median = 4 or Mostly on the scale				

work well in your opinion? Average = 4 or Mostly on the scale

What would you have done differently? Some comments relate to the length of time taken for the appointments to go through the respective Council approvals.

The other key theme related to transparency around the appointments process. There is agreement that the Committees should be appointed, but with a greater degree of Community input (as would be achieved if they were elected positions).

Section summary

In general the feedback on this section reflects respondents feeling reasonably positive that their experience has matched their expectations prior to being appointed to the role. In general they appear to be finding the role rewarding.

Negative comments relate to a lack of timeliness and transparency in the appointment process.

Committee Composition

Not at all Seldom Some times Mostly Always

Has the composition of your Committee supported the Committee to have robust and productive debate on key issues?	Median = 4 or Mostly on the scale Average = 4 or Mostly on the scale
Do you believe the balance of interests on your Committee is correct?	Median = 4 or Mostly on the scale Average = 3.6 between Sometimes and Mostly on the scale
If no, what would you change?	Comments ranged from expressing a high degree of comfort with the balance, to expressing concern that certain aspects of the community were under or over-represented (e.g. farming, "lwi"). A few people also raised the relevance (based on their experience) of representation by Local Councils.
In your view is the make-up of the Committee adequately reflective of the community?	Median = 1.3 Average = 1 Note: Scale was 1 for "Yes" or 2 for "No"
If no, what would need to change for it to be reflective?	Comments mirrored the above comments regarding areas of under or over representation. Additionally the range of comments reflects the "no perfect solution" scenario in terms of representing a community with a small group.
Do you believe members should be able to nominate proxies or	Median = 1.8

alternates if they are unable to attend?

Average = 2

Note: Scale was 1 for “Yes” or 2 for “No”

Section Summary

In general respondents are comfortable with the make-up of the Committees.

There is a reasonably consistent perception that some members do not have adequate technical skills or ability to analyze and interpret the information presented to the Committee and in the case of some Committees, a view that the Committee is imbalanced. Where imbalance is expressed it predominantly relates to two areas, namely, too many “Iwi” representatives and/or too few farmers. Based on the survey results these views represent minority although strongly held views which may be presenting challenges within the Committee dynamic.

Time Commitment	Not at all	Seldom	Some times	Mostly	Always
Has the time commitment required been in accordance with your expectations?	Median = 2.8 between Seldom and Sometimes				
	Average = 3 or Sometimes on the scale				
	The rating here indicates that the experienced time commitment been marginally different from people’s expectations.				
	Note: This does not indicate whether people expected to spend more or less, although the interviews would tend to indicate that people did not expect the Committees to require the experienced level of time commitment				
Do you believe the time commitment required is appropriate for the role of the Committee?	Median = 3.5 between Sometimes and Mostly on the scale				
	Average = 4 or Mostly on the scale				
	The rating indicates that members believe the role is sufficiently important to require a significant time commitment				
If the commitment was greater than you expected, would you still have applied if you had known in advance the commitment required?	Feedback on this question was almost equal between “Yes” and “Maybe” (only 1 respondent indicated “No”). Possibly the more interesting aspect related to the uniformity of responses within Committees’ themselves. For example 100% responses from Kaikoura and Hurunui/Waiiau indicated “Maybe” in response to this question. While Waimakariri, Upper Waitaki responded 100% “Yes”. Committees had a majority response for either “Yes” or “Maybe”.				
Are you intending to stand for a second term after your current term expires, if possible?	In response to this question 55% of respondents indicated they were intending to stand for a second term, with a further 40% indicating they may stand.				

Section Summary:

Feedback on this section was slightly less positive on the whole. It indicates that people slightly under-estimated the time commitment required and while they believe the time commitment is appropriate to the role, it is perhaps more than they would wish. Having said that, they remain committed to the process and see themselves remaining on the Committees for their term.

A significant number are either intending or contemplating standing for a second term.

It appears from the survey responses that Committee's experiences as a group tend to influence their responses. For example in the case of Hurunui-Waiiau where the committee is known to have committed significant time during the preparation of their ZIP the response to the question of whether respondents would've still applied was less positive than in other Zones where the time commitments have not been so great (to this point). This highlights the risk of burn out for entire committees and the need for Environment Canterbury and the respective Local Councils to consider and manage the pace of work of individual Committees.

Committee Stewardship	Not at all	Seldom	Some times	Mostly	Always
In your opinion has the Chair role worked well for your Committee?	Median = 4.1 between Mostly and Always Average = 4 or Mostly on the scale The feedback in response to this question was consistently at Mostly or Always.				
Do you believe it is necessary to have a Deputy Chair?	The feedback here differed between the Zones & Regional Committees with the Zones indicating they believe it is necessary to have a Deputy Chair, and the Regional indicating they don't believe it is necessary. The observation is that both have indicated a preference for what they have.				
Has your Committee delegated tasks to sub-groups to work on?	Median = 3.7 between Sometimes and Mostly on the scale Average = 4 or Mostly on the scale All groups have indicated they have delegated to sub-groups at some stage or other				
If so, has this been a positive & productive experience for the Committee as a whole?	Median = 3.9 between Sometimes and Mostly on the scale Average = 4 or Mostly on the scale Across the board the Committees have indicated the use of sub-groups to be a productive way of working				
Has the way the Committee works enabled you to provide the leadership you expected?	Median = 3.6 between Sometimes and Mostly on the scale Average = 4 or Mostly on the scale This response indicates that most people feel they have been				

enabled to provide leadership to some extent, although possibly not to the extent they expected. Scoring was consistent across Committees with the exception of Selwyn- Waihora which scored “Seldom” on this scale

Section Summary:

The feedback on this section tends to indicate that respondents are positive about the stewardship & functioning of their Committee. The high degree of correlation in responses and the variation between the Zone and Regional Committee (where the model is different) does suggest that respondents are indicating a level of comfort with their Committee’s status quo.

Rotation & Succession	None	Some	Half	Most	All
At the end of the Committee members’ current 3 year term, how many members do you believe should be rotated off?	Median = 1.9 between None & Some on the scale				
	Average = 2 or Some on the scale				
Should members terms be staggered to avoid everyone’s term finishing at the same time?	Median = 1.1				
	Average = 1 or Yes on the scale				
	Note: Scale was 1= “Yes” and 2 = “No”				
Is 3 years the right length of appointment?	Median = 1.2				
	Average = 1 or Yes on the scale				
	Note: Scale was 1= “Yes” and 2 = “No”				
What if any risks are associated with replacing an entire Committee? Please describe.	The majority of respondents see the risk of loss of “institutional memory” and of delay in progress as the key risks. Other responses included loss of continuity, loss of trust/confidence within the group and momentum on the programme if too many members replaced. There is also a fear that too much change will see Committee’s revisiting the Implementation Programmes.				
Should Committee members (either all or a delegation) be involved in the appointment of new members?	The response between the Zones and the Regional Committees was different. The Zone Committees responded strongly that they should not be involved in appointment of new member (Median = 1.3; Average = 1) whereas the Regional Committee indicated they should be involved in the selection of new members (Median = 2; Average = 2).				

Section Summary:

Feedback indicated a strong desire to see rotation and succession managed on behalf of the Committees. Respondents have a clear and common view of the key risk of loss of Committee knowledge and want to make certain, that Committees are refreshed in a timely manner. The clear preference is for “Some” members (i.e. more than none but less than half) of the members be rotated off after the first term. Opinion is divided on who should determine how this occurs.

Committee Housekeeping

	Not at all	Seldom	Some times	Mostly	Always
Do you generally receive the papers far enough in advance to allow you to read them before meetings?	Median = 4 or Mostly on scale Average = 4 or Mostly on scale				
Is the volume of information for meetings generally manageable?	Median 3.6 between Sometimes and Mostly on scale Average = 4 or Mostly on scale				
Would you prefer to receive electronic or paper copies or both?	Predictably most people (48%) indicated they would like both paper and electronic copies. 32% of people had a preference for paper copies over 20% who would prefer electronic copies.				

Section Summary:

In general people feel they have material in time and in manageable amounts. Some respondents indicated that they would like a little more time to consider papers (i.e. consistently receive papers at least 4 days in advance of meetings). Others commented that there were too many papers tabled at meetings which didn’t allow adequate consideration of the content by the Committees.

There is no clear consensus on paper or electronic copies.

CWMS Governance Structure

	Not at all	Seldom	Some times	Mostly	Always
How effective has the Committee structure (i.e. Zone and Regional) been in achieving a regional wide response to the CWMS?	Median = 3.6 or between Sometimes and Mostly on the scale Average = 4 or Mostly				
Are the distinct roles of the Zone and Regional Committees clear to you?	Zone Committee response: Median = 3.8 or between Sometimes and Mostly on the scale Average = 4 Regional Committee response: Median = 4.4				

Average = 5

The response would tend to indicate that the Regional Committee is clearer on the distinction between its role and that of the Zone Committees, than the Zone Committees which is probably not unexpected.

Are there any changes you believe would be valuable ensuring an integrated region wide response to the CWMS is achieved?

Comments were wide ranging including:

- Questioning the need for/role of the Regional Committee
- Questions on the process for determining “regionally significant” features
- Perceived value in the inter-zone Committee meetings
- Greater clarity on respective roles of the Zones and Regional Committees and area where there is value in an interface

Section Summary:

This is an area where there is a difference of perspectives between the Zones & Regional Committees. The comments from Zone Committee respondents indicate a lack of clarity on the value or areas of dominion of the Regional Committee. There is also a sense of remoteness from Regional Committee processes. The Zones appear to have a high degree of ownership over activities in “their catchments” and view the Regional Committee as potentially “interfering in the Zone’s business”.

On the other hand, Regional Committee respondees indicate they are now clearer on their areas of focus and role and see the need for a regional perspective.

Value of being on a CWMS Committee

Question: What has been the most valuable aspect of being involved in the CWMS Committee process - please rank the following (1 being the highest and 10 being the lowest).

The table below indicates the Median and Average scores for the options provided:

	Median Ranking	Average Ranking	Overall Ranking
Personal Development	5	5.0	6
Community Connection	5	4.6	5
Remuneration	10	9.7	10
Committee discussion	4	4	4
Information sharing & education	3	3.2	1
Ability to be involved in decision making	3	3.4	3
Community recognition/profile	8	6.9	9
Exposure to different perspectives	3	3.3	2
Increased understanding of Ngāi Tahu values	6	5.9	7
Engagement with other CWMS Committees	6.5	6.0	8

Survey Feedback Summary

In general, the feedback from respondents was positive about the CWMS process. Respondents in the main indicate a high degree of ownership of the process and a good level of satisfaction with their involvement. Notably despite there being the opportunity for open comments, only two respondents raised the issue of remuneration/reward for participation as being an issue. While Remuneration ranked at the bottom of the ranking of valuable aspects of being involved in the CWMS Committee process, this does not appear to be a “top of mind” issue for respondents, with issues such as non-performance of fellow committee members and over/under representation of certain parts of the community featuring as amongst the more dominant themes in the open comments sections.

One of the other common themes expressed was concern regarding the extent to which the community is aware of the Zone Committee work and decision making and the effectiveness of community engagement processes.

Christchurch-West Melton Water Management Zone Committee

Terms of Reference

The area of the Christchurch-West Melton Water Management Zone is shown on the attached map.

Establishment

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

The Committee is a joint Committee of Environment Canterbury (the Regional Council), Christchurch City Council and Selwyn District Council (the Territorial Authorities).

Purpose and Functions

The purpose and function of the Committee is to:

- Facilitate community engagement in the development and periodic review of a Water Management Implementation Programme that gives effect to the Canterbury Water Management Strategy and takes into account the Implementation Programmes of other Committees where there is a common area of interest or interface; and
- Monitor progress in the implementation of the programme by the Water Executive.

Objectives and Delegated Powers

1. To develop a rolling 10 year Implementation Programme that seeks to advance the management of water and any associated documentation required to support the programme or as required by legislation.
2. Take into account and support other Implementation Programmes to the extent they have common areas of interest or interface.
3. Consult with other Committees throughout the development of their Implementation Programme on matters impacting on those Committees.
4. Consult with relevant stakeholders throughout the development of the Implementation Programme.
5. Recommend the Implementation Programme to their respective Councils.
6. In developing the Implementation Programme ensure that the obligations to consult and obtain input from the public are met
7. To consider the Management Plan prepared by the Water Executive in response to the Implementation Programme and, if satisfied approve the Management Plan.
8. To monitor the performance of the Water Executive in relation to the implementation of the Management Plan.
9. To provide the relevant Territorial and Regional Authorities with updates on progress against the Implementation Programme.
10. To review the Implementation Programme on a three yearly cycle and amend as deemed necessary.

Limitation of Powers

No Committee shall have the authority to commit any Council to any path or expenditure and shall operate in such a way as it does not compromise those Council's freedom to deliberate and make such decisions as it deems appropriate.

No Committee shall have the authority to submit on resource consent matters in its own right.

Committee Membership

The Zone Committee will comprise no less than 7 and no more than 13 members made up as follows:

1. 1 member appointed by the Regional Council who shall be an elected member
2. 1 member appointed by each Territorial Authority operating within the Zone Boundary who shall be an elected member
3. 1 member from each Runanga
4. Between 4-7 members appointed from the community and who come from a range of background and interests within the community

In determining the composition of the Committee consideration shall be given to balancing the following interests in water management:

- Agricultural interests
- Indigenous biodiversity/Environmental groups
- Recreational users
- Economic development interests
- Energy/electricity interests
- General community interests
- Geographic spread

To be eligible to be considered for appointment to a Zone Committee the candidate must either live in or have a significant relationship with the zone.

Quorum

The quorum at a meeting consists of:

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

Officers

The Committee shall appoint the Chair and Deputy Chair from the membership.

Term of Appointment

Members of Committees are appointed for a term of three years and can be reappointed for a second term of three years. To coincide with Local Government Election processes terms shall commence from December each year, with each Committee requiring confirmation of membership by the incoming Council.

Financial Delegations

None

Operating Philosophy

The Committees will at all times operate in accordance with the requirements of the Local Government Official Information and Meetings Act, but will observe the following principles in all its meetings.

1. Give effect to the Fundamental Principles, Targets and goals of the Canterbury Water Management Strategy.
2. Be culturally sensitive observing tikanga Maori.
3. Give consideration to and balance the interests of all water stakeholders in the region in debate and decision-making.
4. Work in a collaborative and co-operative manner using best endeavours to reach solutions that take account of the interests of all sector of the community.
5. Members of the Committee are appointed on the basis of their experience and knowledge and not to representing a particular interest or group. Accordingly members will contribute their knowledge and perspective but not promote the views or positions of any particular interest and stakeholder group.
6. Promote a philosophy of integrated water management to achieve the multiple objectives of the range of stakeholders with interests in water.
7. The Committee will seek consensus in its decision-making where at all possible.
8. In the event that neither unanimous agreement is able to be reached nor a significant majority view formed, the Committee must in the first instance seek assistance from an external facilitator to further Committee discussions and deliberations.
9. Where the Committee encounters fundamental disagreements, despite having sought assistance and exhausted all avenues to resolve matters, they must recommend that the respective Councils disband them and appoint a new Committee.

Guidelines

1. The Committee is formed on a three-yearly basis.
2. Remuneration for members will be paid in the form of an honorarium at the following levels:
 - a. Appointed members - \$2,000 pa
 - b. Deputy Chair - \$3,000 pa
 - c. Chair - \$5,000 pa.

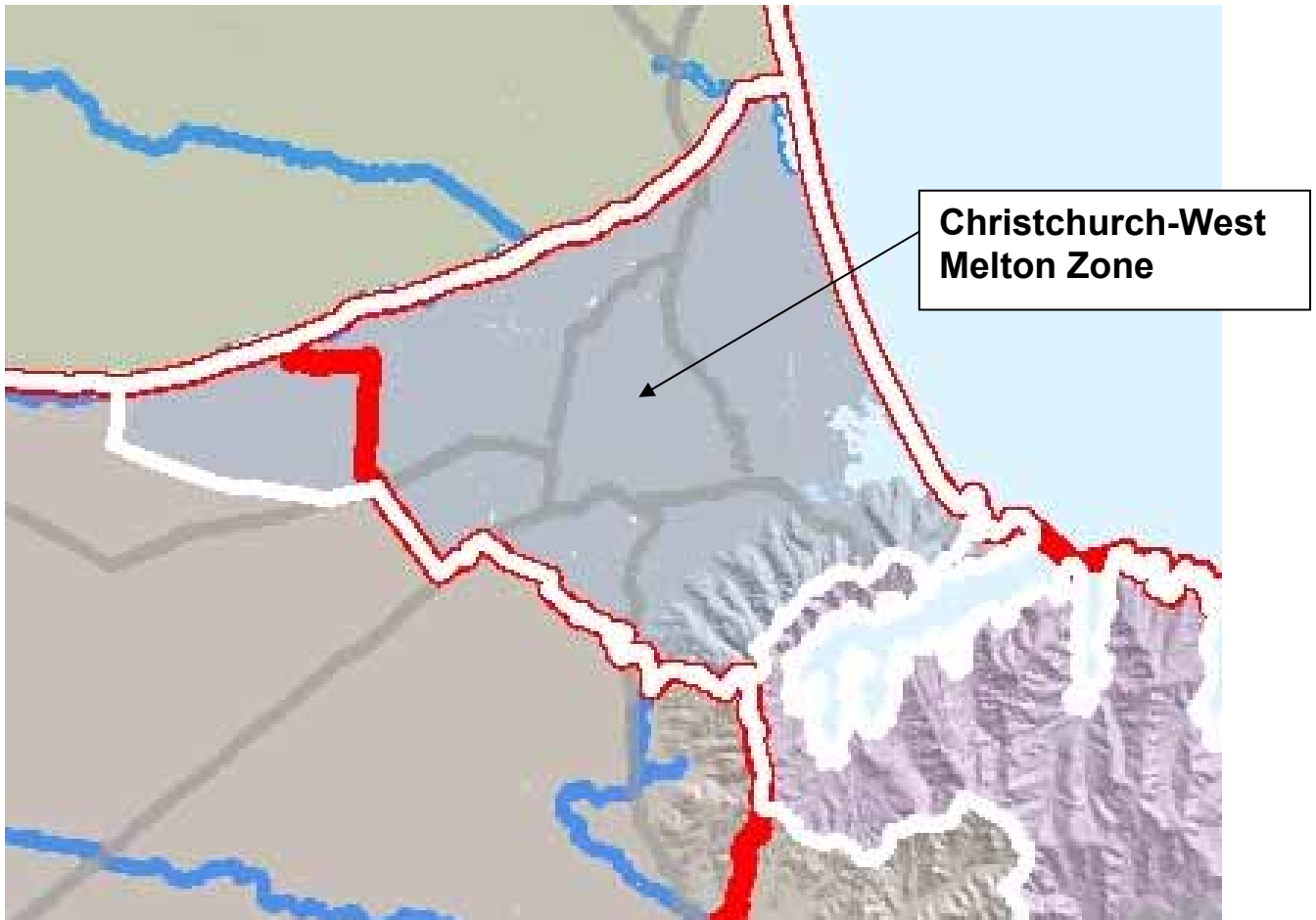
Staff or elected members of Territorial Authorities or the Regional Council shall not be eligible for remuneration.

Reasonable travel expenses will be reimbursed.

3. The Committee will meet at least four times per annum and with workshops and additional meetings as required. In its first year of operation the Committee is likely to meet at least once a month.
4. Proxies or alternates are not permitted.
5. Any Committee may co-opt such other expert knowledge or advisory as it deems necessary to ensure it is able to achieve its purpose. Any such co-option will be on a non-voting basis.

Committee Support

1. The Committee shall be supported by the Territorial and Regional Councils operating primarily through the Water Executive.

Map showing Christchurch-West Melton Water Management Zone

AGENDA ITEM NO: 14	SUBJECT MATTER: Matters for Regional Implementation
REPORT: Christchurch-West Melton Zone Committee	DATE OF MEETING: 28 February 2013
REPORT BY: Matthew Ross	

PURPOSE

For the Zone Committee to identify matters that may require implementation at a regional or cross-zone level for possible consideration by the Regional Water Management Committee. This is a workshop session. No decision is required.

BACKGROUND

The Regional Water Management Committee considers implementation of the Canterbury Water Management Strategy at a region-wide and cross-zone level. The Regional Committee will be discussing the Christchurch-West Melton Zone in the next couple of months, and as such, the Zone Committee has an opportunity through their representative on the Regional Committee to help inform that discussion. The Regional Committee only has a different perspective to, but is not hierarchical over, the Zone Committee. This is an opportunity for the Zone Committee to identify and seek support on implementation of the CMWS (and ZIP) in the Christchurch West Melton Zone, where outcomes and issues are best addressed at a cross-zone or regional level.

Committee members will be asked to identify up to 2 points to be noted at the meeting. The list of points will be refined by Jon Harding (Zone Committee representative on the Regional Committee), Ian Fox (Chair), and Deidre Francis (Deputy Chair) and shared with the Regional Committee.