

---

## **Banks Peninsula Water Management Zone Committee AGENDA**

---

### **Notice of Meeting:**

A meeting of the Banks Peninsula Water Management Zone Committee will be held on:

**Date: Tuesday 15 March 2022**

**Time: 4pm**

**Venue: Via Audio-Video Link**

Under the current provisions of the Covid-19 Protection Framework (the Traffic Alert system) attendance will be by an audio-video link, please request access details from [liz.ryley@ccc.govt.nz](mailto:liz.ryley@ccc.govt.nz). Attendance capacity may be limited.

---

### **Membership**

Chairperson	Gina Waibl - Community Representative
Deputy Chairperson	Aurora Smith - Te Hapū o Ngāti Wheke/Rapaki
Members	Trudi Bishop - Community Representative
	George Howden - Community Representative
	Elisa Knight - Community Representative
	Ben Manson - Community Representative
	Andrew Turner - Deputy Mayor Christchurch City Council
	Tori Peden - Christchurch City Council Elected Representative
	Lan Pham - Councillor Environment Canterbury
	Rik Tainui - Te Rūnanga o Ōnuku
	Jalessa Panirau - Te Rūnanga o Wairewa
	Erana Riddell - ECan Youth Rōpū

---

**9 March 2022**

**Zone Facilitator**  
Shelley Washington  
Tel: 027 294 5219  
**Environment Canterbury**

**Committee Advisor**  
Liz Ryley  
Tel: 941 8153  
**Christchurch City Council**

**Principal Advisor**  
Marion Schoenfeld  
Senior Surface Water Planner  
Tel: 941 5079  
**Christchurch City Council**

**To view copies of Agendas and Minutes, visit:**

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>

<https://www.ecan.govt.nz/get-involved/council-and-committee-meetings/>

## **TABLE OF CONTENTS**

### **Karakia Tīmatanga**

<b>1. Apologies.....</b>	<b>3</b>
<b>2. Declarations of Interest .....</b>	<b>3</b>
<b>3. Updates from Banks Peninsula Zone Committee Members.....</b>	<b>3</b>
<b>4. Confirmation of Previous Minutes.....</b>	<b>3</b>
<b>5. Matters Arising from the Minutes.....</b>	<b>3</b>
<b>6. Deputations by Appointment .....</b>	<b>3</b>
<b>7. Identification of Urgent Items .....</b>	<b>3</b>
<b>8. Identification of General Public Contribution.....</b>	<b>3</b>

### **REPORTS**

<b>9. 2022 Election of Chair and Deputy Chair, and Committee Meeting Dates .....</b>	<b>11</b>
<b>10. Canterbury Water Management Strategy Action Plan Budget 2021-22 Allocation Recommendations .....</b>	<b>23</b>

### **Karakia Whakamutunga**

---

The meeting will be opened with a Karakia/Timatanga and closed with a Karakia/Whakamutunga

## **1. Apologies**

At the close of the agenda no apologies had been received.

## **2. Declarations of Interest**

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

## **3. Updates from Banks Peninsula Zone Committee Members**

An opportunity for members to highlight events/meetings/issues relevant to the Zone Committee.

## **4. Confirmation of Previous Minutes**

That the minutes of the Banks Peninsula Water Management Zone Committee meeting held on [Tuesday, 16 November 2021](#) be confirmed (refer page 4).

## **5. Matters Arising from the Minutes**

## **6. Deputations by Appointment**

There were no deputations by appointment at the time the agenda was prepared.

## **7. Identification of Urgent Items**

## **8. Identification of General Public Contributions**

---

## **Banks Peninsula Water Management Zone Committee OPEN MINUTES**

---

**Date:** Tuesday 16 November 2021  
**Time:** 4pm  
**Venue:** Lyttelton/Mt Herbert Boardroom  
25 Canterbury Street, Lyttelton

---

### **Present**

Chairperson  
Members

Gina Waibl - Community Representative  
Trudi Bishop - Community Representative  
Ben Manson - Community Representative  
Rima Herber - Community Representative  
Elizabeth Macpherson - Community Representative  
Tori Peden - Christchurch City Council Elected Representative  
Lan Pham - Councillor Environment Canterbury  
Rik Tainui - Te Rūnanga o Ōnuku

---

In Attendance: ECan – Gill Jenkins, Will Todhunter and Jess Newland; DOC – John Benn; Whaka Ora – Karen Banwell; (On-line) Community member - Pam Richardson; CCC - Paul Dickson and Peter Christensen

---

**Zone Facilitator**  
Shelley Washington  
Tel: 027 294 5219  
**Environment Canterbury**

**Committee Advisor**  
Liz Ryley  
Tel: 941 8153  
**Christchurch City Council**

**Principal Advisor**  
Marion Schoenfeld  
Senior Surface Water Planner  
Tel: 941 5079  
**Christchurch City Council**

**To view copies of Agendas and Minutes, visit:**  
[www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/](http://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/)  
[www.ecan.govt.nz/news-and-notice/minutes/Pages/Default.aspx](http://www.ecan.govt.nz/news-and-notice/minutes/Pages/Default.aspx)

The meeting was opened with a Karakia Timatanga.

The agenda was dealt with in the following order.

## **1. Apologies**

### **Committee Resolved BPZC/2021/00012**

That the apologies received from Deputy Mayor Andrew Turner, Aurora Smith, Erana Riddell, Elisa Knight and George Howden be accepted.

Lan Pham/Rima Herber

Carried

## **2. Declarations of Interest**

There were no declarations of interest recorded.

## **3. Updates from Banks Peninsula Zone Committee Members**

Members highlighted events/meetings/issues relevant to the Zone Committee. Please refer to Item 10 Facilitator's Report for the members highlights.

## **4. Confirmation of Previous Minutes**

### **Committee Resolved BPZC/2021/00013**

That the minutes of the Banks Peninsula Water Management Zone Committee meeting held on Tuesday, 21 September 2021 be confirmed.

Gina Waibl/Rik Tainui

Carried

## **5. Matters Arising from the Minutes**

Nil.

## **6. Deputations by Appointment**

There were no deputations by appointment.

## **7. Identification of Urgent Items**

Nil.

## **8. Identification of General Public Contributions**

Nil.

## **9. Presentation to Banks Peninsula Zone Committee - Stormwater Management Plan Engagement**

A presentation on the Stormwater Management Plan was provided by Paul Dickson, CCC (Drainage Engineer), and Peter Christensen, CCC (Surface Water Engineer). This included information on the Banks Peninsula Stormwater Management Plan that will be developed under the Comprehensive Stormwater Network Discharge Consent 2019 and the (strategic) Surface Water Implementation Plan (final name to be decided) which will be developed under the Integrated Water Strategy 2019 (see Minutes Attachment).

Questions were raised and discussion held following the presentation. This included about whether biodiversity was specifically accounted for, not just water quality, and ensuring flora and fauna are not removed during infrastructure work. Noted this matter has been considered in the past and meetings held about it. Council does have a Fish Passage prioritisation approach and budget, however this would be seen as a separate issue to the SMP.

Discussion was held about the in and out of scope areas, and about the level of detail that the Strategic Surface Water Implementation Plan would deal with, e.g. pick up everything related to surface water except for wastewater, and coastal water.

The type of monitoring carried out was noted that includes Total Suspended Solids, Zinc, Copper, E.coli and other contaminants/measures. Wet weather monitoring is also carried out. Emerging contaminants are being considered for inclusion in future.

Questions were asked about inclusion of behaviour change methods within these plans it was noted this would be funded by Council within the Community Waterways Partnership but that behaviour change is included in some of the methods such as erosion and sediment control and other work programmes such as cycleways. The Committee felt it was crucial to make clear the importance of behaviour change.

Paul asked Zone Committee members to feedback, via Shelley Washington, any thoughts/ideas they have about how the Council is best to do their community engagement on the SMP. Examples were raised by members that included:

- Council could promote issues more widely and discuss with Central Government;
- informing landlords of stormwater issues;
- encourage to gather community input on values and visions and broader topics. Utilise that input to the correct places within either council, rather than limiting the community to only engaging on the more narrow in scope aspects of SMP;
- informing groups of residents e.g. through including SMP consultation with Coastal Hazards consultation;
- encourage picture style/easy to understand communication and about reductions, simple ways and talking about actions and solutions;
- Stormwater Superhero trailer at events;
- Zone Committee assistance e.g. Lyttelton Farmers Market;
- maybe opportunity when ECan is consulting on its Integrated Planning Framework, encourage connection with that. The Committee agreed that the Community Board's view that the engagement is best to be via other community events coming up that the community will be involved in;

- some online consulting during Draft Plan, Facebook etc;
- consider the cultural values assessment also. Paul agreed to provide the Committee with a copy of the cultural values assessment once complete.

Further discussion was held about other areas that can be considered such as use of rainwater.

#### **Committee Resolved BPZC/2021/00014**

That the Banks Peninsula Water Management Zone Committee:

1. Receive the information in the Stormwater Management Plan Engagement report.
2. Encourage CCC and ECan to carry out where possible integrated community consultation on the development of the ECan Integrated Planning Framework and CCC SMP/Integrated Surface Water Strategy.

Lan Pham/Trudi Bishop

Carried

#### **Attachments**

- A Banks Peninsula Water Management Zone Committee - 16 November 2021 - Presentation Stormwater Management Plan Consultation

### **10. Opportunity to Nominate a Representative to the Whakaraupō Lyttelton Mt Herbert Coastal Panel as part of the Coastal Hazards Adaptation Planning Programme**

The Committee noted the matter of a representative onto the Coastal Planning Programme and agreed they would like to make a nomination.

Cr Pham nominated Gina Waibl, seconded by Rik Tainui.

#### **Committee Resolved BPZC/2021/00015**

That the Banks Peninsula Water Management Zone Committee:

1. Receives information on the Terms of Reference of the Whakaraupō Lyttelton Mt Herbert Coastal Panel.
2. Confirms it does wish to have a representative on the Coastal Panel.
3. Nominates Gina Waibl to be its representative on the Coastal Panel.

Lan Pham/Rik Tainui

Carried

### **11. Canterbury Water Management Strategy - Action Plan Budget 2021-22 Allocations Recommendations**

Gill Jenkins explained that not all the projects are ready to be implemented, but could be delayed and decisions made by April 2022. Discussion was held about reallocating that budget to other projects. Any that are unable to go ahead can be considered later on again for the following financial years.

---

**Committee Resolved BPZC/2021/00016**

That the Banks Peninsula Water Management Zone Committee recommends to Environment Canterbury the following budget allocations:

1. Bayview: upper Sams Creek catchment riparian planting and fencing: \$10,000 (2021-22 financial year)
  2. Le Bons Bay spring head protection: \$15,000 (2021-22 financial year)
  3. Wharf Road fencing and planting stream: \$10,000 (2021-22 financial year)
  4. Okuti Valley Project enhancement of the wetland margins of the Okuti River for bittern, fern bird and crane: \$5,000 (2021-22 financial year)
  5. Community engagement expenses for climate change engagement: \$2,500 (2021-22 financial year)
  6. Community engagement expenses for Wainui wastewater: \$2,000 (2021-22 financial year)
- and
7. That the Committee will make a recommendation on the allocation of the remaining \$5,500 by 20 April 2022 to other projects or expenses that helps the Committee implement their action plan, or projects from items 1 to 6 above that are unable to go ahead.

Rima Herber/Gina Waibl

**Carried**

## **12. Facilitator's Update - 16 November 2021**

Marion Schoenfeld referred to the Endeavour project run by NIWA in Little River, working with Wairewa Rūnanga –an update via a one-page brief of information will be provided to the Zone Committee about this. This is a nationwide project to improve the consistency of flood modelling and there is a case study in Wairewa Catchment.

Gill Jenkins reported about a summer student working at ECan in relation to pressures on Banks Peninsula streams from water takes, where water is taken from for marae drinking water and other matters. Johannes Welsch mentioned this to the Committee in September and confirmed they will seek landowner permission.

The Zone Committee members considered ideas on process for identifying future projects for the CWMS Action Plan Budget, such as advertising, and inviting community groups and landowners to present on their projects. Discussion was held about the process for this input. Information includes criteria and ideas of how the project would fit within the Committee's action plans, and providing past project information. The Committee would like Shelley Washington to do a first check to ensure that projects are relevant, before being presented to Committee.

Noted that confirmation will be sought from Ben Manson about whether the Little River Show will be held, as the Committee is planning to have a display if it goes ahead and has booked a site.

The Zone Committee's end of year function was agreed for Tuesday 14 December. Details to be provided by the Zone Facilitator.

A farewell and thanks for contributions was given to two members resigning from the Committee at the end of 2021 when their initial three year term was due to expire. Elizabeth MacPherson and Rima Herber spoke positively about their time on the Zone Committee. Elizabeth is very happy to stay in touch with any questions about freshwater law and policy, and opportunities for students to do research that is helpful to the Committee.

### **Members' Highlights**

Elizabeth MacPherson – Reported back that she has discussed with an ECan Planner and Consenting staff member about Te Mana o Te Wai and what they are doing to implement this under the National Policy Statement for Freshwater. Confirmed that the Land and Water Regional Plan will be changed to meet Te Mana o Te Wai by 2024 and will deal with permitted and consented water takes differently. Confirmed ECan is seeking to take an integrated Ki Uta Ki Tai approach and will be developing the regional plan, coastal plan and regional policy statement together in a more integrated way. Zone Committee members should continue to raise awareness about the issue of water shortage in small Banks Peninsula streams for both waterway health and the needs of the community, their livelihoods and lifestyles. Te Mana o Te Wai is being applied now via consenting as if enforced. Noted that this issue is particularly complex for Banks Peninsula as the community does not have easy alternatives for water supply and water from streams is needed for the health of the river, as well as drinking water, domestic use, and stock water. The Committee may wish to advocate for ECan to engage with the community on this topic from now until 2024 to support the community to gradually change and adapt. Elizabeth will forward the notes from that discussion to Committee members for their information.

Trudi Bishop – Met with ECan communications and engagement staff that support the committee, or do climate change engagement work, about communicating the climate change information to be more accessible. Trudi has developed an idea of identifying community members who are willing to share their own experiences with changes they are noticing and dealing with such as fires, drought, flood, and erosion. This is so that the interconnectedness is well understood and community can support and learn from each other. Met with the Banks Peninsula Conservation Trust Chair about good stories of climate change effects on the Peninsula and how this is being dealt with.

Councillor Pham departed at 6.30pm.

Rik Tainui – needs Tori and Lan to organise time with him to discuss water matters. Mentioned the drinking water supply work his Rūnanga are working on. Confirmed will have the Zone Committee visit Ōnuku in March 2022. Advised stream for drinking water runs down the side of the marae so working with DOC on translocation of freshwater crayfish into the stream for the purposes of mahinga kai, education of tamariki and improving water quality.

Noted from Elisa Knight about meeting with some of ECan's on-site wastewater working group to discuss their upcoming campaign, and has reached out to the Wainui Residents' Association.

Rima Herber – reported about a group of people who have bought a section of land to protect (High Bare Peak) in the Wairewa catchment, and also some land near the head of Te Roto o Wairewa that they will eventually turn into a wetland. Rima will send Shelley some contact details for this group.

Tori Peden – Wairewa River Rating District Committee had a meeting where three of its five members attended, and will be checking with the community for their feedback at the Little River Flooding Hui when that happens. CCC is waiting for Covid levels to change as needs to be able to accommodate a large audience. Birdlings Flat matter about resource consents for discharge of wastewater from septic tanks ceasing from August 2022 so CCC is investigating with ECan the possibility for extending the consent to provide more time for the solutions to be found.

Gina Waibl – Advised that she, Trudi, Elisa and Aurora attended a combined Central Zone Committee Induction, Chairs, Deputies and Secretaries workshop on 2 November. Noted that there will be great value in collaborating with other Committees i.e. Christchurch West Melton and Selwyn Waihora. For example, potential for combining CWMS Action Plan Budget across all three zones for shared actions such as and erosion and sediment control. Attended a meeting organised by Whaka Ora in Governors Bay about pest control plan for the catchment, i.e. modern pest control on catchment scale. Red zoned properties particularly top of Governors Bay (Zephyr Stream) and developing pest control in those areas.

Karen Banwell noted she is happy for Shelley to share the student report on providing for access in Steadfast Reserve with the Committee.

Note the roles of Chair and Deputy is to be considered at the March meeting 2022 for members to consider and elect.

The meeting with a Karakia/Whakamutunga.

**Meeting concluded at 6.53pm.**

**CONFIRMED THIS 15TH DAY OF MARCH 2022**

**GINA WAIBL  
CHAIRPERSON**

**Committee Resolutions**

That the Board

1. Receive

Rima Herber/To

## **9. 2022 Election of Chair and Deputy Chair, and Committee Meeting Dates**

**Reference Te Tohutoro:** 22/300463

**Presenter(s) Te kaupāhō:** Shelley Washington, Zone Facilitator –  
shelley.washington@ecan.govt.nz

### **1. Purpose of Report Te Pūtake Pūrongo**

- 1.1 The purpose of this report is for the Banks Peninsula Water Management Zone Committee to:
  - 1.1.1 Elect the Chair and Deputy Chair for 2022, as set out in the Terms of Reference **(Attachment A)**;
- 1.2 Review and amend, if needed, meeting dates and times.

### **2. Officer Recommendations Ngā Tūtohu**

That the Banks Peninsula Water Management Zone Committee agrees to:

1. Elect the Chair and Deputy Chair.
2. Meet in 2022 between 4-6.45pm on the following Tuesdays:
  - a. 15 March
  - b. 19 April - (workshop only)
  - c. 17 May
  - d. 21 June - (workshop only)
  - e. 16 August
  - f. 20 September
  - g. 18 October – (workshop only)
  - h. 15 November – (workshop only).

### **3. Report Te Pūrongo**

#### **The Zone Committee**

- 3.1 The Banks Peninsula Water Management Zone Committee is established under the auspices of the Local Government Act 2002 in accordance with the Canterbury Water Management Strategy 2009 (CWMS).
- 3.2 The Committee is a joint committee of Christchurch City Council, and Environment Canterbury.
- 3.3 The purpose of the Committee is to uphold the mana of the freshwater bodies within their zone by facilitating enduring land and water management solutions that give effect to the Canterbury Water Management Strategy vision, principles and targets in their zone.

3.4 Committee functions include:

- Facilitating community engagement and collaboration.
- Facilitating the provision of advice through to councils and others contributing to freshwater management.
- Enhancing delivery capability and coalition of the willing – working with stakeholders across all sectors to extend the resources available to implement the CWMS.
- Progress annual reporting to the CWMS partners on progress towards delivery of the zone-specific priorities and CWMS target areas identified in the Committee’s Action Plan.

3.5 The purpose and functions of the Committee are fulfilled by preparing a Zone Committee Action Plan to cover a three-year period that focuses on 3 to 5 priorities.

3.6 The Committee does not have the authority to commit any council to any path or expenditure and its recommendations do not compromise the Council’s freedom to deliberate and make decisions.

3.7 The Committee does not have the authority to submit on proposed Resource Management or Local Government Plans.

### **Operating Philosophy**

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

3.9 The Committee will observe the following principles:

3.9.1 Be culturally sensitive observing Ngāi Tahu tikanga.

3.9.2 Apply a Ki Uta Ki Tai (from the mountains to the sea) holistic approach that also enables cultural elements including mahinga kai philosophies held by mana whenua to be encompassed.

3.9.3 Consider and balance the interests of all water interests in the region in debate and decision making.

3.9.4 Work in a collaborative solution-focused approach using best endeavours to reach solutions that take account of interests of all sectors of the community.

3.9.5 Contribute knowledge and perspectives but not promote the views or positions of any interest or stakeholder group.

3.9.6 Promote a philosophy of integrated water management to achieve multiple objectives of the range of interests in water.

3.9.7 Seek consensus in decision-making. If neither unanimous agreement can be reached nor a significant majority view formed, in the first instance seek assistance from an external facilitator to further Committee discussions and deliberations. Where the Committee encounters fundamental disagreements, despite having sought assistance and exhausted all avenues to resolve matters, recommend that respective Councils disband them and appoint a new Committee.

### **Elections**

- 3.10 Each year, the Committee shall appoint the Chair and Deputy Chair from the membership by simple majority. There is no limit on how long a person can be in either of these positions.
- 3.11 The current Chair is Gina Waibl. The Deputy is Aurora Smith.

### **Process to Elect of Chair and Deputy Chair**

A local authority or a committee (if the local authority has so directed) must determine by resolution that a person be elected or appointed by using one of the following systems of voting:

- (a) [System A]; or  
(b) [System B].

#### **System A**

- (a) requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
- (b) has the following characteristics:
- (i) there is a first round of voting for all candidates; and
  - (ii) if no candidate is successful in the round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
  - (iii) if no candidate is successful in the second round there is a third, and if necessary subsequent round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
  - (iv) in any round of voting, if 2 or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

#### **System B**

- (a) requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- (b) has the following characteristics:
- (i) there is only 1 round of voting; and
  - (ii) if 2 or more candidates tie for the most votes, the tie is resolved by lot.”

[cl. 25, Schedule 7, LGA]

### Meeting Dates and Times

- 3.12 The Committee will formally meet at least four times per annum and will hold workshops and host additional community engagement opportunities as required throughout the year. At times, the workload will be substantially higher.
- 3.13 The Committee can decide on the location of meetings to encourage greater engagement on issues in particular areas.

### Attachments Ngā Tāpirihanga

No.	Title	Page
A  	Banks Peninsula Zone Committee - Terms of Reference	15

## CWMS Zone Committees – Revised Terms of Reference 2020

Confirmed by Canterbury Regional Council (10 December 2020)

<p><b>Canterbury Water Management Strategy (CWMS) – Terms of Reference</b></p> <p><b>Banks Peninsula Water Management Zone Committee</b></p>
<p><b>AREA</b></p> <p>The Canterbury Water Management Strategy zone map is attached at the foot of this document. The Banks Peninsula Water Management Zone is shown on <a href="https://bit.ly/2QYNWUj">this map (bit.ly/2QYNWUj)</a>.</p> <p>The Banks Peninsula Water Management Zone includes the takiwā of Te Rūnanga o Wairewa, Te Hapū o Ngāti Wheke, Te Rūnanga o Koukourārata and Te Rūnanga o Ōnuku; and the administrative areas of Christchurch City Council and Environment Canterbury.</p> <p>The Committee has broken up the Zone into five sub-areas: Lyttelton catchment, Outer Bays catchment, Akaroa catchment, Wairewa catchment and Southern Bays catchment.</p>
<p><b>BACKGROUND</b></p> <p>The committee is an expression of the partnership between Christchurch Council, Environment Canterbury (the Regional Council), Te Rūnanga o Wairewa, Te Hapū o Ngāti Wheke, Te Rūnanga o Koukourārata, Te Rūnanga o Ōnuku; and local communities to implement the Canterbury Water Management Strategy.</p> <p>The committee is established under the auspices of the Local Government Act 2002 in accordance with the Canterbury Water Management Strategy 2009.</p> <p>The committee is a joint committee of Christchurch City Council (the Territorial Authority) and Environment Canterbury (the Regional Council).</p> <p>Relevant Territorial Authority Standing Orders apply to the operation of the committee. This includes requirement to make a declaration of conflict of interest, keeping a register of interests and guidance on attendance and absences at meetings.</p> <p>The committee will work as a committee and as individual members in accordance with Canterbury Water Management Strategy Zone Committee Code of Conduct.</p>
<p><b>PURPOSE AND FUNCTIONS</b></p> <p>The Committee's purpose is to uphold the mana of the freshwater bodies within their zone</p>

by facilitating enduring land and water management solutions that give effect to the Canterbury Water Management Strategy vision, principles and targets in their zone.

The committee functions include:

- a. Facilitating community engagement and collaboration** – continuing an active programme of engaging with communities on freshwater management matters; and
- b. Facilitating the provision of advice** through to councils (relevant Territorial Authorities and Environment Canterbury) and others (e.g. private sector) contributing to freshwater management; and
- c. Enhancing delivery capability and coalition of the willing** – working with stakeholders across all sectors to extend the resources available to implement the CWMS, including connecting others to additional resources and seeking opportunities to promote, support, leverage and expand catchment-based initiatives that deliver the CWMS; and
- d. Progress Reporting** – annual progress reporting to CWMS partners on progress towards delivery of the zone-specific priorities and CWMS target areas identified in the Zone Committee Action Plan.

#### **ZONE COMMITTEE ACTION PLAN AND PROGRESS REPORT**

1. Ensure the purpose and functions of the committee are fulfilled by preparing a Zone Committee Action Plan that:
  - a. Covers a three-year period
  - b. Focuses on three – five priorities
  - c. States objectives that the zone committee is seeking to achieve
  - d. States the actions that the zone committee will take to achieve the objective
  - e. States SMART measures to track actions and outcomes.
2. Review and amend the Zone Committee Action Plan at the beginning of every year to ensure the zone committee is still in agreement with the priority areas and the actions are still those the zone committee believes will achieve their objectives.
3. Prepare a Progress Report annually that:
  - a. Highlights the actions of the zone committee and the progress it has made toward its objectives.
  - b. Identifies the challenges and opportunities the zone committee see in the coming year.
  - c. Present the report to CWMS partners.
4. In developing the Zone Committee Action Plan, the committee must work within and be aligned to the:
  - a. Zone Committee Terms of Reference.
  - b. Canterbury Water Management Strategy and Targets.

5. In developing the Zone Committee Action Plan, the committee will also be guided by:
  - a. Committee's Zone Implementation Programme and Zone Implementation Programme Addendum.
  - b. Iwi management plans that cover the zone.
  - c. Community engagement and feedback.
  - d. The triennial 'letter of shared priorities' providing joint direction on priorities for the zone committee from the relevant Territorial Authorities, Environment Canterbury and Rūnanga.

#### **LIMITATIONS OF POWER**

The Committee does not have the authority to commit any Council to any path or expenditure and its recommendations do not compromise the Council's freedom to deliberate and make decisions.

The Committee does not have the authority to submit on proposed Resource Management or Local Government Plans.

#### **COMMITTEE MEMBERSHIP**

The committee will comprise:

1. One elected member appointed by Christchurch City Council.
2. One elected member appointed by Environment Canterbury.
3. One nominated representative from Te Rūnanga o Wairewa, Te Hapū o Ngāti Wheke, Te Rūnanga o Koukourārata and Te Rūnanga o Ōnuku, with provision for an alternate Rūnanga member to attend zone committee meetings where desired.
4. Between 4-7 community members with provision that this number may be exceeded if Christchurch City Council and Environment Canterbury agree. Community members are to be appointed in accordance with the process below.
5. One youth representative may be added to committee (in addition to the 4-7 community members) on recommendation of the zone committee on a case-by-case basis.
6. Where a youth representative is recommended, expressions of interest will be drawn from Environment Canterbury's Youth Rōpū, Christchurch City Youth Councils and Te Rūnanga o Wairewa, Te Hapū o Ngāti Wheke, Te Rūnanga o Koukourārata and Te Rūnanga o Ōnuku; and confirmed by Christchurch City Council and Environment Canterbury.
7. Christchurch City Council and Environment Canterbury will appoint their own representatives on the Committee. Te Rūnanga o Wairewa, Te Hapū o Ngāti Wheke, Te Rūnanga o Koukourārata and Te Rūnanga o Ōnuku will appoint their representatives and notify Christchurch Council and Environment Canterbury.

8. Proxies or alternates are not permitted except for Rūnanga representatives and the Christchurch City Council's representative if/when the nominated representative is unavailable.
9. Any Committee may co-opt such other expert or advisory members as it deems necessary to ensure it's able to achieve its purpose. Any such co-option will be on a non-voting basis.

#### **SELECTION AND APPOINTMENT OF COMMUNITY MEMBERS**

Community representatives are appointed by a panel of CWMS partners – a councillor from each council and a Rūnanga representative from each Rūnanga whose takiwā is within the zone. The panel will be chaired by an Independent Chair.

To be eligible for appointment to a Committee the candidate must live in or be able to demonstrate a significant relationship with the zone.

The process involves:

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

Assessment will be based on the:

- Ability of an applicant to:
  - Work in a collaborative, consensus seeking manner
  - Work with local Rūnanga
  - Establish effective partnerships
  - Understand the complexity of freshwater management issues
  - Focus on solutions and actions, considering future generations
  - Understand the CWMS, the vision, principles, and ways of working
  - Demonstrate:
    - Commitment to community
    - Existing community networks
    - Previous experience in a leadership role
    - Experience working with community processes and/or groups
    - Initiate and inspire local action
- The Committee's:
  - Geographic spread of members across the zone
  - Balance of backgrounds, experience and interests

The selection process above will be primarily focused on appointment of community members to zone committee and may also serve to identify potential future appointees should a community member vacancy arise.

#### **QUORUM**

The quorum at a meeting consists of:

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

#### **CHAIR AND DEPUTY CHAIR**

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

#### **TERM OF APPOINTMENT**

Members of Committees are appointed for a term of three years, which may be extended on a case-by-case basis if Christchurch City Council and Environment Canterbury agree.

Youth members will initially be appointed for a term of one year, with the option to extend their term up to three years subject to availability.

Each Committee requires confirmation of membership by Christchurch City Council and Environment Canterbury.

Committee membership refresh will not occur within four months of Local Government elections.

There is no limit on the number of consecutive terms a member may serve.

#### **FINANCIAL DELEGATIONS**

None.

#### **OPERATING PHILOSOPHY**

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

The Committee will observe the following principles:

1. Be culturally sensitive observing Ngāi Tahu tikanga.
2. Apply a Ki Uta Ki Tai (from the mountains to the sea) holistic approach that also enables cultural elements including mahinga kai philosophies held by mana whenua to be encompassed.
3. Consider and balance the interests of all water interests in the region in debate and decision making.
4. Work in a collaborative solution-focused approach using best endeavours to reach solutions that take account of interests of all sectors of the community.
5. Contribute knowledge and perspectives but not promote the views or positions of any interest or stakeholder group.

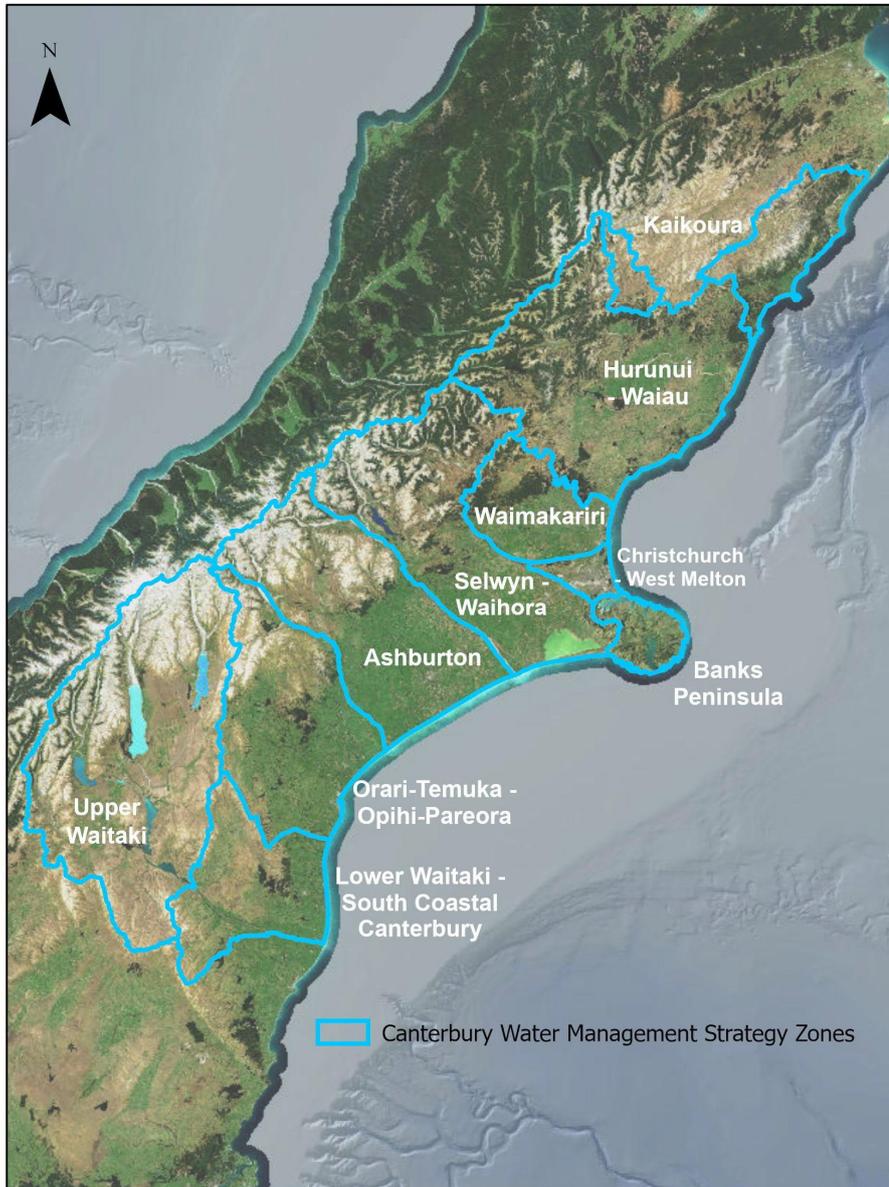
6. Promote a philosophy of integrated water management to achieve multiple objectives of the range of interests in water.
7. Seek consensus in decision-making. If neither unanimous agreement can be reached nor a significant majority view formed, in the first instance seek assistance from an external facilitator to further Committee discussions and deliberations. Where the Committee encounters fundamental disagreements, despite having sought assistance and exhausted all avenues to resolve matters, recommend that respective Councils disband them and appoint a new Committee.

#### **MEETING AND REMUNERATION GUIDELINES**

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

#### **COMMITTEE SUPPORT**

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





## **10. Canterbury Water Management Strategy Action Plan Budget 2021-22 Allocation Recommendations**

Reference Te Tohutoro: 22/303369

Presenter(s) Te kaupāhō: Shelley Washington, Zone Facilitator –  
shelley.washington@ecan.govt.nz

### **1. Purpose of Report Te Pūtake Pūrongo**

- 1.1 The purpose of this report is for the Banks Peninsula Zone Committee to make recommendations on the allocation of the remaining Canterbury Water Management Strategy (CWMS) Action Plan Budget for the 2021-22 financial year.

### **2. Officer Recommendations Ngā Tūtohu**

That the Banks Peninsula Water Management Zone Committee determines the budget allocations to recommend to Environment Canterbury.

### **3. Background**

- 3.1 The confirmed purpose of the budget is to allow Zone Committees to focus on implementing their action plans and leverage other funding opportunities to achieve the CWMS priorities.
- 3.2 At the Committee's November meeting it recommended allocation of budget for the 2021-22 financial year to the following projects:
  - 3.2.1 Upper Sam's Creek fencing \$10K
  - 3.2.2 Le Bons Bay spring head protection \$15K
  - 3.2.3 Wharf Road fencing, planting \$10K
  - 3.2.4 Okuti Valley Project enhancement of wetland margins \$5K
  - 3.2.5 Community engagement expenses climate change \$2.5
  - 3.2.6 Community engagement expenses Wainui wastewater \$2K
- 3.3 It also confirmed that the Committee will make a recommendation on the allocation of the remaining \$5,500 by 20 April 2022 to other projects or expenses that helps the Committee implement their action plan.
- 3.4 Zone Committee member Elisa Knight (lead for Wainui wastewater) has advised it will not be feasible to spend the wastewater engagement funding this year as the regional campaign will not be developed by then.

### **4. Report**

- 4.1 The following matters require consideration and discussion by the Zone Committee at the meeting:
  - 4.1.1 The allocation of the remaining \$5,500, as well as reallocating \$2.5K that will not be spent at this time on Wainui wastewater engagement.
  - 4.1.2 Whether climate change engagement budget is likely to be spent.

4.1.3 The recommendation of the allocation of the remaining \$8,000 - \$10,000. Potential ideas include:

- Te Ahu Pātiki – seeking \$14,520 for covenant fencing and a small component for an ecological assessment. Rod Donald Banks Peninsula Trust has previously provided the Committee with written information about this project in September 2021.

### **Attachments Ngā Tāpirihanga**

There are no attachments to this report.