

Council Members

Chairman Nicol Horrell
Cr Jeremy McPhail (Deputy)
Cr Neville Cook
Cr Paul Evans

Cr Alastair Gibson
Cr Robert Guyton
Cr Lyndal Ludlow
Cr Peter McDonald

Cr Jon Pemberton
Cr Phil Morrison
Cr Maurice Rodway
Cr Eric Roy



Ordinary Meeting of Council Te Huinga Tu

Environment Southland Council Chambers
and via Zoom digital link

10.30 am

1 February 2023

A G E N D A Rarangi Take

1. Welcome | Haere mai
2. Apologies | Ngā Pa Pouri
3. Declarations of Interest
4. Public Forum, Petitions and Deputations | He Huinga tuku korero
5. Confirmation of Minutes | Whakau korero
 - (a) Ordinary Meeting of Council 14 December 2022
6. Adoption of Committee Resolutions
 - (a) Risk and Assurance Committee 6 December 2022
 - (b) Climate Change Sub-committee 13 December 2022
 - (c) Finance and Performance Committee 14 December 2022
 - (d) Southland Civil Defence Emergency Management Group 16 December 2022
7. Notification of Extraordinary and Urgent Business | He Panui Autaia hei Totoia Pakihi
 - 7.1 Supplementary Reports
 - 7.2 Other

Note: Councillors are reminded to advise the Chairman, at least a day prior to the meeting, of your intention to raise any matters.



8. Questions I Patai
Cr Guyton:
What tonnage and what percentage of Southland’s greenhouse gas output does Fonterra’s Edendale factory create; by day, week and year?
9. Chairman and Councillors’ Reports I Ngā Purongo-a-Tumuaki me ngā Kaunihera
10. Staff Report - 23/C/02
- Item 1 - Chief Executive’s Report35
 - Item 2 - Water Shortage Situation across Southland48
 - Item 3 - Adoption of the 2022-2025 Southland Region Triennial Agreement54
 - Item 4 - Bonamia Submission – ES Response.....71
 - Item 5 - Resource Management Reform Submission82
 - Item 6 - Appointment of Regional Transport Committee 202286
 - Item 7 - Update to Staff Delegations Manual101
 - Item 8 - Councillors’ Meeting Schedule – February 2023103
 - Item 9 - Reporting of Expenditure above Delegated Authority110
 - Item 10 - Schedule of 2023 Liaison Committee Meetings112
11. Extraordinary and Urgent Business I Panui Autaia hei Totoia Pakihi
12. Public Excluded Business I He hui Pakihi e hara mo te iwi
- Confirmation of Minutes
Ordinary Meeting of Council – 14 December 2022
 - Adoption of Committee Resolutions
Risk and Assurance Committee – 6 December 2022
- Staff Report - 23/C/02
- Item 11 – Great South Letter of Expectation125
 - Item 12 - Reporting of Actions under Delegated Authority for Emergency Works129
 - Item 13 - Selection of Preferred Members for Regional Software Holdings Limited Board of Directors133

Wilma Falconer
Chief Executive

RECOMMENDATIONS IN COUNCIL REPORTS ARE NOT TO BE CONSTRUED
AS COUNCIL POLICY UNTIL ADOPTED BY COUNCIL



Confirmation of Minutes

- **Ordinary Meeting of Council – 14 December 2022**

**Minutes of the Ordinary Meeting of the Southland
Regional Council, held in Regional House, corner
North Road and Price Street, Invercargill, on
Wednesday, 14 December 2022, at 11.00 am**



Present: Chairman N Horrell – by zoom
Cr J McPhail (Chair)
Cr L Ludlow
Cr N Cook
Cr P Evans
Cr R Guyton
Cr P McDonald
Cr E Roy
Cr P Morrison
Cr M Rodway

In Attendance: Ms W Falconer (Chief Executive)
Ms A Kubrycht (GM, Corporate)
Mr P Hulse (GM, Integrated Catchment Management)
Ms R Millar (Acting GM, Strategy Planning & Engagement)
Mrs L Hicks (Acting GM, Strategy Planning & Engagement)
Mrs T Hawkins (Chief Financial Officer)
Mr B Halligan (Consents Manager)
Mr C Thayer (Team Leader Resource Management)
Mrs G Jefferies (Communications Manager)
Mr D Dudfield (Team Leader, Digital and Channel)
Mrs J Brown (Democracy Services)
Mrs F Young (Catchment Integration Manager)
Mrs A Meade (Biosecurity & Biodiversity Operations Manager)
Ms K McLachlan (Team Leader Marine, Biosecurity & Biodiversity Operations)
Mrs M Weston (Team Leader – Organisational Support)

1 Welcome | Haere mai

Cr McPhail welcomed all to the livestream of the Ordinary meeting of Council. The meeting was advised he would be chairing the meeting today, as Chairman Horrell could only attend the meeting via Zoom. Due to an increase in COVID-19 cases and as a health and safety precaution, Councillors and staff were encouraged to wear masks unless they were speaking.

2 Apologies | Nga Pa Pouri

Resolved:

Moved Cr Ludlow, seconded Cr Evans, that apologies be recorded on behalf of Cr Pemberton and Cr Gibson.

Carried

3 Declarations of Interest

There were no declarations of interest made at this time.

4 Public Forum, Petitions and Deputations | He Huinga tuku korero

Representatives from the Murikiku Kai Collective were welcomed to the meeting by the Deputy Chair and invited to address Council on a co-design workshop about “Creating a Good Food Road map for Murihiku”.

Rochelle Francis and Anna Pelse spoke to their presentation, which highlighted the following:

- 70 participants are involved in this project;
- vision for the Murikiku Food System and the framework was shared;
- concerns raised included, the need for more growers, issues around land use and water and climate change;
- a workshop was held with the community to identify strengths and resources which exist and how these could support the vision while also addressing the challenges.

Cr McPhail thanked the representatives from the Murikiku Kai Collective for their informative presentation, which was well received by Councillors.

5 Confirmation of Minutes | Whakau korero

(a) 12th Inaugural Meeting of Council – 28 October 2022

Resolved:

Moved Chairman Horrell, seconded Cr Cook, that the minutes of the 12th Inaugural meeting of Council held on 28 October 2022 be taken as read and confirmed as a true and correct record subject to an amendment on pg. 16 to remove the incorrect spelling of Cr Cook’s name.

Carried

(b) Extraordinary Meeting of Council – 16 November 2022

Resolved:

Moved Cr Rodway, seconded Cr Ludlow, that the minutes of the Extraordinary Meeting of Council held on 16 November 2022 be taken as read and confirmed as a true and correct record.

Carried

7 Adoption of Committee Resolutions

(a) Risk and Assurance Sub-committee for Infrastructure Projects – 2 November 2022

Resolved:

Moved Cr Ludlow, seconded Cr McDonald, that Council adopt the resolutions from the Risk and Assurance Sub-committee meeting held on 2 November 2022.

Carried

(b) Strategy and Policy Committee – 16 November 2022

Resolved:

Moved Cr Ludlow, seconded Cr Roy, that Council adopt the resolutions from the Strategy and Policy Committee meeting held on 16 November 2022.

Carried

(c) Regulatory Committee – 17 November 2022

Two amendments to the draft minutes were advised, but as they did not impact the resolutions that were to be adopted, were not dealt with at this time.

Resolved:

Moved Cr Cook, seconded Cr Evans, that Council adopt the resolutions from the Regulatory Committee meeting held on 16 November 2022.

Carried

(d) Regional Services Committee – 17 November 2022

Cr Rodway noted that the resolution on page 4 of the minutes relating to an invitation to speak at a forthcoming catchment liaison chairs meeting, had not been extended to Professor Ian Fuller as requested, but noted he was still expecting this to be followed-up.

Resolved:

Moved Cr McDonald, seconded Cr Rodway, that Council adopt the resolutions from the Risk and Assurance Committee meeting held on 6 December 2022.

Carried

(e) Risk and Assurance Committee – 6 December 2022

Resolved:

Moved Cr Ludlow, seconded Cr Morrison, that Council adopt the resolutions from the Risk and Assurance Committee meeting held on 6 December 2022.

Carried

7 Notification of Extraordinary and Urgent Business | He Panui Autaia hei Totoia Pakihi

7.1 Supplementary Reports

There were no supplementary reports tabled by staff for inclusion in the agenda.

7.2 Other

There were no other items of business raised by Councillors for inclusion in the agenda.

8 Questions | Patai

There were no questions asked by the meeting.

9 Chairman and Councillors' Reports | Nga Purongo-a-Tumuaki me nga Kaunihera

⇒ Chairman's Report

The Chairman's report set out activities undertaken by him on behalf of the Council since the last meeting.

Arising from that report, Councillors agreed that there was a need to hold a workshop in late January 2023 to discuss Farm Plans before they are implemented.

⇒ Councillors' Reports

Cr McDonald - Dipton Catchment Group had initiated a Carbon Zero project out of the district with funding to an amount of \$93,000. This project commences in January through to May 2023 and will model the outputs of four to five farms. This is a first for Southland and is a significant project.

Cr McDonald also circulated a publication to Councillors, which had a strong focus on wetlands creation and contained interesting insights on how communities felt around those issues.

Cr McPhail – reported on his attendance at the Danone factory opening of its new boiler and noted the work being done to progress towards carbon neutrality.

Cr Rodway acknowledged the Chairman of Beef + Lamb, Andrew Morrison for his work related in the sector, and endeavouring to get farmers on-board.

10 Staff Report – 22/C/119

⇒ Item 1 – Chief Executive's Report

The Chief Executive's report provided an update on pan organisational matters, and Ms Falconer highlighted matters of particular interest to the meeting.

Resolved:

Moved Cr Cook, seconded Cr Morrison, that Council note the report.

Carried

⇒ Item 2 – Annual Compliance Monitoring Report

Mr Thayer presented his report to Councillors, which was taken as read. Councillors agreed that the report be released and circulated.

Resolved:

Moved Cr Cook, seconded Cr Rodway, that Council note the 2021/22 Compliance Monitoring Report prior to public release.

Carried

⇒ Item 3 – Didemnum vexillum Exclusion Status: Amendment to the Geographical Range

This item outlined the need to finalise minor amendments to the Southland Regional Pest Management Plan 2019–2029.

Resolved:

Moved Cr Roy, seconded Cr Ludlow that Council approve the following minor amendments to the Southland Regional Pest Management Plan 2019-2029:

- (a) amend “Table 5: Pests to be managed under the exclusion programme” so that *Didemnum vexillum* is excluded from all of Southland, except within the Paterson Inlet Exemption Area;
- (b) amend Rules 2 and 3 to state that “*Didemnum vexillum* in the Paterson Inlet Exemption Area (Map 9 – Appendix 1), is excluded from this rule”;
- (c) add Map 9 to Appendix 1.

Carried

⇒ **Item 4 – Regional Software Holdings Limited Nominations for Board of Directors**

This report set out the process for the selection and appointment of Regional Software Holdings Limited’s (RSHL) directors and the call for Shareholding Council’s director nominees. .

Resolved:

Moved Cr Cook, seconded Cr Ludlow, that Council:

1. note the report; and
2. nominate Ms Falconer as a non-independent director applicant for RSHL; and
3. nominate Mr Bruce Robertson as an independent director applicant for RSHL;
4. authorise an officer to complete the Notice of Nomination of Director(s) form.

Carried

⇒ **Item 5 – Update to Staff Delegations Manual**

This item sought approval of changes required to be made to the Staff Delegations Manual, relating to changes in job titles, new appointees to roles, and updated delegations provided to staff.

Resolved:

Moved Cr Roy, seconded Cr Rodway, that Council approve the proposed changes to the Staff Delegations Manual as outlined in Schedule 1, and as appropriate in other sections of the manual, effective immediately.

Carried

⇒ **Item 6 – Proposed Change in Membership of the Finance and Performance Committee**

This item addressed a proposed change in membership of the Finance and Performance Committee of Council, as requested by the affected Councillors.

Resolved:

Moved Cr Rodway, seconded Cr Cook that Council note the report and:

- 1. discharge Cr Jon Pemberton as a member of the Finance and Performance Committee;**
- 2. appoint Cr Alastair Gibson as a member of the Finance and Performance Committee.**

Carried

⇒ **Item 7 – 2023 Meeting Calendar**

The 2023 meeting calendar was presented for consideration, amendment and ultimate adoption by Council. A number of changes to the draft calendar were advised, prior to its adoption.

Resolved:

Moved Cr Roy, seconded Cr McDonald, that Council adopt the 2023 meeting calendar.

Carried

⇒ **Item 8 – Councillors Meeting Schedule – December 2022**

Councillors received the meeting schedule for December 2022 and were advised of changes to the document that had occurred subsequent to its inclusion in the agenda.

Resolved:

Moved Cr Ludlow, seconded Cr Cook, that Council note the planned meetings and resolve to:

- 1. appoint members to represent the Council at the meetings marked on the schedule and as discussed today;**
- 2. pay meeting fees and/or allowances in accordance with its policy and detailed on the schedule.**

Carried

⇒ **Item 9 – Reporting of Commitments entered into above Delegated Authority**

The purpose of this item was to advise Council of expenditure incurred on behalf of Council above the delegated authority provided to staff, as required by Council's Delegations Manual.

Resolved:

Moved Cr Cook, seconded Cr McDonald, that Council note the report and the payment of invoices as follows:

- (a) Fulton Hogan Limited, in the sum of \$629552.56 (inclusive of GST);**
- (b) Kanoa Funding Agreement Variation, to reflect the restructured programme of work which has been approved by the Climate Resilience Advisory Board, amounting to \$13,875,000;**
- (c) Waimumu Stopbank Upgrade contract, amounting to \$676,362,56 (exclusive of GST);**
- (d) Boffa Miskell, in the sum of \$362,828.82 (inclusive of GST).**

Carried

⇒ **Item 10 – Common Seal**

This purpose of this item was for Council to note the list of documents to which the Common Seal, was applied under approved authorisation.

Resolved:

Moved Cr Roy, seconded Cr Evans, that Council note the list of documents to which the Common Seal has been affixed under approved authorisation.

Carried

11 Extraordinary and Urgent Business

There was no extraordinary or urgent business considered by the meeting.

12 Public Excluded Business

Resolved:

Moved Cr Rodway, seconded Cr Evans, that in accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest/s protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), the public be excluded from the following parts of the proceedings of this meeting, namely:

- ⇒ **Adoption of Committee resolutions from the Risk and Assurance Sub-committee for Infrastructure Projects – 2 November 2022**
- ⇒ **Adoption of Committee resolutions Regional Services Committee – 17 November 2022**
- ⇒ **Risk and Assurance Committee – 6 December 2022**
- ⇒ **Item 11– Recruitment for Independent Chair of the Risk and Assurance Committee;**
- ⇒ **Item 12 – Regional Coastal Plan for Southland - Proposed Plan Change 5**

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds for excluding the public, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

<i>General Subject Matter</i>	<i>Reason for Passing the Resolution</i>	<i>Grounds under S. 48(1)</i>
⇒ Adoption of Committee resolutions from the Risk and Assurance Sub-committee for Infrastructure Projects – 2 November 2022.	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
⇒ Adoption of Committee resolutions from the Regional Services Committee - 17 November 2021	To protect the privacy of natural persons.	S.7(2)(a)
⇒ Adoption of Committee resolutions from the Risk and Assurance Committee – 6 December 2022	Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.	S.7(2)(h)
⇒ Item 11 – Recruitment for Independent Chair of the Risk and Assurance Committee	To prevent the disclosure or use of information for improper gain or advantage.	S.7(2)(j)
⇒ Item 12 – Regional Coastal Plan for Southland – Proposed Plan Change 5	To prevent the disclosure or use of information for improper gain or advantage.	S.7(2)(j)

Carried

Resumed in Open Meeting

Termination

There being no further business, the meeting closed at 12.28 pm.



Adoption of Committee Resolutions

- **Risk and Assurance Committee – 6 December 2022**
- **Climate Change Sub-committee – 13 December 2022**
- **Finance and Performance Committee – 14 December 2022**
- **Southland Civil Defence Emergency Management Group – 16 December 2022**

**Minutes of the Risk & Assurance Committee, Arataki
Mahi me Tātaki Kauta, Meeting of the Southland
Regional Council, held in
Regional House, corner North Road and Price Street,
Invercargill, on 6 December 2022, at 9.00 am.**



Present:	Cr L Ludlow	(Chair)
	Cr A Gibson	- until 10.50 am
	Cr J McPhail	
	Cr P Morrison	
	Cr J Pemberton	
	Cr M Rodway	
	Chairman N Horrell	(ex-officio)
	Mr B Robertson	(Independent member) via Zoom Digital link - from 9.10 am)
In Attendance:	Ms W Falconer	(Chief Executive)
	Mrs A Kubrycht	(General Manager, Corporate)
	Mr P Hulse	(General Manager, Integrated Catchment Management)
	Mr D Rikiti	(Chief Transformation Officer)
	Mrs T Hawkins	(Chief Financial Officer)
	Mrs J Carroll	(Information Systems Manager)
	Mr P le Roux	(Health & Safety Co-ordinator)
	Ms T Cribb	(Risk Assurance and Internal Audit Officer)
	Mr P McCarthy	(Communications Contractor)
	Mrs J Brown	(Democracy Services Executive Assistant)
Mrs M Weston	(PA)	

1 Welcome | Haere mai

The Chair welcomed everyone to the Risk and Assurance Committee Meeting for 6 December 2022, including those attending the live stream.

2 Apologies | Nga Pa Pouri

There were no apologies for absence.

3 Declarations of Interest

There were no declarations of interest raised at the meeting.

4 Public Forum, Petitions and Deputations | He Huinga Tuku Korero

There were no public forum, petitions or deputations presented at the meeting.

5 Confirmation of Minutes | Whakau Korero – 28 September 2022

Resolved:

Moved Cr Jeremy McPhail, seconded Chairman Horrell, that the minutes of the Organisational Performance and Audit Committee meeting held on 28 September 2022 be confirmed as a true and correct record.

Carried

6 Notification of Extraordinary and Urgent Business | He Panui Autaia hei Totoia Pakihi

6.1 Supplementary Reports

There were no supplementary reports tabled for inclusion in the agenda.

6.2 Other

No other items were raised for discussion.

7 Questions | Patai

No questions were asked at this time.

8 Chairman and Councillors' Reports | Nga Purongo-a-Tumuaki me nga Kaunihera

Cr Ludlow reported that she, Amy Kubrycht (GM, Corporate) and Bruce Robertson had participated in the recent Office of the Auditor General's webinar focused on cybersecurity. An update on this would be provided for Councillors later in the meeting.

9 Election of Deputy Chair to the Committee

The meeting was asked to consider the appointment of a Deputy Chairman, but it was agreed that this appointment should be deferred until such time as the recruitment of an Independent Chair had been made.

10 General Manager - Corporate Report – 22/R&A/112

⇒ Item 1 – Proposed Terms of Reference

The purpose of this item was to present a draft Terms of Reference to the Committee for consideration, input and adoption. A recommendation was made to amend the proposed terms of reference to include an additional bullet point with the wording

“draw Council attention to any other issues that the committee believes may negatively impact attainment of organisational mission and/or goals”.

Resolved:

Moved Cr McPhail, seconded Chairman Horrell that Council:

- 1) having reviewed the draft Terms of Reference proposed for the Risk and Assurance Committee;**
- 2) and having provided input to the Terms of Reference as discussed;**
- 3) adopt the amended Terms of Reference.**

Carried

⇒ **Item 2 – Recruitment of an Independent Chair for the Risk and Assurance Committee**

Amy Kubrycht spoke to this item, which proposed the process to recruit an Independent Chair to the Risk and Assurance Committee for consideration and agreement.

Mr Robertson expressed his support of the draft role description and further emphasised the importance that this person appointed to the role be independent of the organisation.

[Bruce Robertson left the meeting at this time – 9.30 am]

Resolved:

Moved Chairman Horrell, seconded Cr Morrison that Council:

- 1) having reviewed the draft role description and the recruitment process proposed for the Independent Chair;**
- 2) and confirmed the job description and recruitment process;**
- 3) adopt the proposed job description and direct staff to undertake the agreed process;**
- 4) nominate up to four Councillors to form a selection panel to undertake the recruitment.**

Carried

[Chairman Horrell left the meeting at 9.50 am]

⇒ **Item 3 – Annual Activity Plan**

This item set out the proposed standard activity plan for the committee on an annual basis. The draft plan was derived from the Activity Report timetable 2021/22 from the

previous Organisational Performance and Audit Committee (OPAC). Councillors were asked to provide feedback on these reports including the frequency thereof.

Resolved:

Moved Cr McPhail, seconded Cr Gibson that Council:

- 1) note the Annual activity plan for the committee;**
- 2) review the annual activity plan and provide feedback.**

Carried

[Chairman Horrell returned to the meeting at 9.51 am]

⇒ **Item 4 – Risk Management Programme Update**

Ms Cribb presented her first quarterly report to the Committee for the period ended 30 September 2022 on the Risk Management Programme. A council workshop held on 20 September 2022 identified a definitive list of the top ten risks to the organisation.

Further work was undertaken and the outcome is to be presented in a Risk Workshop for the Executive to review on 19 December 2022.

Resolved:

Moved Cr Morrison, seconded Cr Rodway that Council note the activity and progress in delivering a Risk Management Programme within Environment Southland.

Carried

⇒ **Item 5 – Health, Safety and Wellbeing Management System Report**

This report provided Councillors with an update on the operation of the Health, Safety and Wellbeing Management System that is subject to continuous improvement. Paul Le Roux spoke to this report.

Due to a noted increase in the intensity of aggressive behaviour towards ES staff, a learning team was established to look at gaps and corrective actions to address aggressive customers. The outcome and recommendations are to be presented to the Executive for consideration.

Ms Kubrycht agreed to circulate the details to Councillors regarding the Employee Assistance Programme (EAP).

Resolved:

Moved Chairman Horrell, seconded Cr Rodway, that Council note the Health, Safety and Wellbeing Management report to 30 September 2022.

Carried

11 Extraordinary and Urgent Business | Panui Autaia hei Totoia Pakihi

There were no items of extraordinary or urgent business considered by the meeting at this time.

12 Public Excluded Business | He hui Pakihi e hara mo te iwi
Resolved:

Moved Cr McPhail, seconded Chairman Horrell, that in accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest/s protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), the public be excluded from the following parts of the proceedings of this meeting, namely:

- Confirmation of Minutes – 28 September 2022
- Item 6 – Divisional Update
- Item 7 – Cybersecurity Update
- Item 8 – Economic Recovery Projects – Risk Management Report
- Item 9 – Overview Governance Level Risk Management

The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to the matter, and the specific grounds for excluding the public, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987, are set out below:

<i>General Subject Matter</i>	<i>Reason for Passing the Resolution</i>	<i>Grounds under S. 48(1)</i>
→ Confirmation of Minutes – 28 September 2022	To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations.)	S.7(2)(i)
→ Item 6 – Divisional Update	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)

<i>General Subject Matter</i>	<i>Reason for Passing the Resolution</i>	<i>Grounds under S. 48(1)</i>
→ Item 7 – Cybersecurity Update	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
→ Item 8 – Economic Recovery Projects – Risk Management Report	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)
→ Item 9 – Overview Governance Level Risk Management	To prevent the disclosure or use of official information for improper gain or advantage.	S.7(2)(j)

Carried

Resumed in Open Meeting

Cr Ludlow thanked Mr Robertson for his contribution to the work of Council and its committees in particular, the Organisational Performance & Audit Committee, and wished him well for the future.

Termination

There being no further business, the meeting closed at 12.10 pm.

**Minutes of the Climate Change Subcommittee Meeting
of the Southland Regional Council, held in Regional
House, corner North Road and Price Street, Invercargill,
on Tuesday, 13 December 2022, at 3:00 pm**



Present: Cr M Rodway (Chair)
Cr P Morrison (Deputy)
Cr L Ludlow
Cr E Roy
Cr R Guyton
Cr P McDonald
Mr S Bull (Mana Whenua)

Staff Present: Ms R Millar (Acting General Manager, Strategy Planning & Engagement)
Ms A Habgood (Senior Strategy Advisor)
Ms R Blythe (Te Ao Marama Inc)
Ms M Ferguson (Te Ao Marama Inc)
Mrs N McRobie (Te Ao Marama Inc)
Mr D Dudfield (Team Leader Digital & Channel)
Mrs M Wass (Personal Assistant)

1 Welcome | Haere mai

Ms Millar welcomed everyone to the Climate Change Subcommittee meeting.

2 Apologies | Nga Pa Pouri

There were no apologies recorded, as all members were present.

At this time, the meeting moved to item 4.

4 Election of Chair

Ms Millar called for nominations for the position of Chairperson of the Climate Change Sub-committee.

Nomination:

Moved Cr Ludlow, seconded Cr Guyton, that Cr Maurice Rodway be nominated to the position of Chairperson of the Climate Change Sub-committee.

Nomination:

Moved Cr McDonald, seconded Cr Roy, that Cr Phil Morrison be nominated to the position of Chairperson of the Climate Change Sub-committee.

Nominations were declared closed and each nominee was provided an opportunity to speak in support of their nomination. The nominees were then voted on by show of hands. Due to receiving the majority of votes, **Cr Rodway was elected.**

Cr Rodway assumed the Chair and following a short discussion, it was decided that a Deputy Chairperson would be appointed to the Climate Change Sub-committee.

Resolved:

Moved Cr Rodway, seconded Cr Ludlow, that a Deputy Chairperson be appointed to the Climate Change Sub-committee.

Carried

Nomination:

Moved Cr Ludlow, seconded Cr McDonald, that Cr Phil Morrison be nominated to the position of Deputy Chairperson of the Climate Change Sub-committee.

Carried unanimously

At this time, the meeting moved to item 3.

3 Confirmation of Minutes – 14 July 2022

Resolved:

Moved Cr Ludlow, seconded Cr Roy, that the minutes of the Climate Change Subcommittee meeting, held on 14 July 2022, be confirmed as a true and correct record.

Carried

5 Draft Terms of Reference

The draft terms of reference had been updated to take into account the discussions held at the 14 July 2022 Climate Change Sub-committee meeting. After a lengthy discussion it was decided that the terms of reference were fit for purpose and could be changed in the future if required.

Resolved:

Moved Cr Ludlow, seconded Cr Morrison, that the Climate Change Sub-committee confirm the Terms of Reference for approval by the Strategy and Policy Committee.

Carried

The question was raised as to why this was a sub-committee and not a committee of Council. Ms Millar advised that she would check the reasoning with staff.

6 Climate Change and Community Resilience

An opportunity was provided for the Climate Change Sub-committee to reflect on the climate change and community resilience induction workshop held on 6 December 2022. The following comments were noted:

- the roles and responsibilities of the Climate Change Sub-committee and the Regional Climate Change Interagency Group needed to be clearly defined;
- a session could be held to understand and establish priorities. The sub-committee members could think on their priorities over the holiday season to be further discussed at a workshop at the beginning of 2023;
- prevention would be just as important as mitigation.

Resolved:

Moved Cr Roy, seconded Cr Ludlow, that the committee note the information provided from the workshop held on 6 December 2022.

Carried

7 Regional Climate Change Interagency Group

The governance component of the Regional Climate Change Interagency Group was being established following Council elections and it was suggested that the Deputy Chairman of the sub-committee be the Environment Southland representative, with the Chairman being an alternative attendee.

Resolved:

Moved Cr Rodway, seconded Cr McDonald, that the Climate Change Sub-committee appoint Cr Morrison as the Environment Southland governance representative on the Regional Climate Change Interagency Group, with Cr Rodway available as an alternative attendee.

Carried

Termination

There being no further business, the meeting closed at 3:59 pm.

**Minutes of the Finance & Performance Committee,
Komiti pūtea, ngā mahinga hoki, meeting of the
Southland Regional Council, held in
Regional House, corner North Road and Price Street,
Invercargill, on 14 December 2022, at 1.30 pm.**



Present:	Cr M Rodway	(Chair)
	Cr L Ludlow	
	Cr J McPhail	
	Cr P Morrison	
	Chairman N Horrell	(ex-officio) by zoom
In Attendance:	Ms W Falconer	(Chief Executive)
	Ms A Kubrycht	(General Manager, Corporate)
	Mr P Hulse	(General Manager, Integrated Catchment Management)
	Mr D Rikiti	(Chief Transformation Officer)
	Ms R Millar	(Acting GM, Strategy, Planning & Engagement)
	Mrs T Hawkins	(Chief Financial Officer)
	Mrs P Toomey	(Information & Support Manager)
	Mrs J Carroll	(Information Systems Manager)
	Mr P Le Roux	(Health, Safety & Wellbeing Business Partner)
	Ms T Cribb	(Risk Assurance and Internal Audit Officer)
	Mr P McCarthy	(Communications Contractor)
	Mrs M Weston	(PA)

1 Welcome | Haere mai

The Chair welcomed everyone to the Finance & Performance Committee meeting for 14 December 2022, including those attending the live stream.

2 Apologies | Nga Pa Pouri

Resolved:

Moved Cr McPhail, seconded Cr Ludlow, that an apology for absence be recorded on behalf of Cr Gibson.

Carried

3 Declarations of Interest

There were no declarations of interest raised at the meeting.

4 Public Forum, Petitions and Deputations | He Huinga Tuku Korero

There were no public forum, petitions or deputations presented at the meeting.

5 Confirmation of Minutes | Whakau Korero

There were no minutes to confirm.

6 Notification of Extraordinary and Urgent Business | He Panui Autaia hei Totoia Pakihi

6.1 Supplementary Reports

There were no supplementary reports tabled for inclusion in the agenda.

6.2 Other

No other items were raised for discussion.

7 Questions | Patai

No questions were asked at this time.

8 Chairman and Councillors' Reports | Nga Purongo-a-Tumuaki me nga Kaunihera

There were no reports received from the Chair or Councillors.

9 Election of Deputy Chair to the Committee

Councillors were to consider the appointment of a Deputy Chairman for this Committee.

Resolved:

Moved Cr McPhail, seconded Cr Morrison that Cr Ludlow be appointed as the Deputy Chair of the Committee.

Carried

10 General Manager - Corporate Report – 22/F&P/118**⇒ Item 1 – Proposed Terms of Reference**

This item presented the draft Terms of Reference to the Committee for consideration, input and adoption. Mr Bruce Robertson had reviewed the terms of reference. An amendment to the wording is to include the committee would refer any risk and strategic issues to the relevant working committees.

Resolved:

Moved Cr McPhail, seconded Cr Morrison that Council, having reviewed the draft Terms of Reference propose an amendment to include the fact that the Committee would refer any risk and strategic issues to the relevant working committees, and adopt the amended Terms of Reference.

Carried**⇒ Item 2 – Annual Activity Plan**

Councillors were presented with the annual plan of items to be addressed by the Committee.

Resolved:

Moved Cr McPhail, seconded Cr Ludlow that Council:

1) note the Annual Activity Plan for the Committee and agree:

- that invitations to address the Committee be extended to Council Controlled Organisations (CCO's) when required;
- the Fund Managers update be amended to reflect two updates - one physical and one by zoom;
- SIPO – is to be reviewed;
- the Activity Plan will be reviewed after the first year.

Carried**⇒ Item 3 – Long-term Plan Progress Report**

This is the first quarterly report for the first quarter of the 2022/23 year (July to September). Ms Millar presented this item and discussed the traffic light system around the levels of confidence around targets.

Resolved:

Moved Cr Ludlow, seconded Cr Morrison that Council note the three monthly Long-term Plan activity progress report for the 2022/23 year.

Carried

⇒ Item 4 – Financial Report to 30 September 2022

This item presented the financial report to 30 September 2022 and was taken as read.

Resolved:

Moved Chairman Horrell, seconded Cr McPhail that Council note the Financial Report to 30 September 2022.

Carried

⇒ Item 5 – Investment Report to 30 September 2022

This item provided Councillors with an update on the investment report to 30 September 2022. The total of Council's managed funds investments were \$26,787,116, which reflected an increase in value of \$119,000 since 1 July 2022.

Resolved:

Moved Cr McPhail, seconded Cr Morrison, that Council note the Investment report to 30 September 2022.

Carried

⇒ Item 6 – Information Management Report

This report provided Councillors with an update on the Information Management (IM) Report.

Data and information management is at the centre of transformational change for local government. This needs to align with the vision of the Te Kāwanatanga o Aotearoa Strategy for a digital public service, which sets a direction to develop a modern public service and systems to meet the needs of people in a modern, changing world, so it is easier for them to have seamless access to the government services they want and need. The IT team are in the process of developing a technology plan to support these changes and the shifts needed to improve the organisation's processes, build capability, increase engagement and support the community's customer experience and outcomes. Councillors noted the slow progress of the technology plan and the delay in the delivery date due to a lack of resources. The Committee is to receive an update of the draft technology plan at the next meeting.

Resolved:

Moved Cr McPhail, seconded Cr Ludlow, that Council note the activity and progress in delivering information management, systems, and technology within Council.

Carried

11 Extraordinary and Urgent Business | Panui Autaia hei Totoia Pakihi

There were no items of extraordinary or urgent business considered by the meeting.

12 Public Excluded Business

There was no public excluded business considered by the meeting.

Termination

There being no further business, the meeting closed at 2.56 pm.

Minutes of the Southland Civil Defence Emergency Management Group (*Te Manatu Arai Mate Ohore o te Tonga*) Meeting, held in the Council Chambers, Invercargill City Council, 101 Esk Street, Invercargill, on Friday, 16 December 2022 at 12.30 pm



Present:	Cr NMG Cook Mayor N Clark Mayor R Scott Mayor B Bell	(Environment Southland) (Invercargill City Council) (Southland District Council) (Gore District Council)
Also Present:	Chairman N Horrell	(Environment Southland)
In Attendance:	Ms W Falconer Mrs C Hadley Mr S Mapp	(Environment Southland Chief Executive) (Invercargill City Council Chief Executive) (EMS Manager)

1 Welcome (*Haere mai*)

Clare Hadley welcomed everyone to the meeting of 16 December 2022.

2 Apologies (*Nga Pa Pouri*)

No apologies were recorded.

3 Declarations of Interest

There were no declarations of interest made at this time.

4 Public Forum, Petitions and Deputations (*He Huinga tuku korero*)

There were no public forums, petitions or deputations presented to the meeting.

5 Confirmation of Minutes (*Whakau korero*) – 29 September 2022

The minutes of the meeting held on 29 September 2022, had been circulated with the agenda and were considered by the meeting.

Resolved:

Moved Cr Cook, seconded Mayor Clark, that the minutes of the Southland Civil Defence Emergency Management Group meeting held on 29 September 2022 be taken as read and confirmed as a true and correct record.

Carried

6 Notification of Extraordinary and Urgent Business (He Panui Autaia hei Totoia Pakihi)

6.1 Supplementary Reports

There were no supplementary reports tabled for inclusion in the agenda.

6.2 Other

There was no other business tabled for inclusion in the agenda.

7 Questions (Patai)

There were no questions raised.

8 Chairman's Report (Te Purongo a Tumuaiki)

The Chairman did not present a report.

9 Report – 22/SCDEMG/123

⇒ Item 1 – Election of Chairperson and Deputy Chairperson

The purpose of this item was to allow the Southland Civil Defence Emergency Management Group to elect a Chair and Deputy Chair of the Group. It set out the process to be followed, including the voting options available for use. The group was also asked to consider the length of term for each of the appointments to be made.

Resolved:

Moved Mayor Scott, seconded Mayor Bell, that the Southland Civil Defence Emergency Management Group use System A to elect the Chairperson and the Deputy Chairperson of the group.

Carried

Resolved:

Moved Mayor Scott, seconded Mayor Clark, that the Southland Civil Defence Emergency Management Group appointments to the position of Chairperson and Deputy Chairperson be until the end of the 2022-2025 triennium.

Carried

Resolved:

Moved Mayor Clark, seconded Chairman Horrell, that Cr Neville Cook be appointed to the position of Chair of the Southland Civil Defence Emergency Management Group.

Carried

Resolved:

Moved Mayor Scott, seconded Mayor Clark, that Cr Neville Cook is appointed as a person authorised under S25 of the CDEM Act to declare a state of local emergency or give notice of local (recovery) transition period.

Carried

Nomination:

Moved Mayor Clark, seconded Mayor Scott, that Mayor Ben Bell be appointed to the position of Deputy Chair of the Southland Civil Defence Emergency Management Group.

Carried

Resolved:

Moved Mayor Scott, seconded Mayor Clark, that Mayor Ben Bell is appointed as a person authorised under S25 of the CDEM Act to declare a state of local emergency or give notice of local (recovery) transition period.

Carried

⇒ Item 2 – Next Meeting

Resolved:

Moved Chairman Horrell, seconded Mayor Clark that the next meeting of the Southland Civil Defence Emergency Management Group be held in March 2023, with the exact date to be finalised after considering representative availability.

Carried

Termination

There being no further business, the meeting closed at 12:37 pm.



Chairman and Councillors' Reports



Chairman's Report

Activities undertaken by the Chairman since the last meeting

December 2022

- 15 Thriving Southland presentation @ Invercargill Workingmen's Club
Risk & Assurance Sub-committee
Meeting with Penny Simmonds MP
- 16 Great South Joint Shareholders Committee
Southland Mayoral Forum
Southland Civil Defence Emergency Management Group

January 2023

- 10 Meeting with Mayoral Forum Policy Advisor @ ES
- 18 Zoom meeting re New Dunedin Hospital
- 19 Site visit – Mataura River Stopbanks
- 20 Great South Joint Shareholders meeting
Southland Mayoral Forum
Zoom meeting re New Dunedin Hospital
- 25 Council and TAMI Workshop – Legislative Reforms/Submissions
NZ Functional Foods Powhiri
NZ Functional Foods Dinner
- 27 Ngai Tahu Takiwā Three Waters Update for Mayors, Chairs and CEs – Christchurch



Item 1 Chief Executive’s Report

Objective ID: -	Strategic Direction: Governance
Report by: Wilma Falconer, Chief Executive	Approved by: -
Executive Approval: -	

Purpose

To provide Council with a governance overview of pan organisational current matters.

Summary

This is the Chief Executive’s report for the month of January 2023. It provides an update from all direct reports to the Chief Executive, on topical matters.

Recommendation

It is recommended that Council resolve to note the report and the delegation of the role of Acting Chief Executive to Paul Hulse (General Manager, Integrated Catchment Management) for the period 8.00 am on Monday, 9 January 2023 until 8.00 am on Monday, 16 January 2023.

Report

Report - Office of the Chief Executive

As per Council’s Delegations Manual requirements, I advise that Paul Hulse, General Manager, Integrated Catchment Management was appointed Acting Chief Executive from 8.00 am on Monday, 9 January 2023 until 8.00 am on Monday, 16 January 2023, whilst I was on annual leave.

Te Uru Kahika

A significant focus for Te Uru Kahika (LGNZ) is the Government’s package of reform, in particular, Three Waters, Future for Local Government and Resource Management, and supporting Councils to be involved in the submission processes.

In mid-December 2022, the Water Services Legislation Bill and the Water Services Economic Efficiency and Consumer Protection Bill had their first reading and were referred to the Finance and Expenditure Select Committee. The Committee has set a deadline of Friday, 17 February 2023 for submissions from councils. Te Uru Kahika set out a draft [outline](#) of a submission for feedback, **and this is also available for Councils to use when drafting their own submissions.**

Submissions are also due on 5 February 2023 on the Resource Management reform. The Government has made “in principle” decisions to shift from the RMA to a regional planning model. The Resource Management Act 1991 and the current process will be repealed and replaced with three new acts:

- Natural and Built Environments Act – legislates the Natural and Built Environments Plans;
- Spatial Planning Act – legislates the regional spatial strategies;
- Climate Adaptation Act – this legislation is not clear yet.



Te Uru Kahika has been sharing information on the reforms and has prepared a [draft submission](#) to help councils prepare their own during January 2023. This was workshoped recently with Council.

Lastly, Te Uru Kahika has been actively participating in the independent review of Local Government and is providing mechanisms for local councils to be involved and kept up-to-date with the reviews findings and next steps. Check out our [FFLG factsheet](#) for a quick, easy summary on the review and a [summary](#) of the review panels report. Submissions are due on 28 February 2023.

Southland Mayoral Forum

The Mayoral Forum has covered the following matters the past two months:

- the appointment of Nicol Horrell as Chair;
- receiving updates from MPs Joseph Mooney, Penny Simmonds and Dr Liz Craig;
- consideration of the draft Triennial Agreement for Southland;
- considering the strategic direction for the Mayoral Forum for this triennium;
- endorsement of the Great South Constitutional Review;
- discussion on a draft report in response to the Review into the Future of Local Government;;
- appointment to Just Transitions Enduring Oversight Group;
- receiving an update from the Chief Executives’ Forum regarding progress of reforms;
- updates from the new Dunedin Hospital Local Advisory Group.

Reorganisation

In early December 2022 I completed a reorganisation to ensure that the General Managers’ spans of control are at a scale and focus that will enable effective management and delivery. I have appointed:

- a Chief Advisor (Bonny Lawrence);
- an Executive Officer (Jan Brown);
- a General Manager, Business Services (Dom Rikiti);
- a General Manager, People and Customer (Amy Kubrycht);
- a General Manager, Strategy, Science & Engagement (Rachael Millar);
- a General Manager, Policy & Government Reform (Lucy Hicks).

Communications

Work is ongoing to support the water shortage situation. The team has also been working on the communications and engagement for the climate resilience projects, plus the work relating to the true left riverbank at the Maitai township, which is an erosion risk. This includes targeted mail drops, stakeholder updates and public communications.

The LAWA “Can I swim here” summer campaign continues. Biosecurity awareness-raising has also been underway for pest plants. Support continues for the Maitai allocation and the Tiwai projects.

Media enquiries during the past month relate to the water shortage and intensive winter grazing.

Strategy & Partnership

Work continues to focus on the upcoming 2023/24 Annual Plan and 2024-2034 Long-term Plan processes, along with work within the climate change space.



The regional climate change staff working group has met four times now with preparations for the first inter-agency governance group meeting being held on 24 February 2023 well in hand. An analysis of local government climate change responses in New Zealand has recently been completed to inform the Murihiku Southland process. There is significant activity occurring internally as well, with an organisational carbon footprint baseline underway and identification of climate adaptation planning requirements to inform annual and long-term planning processes.

Science Strategy & Investigations

The Aquatic Ecosystem team is ramping up summer field work. The recreational bathing monitoring is continuing and staff are receiving a few reports relating to algal and bacterial growths. This is not unexpected given the low flows, hot temperatures and nutrient concentrations in the lowland rivers and streams (ngā awa). Lakes (ngā roto) monitoring is ongoing and annual estuary monitoring is starting in late January 2023. Estuaries (ngā ngutuawa) monitoring covers vegetation mapping, sediment and macroinvertebrate sampling. For rivers, routine monthly monitoring continues, as well as the annual biomonitoring programme, which is underway.

The Air & Terrestrial Sciences team is working on an air pollution emission inventory for Invercargill and Gore and investigating a nitrogen dioxide measurement campaign across the region. The team is also working on wetland mapping in the region and building capacity relating to wetland identification and management. Work on supporting freshwater accounting and implementing new tools to improve water allocation systems is ongoing.

Science work to support the Plan Change Tuatahi is ongoing and there is a large work programme to deliver in the next year to 18 months, which will require input from all members of the team.

Science Informatics & Operations

Hydrological Response

Staff have been developing tools for assessing low flows and potential for cut-offs being reached. NIWA has predicted a drier and warmer summer than normal and if current conditions persist, river flows will continue to drop.

Staff have also been investigating cameras and software for deployment at hydrological sites. This is part of the “Bringing data to life” initiative and also has overlap with the flow monitoring network, which is now using imaging software to measure surface velocities on rivers.

Staff are also working on the annual hydrological statistics.

Data Ecosystems

The team has received and serviced 24 data requests since the last update (30 November 2022). Work is ongoing for a trial to replace water quality sampling field sheets with a Survey123 digital form. If successful, there will be a wider roll-out, which will lead to data handling efficiencies. The River Camera pilot trail is almost complete and will then be reviewed. Work is progressing internally for the groundwater open data portal.

Monitoring & Evaluation

The team continues to undertake the data collection requirements relating to the long-term state of the environment networks.



The recreational bathing season continues with weekly sampling from December to April. There is more emphasis on cyanobacteria monitoring this year, as well as checks at all freshwater bathing sites in addition to water sample collection.

Quarterly groundwater quality runs were completed in December 2022, resulting in some follow-up work relating to bore access.

Summer grass cutting work has started at soil moisture sites, as too much grass growth affects accuracy of soil moisture probes and can also impact rainfall recording data if high enough. The annual biomonitoring project is now running for this season.

Report – Policy & Government Reform Group

Regional Planning

The most recent hearing on Tranche 1 of Topic B (predominantly focussed on farming provisions) took place in mid-2022. The Court released its fifth interim decision on 23 December 2022, which addressed the matters heard in Tranche 1.

The Environment Court has also issued a decision on the outcomes agreed by parties at mediation. After agreement was reached, Council was required to file applications for consent orders for decision by the Court and a hearing was held to provide the Court with the opportunity to question select witnesses. This decision addresses the majority of outcomes agreed at mediation, with the remainder awaiting decision by the Court this year.

Staff are working to understand the implications of the interim decision and decision, and prioritise actions needed. Full implementation of the plan via other departments and the community will be further worked through once understanding of implications is reached; the most immediate points will be prioritised.

Staff are engaging with commissioners and organising logistics to conduct a hearing on the Regional Coastal Plan – Surface Water Activities Plan Change. Upon confirmation of commissioners, venue and other factors staff will update Council and seek formal delegation of decision making to the panel.

Staff continue to work with Te Ao Mārama Inc on the detailed planning for Plan Change Tuatahi (includes the water and land plan and regional policy statement). A draft engagement and policy development timeline including specific topics continues to be worked on as initial policy papers are being drafted. These will form the basis for future conversations with council.

The farm plan pilot project has concluded for Southland. The learnings from this work along with inclusion of further adjustments to regulations will form the basis for the coming work to be done.

Any outstanding provisions will be in a further decision from the Court, which Judge Borthwick has indicated will be released this year.

There are two other outstanding tranches of material, which will also require decisions from the Environment Court. Tranche 2 relates to water allocation, and Council is required to report on progress with the consent review to resolve the Maitai over-allocation by 24 February 2023. Tranche 3 relates



to the Waiiau and has been heard in part by the Court in November 2022. The remainder of the hearing is set down for 18 to 21 April 2023.

Report – Integrated Catchment Management Group

Integration & Implementation

Water shortage co-ordination has been a key focus over the summer period. Following on from last summer's water shortage situation, a review of Council's water shortage standard operating procedure (SOP) was undertaken. This has taken input from a wide range of people both internally and externally. The revised SOP provides a clearer understanding of roles and responsibilities, as well as much stronger focus for being proactive in managing water shortage situations.

A more comprehensive report is included as a separate item in this agenda.

Catchment Operations

Gravel management

The Bathymetric survey data for the Mataura and Waikaia Rivers and the Tomogalak Stream is still undergoing the quality assurance process. Council has received the first tranche of data for the priority area that is needed for the Gore and Mataura 2D Hydraulic model.

The Gore and Mataura 2D Hydraulic model build is expected to be completed by May 2023, as long as there are no further delays receiving the remaining data required.

Consents for Catchment Operational Activities

Consultants have been engaged to prepare consent renewals for the removal of willow and erosion protection in the coastal marine area, extraction and redistribution of gravel in the Mataura and Waikaia districts, Titiroa flood control gates, Waihōpai Dam and the Opio sediment traps. This matter is ongoing.

The field survey on the Titiroa flood control gates and the potential impact on fish passage (including the loss of Inanga spawning habitat) has been completed, but requires analysis of the LiDAR data when it becomes available to complete the report and recommendations. This matter is ongoing.

Annual Dam Inspections

Work is underway to meet the new regulations of the New Zealand Dam Safety Regulations that come into effect in May 2024. Council will be required to have a Dam Safety Assurance programme that includes specific roles of Dam Manager and Dam Safety Manager, which will be assigned to staff. The Potential Impact Classifications (PIC) for each dam (Low, Medium or High) that were assessed five years ago will be reviewed as part of this process. Staff are also investigating the background to the ownership of the rural dams.

Waihōpai High Risk Tree Removal

Concerns were raised by staff about the Waihōpai stopbank and the potential of high risk trees (over 7 m high pine trees and blue gums) falling during a storm event and compromising the stopbank's integrity. Staff have contracted the removal of these trees and the first stage is complete. Some restoration work will take place once the operation is complete and will include the planting of low risk shrubs and native species that are suitable for the area.



Mataura Rock Work

The work approved prior to Christmas to rock line the berm of Mataura's true left stopbank has commenced and approximately 2,000 tonnes has been carted and placed to date.

Climate Resilience Projects

All Climate Resilience projects have now been tendered and awarded. Work has commenced on the Stead Street pump station, Waimumu and Wyndham projects. The South East Gore project is scheduled to start in April 2023.

Biosecurity & Biodiversity Operations

Biosecurity

Pest Plants - a new smilax (bridal creeper) site has been identified thanks to a report from the public. This is the first active site found since 2012. The find is very disappointing and will delay the end of the eradication programme. The plant has been controlled and the site will continue to be checked for several years.

A new *Spartina* site has been found in the Haldane Estuary. The record has been passed onto the Department of Conservation, which will complete the *Spartina* work programme.

Wilding conifer monitoring is finding a significant increase in Douglas fir spread, including into areas that have previously cleared of wilding *contorta* pine.

Marine Pests – the Rakiura Marine Biosecurity follow-up checks at Easy Harbour and Broad Bay have been completed. The *Undaria* population at Easy Harbour has significantly reduced in size and False Easy Harbour was free of regrowth. These sites will require checking next summer. The Broad Bay site was clear and no *Undaria* has been found since 2020. Despite the good news, the site will need ongoing checks until 2025 to confirm elimination has been achieved. Additional checks of moorings and anchorages around Port Pegasus and the Southern Coast of Rakiura were all clear and no marine pests were identified.

Control of the *Undaria* in Dusky Sound has removed all of the small isolated patches. Extensive survey work has been completed throughout the Dusky/Acheron complex. Additional surveillance work in Chalky Inlet, Preservation Inlet and Dagg Sound will be completed over coming weeks. This work has been prioritised above biomass control work in Breaksea Sound.

Animal Pests - the wallaby surveillance completed just before Christmas found no further sign of wallabies around the Mossburn highway. Staff and experts from Otago are therefore confident the animal found in early December 2022 was dumped in Southland and did not originate in the area. Staff are still waiting for DNA results to identify the source area, but no further response or surveillance is planned at this stage.

A new Pukerau Possum Control Area is underway.

Biodiversity

Bird count monitoring has found generally lower numbers this year compared with the increases seen in the past couple of years. The reason for the change is unknown. The one exception is the Environment Southland land at the Lower Mataura, which has continued to see an increase in numbers, possibly due to the increased pest control effort.



Annual tree plantings at the Lower Maitava has been completed and 500 native trees were planted.

Consents

The Consents team had a busy lead-up to the Christmas break, and post Xmas, but is currently keeping on top of processing timeframes and workloads. There has been a steady influx of consents lodged in the December/early January period. There are several more complex applications anticipated in the first quarter of 2023 based on recent pre-application discussions and other enquiries.

There has been a slight reduction in incoming consents compared to the previous period and associated reduction in the amount of work outsourced for external processing. Fourteen of the 201 consents in process (7%) have been outsourced for external processing, to maintain timeframe compliance and ensure workloads are manageable.

Staff are now receiving incoming intensive winter grazing (IWG) consent applications, and a smaller number of applications for deemed permitted activities (available on land between 10 and 15 degrees slope, where all other permitted activity criteria are met). As of 26 January, fifty landowners had registered their intensive winter grazing permitted activity status through the online portal. This volume is manageable, and most applicants are lodging via the Environment Southland online application form. Additional consultant processing resource has been organised.

Environment Court appeals

An Environment Court appeal has been lodged in relation to an Environment Southland Commissioner's decision in early 2022 to decline consent to Alpine Group for some changes to its existing floating facility in Cascade Cove, Milford Sound. A meeting to discuss this appeal between the parties took place on 5 December 2022 in Dunedin. A further mediation discussion has been scheduled for 14 February 2023, if required.

Applications under action/in progress:

There are 201 (including 31 Maitava Water Conservation Order review applications) applications currently in progress.

The following applications are currently progressing via a publicly notified or limited notified process, as follows:

- **Suelen Properties Limited** – two applications to establish and operate a marine farm for the cultivation of oysters at two sites situated in Horseshoe Bay, Stewart Island and Nathans Island, Stewart Island. The hearing timeframe has been extended, due to the Ministry for Primary Industries' (MPI) involvement. The applicant is considering options for its operation following recent discussions with MPI. A hearing date has yet to be scheduled.
- **Sean Ellis & Maria Kuster** – to undertake commercial surface water activities in Fiordland. Submissions closed on 11 August 2021. Two submissions were received. The application process is on hold awaiting a hearing deposit payment.
- **Real Journeys Limited (APP-20221882)** - commercial surface water activity renewal – limited notified. Submissions closed on 6 April 2022. One submission received. A hearing by an Independent Commissioner was held on 16 December 2022. The application was subsequently granted on 21 December 2022.
- **E Pirie for Lake Waituna Control Association** - openings of the Waituna Lagoon - publicly notified. Submissions closed on 13 July 2022. Twenty-four submitters wish to be heard.



- Three days will be required for the hearing. A pre-hearing meeting has occurred. The processing of the application is currently suspended under s91A by the applicant.
- **Gravity Fishing Limited** - commercial surface water activities in the coastal waters from Yates Point to Dusky Sound - publicly notified. Submissions closed on 25 August 2022. The processing of the application is currently on hold awaiting a hearing deposit.
 - **Melior Genetics Limited** – intensive winter grazing – limited notified. Submissions closed on 21 July 2022. One submission received. The processing of the application is currently progressing for decision under delegated authority, following withdrawal of right to be heard by the submitter.
 - **Real Journeys Limited (APP-20221951)** – commercial surface water – limited notified. Submissions closed on 1 July 2022. Two submissions received. The processing of the application is currently suspended under s91A by the applicant.
 - **Real Journeys Limited (APP-20221947)** – commercial surface water – limited notified. Submissions closed on 28 June 2022. Two submissions received. The processing of the application is currently suspended under s91A by the applicant.
 - **Fulton Hogan Limited** – gravel extraction, Mataura catchment – limited notified. Submissions closed on 27 September 2022. Application currently on hold awaiting a hearing deposit.
 - **Fawna Farms Limited** – dairy farming and land use – publicly notified. Submissions closed on 14 December 2022. Two late submissions received. The next steps in the processing of the application are currently being considered.
 - **Capil Grove Limited** – dairy farming and land use - publicly notified. Submissions closed on 17 November 2022. One submission received. The processing of the application is currently suspended by the applicant under s91A.
 - **Kanadale Limited** – dairy farming and land use – publicly notified. Submissions closed on 8 November 2022. One submission received. The processing of the application is currently suspended by the applicant under s91A.
 - **Real Journeys Limited (APP-2022379)** – coastal structures – limited notified. Submissions closed on 25 November 2022. One submission in support received. The application is progressing through to decision under delegated authority.

Timeframe compliance

Compliance with statutory processing timeframes for resource consent applications for the period 29 November 2022 to 11 January 2023 was 100%. This includes instances where the applicant has agreed to a timeframe extension.

It is noted that 10 applications remain on hold, due to linkages with the Mataura Water Conservation Order over-allocation issue, which is being worked through at present. Thirty-one s128 review notices have been issued for consents that have a review notice deadline period requirement of July and September 2022. This is to create an overall alignment of the timing of review of all consents. The affected consent holders were contacted prior to the issue of the notices.

Compliance

Water quality

Sampling for the second round of groundwater monitoring for 2022 has been completed and all results have been sent to consent holders.

Dairy top performers

This season, 109 consent holders are eligible to participate in this self-assessment programme due to a good compliance history. All existing and new members of the programme have been contacted,



with 98 so far accepting the offer to participate. Six consent holders opted not to participate as they live off-farm and prefer that the on-farm operator's practices are checked by a monitoring officer. Self-assessment sheets have a return date of 3 February 2023, at which time 15% will be randomly selected for a quality assurance visit from a monitoring officer.

Dairy discharge permit inspections

To date, 473 inspections have been completed this season, with all being on-site inspections. Thirteen of these inspections have resulted in a significant non-compliance, with the largest proportion being for full ponds and overflow from effluent systems.

Intensive winter grazing

To date, 29 permitted activity notifications have been received and four deemed permitted activity authorisations have been approved.

Synthetic nitrogen reporting

To date, 630 notifications have been received for Southland out of the expected 900. Staff are following up with consent holders who have not yet supplied their data via the three national tool options.

Incident attendance

A total of 479 incidents have been logged, which is slightly higher than this time last year when 459 incidents were logged.

Tiwai

In the week of 16 January 2023, EHS Support, specialist contaminated land consultants, began coastal marine area and groundwater sampling for Environment Southland in the Tiwai peninsula area. The New Zealand Aluminium Smelters has provided access to land it administers for this work. The fieldwork is anticipated to be concluded by late February 2023 (subject to ongoing suitable weather conditions) with reporting on findings expected in late April 2023. The objective of this independent monitoring is to determine whether there are any contamination issues relating to the adjacent coastal environment and the 50-year-old landfill on the Tiwai site. It should help to provide data where it has been lacking and useful information to assist with Environment Southland's role as regulator.

Catchment Integration

The Freshwater Farm Plan pilot project (working alongside the Ministry for the Environment and Te Ao Mārama Inc) is now complete. The project's objective was to test development, certification and audit processes and documentation with new and existing farm environmental plans. Feedback from the project has been sent to the Ministry for Primary Industries and the Ministry for the Environment. An update will be provided once the feedback has been compiled, likely to be in the next month. The results also inform the larger nationwide freshwater farm plan roll-out due this year. Environment Southland staff, Te Ao Mārama Inc, and rural professionals all contributed to the project.

The Catchment Integration team is set to resume the Council's proactive engagement programme for intensive winter grazing in 2023. This year the team is working in conjunction with the Compliance team to determine the manner in which potential non-compliance is dealt with (rules take effect from the first of May and finish on 30 September 2023). The programme aims to identify winter grazing paddocks that could pose a risk or breach permitted activity conditions when grazing



begins. Advice is provided to farmers and graziers who do not have consent, however, their paddocks trigger NES rules e.g. their paddocks have critical source areas with forages planted within them.

The team will continue to work closely with the catchment groups in the year ahead and there are several upcoming field days and meetings that staff will be attending. Opportunities for forging new relationships with the rural community, as well as building on existing ones, are being explored to support the implementation of national and local environmental policy and achievement of outcomes.

This year, the environment education programme will be providing a calendar of events for teachers and schools across Southland to participate in set activities and workshops throughout the school terms. This helps strengthen the team's partnership with other divisions across the organisation, as well as other partners within Southland such as the local rūnaka, Active Southland, Te Tapu o Tāne, Te Pukenga and Thriving Southland working together to provide these activities and workshops. The team aims to build on the success of the Waihopai planting project, which last year increased natives by another 800 plants, all planted by students and the community. To celebrate 20 years of this project and the installation of information panel there will be a day of activities at the Waihopai planting site in February.

Staff continue to work with Gore City, Invercargill City and Southland District Council in relation to monitoring, assessing and managing climate change erosion risks of closed landfills. Planning is underway to set-up a pollution prevention programme of work to be implemented over the first five years. Initially, the focus will be on updating materials and developing relevant resources, most likely in the Oreti catchment working with Invercargill City Council.

The Contaminated Sites Remediation Fund (CSRF) Project Ocean Beach Bluff involves a landfill investigation and remediation planning. The Department of Conservation and Invercargill City Council have agreed to carry out interim coastal protection works, which are necessary to prevent more waste material from being washed out and are preparing to lodge a resource consent application in early 2023. The CSRF Little Tahiti project includes landfill investigation and remediation planning. To date, detailed Site Investigation and Remedial Options Assessment Reports have been completed and are with MfE for approval.

Whakamana te Waituna

The Whakamana te Waituna project is moving into its final six months. One of the key deliverables is constructed wetlands. Following significant modelling to find a suitable site, an Environment Southland owned site above the Waituna Lagoon Road was confirmed. Design work is currently in its final stages. This will require resource consent, and construction is likely to go beyond the end of the current project.

A meeting of the Whakamana te Waituna Trust will be held on 23 February 2023 to discuss the future of the Trust.

Harbour Management

The 2022/23 recreational boating season commenced at Labour Weekend. The Harbourmaster team provided boating safety coverage over the weekend in Te Anau and Manapouri to support the annual Stabicraft fishing competition and the Waka Ama event. Both events saw record entries that eclipsed last year's record entries. The Christmas period was extremely busy with recreational



boating and many people taking advantage of the fine weather. Boating safety surveys were conducted around the Southland region by the Harbourmaster team. Overall, boaters were generally well behaved with only a few spoken to and provided with some safe boating education for minor ski-lane infractions.

Report – People and Customer Group

People & Capability

Staff turnover is currently tracking down. It is hoped this will continue, however, with the labour market being incredibly tight, the organisation is competing with staff being approached as opposed to those staff actively seeking employment elsewhere.

The average vacancies per month has also reduced, which is not unusual at this time of year. Average days to recruit is also significantly down on previous months, which can be partially attributed to applications being reviewed as they are received and swift action being taken for strong candidates. Again, with current market candidates are often receiving multiple offers so it is imperative to act quickly to secure good candidates.

There has been a good start to the year with responses to positions advertised. Environment Southland is looking forward to engaging some great candidates in 2023.

Collective Bargaining with PSA concluded in December 2022 and the new CEA has been ratified. This was a longer process than normal, however, it was beneficial that some of the issues raised were placed on the table and there was the opportunity to have robust discussions. This will assist with how the ongoing relationship with PSA members is progressed, to ensure that there is an opportunity for concerns to be raised, discussed and managed in a mature manner.

The first Muffin Talk of 2023 was an overview of the waha korero survey results. This provided the opportunity to engage employees in thinking about some actions/outcomes that they can contribute to as part of their employment with Environment Southland.

Health, Safety and Risk

Health, Safety and Wellbeing

A debrief was held with Reception and Finance staff involved in taking annual rates payments. Two incidents of aggressive/abusive customers were recorded over the rates period. Several improvement opportunities were identified and these will be implemented before the next rates period.

There was a significant spike of Covid cases in Southland, leading up to the Christmas break and the Executive made a decision to cancel or postpone several events and meetings to reduce the risk of Covid amongst staff.

Lindsay Wright from GoodYarn delivered a half day workshop to interested staff. These workshops are a good starting point to improve knowledge and building confidence to start a conversation about mental health. Further workshops are planned for 2023.

Training continued to be a focus for the reporting period. New staff attended the ES Induction Day and staff attended a Traffic Management Inspectors course.



Risk Management, Internal Audit and Business Continuity

A workshop with the Executive Team was held on 16 December 2022 to progress work on key risks. This work will inform strategic risk reporting to Council and is part of the broader risk management framework also being developed.

Staff continue to develop the approach to internal audit, which is a new function within Council. The first draft will be completed by the end of March 2023.

Kestrel Group will be on-site during February 2023 to support the finalisation of the business continuity plans and will run training exercises to test them.

Democracy Services

The focus for the Democracy Services team since the last meeting has been on:

- agenda preparation of Committee and Council meetings;
- agenda preparation for workshops and briefings;
- assistance and co-ordination of catchment liaison meetings/correspondence;
- development of the 2023 meeting calendar and ensuring all diaries are updated appropriately;
- Chair and Councillor administrative support, including travel arrangements, field trip arrangements etc;
- Chief Executive and Executive support.

Information & Support

The team's focus is to continue implementation of the Information Management Strategy. The Governance Group met before Christmas.

Staff continue to investigate the proposed digitisation of the physical files. A proof-of-concept pilot will commence at the end of February 2023, with the aim to have it completed by 30 June 2023.

Report – Business Services Group

Finance

Recruitment for the Finance team has been successful with two new staff members commencing in January, and a further staff member due to commence in February 2023. This will bring the team to full complement.

The upgrade to the financial and budgeting systems has been locked in, with the team undertaking scheduling and planning.

Work on the 2023/24 Annual Plan and 2024-2034 Long-term Plan is being progressed.

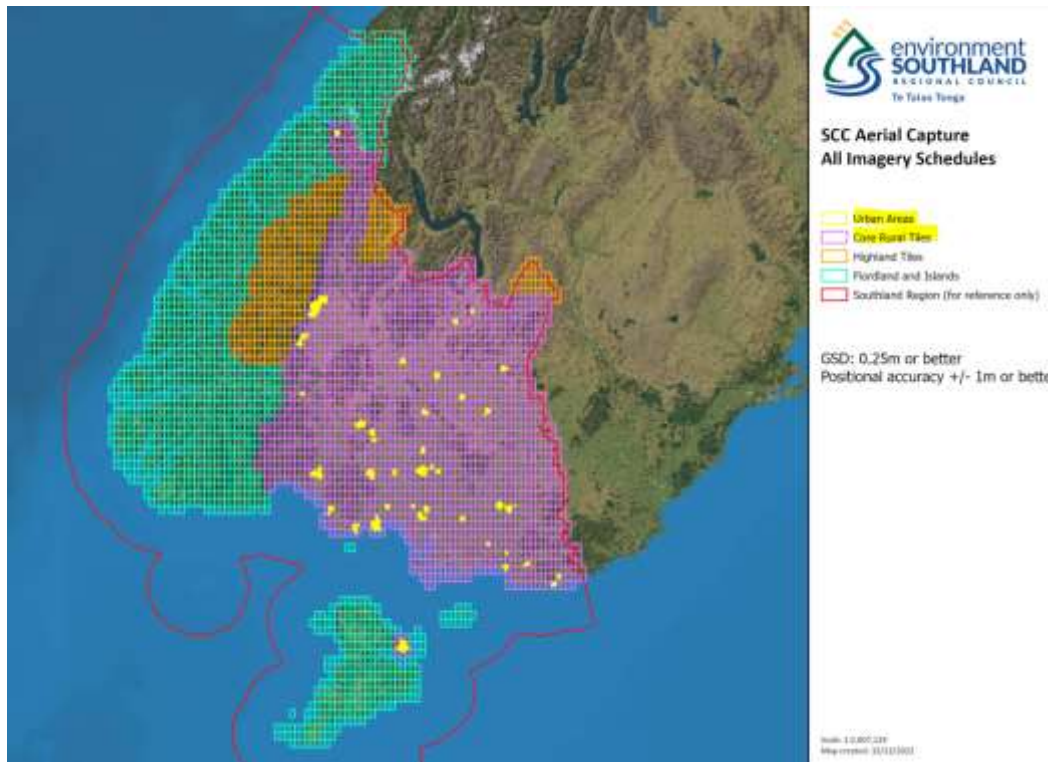
Information Systems

The request for proposal has been completed to capture new aerial imagery, and contract negotiations are underway. Weather permitting, the below areas in pink and yellow will be



captured. It is anticipated that the new imagery will be available to the public (updated maps on Beacon/website) by October 2023.

The quality assurance of the LiDAR data continues to be a high priority. The lower Matura catchment is nearing completion.



Report – Emergency Management Southland

In December 2022, the three newly elected Southland Mayors received an induction from Emergency Management Southland (EMS) on emergency management. A presentation was also provided to Environment Southland's elected officials.

Stan, the Emergency Management dog (an Emergency Management mascot) paid a visit to Southland in November 2022 and was involved in the South Alive street party. Along with the earthquake simulator (Shakey Trailer), Stan was a big hit with children and families, breaking the ice for staff to assist them to prepare for emergencies. Stan also attended the Gore Santa Parade.

EMS has developed a new training strategy to increase the capability of Council staff during an emergency. The strategy includes induction, foundation, CIMS, and function manager training, with sessions being held throughout the year.

EMS and NEMA jointly ran a school competition in December 2022 on being prepared for emergencies. Limehills School won a large preparedness kit for the school and the lucky student won a grab bag and an iPad.



Item 2 Water Shortage Situation across Southland

MORF ID: A867873	Strategic Direction: Refer to outcomes in table shown in body of this template.
Report by: Nick Perham, Integration & Implementation Manager	Approved by: Bruce Halligan, Acting General Manager, Integrated Catchment Management
Executive Approval: Bruce Halligan, Acting General Manager, Integrated Catchment Management	

Purpose

The purpose of this report is to provide Council with an update of the current water situation across Southland, including climate conditions and environmental flows and levels. It also provides an overview of the measures that are currently in place.

Summary

For a second summer in a row, Southland is experiencing above average temperatures and lower than usual rainfall in most places. NIWA has advised that this is due to La Niña conditions, where more frequent offshore winds will likely result in extended dry spells, elevating the risk for extreme dryness or drought like conditions.

In light of the forecasted climatic conditions, Environment Southland initiated the Water Shortage process in October 2022. Following more recent monitoring, Environment Southland has now moved to Status Level 2: Water Shortage Watch to actively monitor the situation.

This report gives an update of the current situation.

An overview of water shortage status levels are attached.

Recommendation

It is recommended that Council resolve to note the report.

Report

Background

Last year Southland faced a very hot and dry summer, which resulted in Environment Southland issuing its first Water Shortage Direction under the Resource Management Act. This was new territory for the Council, and there were a lot of learnings from that process.

Aquifers typically recharge over winter and spring, but there have been a string of unusually dry winters. The groundwater table in the Edendale aquifer is currently lower than usual for this time of year. Due to its characteristics, it is rare for this aquifer to recharge over summer, which suggests that there may be water supply issues again this season.

Groundwater levels for the region have recovered to normal or near normal levels in many places for this time of year. However, some locations remain below normal levels, including the Edendale aquifer. The Edendale aquifer supplies water to two major consent holders, Southland District



Council and Fonterra. Both of these stakeholders have been contacted directly, giving them early notification of the situation, and are receiving regular updates.

Following more recent monitoring, on 16 January 2023 Environment Southland has moved to Status Level 2: Water Shortage Watch. At this level, staff are actively monitoring the situation, proactively communicating with the public, key stakeholders, and large industries, and working closely with the territorial authorities and Te Ao Mārama Inc on the response. The decision to move to Status Level 2, rather than remain at Level 1, aligns with the core principles of the standard operating procedure (SOP), as follows:

- **Early rather than late:** an early move from one status to another, made in anticipation of a shortage of water can reduce the negative impacts (voluntary reductions prior to restrictions, greater time to prepare);
- **Proactive Communication:** early notification allows people and organisations to prepare and respond early (e.g. drinking water suppliers, water carriers, meat processing plants, milk production plants).

2022/23 Summer Forecast

NIWA provides regular three-monthly forecasting. In the recent forecast for January to March 2023, NIWA stated that La Niña continued during December and a marine heatwave intensified in Aotearoa New Zealand's coastal waters with sea surface temperatures (SSTs) 1.1°C to 1.8°C above average. La Niña is most likely to ease to neutral by early autumn.

More specifically for Southland, this means:

- temperatures are very likely to be above average (70% chance). More easterly-quarter winds and marine heatwave conditions will result in high heat and humidity at times;
- rainfall totals are most likely to be below normal (45% chance). Due to La Niña, more frequent offshore winds will likely result in extended dry spells, such as during mid-to-late January. Low rainfall may also occur around the hydro lakes. The region should remain aware of the potential for an ex-tropical cyclone or atmospheric river, particularly as La Niña eases over the next three months;
- soil moisture levels are most likely to be near normal (40% chance) and river flows are equally likely to be near normal or below normal (40% chance each).

Current situation

The year-to-date rainfall has been variable around the region ranging from very low to high. The average for the region was 94% of the normal. Coastal Southland has had only 88% of the long-term normal rainfall whilst northern Southland has had 106%.

In December 2022, Southland had highly variable rainfall averaging 87% of the long-term normal December rainfall. North-western Southland was very dry with 62% of the long-term normal December rainfall whilst northern Southland was wet, with 124% of the long-term normal December rainfall. North-eastern Southland had 116% of the long-term normal December rainfall while central Southland had 86% and coastal Southland 68% of the long-term normal December rainfall.



River flows reflected the highly variable rainfall in December. Some localised storms around the Hokonui Hills and Waikaia headwaters caused some high river levels on local tributaries. The Waimea Stream had 122% of the average December flow but rivers in coastal Southland were much lower with the Waihopai having only 47% of the average December flow.

There is no immediate concern with either of Murihiku’s two main water supplies (Oreti and Maitara) over the next couple of weeks. However, modelling based on the long-term record indicates the Maitara River could reach the 15 m³s cut-off by approximately mid-February. Active monitoring will continue.

Groundwater levels are at, or near, normal for this time of year at most monitoring sites. Some locations remain below normal levels. As referred to above, of concern is the Edendale aquifer, which is much lower than usual. In previous years, many domestic users in the Edendale township area have raised issues with their water supplier as groundwater levels receded over summer/autumn. Due to its characteristics, it is rare for this aquifer to recharge over summer, which suggests that there may be water supply issues again this season.

There have been stakeholder updates and media releases over the summer to increase awareness of the issue and to ask Southlanders to make preparations now, and look at their options should water levels drop. Similarly, the territorial authorities are urging water conservation and restricting use in certain circumstances.

Actions to date

Environment Southland’s Water Shortage Advisory team have had a number of meetings as follows:

Meeting date	Key Points	Outcome / Actions
20 October 2022	Indicative forecast of hot and dry summer. Review of Water Shortage SOP.	No change of status.
14 November 2022	Continued monitoring of long-term forecasts. Review of SOP.	No change of status.
4 December 2022	Recent and forecasted rainfall brings some reprieve. Potential concerns with Edendale aquifer.	No change of status. Contact major users of Edendale aquifer (SDC & Fonterra). General comms on forecast and water conservation.
9 January 2023	With recent rain still some reprieve. Indicators are that Maitara could be of concern within the next 30 days.	Move to Status 2: Water Shortage Watch. Contact TAs to co-ordinate water shortage actions and communications.
23 Jan 2023	NIWA forecasting indicates dry to very dry conditions for the next five weeks. Southland river levels are dropping – the worst affected areas are NW Southland and coastal areas.	Remain at Status 2. Continue discussions with TAs on proactive messaging.



Following the principles of “earlier rather than late” and “proactive communications”, Environment Southland has taken a number of actions in handling this situation:

- significant work has gone into reviewing and updating the Water Shortage SOP, with input being sought from key personnel internally, as well as from partners and key stakeholders. A working document is expected to be completed by the end of January 2023;
- in November 2022, Emergency Management Southland arranged for a Met Service seminar on the climate forecast. This was done as an open forum, primarily targeted at local and regional authorities, as well as key stakeholders;
- early discussions with Southland District Council and Fonterra regarding forecasts for the Edendale aquifer;
- all key stakeholders were personally notified of the intention to move to status 2;
- general communications around forecast and being prepared have gone out. This included some targeted messages aimed at those on tank supply;
- face-to-face meetings with appropriate teams from the territorial authorities have commenced, with discussion on water shortage preparedness, proactive actions, and co-ordinating communications. The aim is to reduce confusion around messaging from the different councils.

Next steps

Environment Southland’s Water Shortage Advisory Team is due to meet again on 30 January 2023 and will continue to review the situation on at least a weekly basis. Unless conditions become significantly drier than forecast, a change in status is not expected before 7 February 2023, if such change is to occur. The team is actively working with the territorial authorities and Te Ao Marama Inc and proactively speaking with key stakeholders and large industries, as the need arises. External communication via media releases and social media will continue, along with co-ordinated communications and messaging with the three territorial authorities.

Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources	X		
Diverse opportunities to make a living	X		
Communities empowered and resilient	X		
Communities expressing their diversity			X

Attachments

1. Overview of water shortage status levels



Overview of Water Shortage Status Levels



Status 1 - Business As Usual

Rivers, groundwater and rainfall within expected range. No issues of concern.

- Business as usual, normal review of data from Environment Southland's monitoring network.



Status 2 - Water Shortage Watch

Monitoring and forecasting indicate that there is potential for water levels to recede to the point that normal use of water may impact environmental health.

- Environment Southland's Water Shortage Advisory Team will actively monitor the water situation.
- Work closely with Territorial Authorities and Te Ao Mārama Inc.
- Increased assessments of river, soil moisture and groundwater state, and analysis of short and long-range weather forecasts.
- Monitoring results will be publicised.
- Key stakeholders and water user groups will be contacted and advised.



Status 3 Water Shortage Warning

Water levels have reached levels which may impact environmental health. Consented limits or restrictions have been reached. Water levels have reached levels where additional voluntary action is required to conserve river and groundwater levels.

- Increased communication of situation and reinforcement of importance of water conservation measures.
- Increased assessments of river, soil moisture and groundwater state to define the magnitude of water shortage and ensure any possible restrictions are appropriate.



- Convene subject matter expert meetings to evaluate all available information and concerns.
- Define catchments/waterbodies of interest.
- Specifically inform consent holders, iwi/ hapū, Councillors, stakeholders, local authorities of water shortage event and possible water restrictions.



Status 4 Water Shortage Restriction

Water levels have reached critical levels and regulatory action is required to reduce use in order to protect the health of our rivers and groundwater.

- Water Shortage Manager at Environment Southland issues a water shortage direction
- As far as possible and practical, inform affected consent holders, iwi/hapū, Councillors and stakeholders prior to issuing a Water Shortage Direction – aim to give a 72 hour prior warning before the Water Shortage Direction is issued
- Additional monitoring of compliance with water shortage direction
- Direct communication with those affected by a water shortage direction
- General communication with public about water shortage direction and water conservation messages
- Daily monitoring of the water situation and of compliance with Water Shortage Direction
- Decision to cancel or reissue to be reviewed by Water Shortage Advisory team
- Water Shortage Manager to review Water Shortage Direction at least every 14 days.



Policy Issues and Decisions Kaupapa Whakaputa Whakatau

Item 3 Adoption of 2022-2025 Southland Region Triennial Agreement

Objective ID: A867508	Strategic Direction: All
Report by: Rachael Millar, General Manager, Strategy, Science & Engagement	Approved by: Wilma Falconer, Chief Executive
Executive Approval: Wilma Falconer, Chief Executive	

Purpose

To seek Council adoption of the 2022-2025 Triennial Agreement.

Summary

The preparation and adoption of a Triennial Agreement is a mandatory requirement under the Local Government Act 2002 for all the local authorities within a region. The Southland Mayoral Forum Policy Advisor has co-ordinated a review with the Chief Executives Forum and Mayoral Forum following last year’s election.

Recommendation

It is recommended that Council:

1. consider the reviewed Southland Region Triennial Agreement;
2. pursuant to Section 15 of the Local Government Act 2002, adopt the 2022-2025 Triennial Agreement and apply the Common Seal.

Report

Background

The Local Government Act 2002 requires councils within a region to enter into a Triennial Agreement following a local government election. The Agreement recognises the importance of councils working together to benefit a region and provides local authorities with an opportunity to formalise their commitment to collaboration.

Under the Act, the Triennial Agreement must outline the protocols for communication and co-ordination, and provide processes for identifying and delivering services of significance to more than one local authority area. It also must outline processes should the regional council propose to undertake a significant new activity.

Section 15 of the Act requires that signing is no later than 1 March following a local government election.

The new 2022-2025 Triennial Agreement is attached.



Following last year's election, the Southland Mayoral Forum Policy Advisor co-ordinated a review of the 2019-2022 Triennial Agreement by the Chief Executives Forum and Mayoral Forum, with some minor amendments made. It now needs to be considered by Council.

Each Council will formally adopt the Triennial Agreement at their next available Council meeting.

Changes made to this version

Changes made include:

- clarification of how the Southland Mayoral Forum Policy Advisor role is funded;
- the addition of a statement around communication of notes back to individual councils following each meeting;
- removal of references to cross-council working groups and structures that longer exist (these have been replaced with more generic references);
- the addition of a new section outlining the process for reviewing and amending the Agreement;
- a variety of other minor changes to improve clarity.

Views of Affected Parties

All of the Councils have been involved in the review of the Triennial Agreement.

Compliance with Significance and Engagement Policy

The Significance and Engagement Policy only applies to the engagement with the other local authorities, which has been done.

Legal Compliance

The Triennial Agreement, once adopted by the four Councils, provides compliance with the requirements of the Local Government Act 2002.

Consistency with Council's LTP/Annual Plan/Policy/Strategy

The need for an Agreement is a statutory requirement. There are no implications for any of the Council's other statutory documents.

Financial and Resource Implications

The reasons behind having a Triennial Agreement are to create efficiency in service delivery and to ensure that local authorities consider joint and shared arrangements, and to provide the basis for co-ordination of effort and more of common interest.

Conclusion

The Triennial Agreement as presented meets the requirements of the Local Government Act 2002. It can now be adopted by the Council.



Attachments

1. 2022-2025 Southland Region Triennial Agreement

Triennial Agreement Southland Region

For the triennium October 2022 to October 2025



STATEMENT OF INTENT

This agreement represents the shared desire of local government in the Southland Region to pro-actively collaborate and co-operate with each other, to maximise effectiveness and efficiency and to meet the current and future needs and interests of their respective communities.

PREAMBLE

The Local Government Act 2002 recognises that each individual local authority is only one player in the achievement of community needs and interests, and that attaining those objectives goes beyond local authority boundaries. The Act, through its principles further recognises that local authorities will need to actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes. The main framework for coordinating the collaboration between different local authorities is the Triennial Agreement.

This Agreement is deemed to meet the requirements of section 15 of the Local Government Act 2002.

For the legal context see Appendix 1.

PURPOSE

Through this Triennial Agreement, the local authorities are encouraged to work together to recognise and provide for the local authorities playing a broad role in promoting the social, economic, environmental and cultural well-being of their communities in the present and for the future, while taking a sustainable development approach. This agreement provides an opportunity to reinforce the principle of collaboration and improve communication and co-ordination at all levels of local government in the Southland Region.

It is recognised that a significant level of formal and informal collaboration and co-operation already exists between the local

authorities. The success of the Triennial Agreement will be demonstrated through expanded relationships that help local authorities to work co-operatively and collaboratively to advance community goals for the region as a whole. This agreement does not address local authorities' relationships with Central Government agencies or other important sectors of the community, each of which will also be important to the effective delivery of community outcomes.

SIGNATORIES

The parties:

- Gore District Council
- Invercargill City Council
- Southland District Council
- Environment Southland (Southland Regional Council).

PRINCIPLES AND PROTOCOLS

The parties agree to work in good faith together for the good governance of their localities and the region.

Signatories to this agreement recognise that:

1. the communities within the Region are diverse and encompass a range of desired outcomes. Issues and concerns that are shared by some local authorities may be of little relevance to others. This Triennial Agreement acknowledges that it must have a range of sub-agreements or protocols developed for communication and co-ordination on local issues and media responses between and among local authorities.
2. collaboration among local authorities is necessary to address increasingly complex governance issues. Many issues cannot be solved by any one agency acting alone. Issues such as community safety and sustainable development do not have simple solutions. This includes a commitment to make staff available across local

- authority boundaries during emergencies.
3. it is desirable that collaboration occur at both the governance and operational levels.
 4. collaboration can make planning more efficient, reduce costs, increase available resources and help make strategic judgments about the allocation of resources and the delivery of services.
 5. collaboration can help local authorities promote the social, economic, cultural and environmental well-being of communities in the region.
 6. this agreement establishes a platform for ongoing discussion and consultation on issues, policy and programmes.
 7. the councils agree to act in good faith on issues of information and disclosure.
 8. the councils agree to work collaboratively in an open and transparent manner.
 9. as signatories to this agreement all councils will ensure provision of the following:
 - (a) early notification to affected councils, through the distribution of draft documentation and information, of major policy discussions which may have implications beyond the boundaries of the decision-making council. This specifically includes the development of consultation policies and policies on significance and engagement.
 - (b) opportunities for all councils in the region to be involved in early consultation on the development of one another's draft Annual Plan and draft Long-term Plan and other significant policy consultation processes or consultation documents.

- (c) the application of a 'no surprises' policy, whereby early notice will be given over disagreements or differences between councils concerning issues, policy or programmes, before critical public announcements are made.
- (d) where practicable, avoidance of unnecessary duplication by jointly or in a collaborative manner, engaging with communities and agencies in order to identify community outcomes and to prioritise those outcomes.

MAYORAL FORUM

The four Councils commit to continue the Southland Mayoral Forum as a collaborative group made up of the Mayors, Regional Chair, and Deputies (or their alternate), supported by their respective Chief Executive Officers. Its purpose is to provide governance leadership to programmes and projects with a regional perspective that cut across the local authorities and which require integrated leadership.

Notes from Mayoral Forum meetings will be provided to member councils for distribution within their council as they see fit.

Terms of Reference for the operation of the Mayoral Forum have previously been agreed.

The Mayoral Forum Policy Advisor will support the work of the Mayoral Forum to coordinate regional responses to policy issues, setting strategic direction and supporting regional advocacy, as well as supporting the Great South Joint Shareholders Committee to complete the Statement of Intent process. This role is to be funded on the same percentage arrangement between the councils as agreed in the former Shared Services agreement.

THE CHIEF EXECUTIVE OFFICERS

The Chief Executive Officers will meet on a regular basis (known as the Chief Executives Forum) to:

- implement and manage collaborative projects and agreed actions;
- identify and escalate strategic issues and opportunities for collaboration on strategy, policy and planning ; and
- include a framework for collaboration in the governance and management of effective and efficient delivery of services, infrastructure and regulatory functions across the region

within a context that promotes the social, economic, environmental, and cultural well-being of communities in the present and for the future.

The CE Forum will be the “clearing house” for addressing and agreeing any strategic, emerging or identified issues. Emergency meetings between the combined CEs can be called as required.

This does not preclude meetings being co-ordinated by councils other than the council next on the rotation, on request.

GENERAL APPROACH TO CONSULTATION AND STRATEGY

Signatories to this agreement will endeavour to:

1. work jointly to share resources for the purpose of preparing background information on the various communities within the Region. Such information may include demographics, survey data and scientific studies and the analysis of social, economic, environmental and cultural trends.
2. identify major regional issues (such as climate change) and work together to develop regional approaches to addressing these issues where

appropriate through cross-council working groups.

3. actively collaborate and cooperate with government agencies and local authorities outside the region as considered appropriate to promote or achieve regionally focused priorities and desired outcomes, while making efficient use of resources, and in situations where issues and potential solutions cross local authority boundaries.
4. develop agreed or joint approaches to engaging with the media (including development of joint media statements), Government agencies, tangata whenua, and other organisations.
5. develop processes, protocols and agreements through which the councils can jointly participate in identifying, delivering services (S.17A, LGA), and funding facilities of significance to more than one district.
6. promote communication and co-operation among the local authorities in the Region.
7. provide early for notification/circulation of information, and participation in, decisions that may affect other local authorities in the Region.
8. make draft strategies, policies and plans available to all local authorities in the Region for discussion and development.
9. recognise that shared services in the region, or joint procurement approaches with joint or separate contracting, can bring efficiencies and savings in terms of planning, administration, consultation and operations; increases in available resources and promotion of cooperative approaches to the allocation of resources.

10. use our statutory reporting documents to report steps taken to implement the intent of this document.
11. the following consultation process (in terms of Clause 3A, First Schedule RMA) will apply to any change, variation, or review of the Regional Policy Statement for the Southland Region, and the preparation of any future Regional Policy Statement:
 - (a) Environment Southland will seek the input of territorial authorities into the review of the Regional Policy Statement for the Southland Region.
 - (b) Environment Southland will make available to all local authorities, for discussion and development, draft copies of:
 - any change or variation to the Regional Policy Statement
 - any proposed Regional Policy Statement.
 - (c) territorial authorities will be given a reasonable period of time, but no less than 30 working days, to respond to any such proposal. Environment Southland agrees to consider fully any submissions and representations on the proposal made by territorial authorities within the region.

SIGNIFICANT NEW ACTIVITIES PROPOSED BY THE REGIONAL COUNCIL

If Environment Southland or a regional council-controlled organisation proposes to undertake a significant new activity, Section 16 of the Local Government Act 2002 shall be adhered to.

As part of this communication process, the parties agree to discuss the issues involved at one or more of the existing forums, and to provide early drafts of proposals to affected councils for early comment. This includes

amendment of the Environment Southland's significance and engagement policy.

Where it is proposed that Environment Southland undertakes significant new activities that are undertaken or have been proposed in a consultation document to be undertaken by one or more territorial authorities within the Region:

- a. Environment Southland will as soon as practicable inform all territorial authorities within the Region of:
 - the nature of the activity proposed to be undertaken
 - the scope of the proposal (including size, districts covered and why)
 - the reasons for the proposal.
- b. territorial authorities will be given a reasonable period of time, but no less than 30 working days, to respond to any such proposal. Environment Southland agrees to fully consider any submissions and representations on the proposal made by territorial authorities within the Region.
- c. should there be substantive disagreement between the local authorities about whether Environment Southland should undertake the activity, the parties agree to refer the matter to mediation, as set out in the process in this agreement for resolving disagreement.

DECISIONS OF A LOCAL AUTHORITY

If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with this agreement, the local authority must, when making the decision, clearly identify —

- (a) the inconsistency; and
- (b) the reasons for the inconsistency; and
- (c) any intention of the local authority to seek an amendment to this agreement.

As soon as practicable after making any decision to which the above applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in subsections (a) – (c).

RESOLVING DISAGREEMENT

In the event of a disagreement over the terms of this agreement, the parties agree to refer the issue of disagreement to mediation for a resolution within 3 months of any such disagreement arising. If no agreement is forthcoming a mediator will be appointed by the president of the Southland District Law Society. If mediation is unsuccessful, any of the local authorities affected may ask the Minister of Local Government to make a decision on the proposal.

AGREEMENT TO REVIEW

This document may be amended by agreement between all the local authorities within the region. The process to amend this document is as follows:

- The Southland Mayoral Forum will review the Agreement at the start of a new triennium and approve amendments on the advice of the Chief Executives Forum; or
- Any one or more local authority can request an amendment by writing to the Chair of the Southland Mayoral Forum at least two weeks before a regular meeting of the Mayoral Forum.

Any amendments agreed by the Mayoral Forum will be referred to each local authority for ratification. No amendment to this Agreement has effect until signed by all parties.

AUTHORITY

This agreement is signed under seal by the following on behalf of their respective authorities:

Environment Southland (Southland Regional Council)

Chair

Chief Executive

Southland District Council

Mayor

Chief Executive

Invercargill City Council

Mayor

Chief Executive

Gore District Council

Mayor

Chief Executive

APPENDIX 1

LEGAL REQUIREMENTS – Local Government Act 2002

This document is deemed to duly constitute fulfillment of section 15 of the Local Government Act 2002.

Section 15 requires that:

- (1) Not later than 1 March after each triennial general election of members, all local authorities within each region must enter into an agreement under this section covering the period until the next triennial general election of members.
- (2) An agreement under this section must include—
 - (a) protocols for communication and co-ordination among the local authorities; and
 - (b) a statement of the process by which the local authorities will comply with [section 16](#) in respect of proposals for new regional council activities; and
 - (c) processes and protocols through which all local authorities can participate in identifying, delivering, and funding facilities and services of significance to more than 1 district.
- (3) An agreement under this section may also include—
 - (a) commitments by local authorities within the region to establish or continue 1 or more joint committees or other joint governance arrangements to give better effect to 1 or more of the matters referred to in subsection (2); and
 - (b) the matters to be included in the terms of reference for any such committees or arrangements, including any delegations.
- (4) An agreement under this section may be varied by agreement between all the local authorities within the region.
- (5) An agreement under this section remains in force until it is replaced by another agreement.
- (6) If a decision of a local authority is significantly inconsistent with, or is expected to have consequences that will be significantly inconsistent with, the agreement under this section that is currently in force within the region, the local authority must, when making the decision, clearly identify—
 - (a) the inconsistency; and
 - (b) the reasons for the inconsistency; and
 - (c) any intention of the local authority to seek an amendment to the agreement under subsection (4).
- (7) As soon as practicable after making any decision to which subsection (6) applies, the local authority must give to each of the other local authorities within the region notice of the decision and of the matters specified in that subsection.

Section 14 (e) –

a local authority should actively seek to collaborate and co-operate with other local authorities and bodies to improve the effectiveness and efficiency with which it achieves its identified priorities and desired outcomes

Section 14 (g) –

a local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including by planning effectively for the future management of its assets;

Section 16 – (summary)

if regional council, or a regional council-controlled organisation, proposes to undertake a significant new activity, the regional council must advise all the territorial authorities within its region of the proposal and seek their agreement

LEGAL REQUIREMENTS – Resource Management Act 1991

Clause 3A, First Schedule -

- (1) A triennial agreement entered into under section 15(1) of the Local Government Act 2002 must include an agreement on the consultation process to be used by the affected local authorities in the course of—
 - (a) preparing a proposed policy statement or a variation to a proposed policy statement; and
 - (b) preparing a change to a policy statement; and
 - (c) reviewing a policy statement.
- (2) If an agreement on the consultation process required by subclause (1) is not reached by the date prescribed in section 15(1) of the Local Government Act 2002,—
 - (a) subclause (1) ceases to apply to that triennial agreement; and
 - (b) 1 or more of the affected local authorities—
 - (i) must advise the Minister and every affected local authority as soon as is reasonably practicable after the date prescribed in section 15(1) of the Local Government Act 2002; and
 - (ii) may submit the matter to mediation.
- (3) If subclause (2) applies, the parts of the triennial agreement other than the part relating to the consultative process referred to in subclause (1) may be confirmed before—
 - (a) an agreement on the consultative process is reached under subclauses (4) and (5)(a); or
 - (b) the Minister makes a binding determination under subclause (5)(b).
- (4) Mediation must be by a mediator or a mediation process agreed to by the affected local authorities.
- (5) If the matter is not submitted to mediation or if mediation is unsuccessful, the Minister may either—
 - (a) make an appointment under section 25 for the purpose of determining a consultation process to be used in the course of preparing a proposed policy statement or reviewing a policy statement; or
 - (b) make a binding determination as to the consultation process that must be used.
- (6) The consultative process must form part of the triennial agreement, whether or not the other parts of the triennial agreement have been confirmed, in the event that—
 - (a) an agreement is reached under subclause (4) or subclause (5)(a) as to a consultative process, as required by subclause (1); or
 - (b) the Minister makes a binding determination under subclause (5)(b).
- (7) In this clause, "affected local authorities" means—
 - (a) the regional council of a region; and
 - (b) every territorial authority whose district is wholly or partly in the region of the regional council.]



Approvals Required Whakaengia

Item 4 Bonamia Submission – Environment Southland Response

MORF ID: A853417	Strategic Direction: Managed access to quality natural resources Diverse opportunities to make a living Communities empowered and resilient
Report by: Ali Meade, Biosecurity & Biodiversity Operations Manager	Approved by: Paul Hulse, General Manager, Integrated Catchment Manager
Executive Approval: Paul Hulse, General Manager, Integrated Catchment Management	

Purpose

To inform Council of the proposed amendments to the *Bonamia ostreae* Controlled Area Notice and draft policy, and to seek Council approval of the submission on the changes.

Summary

Bonamia ostreae (Bonamia) is a marine parasite that infects flat oysters. Biosecurity New Zealand (BNZ) manages the impacts and spread of Bonamia under the Biosecurity Act 1993. Following an initial consultation process in May 2022, BNZ is now consulting on changes to the Controlled Area Notice and a new draft Policy.

Environment Southland is making a submission on the proposed changes. The submission indicates support for the proposed changes, subject to additional development alongside the review of the Regional Coastal Plan for Southland. This item seeks Council approval of the submission on the changes.

A draft submission was workshopped with Councillors and mana whenua representatives on 13 December 2022. A final submission based on the feedback received at the workshop was lodged on 16 December 2022. Retrospective approval of the final submission is now sought as the submission period did not allow Council the opportunity to endorse the final submission before the closing date.

Recommendation

It is recommended that Council resolve to retrospectively endorse the submission: *Bonamia ostreae* Controlled Area Notice and draft policy submission.

Report

Bonamia ostreae (Bonamia) is a marine parasite that infects flat oysters leading to significant economic and environmental issues. Bonamia is currently managed by Biosecurity New Zealand. Management needs to transition from incursion response to long-term management. Environment Southland has been asked to comment on the proposed changes to the Controlled Area Notice (CAN) and the Biosecurity Policy for Flat Oyster Farming.



Environment Southland staff hold a position on the Bonamia Governance Group. The objective of the Governance Group is “to protect uninfected wild oyster populations from Bonamia”. The Proposed CAN and the proposed policy aligns with the advice from the group.

In May 2022, Council submitted on MPI’s proposed Long-term Management Plan. The submission supported the development of a National Marine Biosecurity Framework, which included the Aquaculture Biosecurity Policy, biofoul and ballast/bilge management and use of the Biosecurity Act 1993. The Proposed CAN and associated policy align with Council’s preferred options and form an interim solution for Bonamia whilst a wider national framework is developed.

Key points pertinent to Southland and Environment Southland are:

- the proposed CAN includes recreational vessels and gear;
- the proposed policy opposes flat oyster farming operation in Big Glory Bay given the continued surveillance results of positive detection, but allows for the policy to be reconsidered if the status of Big Glory Bay changes;
- no flat oyster farming trials will be allowed in Big Glory Bay;
- flat oyster farming trials may be allowed in wider Southland if they meet strict criteria.

Staff support the proposed CAN and the associated policy changes, subject to additional development alongside the review of the Regional Coastal Plan. The biosecurity provisions in the Regional Coastal Plan need to be carefully considered, to allow practical vessel cleaning options, whilst minimising the spread of marine pests and diseases.

Councillors discussed the submission at a workshop on 13 December 2022. The key points raised at the workshop were:

- a recognition that marine biosecurity is complex, hard to apply and enforce, and that there is a general lack of knowledge, but that the proposal was supported until a better solution could be found;
- a concern about the lack of cleaning facilities in Big Glory Bay and the inability to undertake in-water vessel cleaning in this area, and therefore it is not currently practical or possible for operators to comply with the proposed CAN and the Regional Coastal Plan;
- the need for effect treatment of contaminated waste and wastewater prior to any return to the marine environment;
- the need for any rules to be enforceable;
- the need for clear communication around the rules and penalties.

Implications/Risks

The proposed CAN and draft policy do not raise any concerns for the Southland Regional Pest Management Plan, however, the CAN may inadvertently support the ongoing containment of *Didemnum vexillum* in Big Glory Bay.

The CAN requirements cannot be met under the current rule framework in the Regional Coastal Plan. As such, the draft submission includes a recommendation that ES and Biosecurity New Zealand work together to resolve these issues.



Next steps

A final submission based on the feedback received at the workshop was lodged on 16 December 2022. Retrospective approval of the final submission is now sought, as the submission period did not allow Council the opportunity to endorse the final submission before the closing date.

Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources	X		
Diverse opportunities to make a living	X		
Communities empowered and resilient	X		
Communities expressing their diversity			X

Views of affected parties

Biosecurity New Zealand is leading the consultation and collecting the views of affected parties.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Considerations

Financial implications

There is no direct cost to Council. Consultation with Biosecurity NZ on the biosecurity provisions in the Regional Coastal Plan will be included in the usual plan consultation process.

Legal implications

Legal advice on how the CAN interacts with the Coastal Plan/RMA may need to be sought as part of the additional policy development conversations.

Attachments

1. *Bonamia ostreae* Controlled Area Notice and draft policy submission

Bonamia Targeted Consultation Feedback Form

About the consultation

Biosecurity New Zealand is interested to hear your views on the proposed changes to the *Bonamia ostreae* Controlled Area Notice (CAN) and the discussion document on the biosecurity policy for flat oyster farming. Your feedback will be used to inform analysis of the effectiveness and suitability of an updated CAN and biosecurity policy.

Have your say

You can provide your written feedback by completing this form, completing an online version or simply sending us an email with your comments. To help provide feedback we have included several questions, but feel free to provide any other information you believe relevant in the 'Any Other Feedback' section at the end of the questions.

Email your feedback to: Bonamia.liaison@mpi.govt.nz

Or complete the form online at <https://mpi.surveymonkey.com/r/BonamiaConsultation2022>

Feedback will close at **5pm Friday, 16th December 2022.**

If you have any questions before you provide your feedback, email Bonamia.liaison@mpi.govt.nz.

Documents to review

The two documents we are asking for your feedback on are:

- **Proposed *Bonamia ostreae* Controlled Area Notice**
- **Discussion document on the biosecurity policy for flat oyster farming**

Supporting information

To explain the situation and the consultation process, in the email we also included three other documents:

- **Bonamia targeted consultation overview** which provides an overview of the situation and why we are consulting with you.
- **What we know about *Bonamia*** which provides a summary of what we know about the parasite
- This feedback form.

- **More information** relevant to *Bonamia ostreae* and the targeted consultation is available on the [Biosecurity New Zealand *Bonamia* website](#)

Feedback is public information

Note that all, part, or a summary of your feedback may be published on the MPI website. Most often this happens when we issue a document which reviews the feedback received.

People can also ask for copies of the feedback under the Official Information Act 1982 (OIA). The OIA says we must make the content of feedback available, unless we have good reason for withholding it. Those reasons are detailed in sections 6 and 9 of the OIA.

If you think there are grounds to withhold specific information from publication, please make this clear in your feedback (see Question 39) or contact us. Reasons may include that it discloses commercially sensitive or personal information. However, any decision MPI makes to withhold details can be reviewed by the Ombudsman, who may direct us to release it.

[Official Information Act 1982 – NZ Legislation](#)

About You

Contact details

Your name	Ali Meade
Your organization	Environment Southland
Your city or town	Invercargill
Your email	ali.meade@es.govt.nz

Which groups do you identify with? Please select as many as apply.

Your interest in <i>Bonamia ostreae</i> . Please indicate any groups relevant to you	Groups you belong to		If yes, please provide details
	Yes	No	
Are you, or, are you considering, commercial flat oyster farming?	<input type="radio"/>	<input checked="" type="radio"/>	
Are you a flat oyster fisher?	<input type="radio"/>	<input checked="" type="radio"/>	
Are you involved with aquaculture of other species?	<input type="radio"/>	<input checked="" type="radio"/>	
Do you represent at Treaty partner/iwi organization?	<input type="radio"/>	<input checked="" type="radio"/>	
Do you currently, or have you previously, applied for a permit under the Bonamia CAN?	<input type="radio"/>	<input checked="" type="radio"/>	
Do you represent a Central Government Agency?	<input type="radio"/>	<input checked="" type="radio"/>	
Do you represent a regional or district council?	<input checked="" type="radio"/>	<input type="radio"/>	Southland Regional Council, Environment Southland
Do you represent an industry organization?	<input type="radio"/>	<input checked="" type="radio"/>	
Do you represent a research organization?	<input type="radio"/>	<input checked="" type="radio"/>	
Are you a recreational fisher?	<input type="radio"/>	<input checked="" type="radio"/>	
If we missed a group, please add.			

Your feedback

Before providing your feedback, we recommend reading the supporting documents. To help provide feedback we have included several questions, but feel free to provide any other relevant information in the 'Any Other Feedback' sections.

Bonamia ostreae Controlled Area Notice (CAN) format

ID	Our question	Your feedback					
3	How strongly do you agree or disagree that the format of the proposed CAN improves its readability compared to the current CAN?	Strongly disagree 0	Disagree 0	Neutral 0	Agree √	Strongly agree 0	Don't know 0
4	Please explain your selection.	<p>The CAN is clear and easy to understand.</p> <p>We recommend that Section 10 is clarified for readers who are not familiar with the details of the various Acts, so that it is clear who is and who isn't included in the CAN.</p>					

Bonamia ostreae Controlled Area Notice (CAN) ZONES

ID	Our question	Your feedback					
5	How strongly do you agree or disagree with:	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Don't know
	Reducing the Stewart Island zone to the Big Glory Bay Contained zone?	0	0	0	√	0	0
	Creating a separate Chatham Islands Protected zone?	0	0	√	0	0	0
6	Please explain your selections.	<p>We agree with the reduction of the Stewart Island zone to reflect the current risk profile of the outbreak, however we believe the practical implementation of cleaning rules will be a challenge and further work is needed to ensure the CAN is practical and enforceable.</p>					

Bonamia ostreae Controlled Area Notice (CAN) RULES

ID	Our question	Your feedback					
		Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Don't know
7	How strongly do you agree or disagree that:						
	Recreational fishing should be included in the new CAN?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Recreational fishers must have processed pacific oysters, green-lipped mussels and geoducks for human consumption before moving into/out of a zone?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Recreational fishing equipment must be visibly free of macrofouling when moved into or out of a zone?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
8	Please explain your selections.	Environment Southland supports the proposed management approaches					
9	How strongly do you agree or disagree with the rules that:	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Don't know
	Waste from flat oysters, pacific oysters, green-lipped mussels and geoducks collected outside of a zone must NOT be discharged into marine waters of a zone?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	No flat oysters may be moved out of the Big Glory Bay Contained zone (including by recreational fishers)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Please explain your selections.	Environment Southland supports the proposed management approaches and the treatment of any waste before it is discharged into the marine environment.					
11	How strongly do you agree or disagree with the rules that:	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Don't know
	Marine craft (not including marine farm craft) moving into or out of the Big Glory Bay Contained zone must be visibly clear of any macrofouling?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Used marine farm and fishing equipment and farm craft moved into the Chatham Island Protected Zone must be visibly clear of any macrofouling?	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12	Please explain your selections.	Environment Southland supports the proposed management approaches
----	---------------------------------	-------------------------------------------------------------------

Bonamia ostreae Controlled Area Notice (CAN) PERMITS

This section is for people or organizations who currently, or previously, have applied for a CAN permit.

13	Do you currently hold or have you previously applied for a permit under the Bonamia CAN?		Yes O	No ✓
----	------------------------------------------------------------------------------------------	--	----------	---------

14. If you currently hold or have previously applied for a CAN permit, we are interested to hear your thoughts on how permits are used in the CAN.

ANY OTHER FEEDBACK on the CAN

15. Are there any other comments you would like Biosecurity New Zealand to consider when analysing the changes to the *Bonamia ostreae* CAN?

For the CAN to be successful, vessel operators must be able to practically comply with the CAN, whilst still meeting the requirements of the Resource Management Act and the Regional Coastal Plan for Southland. We believe more work is required to align the CAN with the Southland Coastal Plan, especially in relation to in-water cleaning. We recommend that BNZ works with ES to:

1. Address the lack of cleaning facilities for marine operators; and
2. Develop practical in-water cleaning rules that align across all policy documents.

ES would also like to see clear guidance on how the CAN will be enforced and communicated with the public.

ES notes that the CAN provides additional benefits such as a reduced risk in the movement of *Didemnum vexillum* from Big Glory Bay to other areas.

Flat oyster farming biosecurity policy – Discussion document

ID	Our question	Your feedback					
		Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Don't know
16	How strongly do you agree or disagree that:						
	It is clear why we need a policy?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	It is clear how this policy will be used?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
17	Please explain your selections.						
18	Please provide any suggestions to help develop the definitions in the Policy discussion document.	<p>We support the inclusion of Foveaux Strait as a Significant Population.</p> <p>We recommend including more detailed criteria on how other populations would be assessed for significance. Mapping known populations throughout the Southland waters would help with the assessment of significance.</p>					
19	How strongly do you agree or disagree with the proposed decision-making process for:	Strongly disagree	Disagree	Neutral	Agree	Strongly agree	Don't know
	The Marlborough Sounds?	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Big Glory Bay?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	For other areas?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	For land-based farms?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
20	Please explain your selections.	<p>For 'other areas' there will need to be clear guidelines on how 'Isolated from significant wild Populations' is applied. Examples of what this would mean for Foveaux Strait would be useful.</p>					

21. Are there any other comments you would like Biosecurity New Zealand to consider concerning the flat oyster farming biosecurity policy?

Compliance with the RMA and the coastal policy also needs to be considered.

ANY OTHER FEEDBACK on the targeted consultation

21. Are there any other comments you would like Biosecurity New Zealand to consider when reviewing the CAN and developing the biosecurity policy for flat oyster farming?

PRIVACY

22. If you would like to have your feedback or personal details withheld under the Official Information Act, please set out your reasons below.

Thank you

Thank you for taking the time to share your views on the proposed *Bonamia ostreae* CAN and the discussion document on biosecurity policy for flat oyster farming.

Your feedback will be used by Biosecurity New Zealand in developing the long-term management plan. Outcomes from the consultation will be released on the Biosecurity New Zealand Bonamia website.



Item 5 Resource Management Reform Submission

Objective ID: A866843	Strategic Direction: All
Report by: Nick Ward, Acting Policy & Planning Manager	Approved by: Rachael Millar, General Manager, Strategy, Science & Engagement
Executive Approval: Rachael Millar, General Manager, Strategy, Science & Engagement	

Purpose

To provide Council with key submission points on the resource management reforms for any further inclusion of points, corrections or alterations.

Summary

As part of the reform of the resource management system, there are currently two bills open for submission. These are the Spatial Planning Bill and the Natural and Built Environment Bill. Submissions for both close on 5 February 2023.

Recommendation

It is recommended that Council resolve to:

1. **approve key points for inclusion in the submission on the Spatial Planning Bill and Natural and Built Environment Bill;**
2. **delegate authority to the Council’s Chief Executive to finalise the submission based on Council feedback for lodging with the Environment Committee by 5 February 2023.**

Report

Background

Environment Southland, along with the other Southland councils, are making a joint submission to the Environment Committee on the Spatial Planning Bill and the Natural and Built Environment Bill.

A first draft of key submission points was discussed at the Council workshop held on 25 January 2023. The workshop explored the content and implications of the bills and subsequent new system proposed.

The discussions at the workshop have formed the basis for refinement of the submission points to produce an updated list for Council’s consideration (refer [appended](#)).

Next steps

Any further feedback during the meeting will be incorporated into the final submission to be lodged by 5 February 2023. This will be provided to the Strategy and Policy Committee meeting being held on 15 February 2023.



Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources	x		
Diverse opportunities to make a living	x		
Communities empowered and resilient	x		
Communities expressing their diversity	x		

Views of affected parties

There are no matters in this report which require consideration under this heading.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Considerations

Financial implications

There are significant financial implications associated with the two pieces of new legislation, which will need to be worked through as part of long-term and annual planning processes.

Legal implications

There are no legal implications associated with this report.

Attachments

1. Final draft submission points



Final Draft Submission Points

The initial key submission points provided to Council for the 25 January 2023 workshop are provided below and further additional key points following the workshop underlined.

- **Accountability:**
 - Councils, and by extension community, will be responsible for implementing plans (Section 52 Spatial Planning Bill) with limited input, creating possible accountability issues around public expenditure.
 - Local representation in the regional and national context will be key to managing and ensuring good outcomes.
 - Councillors do not support the loss of democratic participation in decision-making.

- **Funding:**
 - The ability to fund the new system purely from local authorities. Whilst some efficiencies may be gained, the ability to fund all the functions of the Regional Planning Committee (RPC), secretariat and its responsibilities may be too large in combination with the functions to be retained by councils (Schedule 8, Natural and Built Environment Bill).
 - The new pieces of legislation will likely generate costs for Regional Planning Committees, councils, and communities in testing their meanings in court.
 - Southland has a small ratepayer base so equitable cost sharing and co-investment is needed with central government.
 - Transitional costs could be considerable for the new system and need to be factored in.

- **Implementation:**
 - Concerns around interpretation and implementation when some components are not yet determined, e.g. Climate Change Adaptation Bill to come and National Planning Framework with much-needed clarity of content and application.
 - Arrangements for transition to, and implementation of, the new system from the current system.
 - There is no formal approach to establishing regional feedback during the preparation of the national direction for the National Planning Framework.
 - Need to ensure planning documents reflect regional interest and concerns.
 - Members of decision-making bodies need to be seen and actively involved in the community.
 - This needs to align with local government reform.
 - Need the ministerial powers to not direct too much at a localised scale.
 - A framework/principle is required for prioritising outcomes and decisions.
 - The new system, through regional spatial planning will allow for better outcomes, which are currently hindered by the existing one, which arbitrarily separates out challenges.
 - Community participation is critical to the success of the new system.

- **Lack of clarity and uncertainty**
 - Interpretation and implementation of the two bills, including uncertainty of the application of case law developed under the RMA.
 - Tightening of definitions to avoid unnecessary ambiguity and litigation costs.
 - Lack of alignment between RM Reform legislation with other Three Waters Reform and the Review into the Future for Local Government.
 - Given central government clarity, the region will need coherent regional/landscape vision that has localised context.



- **Specific concerns for Murihiku Southland**

- Will experiences and policies from the northern region be suitable for the Murihiku Southland winter? For example, concerns around the effectiveness of environmental standards, target and limit under Murihiku Southland winter conditions (shading standards for forestry, urban development, building standards, air pollution, roads and relevant infrastructure).
- Experiences from other regions in the Pilot will be suitable for the conservation of endangered species areas located in Fiordland and Stewart Island/Rakiura national parks and significant natural areas.
- Concerns around the effectiveness of the reform on protecting outstanding areas and visual amenities located in areas in unique areas with currently specific rules for their protection (Te Anau, Eweburn zone, Fiordland and Stewart Island/Rakiura).
- Concern about the effectiveness of new Planning and development to protect geographically isolated communities and their economic activities. For example, Stewart Island/Rakiura and tourism in Fiordland.
- Conflicts, opportunities, and the interfaces between differing land uses and priorities such as pastoral farming, forestry, and indigenous areas.
- Existing Use Rights - need greater ability to remove rights if they contradict the limits and targets. (e.g. indigenous biodiversity, natural hazards, etc) to avoid future litigation.
- Critical to ensure that the sub-regional and local flavours are not lost.



Item 6 Appointment of Regional Transport Committee 2022

MORF ID: A853465	Strategic Direction: All.
Report by: Russell Hawkes, Lead Transport Planner	Approved by: Nick Ward, Acting Policy & Planning Manager
Executive Approval: Wilma Falconer, Chief Executive	

Purpose

The purpose of this report is to provide the Council with the required information to allow confirmation of a Southland Regional Transport Committee, as required by the Land Transport Management Act 2013 and subsequent amendments.

Summary

The Land Transport Management Act requires regional councils to appoint a Regional Transport Committee as soon as practicable after the triennial elections. Organisations listed in the legislation advise the Council of their nominated representatives and their appointments are subsequently confirmed by the Council to form the Regional Transport Committee for the ensuing three years.

Alternate representatives have also been nominated to represent their organisations in the event of the appointed representative not being available to attend a meeting. This assists with continuity of reporting back to member organisations following each meeting.

Nominations and alternates have now been received from all parties and the Council can appoint the Southland Regional Transport Committee for the 2022-2025 period.

Recommendation

It is recommended that Council resolve to:

1. note the report;
2. confirm the following appointments to the Southland Regional Transport Committee:
 - Cr Jeremy McPhail (RTC Chairman);
 - Cr Phil Morrison (RTC Deputy Chairman);
 - Deputy Mayor Christine Menzies to represent Southland District Council;
 - Cr Joe Stringer to represent Gore District Council;
 - Cr Ria Bond to represent Invercargill City Council;
 - Mr James Caygill, to represent Waka Kotahi the New Zealand Transport Agency.
3. note the nominated alternates to represent their organisations when the appointed members are unavailable:
 - Mayor Rob Scott to represent Southland District Council;
 - Cr John Gardyne to represent Gore District Council;
 - Cr Allan Arnold to represent Invercargill City Council;
 - Mr Peter Brown, to represent the Waka Kotahi the New Zealand Transport Agency.



Report

Background

Regional Transport Committee

The Land Transport Management Amendment Act 2013 sets the requirements for establishment of regional transport committees by regional councils. Section 105 of the Land Transport Amendment Act 2013 requires:

- (1) As soon as practicable after each triennial election, every regional council must establish a regional transport committee under this section for its region.*
- (2) Each regional council must appoint to its regional transport committee;*
 - (a) 2 persons to represent the regional council; and*
 - (b) 1 person from each territorial authority to represent that authority; and*
 - (c) 1 person to represent the Agency (NZTA)*
- (6) Each regional council must appoint from its representatives the chair and deputy chair of the committee.*

Section 106 of the Act sets out the functions of regional transport committees, as follows:

- (1) The functions of each regional transport committee are;*
 - (a) to prepare a regional land transport plan, or any variation to the plan, for the approval of the relevant regional council; and*
 - (b) to provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.*
- (2) Each regional transport committee, must adopt a policy that determines significance in respect of:*
 - (a) variations made to regional land transport plans under section 18D; and*
 - (b) the activities that are included in the regional land transport plan under section 16.*

Nominations for representation on the Southland Regional Transport Committee have now been received from all parties. The nominations are:

- Cr Jeremy McPhail (RTC Chairman);
- Cr Phil Morrison (RTC Deputy Chairman);
- Deputy Mayor Christine Menzies to represent Southland District Council;
- Cr Joe Stringer to represent Gore District Council;
- Cr Ria Bond to represent Invercargill City Council;
- Mr James Caygill, to represent Waka Kotahi the New Zealand Transport Agency.

For the past Regional Transport Committee alternate representatives were also requested to attend meetings where the appointed member could not attend. The legislation requires the Council to appoint one person from each territorial authority plus one person from Waka Kotahi. However, allowing an alternate to attend meetings and subsequently report back to their organisations when the nominated member is not available was considered by previous Regional Transport Committees to be desirable.



Alternate representatives have been received from the following organisations;

- Mayor Rob Scott to represent Southland District Council;
- Cr John Gardyne to represent Gore District Council;
- Cr Allan Arnold to represent Invercargill City Council;
- Mr Peter Brown, to represent the Waka Kotahi the New Zealand Transport Agency.

As indicated above, a major function of the Regional Transport Committee is to prepare a Regional Land Transport Plan (RLTP) on behalf of the Council. RLTPs are prepared every six years but are reviewed in the six months prior to their mid-point or at three years. The current RLTP expires in June 2027. The mid-term review of the RLTP was commenced by the outgoing Regional Transport Committee in September 2022. The review is due for completion by the incoming Committee by the end of April 2024.

During the past six years the Otago and Southland Regional Transport Committees have met jointly and prepared a combined Otago Southland Regional Land Transport Plan. This process has been held up by Waka Kotahi as a model that should be used throughout the country. The same procedure is proposed for development of the incoming Regional Transport Committee commencing with the review of the 2021-2027 RLTP. Joint meetings and or workshops will be held in a central locality within the Southland Otago regions. Depending on the agenda items to be covered and with the agreement of the RTC Chairs meetings may be held in person, via Teams or a combination of the two.

Technical Advisory Group

To assist the Regional Transport Committee a [Regional] Technical Advisory Group (TAG) comprising technical representatives of the Regions Territorial Authorities and Waka Kotahi provides advice and carries out investigation work on transport related matters for the Regional Transport Committee.

The present Southland membership of the TAG is:

- Russell Hawkes Lead Transport Planner Environment Southland - Convenor
- Russell Pearson Roading Manager, Invercargill City Council
- Hartley Hare Strategic Manager Transport, Southland District Council
- Murray Hasler Roading Manager, Gore District Council
- Gordon McDonald NZTA Senior Investment Advisor
- Chad Barker NZTA Team Lead Partnership Investments
- Graeme Hall NZTA Manager System Management Southern

The Police, Automobile Association, Road Transport Association, KiwiRail or others with an interest in transport matters are co-opted to assist at times throughout the year and as required.

The TAG meets prior to and when requested to do so to consider and make recommendations on any matter referred to it by the Regional Transport Committee.

Implications/Risks

There are no risks to Council. Legislation requires regional councils to appoint a Regional Transport Committee.



Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources	X		
Diverse opportunities to make a living	X		
Communities empowered and resilient	X		
Communities expressing their diversity	X		

Views of affected parties

The various parties affected by the legislative requirements have nominated their representatives to the Regional Transport Committee. No further consultation is required.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Considerations

Financial implications

Management of regional transport and the Regional Transport Committee is included within Council’s 2021-2031 Long-term Plan. The New Zealand Transport Agency currently contributes 54% of the actual costs incurred.

The current approved Waka Kotahi budget for regional transport management is \$410,680, of which the Transport Agency’s share is \$221,767.

Legal implications

There are no legal implications included in this report.

Attachments

1. Terms of Reference for Regional Transport Committee and the Technical Advisory Group for information.

Terms of Reference for Otago Southland Regional Transport Committees including Terms of Reference for an Otago Southland [Regional] Technical Advisory Group

Requirements of the Land Transport Management Act 2003 relating to Regional Transport Committees

Section 105 - Regional transport committees

- (1) As soon as practicable after each triennial election, every regional council must establish a regional transport committee under this section for its region.
- (2) Each regional council must appoint to its regional transport committee:
 - (a) two persons to represent the regional council; and
 - (b) one person from each territorial authority in the region to represent that territorial authority; and
 - (c) one person to represent the Agency.
- (3) *...(relates to unitary authorities)*
- (4) A person specified in subsection (2)(a) to (c) and (3)(a) and (b) may only be appointed on the nomination of the relevant entity.
- (5) *Repealed*
- (6) Each regional council must appoint from its representatives the chair and deputy chair of the committee.
- (7) At any meeting of a regional transport committee, the chair, or any other person presiding at the meeting, -
 - (a) has a deliberative vote; and
 - (b) in the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and that status quo is preserved).
- (8) *Repealed*
- (9) Despite subsection (1) to (3), two or more adjoining regional councils or Auckland Transport and one or more adjoining regional councils may agree in writing to establish a joint regional transport committee and prepare a regional transport plan, in which case subsections (4), (6), and (7) apply with all necessary modifications.
 - (a) *...(relates to joint regional transport committees)*
 - (b) *...(relates to joint regional transport committees)*
 - (c) *...(relates to joint regional transport committees)*
- (10) If a regional transport committee is established under subsection (9), any reference in Part 2 of this Act to a regional council is to be read as a reference to each of the regional councils that have established the committee.
 - (a) *...(relates to joint regional transport committees)*
 - (b) *...(relates to joint regional transport committees)*

- (11) If the area of a territorial authority falls into the regions of more than one regional council, the territorial authority must decide (after consulting the relevant regional councils) which regional transport committee to join.
- (12) If subsection (11) applies, and a territorial authority fails to decide to join a regional transport committee, the Minister must direct the territorial authority to be represented by a particular regional transport committee.
- (13) *Repealed*
- (14) For the purposes of subsection (11), region has the same meaning as in Section 5(1) of the Local Government Act 2002.
- (15) Nothing in this section applies to the Auckland Council or Auckland.

Section 106 - Functions of regional transport committee

- (1) The functions of each regional transport committee (other than the regional transport committee for Auckland) are:
 - (a) to prepare a regional land transport plan, or any variation to the plan, for the approval of the relevant regional council; and
 - (b) to provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.
- (2) Each regional transport committee, including the regional transport committee for Auckland, must adopt a policy that determines significance in respect of:
 - (a) variations made to regional land transport plans under Section 18D; and
 - (b) the activities that are included in the regional transport plan under Section 16.
- (3) *...(relates to joint regional transport committees)*

Section 107 - Procedure of committee

- (1) *Repealed*
- (2) The provisions of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 concerning the meetings of committee of regional councils, so far as they are applicable and with the necessary modifications, apply in respect of meetings of the regional transport committees.
- (3) The Agency is not, as a result of being represented on a regional transport committee, bound to:
 - (a) include any matter in a national land transport programme under Section 19C; or
 - (b) approve an activity or a combination of activities under Section 20.
- (4) *...relates to the Auckland Regional Transport Committee).*

Terms of Reference Otago/Southland Regional Transport Committee

Membership

The Regional Transport Committee for Otago (RTC) comprises:

- two regional council representatives (Chair and Deputy Chair);
- one representative from the Waka Kotahi NZ Transport Agency;
- one district council representative from each of the:
 - Central Otago District Council
 - Clutha District Council
 - Dunedin City Council
 - Queenstown Lakes District Council
 - Waitaki District Council

Total membership of the Otago committee equals eight.

The Regional Transport Committee for Southland (RTC) comprises:

- two regional council representatives (Chair and Deputy Chair);
- one representative from the Waka Kotahi NZ Transport Agency;
- one district council representative from each of the:
 - Gore District Council
 - Invercargill City Council
 - Southland District Council.

Total membership of the Southland committee equals six.

Membership is dictated by Section 105 of the *Land Transport Management Act 2003* (LTMA). Representatives are appointed by the regional council on the nomination of Waka Kotahi NZ Transport Agency and each of the territorial authorities.

Objective

To undertake the functions as prescribed by the *Land Transport Management Act 2003 and subsequent amendments*.

Meeting Schedule

The RTC normally meets at least three times a year but may meet more regularly depending on the work to be undertaken or the issues to be addressed. Where possible, members will be advised, in advance, of the meeting schedule for the year.

Role and Functions

The role and functions of the Regional Transport Committee are as follows:

1. to undertake the statutory requirements of the *Land Transport Management Act 2003*;
2. to prepare the Regional Land Transport Plan (RLTP) in co-operation with the Otago Regional Transport Committee, to prepare any applications to vary the RLTP and to process any applications to vary the RLTP (*LTMA Section 106(1)(a)*);
3. to prepare and adopt a policy that determines significance in respect of:
 - (a) any variations made to the RLTP;
 - (b) activities included in the RLTP (*LTMA Section 106(2)*);
4. to provide any advice and assistance the regional council may request on its transport responsibilities generally (*LTMA Section 106(1)(b)*);
5. to undertake monitoring to assess implementation of the Regional Land Transport Plan including monitoring of the performance of activities (*LTMA Section 16(3)(f) and 16(6)(e)*), in co-operation with the Otago Regional Transport Committee;
6. to consult on a draft RLTP for the region in accordance with the consultation principles specified in Section 18 and 18A of the *Land Transport Management Act 2003*, in co-operation with the Otago Regional Transport Committee;
7. To complete a review of the RLTP during the six-month period immediately before the expiry of the third year of the Plan (*LTMA Section 18CA*) in co-operation with the Otago Regional Transport Committee;
8. to advise the Council on any significant legislative changes, programmes, plans or reports relating to the region's transport system;
9. to prepare and implement regional transportation planning studies, or pan-regional studies with the Otago Regional Transport Committee, when necessary;
10. to represent and advocate for transport interests of regional and/or pan-regional Otago Southland concern;
11. to consider and submit on transport-related policies, plans and consultation documents issued by the Ministry of Transport, Waka Kotahi NZ Transport Agency, regional/district councils, and other relevant organisations as considered appropriate, including submitting jointly with the Otago Regional Transport Committee, when appropriate;
12. to liaise with the Ministry of Transport, Waka Kotahi NZ Transport Agency, Commissioner of Police, regional/district councils, KiwiRail, the Department of Conservation and other interested

parties on transport matters, and advise the Council on any appropriate new initiatives as considered appropriate;

13. to operate in a collaborate manner in the combined meetings of the Otago and Southland regional transport committees and to engage with other regional transport committees and working parties, which from time-to-time may be established;
14. to consider advice and recommendations from the Otago Southland [Regional] Technical Advisory Group.

Members' responsibilities for reporting back to the organisation they represent

Each member of the Regional Transport Committee is expected to report back to their own organisations following each Regional Transport Committee meeting or workshop on matters discussed at those Committee meetings, and with particular reference to the RLTP. A briefing paper will be produced by the Regional Council for distribution to stakeholders and to assist members with their report back responsibilities.

Terms of Membership

Should a vacancy occur in the membership of the RTC, the Committee Secretary shall report this to the next meeting of the Council, which shall then invite the nominating organisation to nominate a replacement.

Quorum and Voting Rights

A Otago RTC meeting cannot proceed unless five committee members are present, at least one of whom must be representative of the regional council and no more than one to be an alternate representative.

A Southland RTC meeting cannot proceed unless three committee members are present, at least one of whom must be representative of the regional council and no more than one to be an alternate representative.

No voting will occur unless there is a quorum of committee members from those organisations allowed to vote on these matters.

The Chairperson has a deliberative vote and in the case of an equality of votes does not have a casting vote. Clause 24 of the 7th Schedule of the Local Government Act otherwise applies to voting.

The purpose of encouraging each organisation to have alternates is to ensure that each of the organisations involved in the RTC (the TAs, Waka Kotahi NZ Transport Agency and the regional council) is able to bring their organisation's view to the table and to report back the outcome to their organisation.

Each organisation (i.e. the regional council, Waka Kotahi NZ Transport Agency and each district/city council) is therefore encouraged to have alternative representatives to act as a replacement should the appointed representative be absent from a meeting.

Alternates will count towards a quorum but do not have voting rights.

Delegated Authority – Power to Act

The Regional Transport Committee:

1. does not have the powers of Council to act in the following instances as specified by Clause 32 (1) of Schedule 7 of the *Local Government Act 2002* to:
 - (a) make a rate;
 - (b) make a bylaw;
 - (c) borrow money, or purchase or dispose of assets, other than in accordance with the Long-term Plan;
 - (d) adopt a Long-term Plan, or Annual Plan or Annual Report;
 - (e) appoint a Chief Executive;
 - (f) adopt policies required to be adopted and consulted on under this Act in association with the Long-term Plan or developed for the purpose of the Local Governance Statement;
2. does have the ability to appoint a panel to hear RLTP, submissions, working parties, advisory groups and, where there is urgency or special circumstances, a sub-committee to deal with any matters of responsibility within the Committee's Terms of Reference and areas of responsibility, and to make recommendations to the Committee on such matters, provided that a sub-committee does not have power to act other than by a resolution of the committee with specific limitations;
3. does have the ability to make decisions in accordance with the Terms of Reference and the *Land Transport Management Act 2003*.

Power to Act (for the information of Council)

The Regional Transport Committee has the power to:

1. monitor any transport activities of the regional council, territorial authorities and New Zealand Transport Agency in order to report on progress on the Regional Land Transport Plan;
2. prepare and recommend variations to the Regional Land Transport Plan that trigger the RTC's significance policy;
3. consider and recommend transportation planning studies and associated outcomes;
4. provide recommendations to relevant government agencies on transport priorities for the region and the allocation of national or regional transport funds.

Otago Southland [Regional] Technical Advisory Group

A pan-regional Otago Southland [Regional] Technical Advisory Group (TAG) is a working group of technical transport officers from various organisations in the Otago and Southland regions, which advises the Otago and Southland Regional Transport Committees on matters relating to:

- development of Regional Land Transport Plans for the two regions;
- regional prioritisation of transport projects;
- any other transport matters requested by the Regional Transport Committee(s) or regional councils.

The Otago Southland [Regional] Technical Advisory Group will be administered jointly by the Otago Regional Council and Environment Southland and is made up of representatives of the following organisations:

- Otago Regional Council;
- Clutha District Council;
- Central Otago District Council;
- Dunedin City Council;
- Queenstown Lakes District Council;
- Waitaki District Council;
- Environment Southland;
- Southland District Council;
- Invercargill City Council;
- Gore District Council;
- Waka Kotahi NZ Transport Agency;
- Other organisations/individuals such as (NZ Police, KiwiRail, Accident Compensation Corporation) are invited to participate and advise the RTC on technical matters relating to the Committee's Terms of Reference on a case-by-case basis.

Terms of Reference

Otago Southland [Regional] Technical Advisory Group

Background

The Otago Southland [Regional] Technical Advisory Group (TAG) is a working group of technical transport officers from various organisations in the Otago and Southland regions, which advises the Otago and Southland Regional Transport Committees on matters relating to:

- development of Regional Land Transport Plans (RLTPs) for the two regions;
- development of a significance policy in respect of any variations made to the RLTPs and activities to be included in the RLTPs;
- technical advice and assistance that the Committees may request in relation to its transport responsibilities.

The Otago Southland [Regional] Technical Advisory Group is administered jointly by the Otago Regional Council and Environment Southland.

Objectives

The objectives of the TAG are to:

1. provide professional support, technical expertise and advice to the Otago and Southland Regional Transport Committees, Otago Regional Council, Environment Southland, central government and other public-sector organisations concerned with transport and travel, as and when necessary;
2. facilitate opportunities for the integration, collaboration and co-ordination of transport planning and implementation in Otago and Southland;
3. enable strategic discussions amongst officers of key organisations in Otago and Southland on matters relating to the planning and delivery of transport projects in the region, employing an integrated, multi-modal approach;
4. provide a forum for staff of the Otago Regional Council and Environment Southland, eight district councils, Waka Kotahi NZ Transport Agency and other individuals/organisations of relevant technical expertise (such as NZ Police KiwiRail and ACC) to share information and ideas;
5. provide a formalised contact point for transport matters in Otago and Southland at an officer level.

Functions

The functions of the TAG are to:

1. to provide advice and support to the Regional Transport Committees on the following matters:
 - (a) preparation and development of the RLTPs for the Otago and Southland regions or any variations;
 - (b) development of a significance policy in respect of any variations made to the RLTPs and activities to be included in the RLTPs;
 - (c) preparing for, and carrying out a mid-term review of the RLTPs;

- (d) monitoring and reviewing progress towards the adoption and implementation of the Regional Land Transport Plans;
 - (e) any strategic or technical matters concerning transport that the Regional Transport Committees may request;
2. to advise the Regional Transport Committees on any significant legislative changes, programmes, plans or reports relating to the regions' transport system;
 3. to liaise with Ministry of Transport, the Waka Kotahi NZ Transport Agency, KiwiRail, Nga Haerenga NZ Cycle Trail Inc., the NZ Police, Department of Conservation, district councils, and other interested parties on land transport matters, and advise the Regional Transport Committees appropriately on any new initiatives being undertaken by these organisations;
 4. to liaise with neighboring regions and districts on cross-regional transportation matters, and advise the Regional Transport Committees on any appropriate initiatives relating to these issues.

Membership

The membership of the TAG comprises one nominated representative (and an alternate) from the following organisations:

- Otago Regional Council;
- Environment Southland;
- Clutha District Council;
- Central Otago District Council;
- Dunedin City Council;
- Gore District Council;
- Invercargill City Council;
- Queenstown Lakes District Council;
- Waitaki District Council;
- Southland District Council;

plus membership:

- from any of the above organisations, required to cover their functions concerning public transport, cycle trails or alternative modes of transport;
- Waka Kotahi NZ Transport Agency, maximum of three representatives including alternates.

Representatives from any other organisations/individuals invited to participate and advise the RTC on technical matters relating to the Committees' Terms of Reference on a case-by-case basis.

It may also be necessary for reference groups to be established which involve support people from the organisations listed above (as deemed appropriate) and which provide specific advice to the TAG on certain matters – for example maintenance, freight, road safety, passenger transport, rail, environmental, walking and/or cycling, and any other relevant interest groups, as appropriate.

Organisation and procedures

- **Meetings**

Meetings are to take place not less than once every six months and more frequently if required.

It is anticipated that the TAG will meet approximately once every 4-6 weeks during the development of the Regional Land Transport Plan for the region. Once this plan is established, the TAG will meet less frequently. The TAG will meet approximately one month but no less than two ~~weeks~~ before each RTC meeting.

Meetings will be arranged jointly by Otago Regional Council and Environment Southland and the chairmanship of meetings, and taking of minutes will alternate between the two regional councils.

- **Convenors**

The convenors of the TAG will be a staff member from each of the Otago Regional Council and Environment Southland. Should another member of the TAG wish to require a meeting to be held, this request can be made to the Convener(s) and a meeting then be established.

- **Attendance**

If nominated members are unable to attend a TAG meeting, each member should nominate an alternative representative of their organisation who has the member's proxy to attend in their absence.

Each member (or member's alternative representative) may also invite support or technical advisor/s to attend a TAG meeting with them. The role of that person/s is to provide advice to the respective member.

- **Servicing**

Notice of meetings, agenda preparation and meeting notes will be the responsibility of the convenors, with assistance from member organisation support staff. An agenda for the TAG meeting is to be circulated to members prior to the meeting and, where possible, agenda item contributions from members circulated in good time beforehand.

- **Minutes**

Minutes of each meeting are to be taken. The meeting notes may include a list of actions agreed to by participants.

Draft minutes and any action list are to be circulated to meeting attendees as soon as possible after each TAG meeting, to facilitate reporting back of TAG members to their parent organisations. Draft minutes are to be confirmed as accurate at a following meeting.

Minutes will be used to help prepare the agenda and reports for the following Regional Transport Committees' meeting(s). TAG minutes do not, therefore, need to be included on the RTC agenda.

- **Member responsibility including reporting**

The TAG acts on behalf of the Regional Transport Committees for Otago and Southland. As such, communication and feedback to the Committee is critical. TAG meetings are scheduled approximately one month before each RTC meeting, to allow feedback and recommendations from the TAG to be included in the RTC's meeting agenda.

When the RTC seeks advice or work from the TAG, members of the TAG are expected to inform the TAG meeting about any relevant policies their organisations have, and to participate in discussion to see if a consensus can be reached on the advice or recommendation to be given to the RTCs.

TAG members should participate actively in the group and recognise that its success depends on a group effort. Members should recognise that the nature and scope of their roles, responsibilities and experience varies, and that each member has a valid contribution to make.

Members of the TAG are expected to report back to their respective organisations on matters discussed at TAG meetings. To facilitate this, drafts of the TAG and RTC minutes are provided to TAG members as soon as possible after each TAG and RTC meeting.



Item 7 Update to Staff Delegations Manual

Objective ID: A864559	Strategic Direction: Council Policy
Report by: Jan Brown, Executive Officer	Approved by: Wilma Falconer, Chief Executive
Executive Approval: Wilma Falconer, Chief Executive	

Purpose

To seek Council approval to make a further amendment to the Staff Delegations Manual.

Summary

Following on from the report to the Ordinary Meeting of Council on 14 December 2022, the financial delegations section of the Staff Delegations Manual needs to be further updated to reflect recent changes to job titles.

Recommendation

It is recommended that Council resolve to approve the proposed changes to the Staff Delegations Manual as outlined in Schedule 1, and as appropriate in other sections of the manual, effective immediately.

Report

Background

As a result of changes to job titles, the Council’s Staff Delegations Manual needs to be updated.

The manual is to be kept up-to-date with role changes in order that staff have the ability to make the required decisions to undertake their duties, and to ensure that those decisions have the requisite authority and legal standing.

The update is outlined in Schedule 1 below:

Schedule 1: Proposed Update to Staff Delegations Manual

Page	Section	Existing Provision	Proposed Provision
30	Entering Contracts & Authorisation of Payments	Communications & Engagement Manager Policy & Planning Manager Regional Harbourmaster/Maritime Manager - Authorisation \$10,000	Communications Manager Regional Planning Manager Regional Harbourmaster/Maritime Manager - Authorisation \$30,000



Views of Affected Parties

The exercise of delegation comes from the Council through the Chief Executive to staff, with the various job descriptions for each role stipulating the scope and nature of the delegated authorities that the role is expected to deliver on. Those staff take on the role knowing that delegations will be in place and available in order that they can carry out their roles.

Compliance with Significance and Engagement Policy

None of the proposed amendments come into conflict with the provisions of the Significance and Engagement Policy.

Legal Compliance

The amendments being made are to ensure delegated decisions have legal integrity and have legitimate status.

Consistency with Council's LTP/Annual Plan/Policy/Strategy

The changes being proposed are consistent with the Strategic Plan directions and with the levels of service set out in the Long-term Plan for delivery of programmes and projects.

Financial and Resource Implications

None of the adjustments have any significant financial or resourcing implications.

Attachments

None



Item 8 Councillors' Meeting Schedule – February 2023

Objective ID:	Strategic Direction: Council Policy
Report by: Jan Brown, Democracy Services Executive Assistant	Approved by: -
Executive Approval: Wilma Falconer, Chief Executive	

Purpose

For Council to approve the meeting schedule, as shown on the following pages.

The schedule has been prepared in accordance with current Council policy under the Remuneration provisions contained in Schedule 7 of the Local Government Act 2002.

Recommendation

It is recommended that Council note the planned meetings and resolve to:

1. appoint members to represent Council at the meetings marked on the schedule;
2. pay meeting fees and/or allowances in accordance with its policy and detailed on the schedule.

Councillors Meeting Schedule - February 2023

Leave of Absence Requests (dates inclusive):							
Chairman N Horrell – Friday 7 April 2023 to Monday 17 April 2023							
Cr P McDonald – Thursday 8 June 2023 to Sunday 18 June 2023							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Retrospective							
Garston Hops Open Day	@ 49 The Terrace, Garston	18 January 2023	1.00 pm	Interested Councillors	-	✓	
Council and TAMI Workshop	@ ES	25 January 2023	9.00 am	All Councillors	-	✓	
NZ Functional Foods Powhiri Evening Dinner	@ Bluff @ Invercargill	25 January 2023	2.00 pm 6.00 pm	Chairman Horrell	-	-	
Three Waters Update – Ngāi Tahu Takiwā	@ Christchurch	27 January 2023	12.30 pm	Chairman Horrell	-	-	Flights
Southland OSPRI Committee meeting	@ Federated Farmers Invercargill	15 February 2023				✓	
February							
Council caucus opportunity Executive team meet with Council <i>Morning tea break</i> Ordinary meeting of Council <i>Lunch break</i> Council Workshop – induction – Coast and Marine Portfolio and Review of Local Government	@ ES /via Zoom	Wednesday 1 February 2023	9.00 am 9.30 am 10.15 am 10.30 am 12.30 pm To follow	All Councillors	-	✓	

Please note, those items with shading or with ~~strikethrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit

Councillors Meeting Schedule - February 2023

Leave of Absence Requests (dates inclusive):

Chairman N Horrell – Friday 7 April 2023 to Monday 17 April 2023

Cr P McDonald – Thursday 8 June 2023 to Sunday 18 June 2023

Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Treaty of Waitangi Training for all Councillors and Executive staff	@ ES	Thursday 2 February 2023	9.00 am to 4.30 pm	All Councillors	-	✓	
Southland Community Broadcasters' Charitable Trust	@ Findex	Thursday 2 February 2023	3.15 pm	Cr Cook	-	✓	
Treaty of Waitangi Event	@ Ōtākou Marae Dunedin	Monday 6 February 2023	10.00 am	Chairman Horrell and CE [Cr McPhail an apology]	-	✓	Accom
Combined Otago and Southland Te Rōpū Taiao hui	@ Dunedin	Tuesday 7 February 2023	10.00 am	Chairman Horrell Crs Guyton & Rodway	-	✓	
Joint Otago/Southland Mayoral Forum	@ Dunedin	Tuesday 7 February 2023	1.00 pm	Chairman Horrell, Cr McPhail, CE	-	✓	
Hydrogen Roadmap Workshop hosted by MBIE and NZ Hydrogen Council	@ Transport World	Wednesday 8 February 2023	1.00 pm to 3.30 pm	Crs Ludlow, Morrison & Rodway	-	✓	
Meeting with R Hawkes re Transport Matters	@ ES	Thursday 9 February 2023	3.00 pm	Crs McPhail and Morrison	-	✓	
South Port Subcommittee meeting	@ ES	Thursday 9 February 2023	4.00 pm	Crs Roy, Gibson, Ludlow, McPhail, Rodway & Chairman Horrell	-	✓	
Review into Local Government Panel presentation	@ SDC Offices Lumsden	Friday 10 February 2023	12.00 noon to 2.00 pm	Interested Councillors	-	✓	

Please note, those items with shading or with ~~strikethrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit

Councillors Meeting Schedule - February 2023

Leave of Absence Requests (dates inclusive):							
Chairman N Horrell – Friday 7 April 2023 to Monday 17 April 2023							
Cr P McDonald – Thursday 8 June 2023 to Sunday 18 June 2023							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Informal meeting with Fiordland Marine Guardians representatives	@ ES	Tuesday 14 February 2023	3.30 pm	Cr Evans confirmed – Interested Councillors	-	✓	
Strategy & Policy Committee Southland OSPRI Committee meeting Regulatory Committee Council Workshop – Annual Plan #1	@ ES @ Fed Farmers @ ES	Wednesday 15 February 2023	10.00 am 11.30 am 1.30 pm To follow	Councillors and Mana Whenua reps	-	✓	
Informal meeting of Transport Committee reps	By Zoom	Wednesday 15 February 2023	3.30 pm	Crs McPhail And Morrison	-	✓	
Fonterra Edendale Site Visit (Councillor Induction)	Depart ES Fonterra site	Thursday 16 February 2023	9.15 am 10.00 am	All Councillors and Mana Whenua reps	-	✓	
Regional Sector Group meeting	@ Wellington	Friday 17 February 2023	8.00 am	Chairman & CE	-	✓	T/A
Waituna Catchment Liaison Committee AGM	@ Oteramika Hall	Friday 17 February 2023	11.00 am	Interested Councillors	-	✓	
Waihopai Planting Celebration	@ Planting Site, Invercargill	Monday 20 February 2023	10.00 am	Interested Councillors	-	✓	
Waiau Catchment Liaison Committee AGM	@ Waiau Town & Country Club	Monday 20 February 2023	2.00 pm	Interested Councillors	-	✓	
Makarewa Catchment Liaison Committee AGM	@ Hedgehope Hall	Monday 20 February 2023	7.00 pm	Interested Councillors	-	✓	

Please note, those items with shading or with ~~strikethrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit

Councillors Meeting Schedule - February 2023

Leave of Absence Requests (dates inclusive):							
Chairman N Horrell – Friday 7 April 2023 to Monday 17 April 2023							
Cr P McDonald – Thursday 8 June 2023 to Sunday 18 June 2023							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Oreti Catchment Liaison Committee AGM	@ Salvation Army Hall Winton	Tuesday 21 February 2023	10.00 am	Interested Councillors	-	✓	
Mataura Catchment Liaison Committee AGM	@ RSA Rooms 12 Bowler Avenue Gore	Tuesday 21 February 2023	2.00 pm	Interested Councillors	-	✓	
Finance & Performance Committee Regional Services Committee	@ ES	Wednesday 22 February 2023	10.00 am 1.30 pm	All Councillors	-	✓	
Te Anau Catchment Liaison Committee AGM	@ Te Anau Club	Thursday 23 February 2023	9.45 am	Interested Councillors	-	✓	
Whakamana te Waituna Trust meeting	@ TBC	Thursday 23 February 2023	10.00 am	Chairman Horrell [Cr McDonald apology]	-	✓	
Southland Mayoral Forum	@ ES	Friday 24 February 2023	8.30 am	Chairman, Deputy Chair & CE	-	✓	
Aparima Catchment Liaison Committee AGM	@ SDC Council & District Library	Friday 24 February 2023	9.30 am	Interested Councillors	-	✓	
Regional Climate Change Governance Group	@ ES	Friday 24 February 2023	1.00 pm	Crs Morrison & Rodway	-	✓	
Waimatuku Catchment Liaison Committee	@ ES	Friday 24 February 2023	2.00 pm	Interested Councillors	-	✓	

Please note, those items with shading or with ~~strikethrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit

Councillors Meeting Schedule - February 2023

Leave of Absence Requests (dates inclusive):							
Chairman N Horrell – Friday 7 April 2023 to Monday 17 April 2023							
Cr P McDonald – Thursday 8 June 2023 to Sunday 18 June 2023							
Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Council Workshop – Annual Plan #2	@ ES	Tuesday 28 February 2023	10.00 am	All Councillors	-	✓	
March							
Enviroschools Primary Schools Hui	@ Hedgehope	Wednesday 1 and Thursday 2 March 2023	TBA	Interested Councillors	-	✓	
Southland and Otago Regional Transport Committee meeting	@ Clutha DC	Friday 3 March 2023	10.00 am	Crs McPhail and Morrison	-	✓	
Southland and Otago Regional Transport Committee workshop			1.00 pm				
Council caucus opportunity Executive team meet with Council <i>Morning tea break</i> Ordinary meeting of Council <i>Lunch break</i> Council Workshop	@ ES /via Zoom	Wednesday 8 March 2023	9.00 am 9.30 am 10.15 am 10.30 am 12.30 pm To follow	All Councillors	-	✓	
Te Rōpū Taiao hui	@ Venue TBC	Friday 10 March 2023	10.00 am	Chairman Horrell, Crs Guyton & Rodway	-	✓	
South Island Regional Transport Committee Chairs meeting	@ Christchurch	Monday 13 March 2023	9.30 am	Crs McPhail and Morrison	-	✓	Flights

Please note, those items with shading or with ~~struckthrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit

Councillors Meeting Schedule - February 2023

Leave of Absence Requests (dates inclusive):

Chairman N Horrell – Friday 7 April 2023 to Monday 17 April 2023

Cr P McDonald – Thursday 8 June 2023 to Sunday 18 June 2023

Meeting	Venue	Date	Time	Council Representation	Fees/ Allowances		
					Meeting Fee	Mileage Allowance	Other
Council Workshop	@ ES	Monday 15 March 2023	10.00 am	All Councillors	-	✓	
OSPRI Stakeholders council meeting	@ Wellington	Thursday 16 March 2023	9.30 am	Chairman Horrell	-	-	T/A
Council Two-day Field Trip	TBC	Wednesday 22 March 2023 Thursday 23 March 2023	-	All Councillors	-	✓	
Mayoral Forum Workshop with Just Transitions	@ ES	Monday 27 March 2023	9.00 am	Chairman Horrell Cr McPhail & CE	-	✓	
Enviroschools Secondary School Hui	@ Venue TBC	Tuesday 28 March and Wednesday 29 March 2023	TBA	Interested Councillors	-	✓	
Strategy & Policy Committee Risk & Assurance Committee	@ ES	Wednesday 29 March 2023	10.00 am 1.30 pm	Councillors and Mana Whenua	-	✓	
Southland Mayoral Forum	@ ES	Friday 31 March 2023	8.30 am	Chairman Horrell, Cr McPhail & CE	-	✓	

Please note, those items with shading or with ~~strikethrough text~~ – indicate changes that have occurred since the last meeting schedule was approved by Council *T = Transport (mileage/air fares/etc) *A = Accommodation costs *R = Course/Conference registration costs E = Expenses incurred in association with visit



Matters for Information/Noting Kaupapa Whakamohiotanga/Tuhingia

Item 9 Reporting of Expenditure above Delegated Authority

MORF ID: A867710	Strategic Direction: Corporate
Report by: Jan Brown, Executive Officer	Approved by: Dom Rikiti, General Manager, Business Services
Executive Approval: Wilma Falconer, Chief Executive	

Purpose

The purpose of this item is to advise Council of expenditure above the delegated authority provided to staff, as required by Council's Delegations Manual.

Summary

Council is advised that expenditure has been incurred, on behalf of Council for work associated with the Mid Dome Wilding Trees programme management. The sum involved exceeds the delegated authority of the Chief Executive and General Manager together, to approve. In accordance with Council's Delegations Manual, the invoice has been paid, and Council is being advised of this payment.

Recommendation

It is recommended that Council resolve to note the report, and the expenditure of \$362,828.83 (inclusive of GST) for work associated with the Mid Dome Wilding Trees programme for the months of October and November 2022.

Report

Background

Council's Delegations Manual provides, at page 31, that the Chief Executive and a General Manager jointly, may commit Council to a course of expenditure that totals up to \$300,000.

For amounts in excess of that sum "to implement programmes approved by or decisions made by Council may be signed by them but the amount of the contract must be reported to the next meeting of the relevant Committee or of Council".

Current situation

The Mid Dome Wilding Trees programme of work commenced in October and was in full operation in November, as part of the summer season control work. Council has previously received reports of a similar nature to this one.



The invoice for the work completed during that period exceeded the delegated level for the Chief Executive and General Manager jointly and covers:

- (Invoice 92939 for \$362,828.83) comprising helicopter hire, equipment hire and transport, contract oversight, chemical supply, transportation, contract labour, accommodation and travel costs for contractors, and associated equipment provision (invoiced to November 2022).

This work was all anticipated and budgeted for in the Biosecurity programme, but has come to a sum in excess of that provided for in the Delegations Manual.

As required by Council's Delegations Manual, this report has been prepared to advise Council of the expenditure that has been incurred which exceeded the delegated authority provided.

Views of Affected Parties

There are no parties affected by the recommendations in this report.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Considerations

Financial Implications

The work has been budgeted for.

Legal Implications

This report meets Council's Governance Policies, Procurement Policies and the Delegations obligations.

Consistency with Council's LTP/Annual Plan/Policy/Strategy

This report is consistent with Council policy.

Attachments

None



Item 10 Draft 2023 Schedule for Annual Catchment Liaison and Regional Services Committee Meetings

MORF ID: A862134	Strategic Direction: Governance
Report by: Randal Beal, Catchment Operations Manager	Approved by: Paul Hulse, General Manager, Integrated Catchment Management
Executive Approval: Paul Hulse, General Manager, Integrated Catchment Management	

Purpose

For Council to note the draft 2023 schedule for the Annual Catchment Liaison and Regional Services Committee meetings.

Summary

Set out below is the draft 2023 schedule of annual meetings of Catchment Liaison Committees and Regional Services Committee. This schedule may be subject to change.

Recommendation

It is recommended that Council resolve to note the report.

Report

The annual meetings of Catchment Liaison Committees and Regional Services Committee are a step in the Long-term Plan/Annual Plan process and have been timed accordingly.

Friday, 17 February 2023

- **Waituna Catchment Liaison Committee** Annual General Meeting

Timetable: 11.00 am - meeting start
Followed by a light lunch

Venue: Oteramika Hall, Cnr Waituna Road and Kapuka North Road

Co-Chairs: Ewen Pirie and Carl McCrostie

Monday, 20 February 2023

- **Waiau Catchment Liaison Committee** Annual General Meeting

Timetable: 2.00 pm - meeting start
Followed by afternoon tea

Venue: Waiau Town & Country Club, 41 King Street, Tuatapere

Co-Chairs: Peter Baker and Paul Marshall



- **Makarewa Catchment Liaison Committee** Annual General Meeting

Timetable: 7.00 pm - meeting start
Followed by supper
Venue: Hedgehope Hall, Hedgehope
Co-Chairs: Julie Freeborn and Polly Hudson

Tuesday, 21 February 2023

- **Oreti Catchment Liaison Committee** Annual General Meeting

Timetable: 9.30 am - morning tea
10.00 am - meeting start
Followed by a light lunch
Venue: Salvation Army Hall, 7 Dejoux Road, Winton
Co-Chairs: David Rose and Dave Marshall

- **Mataura Catchment Liaison Committee** Annual General Meeting

Timetable: 2.00 pm - meeting start
Followed by afternoon tea
Venue: RSA, 12 Bowler Street, Gore
Chairman: Bevin Watt

Thursday, 23 February 2022

- **Te Anau Catchment Liaison Committee** Annual General Meeting

Timetable: 9.30 am - morning tea
9.45 am - meeting start
Followed by a light lunch
Venue: Te Anau Club, Pop Andrews Drive, Te Anau
Chairman: Barry Taylor

Friday, 24 February 2022

- **Aparima Catchment Liaison Committee** Annual General Meeting

Timetable: 9.30 am - morning tea
10.00 am - meeting start
Followed by a light lunch
Venue: SDC Council & District Library, 176 Main Street, Otautau
Chairman: Grant McGregor

- **Waimatuku Catchment Liaison Committee** Annual General Meeting

Timetable: 2.00 pm - meeting start
Followed by afternoon tea
Venue: Waimatuku Hall, Waimatuku, Invercargill-Riverton Highway
Chairman: Colin Hitchcock



Regional Services Committee and Catchment Liaison Committees – tentatively 21 March 2023

The annual meeting of Council’s Regional Services Committee with the various Catchment Liaison Committees is tentatively arranged for **Tuesday, 21 March 2023**, with venue to be arranged. The meeting schedule is as follows:

	<i>Time</i>
Morning tea	10.00 am – 10.30 am
Meeting commences	10.30 am – 12.15 pm
Break for lunch	12.15 pm – 1.00 pm
Meeting resumes	1.00 pm
Afternoon tea at conclusion of meeting	

Views of Affected Parties

There are no matters in this report which require consideration under this heading.

Compliance with Significance and Engagement Policy

There are no issues within this report which trigger matters in this policy.

Fit with strategic framework

Outcome	Contributes	Detracts	Not applicable
Managed access to quality natural resources			
Diverse opportunities to make a living			
Communities empowered and resilient	x		
Communities expressing their diversity			

Considerations

Financial Implications

There are no financial implications associated with this report.

Legal Implications

This report and the associated recommendations comply with the appropriate statutory requirements placed upon the Council.

Consistency with Council’s LTP/Annual Plan/Policy/Strategy

This is consistent with Council’s Long-term Plan/Annual Plan strategic direction.

Attachments

None