

Agenda

Canterbury Mayoral Forum

Date: Friday 29 April 2016

Time: 9.00am to 12.00pm

Venue: Commodore Hotel, 449 Memorial Avenue, Christchurch

Attendees: **Mayors:** Angus McKay, Lianne Dalziel, Dame Margaret Bazley (chair), Winton Dalley, Winston Gray, Claire Barlow, Kelvin Coe, Damon Odey, David Ayers, Craig Rowley, Gary Kircher

Chief Executives: Angela Oosthuizen, Andrew Dalziel, Dr Karleen Edwards, Bill Bayfield, Hamish Dobbie, Wayne Barnett, David Ward, Peter Nixon, Jim Palmer, Bede Carran, Michael Ross

In attendance: Hon Peseta Sam Lotu-iga, Minister of Local Government
Commissioner Janie Annear and CE Sandra Preston, LGC
Justin Watson, Canterbury International Airport Ltd (item 9)
Tom Hooper, Canterbury Development Corporation

Secretariat: Steve Gibling, Lorraine Johns, Louise McDonald

Apologies:

| Time | Item | Person |
|-------|---|------------------------------|
| 9:00 | 1. Welcome, introductions and apologies | Chair |
| | 2. Confirmation of Agenda | |
| | 3. Minutes from the previous meeting | |
| | 3.1. Confirmation of Minutes, 26 February 2016 | |
| | 3.2. Action points | |
| 9:10 | 4. Chief Executives Forum report and update of 3-year work programme | Jim Palmer |
| 9:15 | 5. CREDS progress report | Secretariat, for lead Mayors |
| | 6. CWMS quarterly report (to be taken as read) | (David Caygill) |
| 9:25 | 7. Draft Triennial Agreement / Mayoral Forum Charter 2016-19 | Jim Palmer |
| | FOR DECISION | |
| 9:30 | 8. Conversation with the Minister of Local Government on local government collaboration in Canterbury | |
| 10:20 | <i>Morning tea and informal conversation with the Minister</i> | |
| 10:40 | 9. 'The case for Canterbury' / usage, attitude and image survey | Justin Watson |
| 11:00 | 10. Conversation with LGC on local government collaboration in Canterbury | |
| 12:00 | 11. Any urgent items of general business | |
| | 12. Next meetings: | |
| | • Thursday 23 June, 3:00-5:00 pm, workshop with CREDS reference group (Selwyn) | |
| | • Thursday 23 June, 6:00-9:00 pm, working dinner and farewell to retiring members (Commodore) | |
| | • Friday 24 June, 9:00 am to 12:00 noon, Mayoral Forum (Commodore) | |
| 12:05 | <i>Informal conversation with Janie Annear and Sandra Preston over lunch</i> | |

Confirmed minutes

CANTERBURY MAYORAL FORUM

**FRIDAY 26 FEBRUARY 2016 COMMENCING AT 9.00 AM
AT THE COMMODORE HOTEL, 449 MEMORIAL AVENUE, BURNSIDE, CHRISTCHURCH,**

PRESENT

Members:

| | |
|------------------------------|---|
| Ashburton District Council | Mayor Angus McKay Andrew Dalziel |
| Christchurch City Council | Mayor Lianne Dalziel Karleen Edwards |
| Environment Canterbury | Dame Margaret Bazley (Chair) Bill Bayfield |
| Hurunui District Council | Mayor Winton Dalley Hamish Dobbie |
| Kaikōura District Council | Mayor Winston Gray Angela Oosthuizen |
| Mackenzie District Council | Mayor Claire Barlow Wayne Barnett |
| Selwyn District Council | Mayor Kelvin Coe David Ward |
| Timaru District Council | Mayor Damon Odey |
| Waimakariri District Council | Mayor David Ayers Jim Palmer |
| Waimate District Council | Mayor Craig Rowley Bede Carran |
| Waitaki District Council | Mayor Gary Kircher |

In Attendance:

Environment Canterbury

Commissioner David Caygill for item 8
David Bromell, Steve Gibling, Lorraine Johns (secretariat)
Tom Hooper, Canterbury Development Corporation
Consul-General Jin Zhijian, People's Republic of China for item 4
Consul Liu Lian, People's Republic of China for item 4

1. WELCOME

Dame Margaret Bazley welcomed members and visitors to the Canterbury Mayoral Forum (CMF) meeting.

Apologies were received from Chief Executives Peter Nixon and Michael Ross.

2. CONFIRMATION OF AGENDA

No items of general business were identified.

3. MINUTES OF CANTERBURY MAYORAL FORUM MEETING: 4 December 2015

The minutes of the meeting held on 4 December 2015 were confirmed and the action points received.

4. DISCUSSION WITH CONSUL-GENERAL JIN ZHIJIAN, PEOPLE'S REPUBLIC OF CHINA

Dame Margaret Bazley welcomed Jin Zhijian, Consul-General, and Liu Lian, Consul, People's Republic of China, to the meeting.

Consul-General Jin thanked Dame Margaret for inviting him to the meeting and said it was good to meet the Mayors, who he has met individually, together. He spoke on two subjects; tourism and investment.

Consul-General Jin made the following points about tourism:

- The success of the direct flights into Christchurch from China, with booking rates of 80% up to April, and the potential for this to become a daily service.
- The increase in the number of Chinese visitors, particularly during the Spring Festival.
- New Zealand is now in the top 10 travel destinations for people from China, and with unrest in other parts of the world, New Zealand will become more popular.
- There is great potential for tourism but there are some matters that need to be addressed:
 - A lack of suitable hotel accommodation, particularly in the peak season (Spring Festival)
 - More promotion of attractions in Canterbury - New Zealand is already well known.
 - Provide signs in Chinese at the airport and other places to make people feel welcome.
 - Chinese people speak English but they find it difficult to converse. It would be valuable for local people in the service industry to learn Chinese, especially young people. The Consul and the Confucius Institute can assist with teachers and text books.

Investment:

- China last year invested \$US100 billion globally and this will continue. \$US1.9 of this was in New Zealand.
- Chinese investors recognise the importance of New Zealand and although the economy has slowed, Chinese companies offer value-added products and are more willing to make investments overseas.
- New Zealand is seen as peaceful and friendly, with a good legal system.
- The rebuild of Christchurch has attracted the attention of Chinese companies, but the difficulty is identifying the right projects.
- The matter of the South Island having small projects could be addressed by developing a package for a hotel development, for example 2 hotels in Christchurch, one in Kaikōura and one at Lake Tekapo. However, there is concern about occupancy rates during the low season.
- There is also interest in irrigation.

The work that goes into building relationships was acknowledged, noting the success of Christchurch International Airport in securing the China Southern Airlines link to Christchurch, as the international gateway to Canterbury and the South Island.

Tom Hooper stressed the importance of being proactive in obtaining investment. Councils can assist by pre-consenting sites for hotel developments, which will reduce delay and risk for investors.

The role Mayors play in making Chinese investors feel welcome is important, in addition to providing accurate information and links to the right channels.

Mayor Lianne Dalziel explained that Develop Christchurch Ltd has been established to provide a front-face focus for investors to connect with developments.

Mayor Winton Dalley added that attractions need to be included with investment options and would help address the low-season concerns.

Dame Margaret Bazley thanked Consul-General for his presentation, and that the Mayoral Forum looks forward to the continuing relationship.

Consul-General Jin Zhijian and Consul Liu Lian left at 9.45 am.

The following Action Points were identified:

- A template to assist each Council identify suitable sites in their area for hotel developments. The template would include a description of the site: dimensions/capacity/planning situation, as well as demographics and opportunities.
- The Forum to write to the Prime Minister expressing concern at the lack of urgency on decisions for the Christchurch Rebuild projects including the convention centre and the events centre. This delay is affecting investor decisions on accommodation and other private investment in the city and the region.
- Continue to identify priorities and action (Visitor Strategy), and continue discussions with Minister Joyce about the need for urgency with respect to infrastructure for visitors.
- Continue to investigate opportunities for special economic zones.

5. LOCAL GOVERNMENT COLLABORTION IN CANTERBURY

Jim Palmer and Bill Bayfield presented the report on page 11 of the agenda and confirmed that Janie Annear, Local Government Commissioner, and the Minister of Local Government, Hon Peseta Sam-Lotu-liga, will be attending the Forum meeting to be held on Friday 29 April.

Mayor David Ayers advised that the Department of Internal Affairs was looking at benchmarking local government performance and will be holding road shows in March.

Dame Margaret Bazley suggested that it would be useful to list all the things that the councils are collaborating on, for example the health and safety forum.

The following recommendation was supported:

That the Canterbury Mayoral Forum:

1. *Notes that conversations are scheduled for Friday 29 April 2016 with the Local Government Commission (LGC) and with the Minister of Local Government on Canterbury's approach to more effective government.*
2. *Agrees to prepare for these conversations during the Mayoral Forum's working dinner on Thursday 28 April 2016.*
3. *Notes central government's direction of travel in relation to local government reform and the LGC, as outlined in this report.*
4. *Endorses the proposal of the Chief Executive Forum to contract Peter Winder to provide an independent review of it progress on collaboration and shared services against his August 2013 report to the Mayoral Forum on "Options for broader collaboration between Canterbury councils".*
5. *Endorses a working group on Chief Executives exploring further opportunities for collaboration, including structural and institutional arrangements through which Canterbury councils might more effectively govern and manage the delivery of services, infrastructure and regulatory functions across our region.*

6. CANTERBURY REGIONAL ECONOMIC DEVELOPMENT STRATEGY

6.1 Canterbury Digital Strategy

Mayor Damon Odey spoke to his report on page 24 of the agenda that included an update on the Canterbury Digital Leadership Forum.

6.2 Canterbury Visitor Strategy

Winston Gray spoke to his report on page 25 of the agenda. He also raised the issue of freedom camping. The current legislation, introduced for the rugby world cup, creates some difficulties for councils, unable to enforce bylaws on land not owned by the council.

The following Action Points were identified:

- Collate what Christchurch City and other councils have done in response to freedom camping, to support lobbying central government for a change to the legislation.
- The issue of bulk purchase and installation of solar charging tables in selected Canterbury towns be placed on the agenda for the next CEO Forum.
- Create a map of all free Wi-Fi spots in Canterbury.

The meeting adjourned between 10.58 and 11.15 am.

Value Added Production

Mayor Craig Rowley advised that an update on the value-added production work would be provided at the next meeting. The main point is that the Forum needs to reinforce with central government how crucial irrigation is to Canterbury.

Dame Margaret Bazley explained that Environment Canterbury has been making representations to the government regarding water storage and adequate funding.

6.3 Case for Canterbury

Jim Palmer spoke to his report on page 26 and the recommendation to pursue external funding for a usage, attitude and image survey to inform the development of a campaign to attract people to the region.

The following Action Points were identified:

- There was some support in principle for the survey, but it was agreed to defer this proposal to allow Mayors to take this back to their councils for further consideration. CEOs will then bring comments back from their councils to the next CEO forum.
- It was also agreed to invite Malcolm Johns to a meeting so he can explain the value of the survey.

6.4 Review of regulatory barriers

Jim Palmer spoke to his report on page 28 of the agenda.

6.5 Correspondence with Ministers

The Ministers' correspondence pages 29 to 38 of the agenda was noted.

The following recommendations were supported:

That the Canterbury Mayoral Forum:

1. *Receives the Canterbury Regional Economic Development Strategy (CREDS)*

Digital connectivity

2. *Adopts the Canterbury Digital Strategy 2016 and publishes this on the regional council website as a companion strategy to the Canterbury Regional Economic Development Strategy*
3. *Supports the initiative to invite a closer relationship ('a Canterbury Digital Accord') between the Canterbury Mayoral Forum and Crown Fibre Holdings Ltd, to achieve the CREDS objective of 'a fully connected Canterbury'.*

Visitor Strategy

4. *Notes progress on developing a Canterbury Visitor Strategy*
5. *invites Mayor Winston Gray to circulate a final draft once consultation is complete, for 'round-robin' approval and publication.*

Case for Canterbury

6. *Refer to each council the proposal for a usage, attitude and image survey to inform development of a campaign to attract people to the region.*

Review of regulatory barriers

7. *notes the Canterbury Planning Managers' Group reported progress to the Chief Executives Forum on 15 February 2016, and will present a final report to the Chief Executives' Forum on 4 April 2016.*

Correspondence

8. *notes correspondence on CREDS-related matters*

David Bromell was thanked for his work on the development of the Canterbury Digital Strategy and the Canterbury Visitor Strategy.

7. CHIEF EXECUTIVES FORUM REPORT AND THREE-YEAR WORK PROGRAMME

Jim Palmer presented the report from the Chief Executives' Forum and the three-year work programme, for information. He confirmed that a budget for the Mayoral Forum Secretariat had been included in Environment Canterbury's draft annual plan.

8. CWMS QUARTERLY REPORT

Commissioner David Caygill was welcomed to the meeting and he spoke to the report on page 113 of the agenda.

He highlighted two aspects of the report:

- The usefulness of the Zone Committees' Annual Reports.
- Plan Change 5 to the Canterbury Land and Water Management Plan which revised the regional-level approach to farm nutrient management. The changes to the rules places limits on nutrient loss related to good management practice. This is the outcome of 3 years working with industry groups to get agreement on a narrative description. The Scientists have developed a methodology to change the OVERSEER model. Submissions close on 11 March.

Responding to comments that there needs to be a better understanding of good management, Commissioner Caygill undertook to circulate a booklet on good management practice.

Regarding the Plan Change the OVERSEER portal, Mayor Winton Dalley expressed disappointment that the Plan Change did not cover criteria for permitted activities.

9. GENERAL BUSINESS

Mayor Damon Odey reported on a free app, Snap Send Solve that allows people to easily report feedback to their Council. It is being used by Christchurch City and Timaru District is currently trialling it.

Mayor Lianne Dalziel confirmed that the app was useful, but they were working on further development to enable a final response to be provided after action has been taken.

10. NEXT MEETINGS:

Thursday 28 April, 6:00 to 9:00 pm, working dinner

Friday 29 April, 9:00 am to 12:00 noon

The meeting closed at 12.06 pm.

Action Points

Canterbury Mayoral Forum

As at 4 December 2015

Items will be removed once complete.

| Forum Date | Subject | Actioned by | Deadline | Status |
|------------------|--|------------------------------------|----------------------------------|---|
| 26 Feb 2016 | Template to assist councils to identify and pre-consent suitable sites in their area for hotel developments | Chief Executives / Secretariat | Ongoing - update CEF 30 May 2016 | In progress |
| 26 Feb 2016 | Write to Prime Minister regarding urgency for decisions on Convention Centre and Events Centre | Secretariat | Early March 2016 | Complete |
| 26 Feb 2016 | Continue to identify priorities and actions for the Visitor Strategy | Winston Gray / Chair / Secretariat | Ongoing | In progress |
| 26 Feb 2016 | Continue to investigate opportunities for special economic zones | Chair / Secretariat | Ongoing | In progress |
| 26 Feb 2016 | Look at issues around regulation of freedom camping with a view to lobbying central government for change | Policy Forum | Ongoing | In progress |
| 26 February 2016 | The issue of bulk purchase and installation for solar charging tables in selected Canterbury towns to be on agenda for next CE Forum | Secretariat | 4 April 2016 | Complete |
| 26 Feb 2016 | Create a map of all free Wi-Fi spots in Canterbury | Canterbury Maps | 24 June 2016 | In progress |
| 26 Feb 2016 | CEs to bring comments from their councils on the proposed UAI survey to the next CE forum | Jim Palmer | 4 April 2016 | Jim Palmer met with Justin Watson (CIAL) in April; Justin is presenting to Mayors (agenda item 9) |
| 26 Feb 2016 | Invite Malcolm Johns to April Mayoral Forum (Case for Canterbury) | Chair | 29 April 2016 | Complete |
| 4 Dec 2015 | Meet with KiwiRail to advocate for continuing and expanding South Island tourist rail services | Chair / Winston Gray | 26 Feb 2016 | To be arranged; discussions have occurred with C&CT |
| 4 Dec 2015 | Align CMF work on 'the case for Canterbury' with CDC's review of the CEDS and convergence of CDC, C&CT and VBase | Jim Palmer | Ongoing | Agenda item 6.3 |
| 4 Dec 2015 | Work with CDC to co-ordinate 'baskets' of opportunities for capital investment in Canterbury and the South Island | Dame Margaret | Ongoing | In progress |

Canterbury Mayoral Forum

Item 4

Date: 29 April 2016

Presented by: Jim Palmer, Chair, Chief Executives Forum

Chief Executives Forum report

Purpose

- 1 This paper reports on the work of the Chief Executives Forum and Canterbury Policy Forum, and updates the three-year work programme.

Recommendations

That the Canterbury Mayoral Forum:

- 1 **receive** the report
- 2 **note** the updated status of items on the three-year work programme
- 3 **note** that a paper will be presented to the Mayoral Forum on 24 June 2016 on the future of the Canterbury Economic Development Company Limited.

Chief Executives Forum

- 2 The Forum met on 4 April 2016. Key items from the agenda are outlined below.

Presentation from Andrea Reeves, Office of the Auditor-General

- 3 The Forum received a presentation from Andrea Reeves of the Office of the Auditor-General. Andrea's presentation focused on recent work of interest to local government, in particular work on long-term plans. Key points were:
 - the integration of infrastructure and financial strategies in Waimakariri's 2015 long-term plan was a stand-out from the Canterbury region
 - the introduction of infrastructure strategies is a positive change – local authorities need to focus on financial sustainability as they address changing demographics (i.e. the ageing population)
 - plans are showing renewals to depreciation ratios of less than 100% and actual capital expenditure that is substantially under budget, indicating a need for better information about the condition of assets, and greater accuracy in setting budgets
 - for the 2018-28 long-term plans, infrastructure and financial strategies should be ready by July 2017, to allow time for consultation
 - in 2016/17 the Office will look at how local authorities are investing to improve their understanding of their assets.

Christchurch City Council

- 4 Teresa Wooding and Rebecca Doubleday presented on the Christchurch City Council's Infrastructure Project. This project is focused on investigating current challenges in the delivery of water and transport, to optimise service delivery and value.
- 5 A strategic assessment has been completed, with next steps depending on whether there is regional or sub-regional interest in broadening the strategic assessment to understand if a regional or sub-regional case for change exists.
- 6 Christchurch City Council has offered to broaden its strategic assessment of 3 Waters and transport infrastructure and to work with other Canterbury councils to identify opportunities for collaboration on a regional or sub-regional basis.

Review of collaboration and shared services

- 7 The Chief Executives Forum discussed Peter Winder's draft report *Collaboration between Canterbury Local Authorities – progress and opportunities*.

Canterbury Regional Economic Development Strategy

- 8 The Forum discussed the purchase and installation of solar charging tables, the proposal to identify potential hotel sites and consent requirements, and work on freedom camping.
- 9 Members were asked to contact Angela Oosthuizen if they are interested in taking part in the bulk purchase of solar charging tables, though it was noted that this initiative would need to be balanced against other spending priorities. Chief Executives noted that this might be a suitable project for service clubs to consider.
- 10 Members were asked to contact Wayne Barnett if they have suitable sites for hotel development.

Canterbury Maps

- 11 Canterbury Maps is progressing work on identifying free WiFi sites around the Canterbury region. The Forum supported promoting this information through Canterbury Maps, Christchurch & Canterbury Tourism, and district tourism offices.

Canterbury Policy Forum

- 12 David Ward (acting chair) reported to the Chief Executives Forum on the work of the Policy Forum, which met on 18 March 2016. Key items were:
 - an update on actions in progress under the Canterbury Regional Economic Development Strategy
 - a discussion via teleconference on opportunities for regional collaboration, following on from the teleconference earlier in the day with Chief Executives and Dame Margaret Bazley
 - an update on processes for providing shared submissions on central government initiatives and new legislation, and a revised timeline from the Ministry for the Environment on the National Direction projects – a shared Canterbury region submission has been made on the Resource Legislation Amendment Bill

- formation of a working group to support a consistent approach to requests for official information
- freedom camping in Canterbury
- an update on each council's community engagement for Annual Plans
- opportunities for shared training and professional development.

Other matters

13 Other reports and updates were received as follows:

- approval of Terms of Reference for the Canterbury Engineering Managers Group
- update on rating and valuation services
- update on public transport governance in Greater Christchurch
- health and safety update.

14 The directors of Canterbury Economic Development Company Limited met on 31 March 2014. The primary item for discussion was the future of the Company and whether there was a purpose for it as it has been dormant for a number of years. The directors will bring back to the next Mayoral Forum a paper which covers the Company's purpose and the possibility of future benefits if it is maintained. From this the directors will seek direction from the Mayoral Forum regarding the Company's future.

DCANTERBURY MAYORAL FORUM WORK PROGRAMME, 2013–16

NATIONAL/CENTRAL GOVERNMENT PRIORITIES – AND KEY PRIORITIES FOR THE CANTERBURY MAYORAL FORUM

Objective: align with and influence central government and sector priorities, initiatives, policy and regulation – ensure a strong local government ‘voice’ on issues affecting Canterbury, and collaborate to address issues and opportunities for the region as a whole.

| WHAT | BY WHEN | TASKS | WHO | VIA | STATUS |
|---|----------|--|--------------|----------|--|
| 1. CERA Transition | May 2015 | <ul style="list-style-type: none"> brief report on progress and anticipated timeframes for legislation/implementation | CMF | CEAG | <ul style="list-style-type: none"> Government released a draft plan, <i>Greater Christchurch Earthquake Recovery: Transition to Regeneration</i>; submissions closed 30 July 2015 Greater Christchurch Regeneration Bill introduced 19 Oct 2015; First Reading 22 Oct 2015; referred to Local Government & Environment Select Committee for submissions by 4 Dec 2015 and report to the House by 25 Feb 2016 COMPLETED |
| 2. ECan governance and representation reviews | May 2015 | <ul style="list-style-type: none"> information sharing and input, including an update on representation reviews across the region | CMF | CEF | <ul style="list-style-type: none"> discussion with Hons Smith and Upston 27 Feb 2015 all councils and Mayoral Forum made submissions Government decisions announced 8 July 2015 Environment Canterbury (Transitional Governance Arrangements) Bill introduced 26 Aug 2015; First Reading 13 October; referred to Local Government & Environment Select Committee for submissions by 19 Nov 2015 and report to the House by 15 Feb 2016 submission on behalf of 9 of 11 members lodged 19 Nov 2015; presented to Select Committee 25 Nov 2015 COMPLETED |
| 3. Earthquake rebuild, greater Christchurch | Ongoing | <ul style="list-style-type: none"> keep CMF informed and able to maintain an overview of implications for the wider region, including as the rebuild peaks and decelerates maximise opportunities while this continues to be a priority for central government | UDS partners | CEAG/CCC | <ul style="list-style-type: none"> picked up in CREDS (items 7-13) and UDS refresh CCC presented to CEF Feb 2016 on CERA transition, Regenerate Christchurch and direction and developments at CCC |
| 4. Maximising the growth of Canterbury's economy | May 2015 | <ul style="list-style-type: none"> develop Canterbury Regional Economic Development Strategy (CREDS) | CMF | CEF | <ul style="list-style-type: none"> strategy and work programmes developed and launched 28 Aug 2015 – SEE BELOW, ITEMS 7-13 |
| 5. RMA reform a. Making land available for housing | Dec 2015 | <ul style="list-style-type: none"> 5a includes Rules Reduction Task Force and Productivity Commission review of provision of land for housing joint analysis and submission – distinguish Canterbury from Auckland issues and include a non-metro perspective, especially on freshwater management conduct joint analysis and prepare draft submissions for consideration by the CEF and CMF identify opportunities to integrate RPs/DPs | CMF | CPF/CCC | <ul style="list-style-type: none"> awaiting draft legislation Rules Reduction Taskforce discussed by CEF 11 May 2015 analysis led by WDC informed and strengthened Canterbury submissions on Productivity Commission draft report on <i>Using land for housing</i> |

| WHAT | BY WHEN | TASKS | WHO | VIA | STATUS |
|--|----------|---|-----|---------------|--|
| b. Principles/purpose (ss.6-7), integrated regional and local plans, freshwater collaborative planning | | <ul style="list-style-type: none"> share policy resource and support for plan development | | CPF/ECan | <ul style="list-style-type: none"> awaiting draft legislation Canterbury submission on Resource Legislation Amendment Bill submitted 14 March 2016 (interim submission) and on 24 March 2016 (full submission). Submissions were prepared by the Planning Managers Group with assistance from the secretariat |
| 6. Infrastructure (roads, water, broadband) | Aug 2015 | a) develop an overview of the region's 30-year infrastructure strategies (and how these relate to Service Delivery Reviews) legislated in the 2014 amendments to the Local Government Act 2002 and report to CEF | CEF | CPF/SDC & WDC | <ul style="list-style-type: none"> CPF commissioned Jan 2015, endorsed by CEF Feb 2015 CPF will review infrastructure strategies post-adoption of 2015 LTPs - scope of analysis agreed by CEF 3 Aug 2015 reported to CEF 15 Feb 2016 and referred to engineering managers for consideration and recommendation (in consultation with finance managers) to CEF 4 Apr 2016 – deferred to 30 May 2016 Andrea Reeves OAG invited to CEF 4 April 2016 |
| | Aug 2015 | b) monitor emergence of a National Infrastructure Plan expected from central government mid-2015, identify regional priorities as a basis for submission / advocacy to central government and report to CMF 29 May 2015 | CMF | CPF/TDC | <ul style="list-style-type: none"> CPF representation at MBIE workshop 1 May 2015 Plan (National Infrastructure Unit, Treasury) released 21 Aug 2015 NIU involved in transport workshop 2 Dec 2015 |

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CANTERBURY REGIONAL ECONOMIC DEVELOPMENT STRATEGY

Vision: A region making the most of its natural advantages to build a strong, innovative economy with resilient, connected communities and a better quality of life for all.

Objective: Maximise the economic growth of Canterbury and position this for when the earthquake rebuild peaks, by ensuring the region makes co-ordinated, optimal investment and development decisions that position it for long-term, sustainable growth.

| WHAT | BY WHEN | TASK | WHO | VIA | STATUS |
|---|----------|--|---------------------|-------------------|---|
| 7. Integrated regional transport planning and investment (Mayor Winton Dalley and HDC, supported by ECan) | Dec 2015 | <ul style="list-style-type: none"> complete the review of public transport governance and delivery arrangements in greater Christchurch initiated with the Minister of Transport in February 2015 | WDC, CCC, SDC, ECan | CEs working group | <ul style="list-style-type: none"> draft report to CMF 28 Aug 2015 progress report to CEF 9 Nov 2015 final report to CMF 4 Dec 2015 COMPLETED |
| | | <ul style="list-style-type: none"> ECan to ensure public transport needs and interests in Timaru District and wider region are addressed | ECan | | <ul style="list-style-type: none"> progress report to CEF 9 Nov 2015 reported to CMF 4 Dec 2015 COMPLETED |
| | May 2015 | <ul style="list-style-type: none"> Review the scope, focus and membership of RTC and develop a joint work programme between CPF and TOG to align strategy and planning, build capability and review and develop the evidence base to implement the Mayoral Forum's strategy | ECan | | <ul style="list-style-type: none"> agreed May 2015 – ongoing reviewed CEF 9 Nov 2015 – ECan to progress |
| | Aug 2015 | <ul style="list-style-type: none"> Convene a regional transport forum to identify barriers and opportunities for integrated, multi-modal transport planning and investment | Winton Dalley | | <ul style="list-style-type: none"> forum convened 12 August workshop 2 Dec 2015 meeting to be convened before 24 June 2016 |

| WHAT | BY WHEN | TASK | WHO | VIA | STATUS |
|--|----------|---|------------|-----------------------------|--|
| | Dec 2015 | <ul style="list-style-type: none"> Work with NZTA, SB Logistics and CEs of Kiwirail, airports and ports to scope data sharing and analysis to inform decision making | CMF | HDC, ECan | <ul style="list-style-type: none"> workshop held 2 Dec 2015 workshop held 29 Jan 2016 RFP to be issued April 2016 |
| | Dec 2015 | <ul style="list-style-type: none"> Strengthen connections with other South Island Regional Transport Committees | CMF | ECan / RTC | <ul style="list-style-type: none"> Environment Southland participating in workshop on 2 Dec 2015 meetings/teleconference calls scheduled for early 2016 with all South Island RTCs/Meetings/videoconferences with all South Island RTC Chairs and staff have occurred (February – March 2016) Meeting with Wellington staff has also taken place (March 2016) Meeting of South Island RTC Chairs and officials proposed for May/June 2016 |
| | Jul 2016 | <ul style="list-style-type: none"> Engage early with MoT on refresh of Canterbury RLTP, to encourage a more multi-modal approach to land transport in the new GPS likely to be released in 2017 | CMF | HDC, ECan | <ul style="list-style-type: none"> Initial conversations with MoT have occurred; will be followed up after workshop on 2 Dec 2015 |
| 8. Digital connectivity (Mayor Damon Odey and TDC, supported by Commissioner David Bedford, ECan) | Ongoing | <ul style="list-style-type: none"> Liaison with and advocacy to central government for connectivity solutions for the Canterbury region | CMF | | <ul style="list-style-type: none"> correspondence with Ministers Dec 2014, Jul 2015 meeting with Minister of Communications Jun 2015 conversations with Minister for Economic Development and Crown Fibre Holdings Feb/March 2016 |
| | Jun 2015 | <ul style="list-style-type: none"> GIS map areas that currently lack mobile and broadband coverage and overlay with current and future irrigated land to identify where digital connectivity may be a barrier to development | ECan | Canterbury Maps | <ul style="list-style-type: none"> done – and used as basis for advocacy with MBIE and Ministers to be repeated as at 30 June 2016 |
| | Jun 2015 | <ul style="list-style-type: none"> Meet with Spark NZ and key stakeholders to assess opportunities for an accelerated roll-out of 4G mobile broadband across Canterbury – and provide data and information to support Spark's decision-making on this | Damon Odey | Supported by ECan | <ul style="list-style-type: none"> done – announced 10 Dec 2015 |
| | Jul 2015 | <ul style="list-style-type: none"> Support and co-ordinate Registrations of Interest to MBIE for Ultra-fast Broadband II, Rural Broadband Initiative II and Mobile Black Spot Fund | TDC | With EDAs and Alpine Energy | <ul style="list-style-type: none"> done Alpine Energy has analysed ROIs to inform further work (Sep 2015) |
| | Mar 2016 | <ul style="list-style-type: none"> Review consents barriers and consistency of approach across the region's TLAs (telecommunications easements and subdivision consents, Corridor Access Requests, single point of contact in councils to facilitate dealings with all partners for telecommunications consents) | CEF | PMG | <ul style="list-style-type: none"> commissioned Sep 2015 reported to CEF (telecommunications and value-added production) Feb 2016 |
| | Feb 2016 | <ul style="list-style-type: none"> Build a business case to Crown Fibre Holdings (with Enable, Chorus, lines companies, EDAs, irrigation schemes and other major infrastructure providers) to fund a whole-of-region solution that provides back-haul and connects UFB and the RBI, fibre and wireless, to create a fully connected Canterbury | CMF | CCG | <ul style="list-style-type: none"> commissioned in workshop with Connected Canterbury Group 18 Nov 2015 in discussion with Crown Fibre Holdings Feb/March 2016 |

| WHAT | BY WHEN | TASK | WHO | VIA | STATUS |
|---|----------------------|---|--------------|-----------|---|
| 9. Freshwater management and irrigation infrastructure (CWMS – Commissioner David Caygill and ECan) – reported quarterly to the CMF | Ongoing | <ul style="list-style-type: none"> CWMS infrastructure work programme – an integrated approach to water supply and distribution infrastructure | CWMS RC | | <ul style="list-style-type: none"> model to assess infrastructure options in South Canterbury is complete Government is reassessing how the Irrigation Acceleration Fund works (funding has been confirmed and increased) Irrigation NZ has received \$5 million from Primary Growth Partnership for SMART irrigation – an opportunity to link the CREDS water infrastructure, digital connectivity and value-added production work programmes infrastructure project updates reported to CMF 26 Feb 2016 |
| | Ongoing to 2022 | <ul style="list-style-type: none"> Zone Committees lead a collaborative community process to establish environmental limits, which ECan then implements through the Land and Water Regional Plan | CWMS ZCs | with ECan | <ul style="list-style-type: none"> Hinds decision due in Dec 2015; South Coastal Canterbury hearings underway; Waitaki catchment notification delayed until Feb 2016; science preparation underway for Waimakariri and Orari to Pareora LWRP operative; plan change 5 notified 13 Feb 2016; update provided to CMF 26 Feb 2016 |
| | Ongoing | <ul style="list-style-type: none"> Regional storm water forum identifies cost-effective storm water systems and ensures consistent storm water management planning and consenting with improved environmental performance | CEF | RSWF | <ul style="list-style-type: none"> draft assessment of stormwater treatment construction costs prepared final draft gap analysis of best practice guidance prepared draft consent ownership framework, with clarification of stormwater roles and responsibilities, prepared |
| | Ongoing | <ul style="list-style-type: none"> Whakaora Te Waihora, Wainono Lagoon and other restoration programmes | ECan | | <ul style="list-style-type: none"> ongoing – awaiting decisions on Government funding – i.e., how its environmental enhancement fund (\$100 million) will be spent ZIP delivery update reported to CMF 26 Feb 2016 |
| 10. Value-added production (Mayor Craig Rowley and WmDC) | Dec 2015 and ongoing | <ul style="list-style-type: none"> Identify key sector leaders and establish an advocacy group of up to 20 members ('movers and shakers' from developing and established businesses and leaders in research and development) with vision and passion to grow Canterbury's economy) – and consult and communicate with them regularly on an ongoing basis to: <ul style="list-style-type: none"> identify barriers to value-added production and propose possible solutions establish networking opportunities and open lines of communication and advocacy with local and central government achieve agreed, action-based targets share information across the region about innovation and new developments in value-added production work closely with ECan re. the CWMS and associated zone committees | WmDC | | <ul style="list-style-type: none"> meetings held 24 Nov and 3 Dec 2015 with CREDS reference group members, to agree selection criteria for an advocacy group feedback shared with CMF Chair on priority of investment and irrigation infrastructure 16 March 2016 |
| | Mar 2016 and ongoing | <ul style="list-style-type: none"> Share information across the region on how these innovations and developments are impacted and progressed by current local/central government policy/regulation/planning/consenting processes – each council to assign responsibility to an officer to maintain a watching brief on value-added production, for report six-monthly to the Policy Forum | All councils | CPF | |
| | Jun 2016 | <ul style="list-style-type: none"> Identify opportunities in District Plan reviews to align planning, rules and regulation in ways that enable sustainable, value-added production | CEF | PMG | <ul style="list-style-type: none"> commissioned Sep 2015 reported to CEF Feb 2016 and April |

| WHAT | BY WHEN | TASK | WHO | VIA | STATUS |
|---|----------|---|---|---------------------------|---|
| | | | | | 2016 |
| 11. Education and training for a skilled workforce (Mayor David Ayers and WDC) | May 2015 | <ul style="list-style-type: none"> Establish a steering group to oversee strategy development and implementation | WDC | | <ul style="list-style-type: none"> done – and is meeting regularly |
| | Nov 2015 | <ul style="list-style-type: none"> Develop a work plan for each agreed work stream, with terms of reference | WDC | Steering group | <ul style="list-style-type: none"> substantially complete |
| | Ongoing | <ul style="list-style-type: none"> Secure commitment and funding for each work stream and commence implementation of action-focused plans. | WDC | Steering group | <ul style="list-style-type: none"> in progress for transition planning – too soon for other programmes |
| | Dec 2015 | <ul style="list-style-type: none"> Liaise with Mayor McKay and ADC on a joint approach to Government to remove barriers to migrant families to access affordable education and training | David Ayers | | <ul style="list-style-type: none"> working with Newcomer and migrant settlement work programme |
| | Dec 2015 | <ul style="list-style-type: none"> In conjunction with other work programmes, articulate a vision for Canterbury and what the region offers to prospective students, workers, investors and visitors | WDC | with CMF, CDC, C&CT, TEIs | <ul style="list-style-type: none"> 2 workshops (4 Nov, 27 Nov 2015) with CDC, CCT, CIAL, C4C, TEIs draft RFP prepared for a usage, attitude and image survey Chair/CEF consulting with CE of CIAL |
| | Dec 2015 | <ul style="list-style-type: none"> Develop an integrated marketing plan to attract domestic and international students to Canterbury | Tertiary Institution Accord members | | <ul style="list-style-type: none"> Tertiary Accord developing plan to increase international tertiary student numbers from 10,000 to 26,500 |
| | Dec 2015 | <ul style="list-style-type: none"> Establish a forum to develop new and modified collaborative courses in agricultural engineering and water management | Lincoln University | | <ul style="list-style-type: none"> discussions commencing among key partners (Lincoln, Canterbury, CPIT, Lincoln Hub) |
| | Dec 2015 | <ul style="list-style-type: none"> Investigate developing a programme to ensure every school leaver in Canterbury has a plan to transition to further education, training or employment and that progress is monitored post-school | Steering group | with MoE | <ul style="list-style-type: none"> costing of transition plan for secondary students underway to determine funding options Sub-group developing the strategic approach to aligning the programme with the Education Blueprint (a combined review by MSD and MOE) being developed with meetings to be held regionally with MSD, MOE, and MBIE. |
| 12. Newcomer and migrant settlement support (Mayor Angus McKay and ADC) | Ongoing | <ul style="list-style-type: none"> Identify and advocate for the needs of newcomers and migrants | CMF | | <ul style="list-style-type: none"> CMF wrote to Ministers Dec 2014 CMF wrote to Minister of Health Oct 2015 – followed up February 2016 investigation of tertiary education issues is underway |
| | Jun 2016 | <ul style="list-style-type: none"> Share resources and strategies to improve efficiency and reach; e.g. shared SOLGM ListServ or online cloud portal | ADC with TAs and other key stakeholders | | <ul style="list-style-type: none"> regional workshop 20 Aug 2015 – SDC shared draft strategy ADC in discussion with CCC on this Feb 2016 |
| | 2020 | <ul style="list-style-type: none"> Canterbury TAs adopt a collaborative, cross-sectoral approach to deliver on CMF objectives for newcomer and migrant settlement – funding for this is secured in 2018-28 Long-Term Plans | TAs with ethnic community representatives, NGOs and central government | | <ul style="list-style-type: none"> ongoing – advisory group is being formed December 2015 |
| | 2020 | <ul style="list-style-type: none"> Canterbury TAs make information about local services accessible to newcomers and migrants in our region – funding for this is secured in 2018-28 Long-Term Plans | TAs with central government, NGOs and private sector | | <ul style="list-style-type: none"> ADC shared info brochure at regional workshop 20 Aug 2015 SDC has a guide for new residents |
| | 2020 | <ul style="list-style-type: none"> Canterbury TAs monitor and evaluate progress | CPF/CDC, and TAs with ethnic community representatives, NGOs and central government | | |
| 13. Regional visitor strategy (Mayor Winston Gray and KDC, | Aug 2015 | <ul style="list-style-type: none"> Facilitate a regional forum to propose the establishment of a Canterbury regional tourism alliance and development of a regional visitor strategy | Winston Gray | | <ul style="list-style-type: none"> Done – 27 Aug 2015 – and agreed that Mayor Winston will convene this |

| WHAT | BY WHEN | TASK | WHO | VIA | STATUS |
|-------------------|----------|--|-------------|------|---|
| supported by CCC) | | | | | network periodically <ul style="list-style-type: none"> Draft Visitor Strategy prepared for consultation and consideration by CMF on 26 Feb 2016 |
| | Dec 2015 | <ul style="list-style-type: none"> Prepare a brief paper for Canterbury councils on the economic benefits of tourism to the region | KDC | C&CT | <ul style="list-style-type: none"> presentation to CMF 4 Dec 2015 information incorporated in Canterbury Visitor Strategy 2016 COMPLETED |
| | Jun 2016 | <ul style="list-style-type: none"> TAs to ensure that local government regulation is consistently tourism-business friendly across the region | CEF | PMG | <ul style="list-style-type: none"> commissioned Sep 2015 for report to CEF 4 Apr 2016 |
| | Jun 2016 | <ul style="list-style-type: none"> TAs to share information and opportunities to provide: <ul style="list-style-type: none"> free wifi in the main streets of all Canterbury towns solar-powered charging tables (link to digital connectivity work programme) | KDC/ CEF | | <ul style="list-style-type: none"> under investigation – CEF 4 April 2016 |

MULTIPLE COUNCIL ISSUES

Objective: work together to address issues that affect some, but not necessarily all, councils.

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|------------------------------------|----------|---|-----|----------|---|
| 14. Drinking water | Ongoing | <ul style="list-style-type: none"> stocktake of status of compliance with DWS clarify MoH guidelines: affordability cf. 'all practicable steps' advocacy re. timeframes and criteria in DWS engage in strategic partnership/s with DHBs and CPH identify affordable solutions, implement and share experience | CEF | CPF | <ul style="list-style-type: none"> affordability is an ongoing issue further analysis/action via item 6 LGNZ Conference July 2015 supported a remit to reinstate central government water and wastewater subsidy schemes |
| 15. Rural fire district | Jun 2015 | <ul style="list-style-type: none"> proposal for business case for enlarged rural fire district for SDC, CCC, WDC, HDC. Councils are broadly in agreement but await DoC response and commitment | CEF | CPF/SDC | <ul style="list-style-type: none"> this work is progressing Feb 2016: a proposal to create an enlarged rural fire district for four Councils placed on hold pending NZFS intention to combine urban and rural fires services |
| 16. Natural hazard risk management | May 2015 | <ul style="list-style-type: none"> develop a regional approach to natural hazard risk management with the TLA Planners/Emergency Management Officers Forum and report back to CPF by 31 Mar 2015 monitor natural hazards management reform (including climate change impacts, mitigation and adaptation) and possible emergence of an NPS – share information and lead drafting of any submissions required | CMF | CPF/ECan | <ul style="list-style-type: none"> CPF commissioned Jan 2015 endorsed by CEF/CMF Feb 2015 reported to CEF Nov 2015, Feb 2016 all TAs have agreed to work together to progress this CEF will receive update report Apr 2016 |

COLLABORATING TO GET BETTER RESULTS

Objective: work together to build capability, achieve efficiencies and deliver effective local services.

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|------------------------------|----------------------|--|-----|---------|---|
| 17. Collaboration training | Oct 2014 May 2015 | <ul style="list-style-type: none"> 3 seminars/workshops held in 2014 workshop for 3rd-tier managers Apr 2015 | CEF | CPF | <ul style="list-style-type: none"> workshop run 10 Apr 2015 secretariat to survey member councils on training needs early in 2016 – in progress |
| 18. Service delivery reviews | May 2015 | <ul style="list-style-type: none"> convene a workshop to develop a common framework to support the conduct of service delivery reviews by each council report back to CPF (31 Mar) and CEF (11 May) 2015 | CEF | CPF/SDC | <ul style="list-style-type: none"> CPF initiated Jan 2015 CEF endorsed Feb 2015 2 workshops held 2015 |

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|---|--------------------------|---|-----|-------------------------|---|
| | | | | | <ul style="list-style-type: none"> work concluded |
| 19. Review decision not to establish a Local Authority Shared Service Agency at this time | Dec 2015 | <ul style="list-style-type: none"> review December 2014 decision in light of further progress with current mechanisms for collaboration and Service Delivery Reviews conducted under 2014 amendments to the Local Government Act 2002 | CEF | SDC/WDC | <ul style="list-style-type: none"> reviewed and confirmed Dec 2015 |
| 20. Refresh directorship of Canterbury Economic Development Co. Ltd | Feb 2015 30 Jun 2015 | <ul style="list-style-type: none"> circulate advice on process to be followed by each council review and refresh directors | CEF | TDC/CEs all councils | <ul style="list-style-type: none"> Councils have all updated their directors and a meeting of the Board is planned to review the purpose of the company CEF agreed 9 Nov 2015 that there was no need to activate the LASS at this time and that future shared service opportunities using the LASS should only be considered following formal consultation with the Mayoral Forum |
| 21. Road management, construction, maintenance and safety (south Canterbury) | Jul 2015 | <p>Recent Governance Group (4 Mayors and CEs) confirmed commitment and resolved:</p> <ul style="list-style-type: none"> tenders for reseals – a single contract with separable portions for Timaru, Waimate and Mackenzie maintenance contracts to be standardised from mid-2015 and aligned for tendering with 4 separate contracts but opportunity for tenderers to offer discounts if they win more than one contract one Engineer to the (4) contracts to ensure consistent contract management asset management and 30-year strategy and other initiatives aligned through technical team. | CEF | TDC | <ul style="list-style-type: none"> MOU: MDC, TDC and WmDC Jun 2014; ADC joined Oct 2014 technical team formed with independent facilitator from OPUS WtDC provided with copy of MOU and notes from meetings reseal contract for MDC, TDC and WmDC has been let (Nov 2015) tenders have also been let for four separate road maintenance contracts for ADC, MDC, TDC and WmDC based on a common specification. MDC and WmDC obtained benefits from a common contractor for both districts |
| 22. Asset management information and shared asset management systems | Nov 2014 Aug 2015 | <ul style="list-style-type: none"> workshop of all councils and OAG to support development of 30-year infrastructure strategies for 2015 LTPs and significance and engagement policies Waugh Consulting engaged to undertake an assessment of the systems and practices used for asset management and linkages with other management systems (finance and GIS). It will also consider the context of system usage and the level of asset planning each council needs, and identify opportunities for further collaboration. a presentation to CEF / CMF – can then move to Completed / BAU | CEF | CPF MDC | <ul style="list-style-type: none"> two workshops held 18 Aug 2014 and 4 Nov 2014 Waugh Consulting commenced work Feb 2015 and sought data from all councils in May 2015 update provided to CEF Nov 2015 report presented to CEF Feb 2016 and referred to engineering managers for consideration and report to CEF 4 Apr 2016 with recommendations for implementation Andrea Reeves OAG invited presented to CEF 4 April 2016 |
| 23. Procurement of business inputs, e.g. insurance | Dec 2015 | <ul style="list-style-type: none"> identify insurance shared service options | CEF | WDC | <ul style="list-style-type: none"> all councils are members of the All of Government purchasing co-operative on 9 Nov 2015 CEF discussed insurance shared service options and the LGNZ review of risk management and insurance arrangements and agreed to defer further discussion until June 2016, to coincide with completion of the LGNZ review |

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|--|--|---|-----|-----|--|
| 24. Health and safety – shared policy, audit and best practice | 2014 3 rd quarter 2015 | <ul style="list-style-type: none"> establish a virtual health and safety team to share policies, best practice and resources jointly recruit health and safety specialists monitor development and passage of legislation (Health and Safety Reform Bill) and associated regulation and share information to be a standing item on CEF agenda | CEF | WDC | <ul style="list-style-type: none"> ECan, SDC, WDC signed MOU 2014; open invitation to other councils to join full-time specialists employed by ECan, SDC, WDC presentation to CEF 11 May 2015 |

WATCHING BRIEFS

Objective: Canterbury councils are well informed and have opportunities to submit 'one, strong Canterbury voice' on matters affecting Canterbury.

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|---|--------------------------|--|-----|----------|--|
| 25. Building (Earthquake-prone Buildings) Amendment Bill | Apr 2015 | <ul style="list-style-type: none"> monitor progress of the Bill and share information | CEF | WtDC/CCC | <ul style="list-style-type: none"> Select Committee released an interim report on its proposed risk-based approach and allowed further submissions until 16 July 2015 the Select Committee has reported; debate on Second Reading interrupted 17 Feb 2016 Bill awaiting third reading |
| 26. Environmental health and public health, including food safety | Ongoing | <ul style="list-style-type: none"> maintain strategic partnership/s with DHBs and CPH prepare a submission if significant issues arise, for consideration by CMF | CEF | HDC | <ul style="list-style-type: none"> draft regulations issued Feb 2015 – no surprises |
| 27. Environmental reporting a. Environmental Reporting Bill b. National Monitoring System for the RMA (replaces the previous RMA survey of local authorities) | May 2015 Aug 2015 | <ul style="list-style-type: none"> monitor and assess implications and cost of monitoring and reporting (formal reporting requirements commence 1 July 2015) | CPF | ECan | <ul style="list-style-type: none"> Select Committee report due 30 Mar 2015 Environmental Reporting Act passed in Sep 2015 MfE/SNZ published first <i>Environment Aotearoa</i> report under the Act on 21 Oct 2015 MfE will now be consulting on topics to set in regulation for future reporting councils received results of MfE's NMS test run in late Dec 2014 MfE is collecting a priority information set from all local authorities for the 2014/15 financial year |
| 28. Waste management and contaminated land | 2015 | <ul style="list-style-type: none"> monitor signalled MfE review of the role of local government and regulation of problem wastes and agricultural chemicals share information and draft any submissions required | CPF | ECan | <ul style="list-style-type: none"> commissioned by CPF Jan 2015 CEF agreed Nov 2015 to continue the contaminated land shared services project into 2016 and encouraged all councils to participate |
| 29. Biodiversity and biosecurity | 2015 | <ul style="list-style-type: none"> monitor signalled (DoC) National Biodiversity Strategy and targets share information and lead drafting of any submissions | CPF | ECan | <ul style="list-style-type: none"> commissioned by CPF Jan 2015 ECan reported to CPF Jan 2016 and will update CEF Apr 2016 |
| 30. CCC Resilient Cities Network initiatives | Jun 2015 | <ul style="list-style-type: none"> strategy to be developed with a governance group (including representatives from Ngāi Tahu, universities and adjacent councils) to oversee its development | CEF | CCC | <ul style="list-style-type: none"> in progress |

Items that have been completed items, transitioned to business as usual or replaced by CREDS projects

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|---|------|---|-----|-------------------|---|
| 31. Public passenger transport planning | 2014 | <ul style="list-style-type: none"> greater Christchurch congestion assessment and PT options | CEF | CEs of 4 councils | <ul style="list-style-type: none"> completed |
| 32. Clean air | 2014 | <ul style="list-style-type: none"> develop a winter action plan with stronger enforcement for non-compliers, target worst emitters | CEF | ECan | <ul style="list-style-type: none"> Winter 2014 action plan developed |

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|--|------------------|---|-----|------|--|
| | | <ul style="list-style-type: none"> and continue winter warmth assistance programme • implement NESAQ • monitor impact on earthquake recovery | | | <ul style="list-style-type: none"> • LTP contains future programme of works, including Timaru |
| 33. Business strategy and operational support; business information core software systems; data warehousing and backup | 2014 and ongoing | <ul style="list-style-type: none"> • identify opportunities for collaboration • scoping of a Canterbury-wide, community-wide incident reporting application | CEF | ECan | <ul style="list-style-type: none"> • collaborative opportunities identified by CIOs with assistance of an external consultant are being progressed as and when time and opportunities present |
| 34. GIS, including aerial photography and LIDAR | 2014 | <ul style="list-style-type: none"> • enhancements to Canterbury Maps in association with LINZ as part of the Canterbury Spatial Data Infrastructure project | CEF | ECan | <ul style="list-style-type: none"> • completed |
| 35. Road management, construction, maintenance and safety (mid- to north Canterbury) | 2014 | <ul style="list-style-type: none"> • negotiate an MOU between Councils | CEF | SDC | <ul style="list-style-type: none"> • MOU signed Aug 2014 |
| 36. Electronic records management | Jun 2015 | <ul style="list-style-type: none"> • share information and identify opportunities for collaboration | CEF | ADC | <ul style="list-style-type: none"> • group is established – enables information management discussion and knowledge sharing between councils • 8 councils were represented at the Dec 2014 meeting hosted by WtDC – presentations on disaster recovery (by Campbell Conservation) and a new Algim Toolkit by ADC • Canterbury Records & Information Management Group (CRIMS) held a joint records management day with Archives NZ and Government Chief Privacy Office DIA on 27 Mar 2015 at Christchurch Civic Centre – also included CDHB, Lincoln University, Ministry of Justice, NZ Police, University of Canterbury, TRONT and MBIE staff • 8 councils were represented at a meeting at WtDC on 5 Dec 2015, with presentations on disaster recovery from Campbell Conservation and ADC on the new Algim Toolkit • CRIMS is now a well-established group within the South Island. An annual joint meeting with Archives NZ was held at CCC on 26 February 2016 – 56 attendees from 25 agencies in the upper South Island. |
| 37. Land use planning, policy and development control, and strategic, place-based planning and development | 2014 | <ul style="list-style-type: none"> • ongoing greater Christchurch collaboration; includes LURP • extend partnership/s to include NZTA, CDHB, Ngāi Tahu and CERA | CEF | CEAG | <ul style="list-style-type: none"> • now BAU • see also item 3 |
| 38. After-hours call centre | Jun 2015 | <ul style="list-style-type: none"> • CCC has offered to extend its 24/7 call centre to other councils at minimal cost | CEF | CCC | <ul style="list-style-type: none"> • call centre operational for one year • offer to other councils stands – contact Brendan Anstiss or Sarah Numan |

| WHAT | WHEN | TASK | WHO | VIA | STATUS |
|--|----------------------|---|-----------|-----------------|---|
| 39. CWMS – and irrigation infrastructure | Ongoing | <ul style="list-style-type: none"> governance zone implementation plan delivery L&WRP regional infrastructure initiatives advocacy and monitoring | CMF | CEF/CPF | <ul style="list-style-type: none"> reported quarterly to CMF |
| 40. Review of governance of public transport in Canterbury | Feb 2015 | <ul style="list-style-type: none"> write to Minister requesting a review – focus is on greater Christchurch and TDC | CMF | CEF | <ul style="list-style-type: none"> initiated as request to Minister, Dec 2014 CMF meeting with Hon Bridges 27 Feb 2015 review underway, led by Mike James (Ministry of Transport) at Hon Bridges' direction update to August CMF meeting February 2016: the joint committee proposal has been agreed, in principle, by the four Councils although details of the terms of reference need to be finalised |
| 41. Regional transport | May 2015 | <ul style="list-style-type: none"> develop draft joint work programme – CPF and TOG – for consideration by CEF and report to CMF and RTC | RTC / CMF | CEF + CPF & TOG | <ul style="list-style-type: none"> at consultation stage on first draft of joint work programme Peter Winder commissioned to provide a paper on RTC structure and focus – presented to CMF 29 May 2015 picked up in CMF regional economic development strategy – strengthened mandate of and support for RTC |
| 42. Natural hazard risk management | May 2015 | <ul style="list-style-type: none"> develop a regional approach to natural hazard risk management with the TLA Planners/Emergency Management Officers Forum and report back to CPF by 31 Mar 2015 monitor natural hazards management reform (including climate change impacts, mitigation and adaptation) and possible emergence of an NPS – share information and lead drafting of any submissions required | CMF | CPF/ECan | <ul style="list-style-type: none"> CPF commissioned Jan 2015 endorsed by CEF Feb 2015 for CMF approval as a work item Feb 2015 all TAs have agreed to work together to progress this |
| 43. Storm water management planning and consenting | Aug 2015 | <ul style="list-style-type: none"> establish a regional storm water forum – completed 2014 report back to CEF Aug 2015 | CEF | WDC/RSWF | <ul style="list-style-type: none"> forum established Aug 2014 with three workstreams (cost and affordability, technical and design best practice, regulation and process) update report to CEF Aug 2015 |
| 44. Population analysis | Oct 2014 May 2015 | <ul style="list-style-type: none"> turn data to information to support development of 2015 LTPs and infrastructure strategies paper on migration dynamics | CEF | CPF | <ul style="list-style-type: none"> report on migration dynamics provided to CEF and CMF Aug 2015 |

Key to acronyms

ADC Ashburton District Council
 AMs Asset Managers
 BAU Business as usual
 CCC Christchurch City Council
 CDC Canterbury Development Corporation
 C&CT Christchurch & Canterbury Tourism
 CCG Connected Canterbury Group
 CDEM Civil Defence and Emergency Management
 CDHB Canterbury District Health Board
 CEF Chief Executives Forum
 CERA Canterbury Earthquake Recovery Authority
 CIO Chief Information Officer

CMF Canterbury Mayoral Forum

CPF Canterbury Policy Forum
 CPMG Canterbury Planning Managers Group
 CWMS Canterbury Water Management Strategy
 DoC Department of Conservation
 DP District Plan
 DWS Drinking-Water Standards for New Zealand
 ECan Environment Canterbury
 EDA Economic Development Agency
 GIS Geographic Information Systems
 HDC Hurunui District Council
 KDC Kaikōura District Council
 LINZ Land Information New Zealand

LURP Land Use Recovery Plan
 MDC Mackenzie District Council
 MfE Ministry for the Environment
 MoH Ministry of Health
 NESAQ National Environmental Standards for Air Quality
 NGO Non-governmental organisation
 NPS National Monitoring System
 NPS National Policy Statement
 NZTA New Zealand Transport Agency
 OAG Office of the Auditor-General
 PMG Canterbury Planning Managers Group
 RC Regional Committee (CWMS)

RP Regional Plan
RPMF Regional Planning Managers Forum
RSWF Regional Stormwater Forum
RTC Regional Transport Committee
SDC Selwyn District Council
SNZ Statistics New Zealand
TDC Timaru District Council
TOG Transport Officers Group
UDS Urban Development Strategy
WDC Waimakariri District Council
WmDC Waimate District Council
WtDC Waitaki District Council

Canterbury Mayoral Forum

Item 5

Date: 29 April 2016

Presented by: Secretariat, for lead Mayors

Canterbury Regional Economic Development Strategy progress update

Purpose

- 1 This paper provides an update on progress on the implementation of the seven Canterbury Regional Economic Development Strategy (CREDS) workstreams.

Recommendations

That the Canterbury Mayoral Forum:

- 1 **receive** the report
- 2 **note** progress on the implementation of the seven Canterbury Regional Economic Development Strategy workstreams.

Progress update

- 2 The table below outlines progress for each workstream of CREDS since the Mayoral Forum meeting of 26 February 2016.
- 3 All workstreams are currently on track.
- 4 An RFP is also in development for a UAI survey to build the case for Canterbury (agenda item 9).

| | Workstream | Lead | Progress since 26 February 2016 |
|---|---|----------------------------|---|
| 1 | Integrated regional transport planning and infrastructure investment | Mayor Winton Dalley | <ul style="list-style-type: none"> • Councils are aiming to complete the approval process for the new Joint Committee in May 2016, and hold the first meeting in June 2016 • The Strategic Refresh of the front section of the Regional Land Transport Plan is due to be approved at the Regional Transport Committee (RTC) meeting of 29 April 2016 • A proposal is in development to establish a transport strategic advisory group comprising Chairs of major modes (rail, air, sea) as well as a freight representative, and local and central government representatives – this group would support more integrated transport planning and information sharing • A further meeting with private sector Chief Executives will occur before June 2016 • The series of individual meetings with southern RTC Chairs is complete, and work is in progress to hold a combined meeting of all southern RTC Chairs on 30 May 2016 • A draft RFP is being developed to investigate freight data gaps |
| 2 | Digital connectivity: extension and update of fast broadband in rural areas | Mayor Damon Odey | <ul style="list-style-type: none"> • The Canterbury Digital Strategy 2016 was published on 26 February 2016 • Work is in progress on engagement with Crown Fibre Holdings on the proposal of a Canterbury Digital Accord • A meeting took place between the Secretariat and NZ Young Farmers to discuss making innovative use of ICT |
| 3 | Freshwater management and irrigation infrastructure | Commissioner David Caygill | <ul style="list-style-type: none"> • A letter was sent to the Minister for Economic Development proposing Canterbury as a “special economic zone”, with barriers to investment in irrigation infrastructure as one of four areas where there is potential for partnership with central government • The Hurunui Water Project (HWP) has been granted an additional \$520,000 through the Irrigation Acceleration Fund (IAF) to refine project layout and re-engage with landowners and shareholders. A successful outcome will enable access to \$3.3M in a reserved IAF grant which requires local matching funds to support a full Stage 1 feasibility work programme. Amuri Irrigation shareholders have approved a proposal to pipe their scheme • Central Plains Water Ltd Stage 2+/Sheffield Scheme planning is underway with a capital call expected in the first half of 2016 • Environment Canterbury, the CWMS Regional Committee and the three south Canterbury zone committees continue to advance an integrated “southern Infrastructure” approach. An IAF water |

| | | | |
|---|--|--------------------|--|
| | | | <p>resource modelling study and supporting demand study will be completed by June 2016</p> <ul style="list-style-type: none"> • A recent capital call by Hunter Downs had sufficient uptake to progress to the next stage of investigations. Closer alignment with the Morven Glenavy Ikawai Scheme is emerging and a new advisory panel has been formed to consider Wainono augmentation options involving both schemes • A trial of managed aquifer recharge in the Hinds Plains area has received funding from the IAF, Environment Canterbury, and local irrigation/community interests. A six week pilot will begin in May |
| 4 | Value-added production | Mayor Craig Rowley | <ul style="list-style-type: none"> • A meeting has been organised for 28 April 2016 with Commissioner David Caygill on alignment of the irrigation infrastructure and value-added production work programmes |
| 5 | Education and training for a skilled workforce | Mayor David Ayers | <ul style="list-style-type: none"> • Tertiary institutions decided their 'centres of excellence', such as water engineering, need to be paused as two organisations have a lot of change going on – ARA and Lincoln University • Meeting held to develop approach to students transitioning to work – the Education Blueprint due out in a month will help identify areas to partner with government. Connections are being made at the regional level with MSD and MOE to identify opportunities • Approach being made to the local Chinese Confucius Society to gain support and identify ways of increasing the number of classes teaching Chinese in Canterbury |
| 6 | Newcomer and migrant settlement | Mayor Angus McKay | <ul style="list-style-type: none"> • Provided Environment Canterbury with the business case for the resource needed for this workstream |
| 7 | Regional visitor strategy | Mayor Winston Gray | <ul style="list-style-type: none"> • A regional forum for regional and district tourism organisations to be held mid-June 2016 • Consultation with Christchurch Airport and Christchurch & Canterbury Tourism is complete. A final draft has been circulated to Mayors for approval for publication • Letter sent to Prime Minister from the Mayoral Forum on the further expansion of tourism in Canterbury • Work in progress on mapping the availability of free WiFi in Canterbury towns • Discussion on the purchase and installation of solar charging tables |

Canterbury Mayoral Forum

Item 6

Date: 29 April 2016

Presented by: David Caygill, Environment Canterbury

Canterbury Water Management Strategy update

Purpose

This paper updates the Canterbury Mayoral Forum on the Canterbury Water Management Strategy (CWMS).

Recommendations

That the Canterbury Mayoral Forum:

- 1 **note** the progress report on the CWMS.

Progress report

CWMS Zone and Regional Committees

- 1 All committees have approved an annual report to the community. These are being presented to Councils and to Ngāi Tahu Rūnanga through to May.
- 2 Andy Pearce has been reappointed as the Independent Chair of the CWMS Regional Committee through to December 2017.
- 3 There will be a refresh of the community members of the Regional Committee in August.

CWMS 2020 targets

- 4 Environment Canterbury is reviewing the measures and indicators for reporting the 2020 and 2040 targets. This does not include a review of the CWMS targets themselves. The next biennial report on the CWMS targets is due in 2017. A report recommending a set of measures/indicators will be presented to the CWMS Regional Committee and the Canterbury Mayoral Forum.

Infrastructure

Hurunui-Waiau

- 5 The Hurunui Water Project (HWP) has been granted an additional \$520,000 through the Irrigation Acceleration Fund (IAF). HWP is now carrying out an 'Initial Steps Programme' to refine project layout and re-engage with landowners and shareholders. A successful outcome of this work will enable access to \$3.3M in a reserved IAF grant which requires local matching funds to support a full Stage 1 feasibility work programme.
- 6 The Zone Committee continues to encourage the three major entities with an interest in irrigation: HWP, Amuri Irrigation Co. and Ngāi Tahu Farming, to develop a combined infrastructure concept.

Waimakariri

- 7 A large scale water storage proposal for the Waimakariri zone is on hold until final funding is confirmed for feasibility investigations. Consents for Waimakariri Irrigation Ltd to build on-scheme storage are still in Environment Court processes.

Selwyn Waihora

- 8 Design plans for Stages 2 and 3 of Central Plains Water (CPW) are proceeding. Stage 1 construction is complete and planning for Stage 2+ (includes the Sheffield area) is underway with a capital call expected in the first half of 2016. CPW has been granted a nutrient discharge consent consistent with the new Selwyn Waihora plan requirements.

Ashburton

- 9 The Rangitata Diversion Race is progressing a proposal to store water beside its main race near the Rangitata River, with consent lodgement expected in mid-2016.
- 10 Barrhill Chertsey and Rangitata Diversion Race have both appealed the Hinds decision.
- 11 Construction has begun on the Managed Aquifer Recharge pilot in the Hinds area. The project has received funding from the IAF (\$312,000), Environment Canterbury, and local irrigation/community interests. The six-week pilot project will be commissioned on 3 June 2016.

South Canterbury

- 12 The Rangitata South Irrigation Scheme is continuing with sealing of storage and distribution. Waihao Downs Irrigation is operational. Hunter Downs Irrigation continues to refine their scheme design to balance affordability and environmental objectives.
- 13 Environment Canterbury, the CWMS Regional Committee and the three south Canterbury zone committees continue to advance an integrated 'southern Infrastructure' approach. An IAF water resource modelling study and supporting demand study will be completed by June 2016. The work also includes mid Canterbury parties and will assess options such as bringing currently consented Rangitata Diversion Race water into south Canterbury. Potential improvements to Opuha scheme infrastructure and practices are being considered for the 'in-zone' scenario.
- 14 The work in South Canterbury will by June have advanced to a stage where various integrated infrastructure concepts – bringing water from the south, north and/or west - can be assessed for their ability to deliver on all CWMS targets. The work will dovetail into the process of setting environmental limits of the Orari-Temuka-Opihi-Pareora Zone. The next step is to determine the mandate, entities and processes for advancing discussions and determining what infrastructure is best for South Canterbury as a whole.
- 15 A recent capital call by Hunter Downs had sufficient uptake to progress to the next stage of investigations. Closer alignment with the Morven Glenavy Ikawai Scheme is emerging and a new advisory panel has been formed to consider Wainono augmentation options involving both schemes.

Regional planning

- 16 The Canterbury Regional Policy Statement has strong references to the CWMS and provides ongoing statutory support for the vision and principles of the CWMS. The Proposed Land and Water Regional Plan (LWRP) is now operative and sets outcomes

and limits for water quality for urban and rural water bodies. These outcomes and limits can be adjusted at the local level as sub-regional chapters are added.

- 17 A change to the LWRP which revises the regional-level approach to farm nutrient management, and incorporates the Matrix of Good Management, was notified on 13 February 2016.
- 18 Work continues on developing local solution packages with the zone committees and then reflecting the solutions in sub-regional chapters. The table below outlines the current status of all sub-regional processes.

| Zone | Progress | Next steps |
|--|--|---|
| Selwyn Waihora | Plan operative on 1 February 2016 | |
| Ashburton | Three High Court appeals received on the Hinds plan | |
| Lower Waitaki- South Coastal Canterbury | Hearings on a change to the Waitaki Catchment Water Allocation Plan are complete | Awaiting recommendations from Hearing Commissioners |
| | Hearings underway on South Coastal Canterbury streams | Decisions due in April 2016 |
| Banks Peninsula | Hearings for the Wairewa catchment began on 19 April | Decisions due in August 2016 |
| Waitaki catchment (Upper and Lower Waitaki Zones) | Proposed plan change for the Waitaki catchment notified on 13 Feb 2106 | Hearings scheduled for the last quarter of 2016 |
| Opihi-Temuka- Orari-Pareora | Science programme underway | Community consultation ongoing and steps up in 2016, leading to notification in 2017/18 |
| Waimakariri | Science programme underway | Community consultation ongoing and steps up in 2016, leading to notification in 2017/18 |

On-the-ground action: ZIP delivery

- 19 Environment Canterbury has established six zone teams who will prepare and implement work programmes that deliver the zone committees' priorities. Zone managers are working on 2 -5 year work programmes for each zone committee. These teams will work alongside and align with district/city council projects.
- 20 Up to the end of March 2016, \$5.4 million has been approved for 297 projects under the CWMS Immediate Steps Biodiversity programme. In addition, \$800,000 has been spent on regional projects concentrating on the Rakaia/Rangitata headwaters, Wainono Lagoon and fish passage. Restoration and stormwater improvement work continues in urban streams: Lyell Creek (Kaikoura), Riccarton Stream, Addington Brook and Cashmere streams.
- 21 The CWMS Regional Committee has confirmed a set of 11 biodiversity/ecosystem health outcomes (see table below), and recommended that Environment Canterbury and partner agencies (DOC, LINZ, district/city councils, Ngāi Tahu) and others work together toward these outcomes.

| Regional Committee Biodiversity/Ecosystem Health Outcomes |
|--|
| By June 2021: (What we work on) |
| 1. The protection, maintenance and restoration of Canterbury's braided rivers is supported |
| 2. The protection, maintenance and restoration of wetlands is supported |
| 3. Mahinga kai: Longfin eel / tuna is managed in a sustainable way |
| 4. Mahinga kai: Improved fish passage is supported regionally |
| 5. Management plans for ecologically significant habitats, key sites and corridors are in place |
| 6. Support the protection, maintenance and restoration of coastal lagoons, river mouths and spring-fed coastal streams |
| 7. Support is provided to the management of invasive weeds and pests in areas of biodiversity value |
| (How we work) |
| 8. Biodiversity management is co-ordinated and aligned through a joined-up regional approach |
| 10. Community-based organisations are supported to be more effective |
| 11. Biodiversity is woven into working landscape with catchment group support, expertise, tools, and farm environment plans |

Canterbury Mayoral Forum

Item 7

Date: 29 April 2016

Presented by: Jim Palmer, Chair, Chief Executives Forum

Draft Triennial Agreement and Mayoral Forum Charter

Purpose

- 1 This paper asks you to approve the draft Triennial Agreement 2016-2019 and draft Mayoral Forum Charter of Purpose 2016-2019, for inclusion in the briefing to incoming Mayors.

Recommendations

That the Canterbury Mayoral Forum:

- 1 **approve** the draft Triennial Agreement 2016-2019 and draft Mayoral Forum Charter of Purpose 2016-2019, for inclusion in the briefing to incoming Mayors following local body elections in October 2016
- 2 **note** that the Chief Executives Forum will report back to the Mayoral Forum on 24 June 2016 with a draft three-year work programme.

Background

- 2 On 4 December 2015, the Mayoral Forum agreed to develop a briefing to incoming Mayors following local body elections in October 2016, as provided for in section 6 of the Triennial Agreement 2013-2016.
- 3 The Mayoral Forum also agreed to consider a draft triennial agreement and three-year work programme at the April meetings of the Chief Executives Forum and Mayoral Forum.

Draft Triennial Agreement 2016-2019

- 4 Not later than 1 March following local government elections, local authorities within a region are required to enter into a triennial agreement to fulfil the requirements of Section 15 of the Local Government Act 2002. The purpose of triennial agreements is to ensure appropriate levels of communication and co-ordination between local authorities within the region.
- 5 The Canterbury Triennial Agreement 2013–2016:
 - itemises collaborative commitments for 2013–2016
 - assigns primary responsibility for communication, co-ordination and collaboration to the Mayoral Forum, supported by the Chief Executives Forum and other regional and sub-regional forums as required
 - includes a Charter of Purpose for the Mayoral Forum
 - establishes the Chief Executives Forum.

- 6 The Mayoral Forum has a mandate to operate under the Triennial Agreement, which is ratified by all member councils.
- 7 A draft Triennial Agreement and Mayoral Forum Charter of Purpose are appended. Proposed changes/additions are highlighted in these documents, for your consideration.

Draft three-year work programme

- 8 On 26 February 2016, the Mayoral Forum endorsed proposals from the Chief Executives Forum to:
 - engage Peter Winder to review progress on collaboration and shared services in this triennium
 - request a working group of Chief Executives to explore further opportunities for collaboration, including structural and institutional arrangements to more effectively govern and manage the delivery of services, infrastructure and regulatory functions across our region.
- 9 On 4 April 2016 the Chief Executives Forum agreed to defer drafting of a three-year work programme until after the Winder report and working group report have been discussed by the Mayoral Forum in April 2016. The Chief Executives Forum will bring a draft three-year work programme to the Mayoral Forum meeting on 24 June.

CANTERBURY LOCAL AUTHORITIES TRIENNIAL AGREEMENT

1. PURPOSE

Not later than 1 March following triennial local government elections, local authorities within a regional council area are required to enter into a Triennial Agreement (S.15 of the Local Government Act 2002). The purpose of the Triennial Agreement is to ensure appropriate levels of communication, co-ordination and collaboration between local authorities within the region.

The Triennial Agreement is ratified by all member councils.

2. AGREEMENT

The parties:

Ashburton District Council
Canterbury Regional Council (Environment Canterbury)
Christchurch City Council
Hurunui District Council
Kaikōura District Council
Mackenzie District Council
Selwyn District Council
Timaru District Council
Waimakariri District Council
Waimate District Council
Waitaki District Council

agree to work collaboratively and in good faith for the good governance and success of their districts, cities and the region.

As signatories to this Agreement, each local authority will ensure that pursuant to Section 15, Local Government Act, 2002:

- early notification to affected local authorities party to this Agreement through the distribution of draft documentation of major policy initiatives or proposals that may have implications beyond the current geographic boundaries (or for constituent authorities) of the decision-making authority. This includes the requirement of Section 15 (2) of the Local Government Act for consultation on proposals for new regional council activities where the following process will be followed.
- any new significant activity, as defined in Section 16 (1) of the Act, proposed by the Canterbury Regional Council, will be advised to the appropriate meeting of the Canterbury Mayoral Forum, in addition to any Section 16 (1) requirement
- any new activity proposed by the Canterbury Regional Council not considered significant will be advised to the appropriate territorial authorities in the Canterbury Region
- the application of a “no surprises” policy where early notice will be given of potential disagreements between, or actions likely to have significant impact on, other local authorities.

3. COLLABORATION

The local authorities in Canterbury, as signatories to this Agreement, commit to working collaboratively to drive efficiencies and better provide for the needs of their communities through the provision of good quality local infrastructure, local public services and performance of regulatory functions. This collaboration may either be Canterbury wide or on a sub-regional basis.

Collaborative commitment for the 2016-2019 term will include but is not restricted to:

- an effective Canterbury Mayoral Forum (Charter of Purpose attached)
- developing **and voicing** a shared vision for Canterbury
- **continuing to develop and implement the Canterbury Regional Economic Development Strategy, and** advocating on economic and social development opportunities for Canterbury
- **continuing to implement** the Canterbury Water Management Strategy (CWMS)
- integrated transport planning for the region
- **refreshing and** implementing the Urban Development Strategy (UDS) for greater Christchurch
- developing a three-year work programme for the Canterbury Chief Executives Forum, including a framework for collaboration in the governance and management of effective and efficient delivery of services, infrastructure and regulatory functions across the region
- **working through the Canterbury Policy Forum** to address common strategic policy issues, generating where possible common positions **and submissions**, and facilitating the co-ordinated sharing and reporting of information
- implementing a collaborative planning and decision making process including integrated RMA planning
- ensuring effective resilience and response to **civil defence and** emergency management, **and natural hazard risk management.**

4. CANTERBURY MAYORAL FORUM

Co-ordination, communication and collaboration in relation to this Agreement will be primarily through, but not limited to, the Canterbury Mayoral Forum (the Forum). The Forum will meet **at least** three-monthly and operate in accordance with its agreed Charter of Purpose (attached).

The Forum will be supported by:

- the Chief Executives Forum
- **the Canterbury Policy Forum**
- other regional and sub-regional forums **and working groups** as required.

5. CHIEF EXECUTIVES FORUM

There will be a Chief Executives Forum reporting to the Canterbury Mayoral Forum, which will develop a **three-year** work programme that:

- implements and manages collaborative projects and agreed actions of the Canterbury Mayoral Forum
- identifies and escalates strategic issues and opportunities for collaboration on strategy, policy and planning from the Canterbury Policy Forum to the Canterbury Mayoral Forum

- includes a framework for collaboration in the governance and management of effective and efficient delivery of services, infrastructure and regulatory functions across the region.

6. REVIEW AND AGREEMENT TO REVIEW

The parties to the Triennial Agreement will meet to consider and agree on progress on and to amendments, if any, to the agreement annually before the end of each calendar year. In addition, following a request for amendment from any one or more authorities party to this agreement in writing to the **Chair** of the Forum, received at least two weeks prior to the meeting date, the Forum will meet to consider the amendment at the next available Forum meeting.

This Agreement will be placed on the Forum agenda at the final Forum prior to a triennial election to review, with the purpose of recommending changes (if any) to the incoming councils.

7. LOCAL GOVERNMENT STRUCTURE

Notwithstanding the spirit of co-operation and collaboration embodied within this Agreement, the local authorities, individually or collectively, reserve the right to promote, consult, and/or research change to the structure of local government within the Region.

This right is consistent with the intent of effective and efficient governance sought in the Local Government Act 2002, having particular relevance to the ideals of interest and community representation.

Local authorities will participate in the review of the regional council's representation arrangements, as required under statute, and the Mayoral Forum will also participate in the review providing the Forum's views.

8. OTHER AGREEMENTS

This Agreement does not prevent local authorities entering into other agreements among themselves or outside the region to facilitate their responsibilities. Any other such agreement should not be contrary to the purpose and spirit of this Agreement.

9. REGIONAL POLICY STATEMENT REVIEW

This Triennial Agreement will apply to any change, variation or review of the Canterbury Regional Policy Statement.

AUTHORITY

This agreement is signed on this _____ day of _____ 201__ by the following on behalf of their respective authorities:

COUNCIL

SIGNATURE

Ashburton District Council

Canterbury Regional Council

Christchurch City Council

Hurunui District Council

Kaikōura District Council

Mackenzie District Council

Selwyn District Council

Timaru District Council

Waimakariri District Council

Waimate District Council

Waitaki District Council

CANTERBURY MAYORAL FORUM
CHARTER OF PURPOSE 2016–2019

1. NAME

The name of the group shall be **the** Canterbury Mayoral Forum.

2. OBJECTIVES

- (a) To provide a forum to enable **Canterbury councils** to work more collaboratively with each other **and with central government and other key sector leaders in Canterbury** to identify opportunities and solve problems together.
- (b) To identify and prioritise issues of mutual concern and foster co-operation, **co-ordination and collaboration** to address these issues (including where appropriate joint work plans).
- (c) To formulate policies and strategies on matters where all member councils may act collaboratively in determining plans for the co-ordination of regional growth.
- (d) To ensure increased effectiveness of local government in meeting the needs of Canterbury communities.
- (e) To act as an advocate to central government or their agencies or other bodies on issues of concern to members.
- (f) To develop and implement programmes, which are responsive to the needs and expectations of the community.

3. PRINCIPLES

In pursuit of these objectives the Canterbury Mayoral Forum will observe the following principles:

- (a) Establish and maintain close liaison with other local government networks to ensure as far as possible the pursuit of common objectives and the minimisation of duplication.
- (b) Establish and maintain close liaison with Ministers of the Crown and local Members of Parliament.
- (c) Establish and maintain close liaison with a wide number of diverse stakeholders and key sector organisations within the region.
- (d) Exercise its functions with due regard to the tangata whenua and cultural diversity of the Canterbury community.
- (e) Keep the local community informed about its activities.
- (f) Encourage member councils to promote and apply cross-boundary structures and systems.

- (g) Establish a provision for reporting back to its respective Councils.

4. POWERS

- (a) The Canterbury Mayoral Forum shall have the power to:
 - (i) Levy for any or all of its objects in such amount or amounts as may be mutually determined and acceptable to individual local authorities.
 - (ii) determine and make payments from its funds for any or all of the purposes of its objects.
 - (ii) Receive any grant or subsidy and apply monies for the purposes of such grant or subsidy.
 - (iv) Fund appropriate aspects of the Forum's activities regionally.
- (b) The Canterbury Mayoral Forum does not have the power to legally bind any council to any act or decision unless that act or decision has been agreed to by decision of that council.

5. MEMBERSHIP

- (a) Membership of the Canterbury Mayoral Forum shall be open to the following councils.
 - Ashburton District Council
 - Canterbury Regional Council (Environment Canterbury)
 - Christchurch City Council
 - Hurunui District Council
 - Kaikōura District Council
 - Mackenzie District Council
 - Selwyn District Council
 - Timaru District Council
 - Waimakariri District Council
 - Waimate District Council
 - Waitaki District Council
- (b) Each member council shall be represented by its Mayor (or Chairperson in the case of Environment Canterbury) and supported by its Chief Executive. ~~On occasions where the Mayor or Chair cannot attend, [a] council may be represented by its Deputy Mayor or Chair.~~
- (c) The Canterbury Mayoral Forum will have the power to co-opt other members on a permanent and/or issues basis.

6. CHAIRPERSON

- (a) The Canterbury Mayoral Forum shall appoint a Chairperson at the first meeting immediately following the Triennial Elections. This appointment may be reviewed after a period of 18 months.

- (b) The Chairperson elected will preside at all meetings of the Canterbury Mayoral Forum.
- (c) The Canterbury Mayoral Forum shall elect a Deputy Chairperson at the first meeting immediately following the Triennial Elections.
- (d) The Canterbury Mayoral Forum may appoint spokespersons from its membership for issues being considered.

7. MEETINGS

- (a) Meetings will be held as required with an annual schedule, covering a calendar year, to be determined by the members. It is anticipated that meetings would be held three-monthly at venues to be determined.
- (b) Special meetings may be called at the request of four Mayors/Chairpersons.
- (c) A working group of Chief Executives will facilitate preparation of material **for consideration by** the Canterbury Mayoral Forum.
- (d) Agendas for meetings will be issued and minutes **will** be taken and circulated.

8. DECISION MAKING

The practice of the Forum will be to determine issues before it by consensus. If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of the authorities represented at the meeting through the Mayor (or Chair) or their nominated representative.

9. SECRETARIAT

The Canterbury Mayoral Forum will appoint Environment Canterbury to carry out the secretariat function on such terms and conditions as it shall decide for the discharge of duties, including the taking of minutes and the keeping of any books and accounts and attending to any other business of the forum.