

CANTERBURY REGIONAL COUNCIL  
*Kaunihera Taiao ki Waitaha*



# Agenda 2021

## Extraordinary Council Meeting

Date: Wednesday, 6 October 2021

Time: 9.45am

Venue: Council Chamber, 200 Tuam Street, Christchurch





## **Membership**

<b>Chair</b>	Cr Jenny Hughey
<b>Deputy Chair</b>	Cr Peter Scott
<b>Membership</b>	Cr Tane Apanui Cr Phil Clearwater Cr Grant Edge Cr Megan Hands Cr Ian Mackenzie Cr Nicole Marshall Cr Claire McKay Cr Elizabeth McKenzie Cr Craig Pauling Cr Lan Pham Cr Vicky Southworth Cr John Sunckell
<b>Tumu Taiao</b>	Yvette Couch-Lewis Iaeen Cranwell



# Council Meeting

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**1. Mihi/Karakia Timatanga - Opening**

**2. Apologies**

**3. Conflicts of Interest**

## 4. Matters for Council Decision

### 4.1. Delegation of Intensive Winter Grazing submission

#### Council report

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<b>Date of meeting</b>	6 October 2021
<b>Author</b>	Mel Renganathan, Principal Strategy Advisor Water
<b>Responsible Director</b>	Tim Davie, Director Science

#### Purpose

1. The paper asks Council to delegate authority to approve the final submission on the Intensive Winter Grazing discussion document to the Council Chair and Deputy Chair. This is necessary as the consultation period closes on 7 October 2021.

#### Recommendations

That the Council:

1. **delegates authority to the Council Chair and Deputy Chair to approve the final submission on the Intensive Winter Grazing discussion document.**

#### Background

2. Ministry for the Environment (MfE) and Ministry for Primary Industries (MPI) are seeking feedback on the Intensive Winter Grazing (IWG) discussion document released on 26 August 2021. The IWG regulations are part of the Essential Freshwater Work Programme.
3. Consultation on the discussion document ends on 7 October 2021, and staff intend to work with the Natural Environment Committee (NEC) members to develop the submission.
4. With the IWG consultation period ending on 7 October, the timeframe for drafting and approving Environment Canterbury's submission does not easily align with scheduled Council or NEC meetings.
5. A process for the development of a submission, key themes and initial staff advice on the IWG discussion document was provided to NEC members on 14 September via email.
6. This information was also discussed at a Councillor Briefing on Thursday 16 September.

7. Councillors and Tumu Taiao have the opportunity to inform the development of the submission in accordance with the process articulated at their briefing on 16 September 2021. This process included the following steps:
- a. Tuesday 14 September - staff email NEC members an outline of process, key dates and seek feedback on draft key themes.
  - b. Thursday 16 September, Councillor Briefing (30 mins) – staff provide an overview of key themes for the submission and confirm the process that will be used for developing the submission.
  - c. Friday 17 September - NEC members email staff with feedback on key themes and staff advice.
  - d. 20 to 22 September - Staff prepare a draft submission following feedback from NEC members.
  - e. Thursday 23 September - Staff email NEC members a copy of draft submission.
  - f. Monday 27 September - NEC members provide feedback on content of draft submission.
  - g. 28 September to 3 October - Staff refine draft submission.
  - h. 29/30 September - Staff work through NEC Co-Chairs to confirm final submission points.
  - i. Thursday 30 September - Council approval sought for delegated authority to the Council Chair and Deputy Chair to approve the submission.
  - j. Wednesday 6 October – Council Chair and Deputy Chair approve the submission.
  - k. Thursday 7 October – Submission lodged by closing date.

## **Cost, compliance and communication**

### **Financial implications**

8. There are no immediate financial implications associated with the development of the submission. Until the details of the IWG regulations are known, it is difficult to quantify financial implications with any certainty. It is likely that implementation of the IWG regulations may result in additional resource consents being required for some farmers, however the financial implications for the Council are likely to be limited given these activities are cost recoverable.



## **Risk assessment and legal compliance**

9. There are no risks or issues of legal compliance.

## **Engagement, Significance and Māori Participation**

10. There will be less impact on those farms already managing IWG impacts through consents and/or Farm Environment Plans. However, as the IWG regulations cover all stock types new consents will likely be required for a considerable number of farms. Further engagement once the proposed changes are gazetted, will be included as part of our ongoing work to implement the Essential Freshwater work programme.

## **Consistency with council policy**

11. The proposal to delegate approval of the IWG submission to the Council Chair and Deputy Chair is consistent with Council policy.

## **Climate Change Impacts**

12. Climate change impacts are not identified in the IWG discussion document.

## **Communication**

13. The IWG submission will be on the Council's website once approved by the Council Chair and Deputy Chair.

## **Next steps**

14. Staff will continue to develop the submission in accordance with the agreed process outlined in paragraph 8.

## **Attachments**

Nil

<b>Legal review</b>	Catherine Schache
<b>Peer reviewers</b>	Anita Fulton, Olivia Cook

## 4.2. New process for development and approval of Council submissions

### Council report

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<b>Date of meeting</b>	6 October 2021
<b>Author</b>	Olivia Cook, Principal Strategy Advisor
<b>Responsible Director</b>	Katherine Trought, Director Strategy and Planning

### Purpose

1. Council is requested to approve a new process for development and sign-out of Council submissions on central government proposals.
2. A new process will enable submissions to be developed in a timely and efficient manner and provide opportunities for Council and Tumu Taiao to provide input and guidance during the development of submissions.

### Recommendations

#### That the Council:

1. **approves the process for development of Council submissions as set out in Diagram 1, which forms part of this paper.**

### Key points

- The Council is requested to approve a new process for development of Council submissions on central government proposals.
- The proposed process implements a more agile and flexible process while providing opportunities for Council and Tumu Taiao input and feedback into the development of submissions.
- The proposed process was considered and endorsed by the Regional and Strategic Leadership Committee at a meeting on 9 September 2021.
- If approved by Council, the process will be implemented for the development of future submissions.

### Background

3. Environment Canterbury has a duty under the Local Government Act (2002) to make decisions that take account of the interests of its ratepayers and communities.
4. One of the ways in which the Council discharges this responsibility is through lodging submissions on proposals of significance for the Canterbury region.

5. Historically, Council submissions have been developed through Councillor workshops. At workshops, staff brief Councillors on proposals and seek feedback and guidance on the content of the submission. Draft submissions are reviewed by Councillors and the final submission approved either at a Council meeting, or signed-out by the Council Chair under delegated authority.
6. Recently, the Council established four new Standing Committees (and one Sub-Committee) to enable more open and transparent decision-making and ensure a better balance between governance and management decisions.
7. Given the broader membership of Standing Committees (i.e. inclusive of Tumu Taiao), a more uncertain operating environment (COVID-19), and the need for an efficient process, staff consider it timely to review and adapt the process for development of Council submissions.

## Standing Committee membership and roles

8. Table 1 below lists the names of the four new Standing Committees (and one Sub-Committee), along with the names of the respective Co-Chairs.

Table 1 – New Standing Committees and roles

Committee/Sub-Committee	Co-Chairs
Regional and Strategic Leadership Committee	Councillor Hughey / Councillor Scott
Natural Environment Committee	Councillor McKay / Councillor Pauling
Catchment Sub-Committee	Councillor Mackenzie / Tumu Taiao Cranwell
Transport and Urban Development Committee	Councillor Scott / Councillor Edge
Climate Change Action Committee	Councillor McKenzie / Councillor Southworth

9. With the exception of the Catchment Sub-Committee, each of the new Standing Committees is a committee of the whole (i.e. membership extends to all elected members). All elected members therefore have an opportunity to participate in Committee discussions and decisions.
10. In addition to elected members, each Standing Committee includes two Tumu Taiao (Tumu Taiao Couch-Lewis and Tumu Taiao Cranwell). This broader membership enables perspectives and advice of mana whenua to be taken into account by Committees when making decisions.

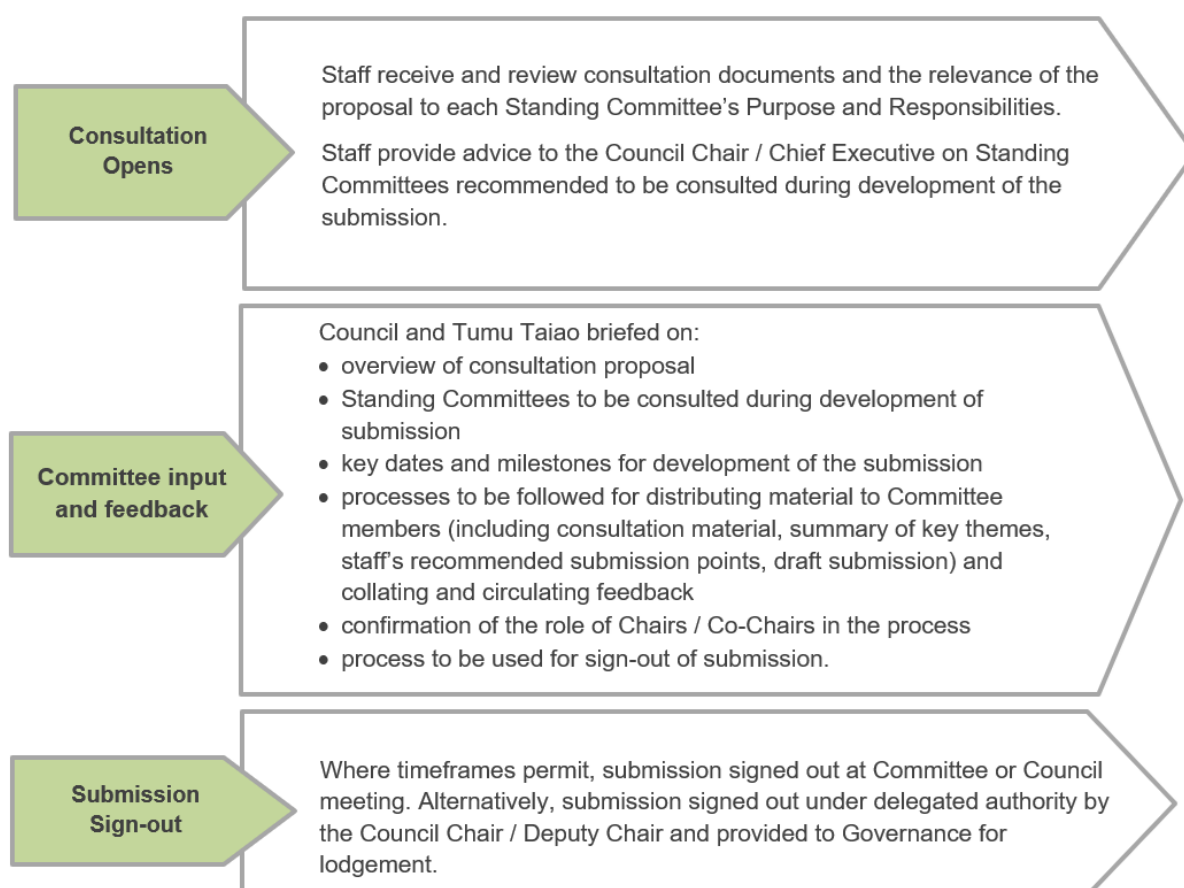
## Principles that have guided the recommended process for development of Council submissions

11. Staff consider a revised process for development of Council submissions should be guided by the following principles:
  - decisions regarding which Standing Committees will be consulted should take into account the Purpose and Responsibilities of each Standing Committee, as set out in each Committee's Terms of Reference.

- staff should support Committee members through the submission process by providing Committee members with key information relating to the content of the proposal, key dates for preparation of the submission, and recommended position statements for feedback and review.
- all members of the relevant Standing Committee should have an opportunity to provide input into the development of the submission.
- the process to develop the submission should be efficient and flexible enough to be able to be adapted to different circumstances.
- the leadership role of Committee Chairs and Co-Chairs should be recognised and utilised through the process.

12. Taking into account the above principles, staff recommend the following three-step process:

**Diagram 1 – Proposed Process for development of Council submissions**



13. The above diagram describes key parts of the process but does not 'lock-down' the methods used to complete different steps. This is deliberate to achieve a balance between certainty on key steps in the process while ensuring flexibility to adapt methods or processes as the need arises. For example, processes used to 'brief' Committees could include committee briefings, councillor workshops or email discussion (or any combination of these) with a decision on the method or forum used

taking into account particular circumstances (e.g. COVID-19 lockdown, committee member absences, time available for consultation, etc).

## **Cost, compliance and communication**

### **Risk assessment and legal compliance**

14. Staff have identified three key risks when designing the proposed process:
  - a. risk of not meeting timeframes for lodgement of the submission;
  - b. risk of the process being too rigid to respond to circumstances; and
  - c. risk of Committee members not having opportunity to input into the submission.
15. The first two risks (a. and b.) are mitigated through a framework that provides flexibility to adapt the process and methods used to develop the submission, as the need arises.
16. The third risk (c.) is mitigated by the fact each of the four new Standing Committees (except the Catchment Sub-Committee) are Committees of the whole. Consequently, all elected members and Tumu Taiao have an opportunity to input into the submission. Given membership of the Catchment Sub-Committee is restricted to eight members, staff recommend this Committee is not used to develop Council submissions.

### **Next steps**

17. If approved by Council, the process will be used to develop future submissions on central government proposals.

### **18. Attachments**

Nil

<b>Legal review</b>	Catherine Schache
<b>Peer reviewers</b>	Cecilia Ellis

## 4.3. Climate Emergency Update

### Council report

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<b>Date of meeting</b>	6 October 2021
<b>Author</b>	Victoria Clare, Strategy Advisor
<b>Responsible Director</b>	Dr Tim Davie, Director of Science

### Purpose

1. Environment Canterbury declared a climate emergency on 16 May 2019, ensuring that climate change is at the centre of the organisation's work and the Council's decision making. As part of its strategic direction, the Council has identified a transformational opportunity to 'lead climate change resilience'.
2. Councillors have requested a standing item that provides a cross-portfolio update on Environment Canterbury's climate change resilience and response work.

### Recommendations

#### That the Council:

1. **receives the update on climate change resilience work at Environment Canterbury**
2. **provides feedback on topics Council would like covered in future climate emergency updates.**

### Background

3. Environment Canterbury is continuing work on climate change under the Long-Term Plan 2021-2031 by progressing the *Climate Change Resilience* programme and integrating climate change initiatives across all portfolios.
4. This month marks the 12-month anniversary of the Climate Emergency Update, which was first included in Council Agenda on 24 September 2020.

### Update

5. When Environment Canterbury became the first council in New Zealand to declare a Climate Emergency on 16 May 2019, it was in recognition of the "significant challenges, risks and opportunities" the changing climate presents in Canterbury and to acknowledge the urgency required.
6. In that declaration Council committed to "increase the visibility of our climate change work".

7. As part of this commitment, for the last 12 months there has been a regular Climate Emergency Update at Council meetings. The first update (called the Climate Resilience Update at the time) was presented to Council on 24 September 2020 and provided information on the *Climate Change Integration* programme (now the *Climate Change Resilience* programme).
8. Since September 2020 there have been nine updates, which have provided visibility to a range of cross-portfolio climate change projects and initiatives, including forestry, youth engagement, natural hazards, biosecurity, and organisational greenhouse gas emissions.
9. In preparing the update, staff work across the organisation to highlight climate related work which can be overlooked or undervalued. The update has received praise from staff and leadership for bringing awareness to the Council and the public on some of the hard work Environment Canterbury undertakes for Canterbury's communities.
10. Because climate change impacts across all five portfolios, it is not possible to include detailed updates on all the related work undertaken over the last year. Staff will continue to work to ensure the updates provided are timely and stimulating, and cover a cross-portfolio scope.
11. Since the first update, all the projects reported on in that update have progressed, some reaching major milestones and others continuing with business-as-usual work, as shown in the table below. Looking back at the first update provides a good opportunity to see how the projects developed over a year.

Topic	In September 2020	In September 2021
Canterbury Climate Change Risk Assessment	Recent release of Interim Risk Screening Report (August 2020) and planning for detailed risk assessment	The phase two Risk Assessment (vulnerability and exposure) is reaching its final stages, on track for public release in November 2021 by the Canterbury Mayoral Forum
Climate Change Decision-Making	Climate change impacts statement to be included in briefing papers to Council	All briefing, Council, Committee, and Executive Leadership Team papers include a climate change impact statement to aid decision making
Climate Change Working Group	Environment Canterbury convenes and provides secretariat support for the working group. Tim Davie, Director of Science appointed as convenor	This work continues with the main focus over the past year being a joint submission on the Climate Change Commission's <i>Ināia tonu nei: a low emissions future for Aotearoa: Advice to the New Zealand Government on its first three emissions</i>

Topic	In September 2020	In September 2021
		<i>budgets and direction for its emissions reduction plan 2022 – 2025; and acting as the project steering group for the Regional Risk Assessment</i>
Science Group - Climate Change Impact Report	Initiation of project to provide details on climate change impacts for Canterbury	Project on track for completion in Quarter 2 2021/22 – for more detail see Climate Emergency Update 8 July 2021
RMA reforms and implications for Environment Canterbury	Randerson Report released in July 2020, recommends three new acts to reform the resource management system	Staff are working to ensure implications for climate change response from reforms to the RMA and other central government-led changes are understood and incorporated into forward work planning
National Emissions Reduction and Adaptation Planning	Climate Change Commission release Statement of Intent and strategic direction	The Ministry for the Environment is preparing the National Emissions Reduction Plan for public consultation in October, and then enactment in line with the May 2022 budget (a delay from previous time of final plan release on 31 December 2021). The Minister is also preparing the National Adaptation Plan for public consultation in early 2022. Environment Canterbury is actively engaged with this progress and will prepare submission on these draft Plans as part of its ongoing advocacy on issues relating to emissions reduction and adaptation planning.

12. The Climate Emergency Update has been on a maturity journey over the past year and will continue to grow and evolve alongside the programmes it reports on.

13. In light of the one-year milestone, and with the changes to the governance structures of Council and the establishment of the Climate Change Action Committee, staff are



reviewing the Climate Emergency Update for opportunities for development and enhancement of content.

14. A part of this review is understanding what future topics could be included in updates and how Environment Canterbury can continue to provide Councillors and the public with high-quality, topical information.
15. Possible future topics could include cross-portfolio topics such as regional transport, the regional risk assessment, climate change impacts on mahinga kai, and updates on Levels of Service, for instance 'It's Time Canterbury' or Climate Action Planning.
16. Staff would like to hear the views of Councillors and Tumu Taiao on the last year of the Climate Emergency Updates and if there are any specific areas of Environment Canterbury's work they would like more climate change related information on.

## Attachments

Nil

<b>Peer reviewers</b>	Luke Carey, Bridget Lange
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## 4.4. Greater Christchurch Partnership and Urban Growth Partnership Memorandum of Agreements

### Council report

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<b>Date of meeting</b>	6 October 2021
<b>Author</b>	Jesse Burgess, Senior Strategy Manager
<b>Responsible Director</b>	Katherine Trought, Director Strategy and Planning

### Purpose

1. The purpose of this report is for the Council to consider the recommendations of the Greater Christchurch Partnership (GCP) Committee to approve the:
  - Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement
  - updated Greater Christchurch Partnership Committee Memorandum of Agreement.

### Recommendations

That the Council:

1. **approves the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (Attachment A) and updated Greater Christchurch Partnership Committee Memorandum of Agreement (Attachment B)**
2. **delegates responsibility to the Greater Christchurch Partnership Independent Chair to make any minor non-material amendments to the Agreements**
3. **delegates responsibility to Chair Jenny Hughey to execute the Agreements**
4. **notes that officers are in discussions with mana whenua representatives on the potential of mana whenua/Ngāi Tahu gifting a name for the Greater Christchurch Urban Growth Partnership Committee**
5. **notes that Chair Jenny Hughey and Councillors Phil Clearwater and Grant Edge remain the appointed members of the Greater Christchurch Partnership Committee until the conclusion of the 2022 triennial general election under Clause 31 of Schedule 7 of the Local Government Act 2002**
6. **notes that once the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (Attachment A) has been approved by all parties to the Agreement, further resolutions will be put before the Council, seeking to:**

- 6.1. resolves to appoint the Greater Christchurch Urban Growth Partnership Committee, in accordance with Clause 30 and Clause 30A of Schedule 7 of the Local Government Act 2002**
- 6.2. appoints the Council's Greater Christchurch Partnership Committee members being Chair Jenny Hughey and Councillors Phil Clearwater and Grant Edge as the appointed members of the Greater Christchurch Urban Growth Partnership Committee until the conclusion of the 2022 triennial general election under Clause 31 of Schedule 7 of the Local Government Act 2002**
- 6.3. resolves under Schedule 7 Clause 30(7) of the Local Government Act 2002 that the Greater Christchurch Partnership Committee and the Greater Christchurch Urban Growth Partnership Committee are not discharged following triennial general elections, in accordance with clause 5.6 of the Memorandum of Agreements**
- 6.4. delegates to the Greater Christchurch Urban Growth Partnership Committee the authority to adopt a new name.**

## **Giving effect to Te Tiriti o Waitangi**

2. The report's recommendations give effect to Te Tiriti o Waitangi in the following ways:
  - Urban Growth Partnerships (UGPs) are a specified partnership between central and local government, and iwi. In a Greater Christchurch context, the GCP is a vehicle for this partnership.
  - The GCP identified strengthening partnership with mana whenua and iwi as a key priority, and an important foundation for the Partnership's wider priorities. This is recognised explicitly in the Memoranda of Agreement through inclusion of:
    - a strengthened commitment to Treaty Partnership and being Te Tiriti led, including a principle to uphold Te Tiriti o Waitangi and its principles, and embody Te Tiriti partnership through its functions and processes
    - a statement that the Partners recognise that Ngāi Tahu holds rangatiratanga as guaranteed under Te Tiriti and as expressed in the Ngāi Tahu Claims Settlement Act 1998 throughout its takiwā
    - a schedule of Papatipu Rūnanga of Ngāi Tahu Whānui and their Respective Takiwā within the context of Greater Christchurch
    - a map that shows marae and the original extent of Māori reserve land.

## **Background and context**

3. The GCP is a longstanding, broad partnership that brings health, iwi, local, regional and central government to the table.
4. The major opportunities and challenges facing communities and the urban area in Greater Christchurch transcend the boundaries of territorial authorities and the statutory functions held by the partner agencies. Strong partnership is essential to leveraging the

investment, resources and tools available in order to effectively deliver on communities' aspirations, respond to opportunities and address challenges facing the sub-region.

5. In July 2020, the Council agreed the focus for the GCP for the year ahead would include developing Greater Christchurch 2050 (GC2050) and focusing on our partnership with central government. One of the objectives was to secure an UGP between the GCP and central government.
6. UGPs are a partnership between the Crown, local government and iwi to advance the Government's Urban Growth Agenda (UGA). The main objective of the UGA is to improve housing affordability, underpinned by affordable land. This objective is supported by wider objectives to:
  - improve choices about the location and type of housing
  - improve access to employment, education and services
  - assist emissions reduction and build climate change resilience
  - enable high quality-built environments while avoiding unnecessary sprawl.
7. These objectives are being pursued through infrastructure funding and financing, spatial planning, urban planning, transport pricing, and legislative change.
8. At the commencement of this triennium, the GCP Committee also noted various aspects of the current Greater Christchurch Partnership Committee Memorandum of Agreement that should be reviewed, including the membership, geographic context and functions. Given the interdependencies, this review was undertaken concurrently with the formation of the UGP.
9. The draft Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement and updated Greater Christchurch Partnership Committee Memorandum of Agreement are included as Attachment A and Attachment B respectively.

## **Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement**

10. The Crown has partnerships in place in Auckland, the Waikato and the Western Bay of Plenty, and is developing partnerships in Greater Wellington, Queenstown Lakes, Northland and Greater Christchurch. An UGP for Greater Christchurch will be an important mechanism for Greater Christchurch Partners to:
  - have a regular dialogue with Ministers on urban challenges and opportunities particular to Greater Christchurch
  - bring to bear and align the wider range of tools (policy and investment) available across local and central government to address urban issues
  - raise the profile and understanding of Greater Christchurch with Ministers and central government officials.

11. Specifically through the UGP, Greater Christchurch Partners will seek to:
  - address the vulnerability of Greater Christchurch's population to climatic change (sea level rise and flooding)
  - maintain and improve housing affordability, particularly for those on lower incomes, while enhancing the protection and regeneration of the natural environment, transitioning to a net zero emissions future, and maintaining access to employment, education and services.
12. The key components of the proposed Greater Christchurch UGP Committee are:
  - Membership – the membership of the UGP Committee would extend the existing GCP Committee with the addition of two Ministers.
  - Role – similar to the GCP Committee, the role of the UGP Committee is to facilitate a collaborative approach, understanding and alignment, but with a broader scope to include the Crown.
  - Priorities – the priorities of the UGP Committee are within the scope of the UGA. These priorities provide the focus for the Partnership and joint work programme between central government and the GCP.
  - Key functions – the key functions are focused on collaboration on strategic urban challenges and opportunities, developing and implementing strategies and plans to achieve shared objectives, and ensuring alignment with and implementation of government policy.
13. The priorities of the Greater Christchurch UGP are as follows:
  - Create a well-functioning and sustainable urban environment.
  - In achieving this, priority will be given to:
    - decarbonising the transport system
    - increasing resilience to natural hazards and the effects of climate change
    - accelerating the provision of quality, affordable housing
    - improving access to employment, education and services.
14. The first joint project of the Greater Christchurch UGP will be a Greater Christchurch spatial plan. This spatial plan will respond to the priorities of the UGP.
15. Officers have advised that there is benefit in developing a new name for the Greater Christchurch UGP – both to distinguish it from the GCP, and to provide an opportunity to profile it more clearly locally and nationally. Officers are in discussions with mana whenua representatives on the potential of mana whenua/Ngāi Tahu gifting a name.
16. To ensure the efficient and effective operations of both Committees, common elements between the UGP and GCP Committees include the Independent Chair, membership of the GCP Committee members, and the operating principles.

## **Greater Christchurch Partnership Committee Memorandum of Agreement**

17. The existing Memorandum of Agreement for the GCP Committee was endorsed by the Committee in April 2017 and remains in place as part of the enduring provisions of the Committee, such that it is not disestablished at the point of local body elections.
18. The GCP Committee recommend that the Greater Christchurch Partnership Committee Memorandum of Agreement be revised. Key proposed updates to the Memorandum of Agreement are:
  - Tiriti led – include a strengthened commitment to Treaty Partnership and being Te Tiriti led. This is further set out in paragraph 2 above.
  - Functions – inclusion of the strategic public transport functions agreed by the GCP Committee to be transferred to the GCP when the Greater Christchurch Public Transport Joint Committee was disestablished in late 2020.
  - Public deputations – the guidelines are amended to be consistent with the administrative authority's (Christchurch City Council's) standing orders.

## **Cost, compliance and communication**

### **Financial implications**

19. The GCP Committee and the work of this Partnership will continue to be supported financially through a central fund, with the following agreed funding formula for Partner Council contributions: Canterbury Regional Council (37.5%), Christchurch City Council (37.5%), Selwyn District Council (12.5%) and Waimakariri District Council (12.5%).
20. The funding required to deliver the work programme for the GCP will be determined by the Chief Executives Advisory Group and will be confirmed through long-term plan and annual plan processes of Partner Councils.
21. The UGP Committee and the work of this Partnership will have the same arrangement as outlined above for the GCP. This includes a central fund and financial contributions by Partner Councils based on the same funding formula. Funding will also be provided by central government as a contribution to the administration of the UGP Committee and the joint secretariat.
22. The Canterbury Regional Council's financial contribution to the GCP was included in the Long-Term Plan 2021-31. Any change required to this financial contribution to support the delivery of the work programmes for the GCP and UGP will need to be considered by the Council through future long-term plan and annual plan processes.

### **Risk assessment and legal compliance**

23. The Memoranda of Agreement for the GCP Committee and the UGP Committee are consistent with the requirements for joint committees as outlined in the Local

Government Act (Clause 30A of Schedule 7), as amended by the Local Government Act 2002 Amendment Act 2014.

### **Engagement, Significance and Māori Participation**

24. The GCP Partners include the Canterbury Regional Council, Christchurch City Council, Selwyn District Council, Waimakariri District Council, Te Runanga o Ngāi Tahu, the Canterbury District Health Board and Waka Kotahi NZ Transport Agency. The UGP for Greater Christchurch will include the GCP Partners with the addition of the Crown.
25. The GCP Committee endorsed the Memoranda of Agreement on 10 September 2021. The GCP Partners will consider the GCP Committee's recommendations related to these Agreements in September and October 2021. Following the GCP Partners approval, Cabinet will consider the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement.

### **Consistency with council policy**

26. The Memoranda of Agreement for the GCP Committee and the UGP Committee do not depart from any agreed and notified council policy.

### **Climate Change Impacts**

27. A key priority of the GCP Committee is to develop GC2050, which will set a vision and plan for Greater Christchurch to achieve intergenerational wellbeing that also responds to climate change and moving towards a zero carbon economy. The priorities of the UGP also has a focus on climate change matters, including decarbonizing the transport system, and increasing resilience to natural hazards and the effects of climate change.

### **Next steps**

28. Following the GCP Partners approval, Cabinet will consider the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement.
29. Ahead of a local authority appointing a Committee, agreement with every other local authority or public body that is to appoint members of the Committee is required under Clause 30A of Schedule 7 of the Local Government Act 2002. Therefore once the Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement has been approved by all parties to the Agreement, the Council will be recommended to appoint this Committee.
30. The first meeting of the UGP Committee is anticipated in early 2022. Officials are currently working with central government officials to develop a schedule of meetings.

## Attachments

1. Attachment A - Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement [**4.4.1** - 12 pages]
2. Attachment B - Greater Christchurch Partnership Committee Memorandum of Agreement [**4.4.2** - 21 pages]

<b>Peer reviewers</b>	Sam Bellamy, Senior Strategy Advisor
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# Memorandum of Agreement

## Greater Christchurch Urban Growth Partnership Committee

[Note name to be determined]

This Memorandum of Agreement is consistent with the requirements for joint committees as outlined in the Local Government Act (Clause 30A of Schedule 7), as amended by the Local Government Act 2002 Amendment Act 2014.

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Dated:	[Ratified] by [INSERT PARTNERS NAMES] on [INSERT DATE]
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INSERT LOGOS

## **Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreement (2021)**

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[INSERT SIGNATURES]

## 1. PURPOSE OF THE AGREEMENT

- 1.1. To outline the voluntary and collaborative approach and governance structure agreed between the Partners to address strategic urban challenges and opportunities for Greater Christchurch.
- 1.2. To comply with the requirements for joint committees as outlined in Clause 30A of Schedule 7 of the Local Government Act 2002.

## 2. CONTEXT

- 2.1. Urban Growth Partnerships are being progressed as part of the Government's Urban Growth Agenda to achieve greater alignment, integration and coordination between central government, local government and mana whenua around housing, land-use, infrastructure planning and investment.
- 2.2. The Partnerships comprise three core components:
  - an enduring Urban Growth Partnership/governance structure; and
  - joint spatial plans outlining how and where areas will grow over 30+ years; and
  - joint work programmes comprising key transformational initiatives.
- 2.3. This Memorandum of Agreement is intended to establish the governance structure for an Urban Growth Partnership with Greater Christchurch that will include overseeing the development and implementation of a joint spatial plan and associated joint work programme.
- 2.4. The value proposition for an Urban Growth Partnership in Greater Christchurch includes:
  - many of the challenges and opportunities facing communities, iwi, councils, and central government transcend the political boundaries and/or functions of the Partners
  - ensuring Ngāi Tahu values and priorities, such as kāinga nohoanga / papakāinga, are reflected and incorporated into strategic planning and decision-making to further recognise and support agreements with the Crown and enriches the bi-cultural heritage within our communities
  - improving the economic, social, cultural and environmental wellbeing of communities requires the application of statutory functions held by a number of local and central public agencies
  - communities have a clear expectation that public agencies must work together efficiently and effectively to deliver agreed community outcomes.
- 2.5. Working in partnership can:
  - demonstrate visible and collaborative leadership
  - build trust and stronger organisational and personal relationships
  - build better understanding of Partners' perspectives and identify shared objectives and areas of alignment
  - result in an agreed joint spatial plan and work programme
  - provide confidence and certainty to stakeholders and the community

- assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others
  - establish a greater level of preparedness in responding to unforeseen events.
- 2.6. While Greater Christchurch is the primary geographic focus area of the Committee, the Committee will give consideration to the role of Greater Christchurch having regard to the takiwā of the respective Papatipu Rūnanga and Ngāi Tahu whānui, along with Canterbury, South Island and national contexts.
- 2.7. The Partners recognise that Ngāi Tahu holds rangatiratanga as guaranteed under Te Tiriti and as expressed in the Ngāi Tahu Claims Settlement Act 1998 throughout its takiwā.

### 3. BACKGROUND

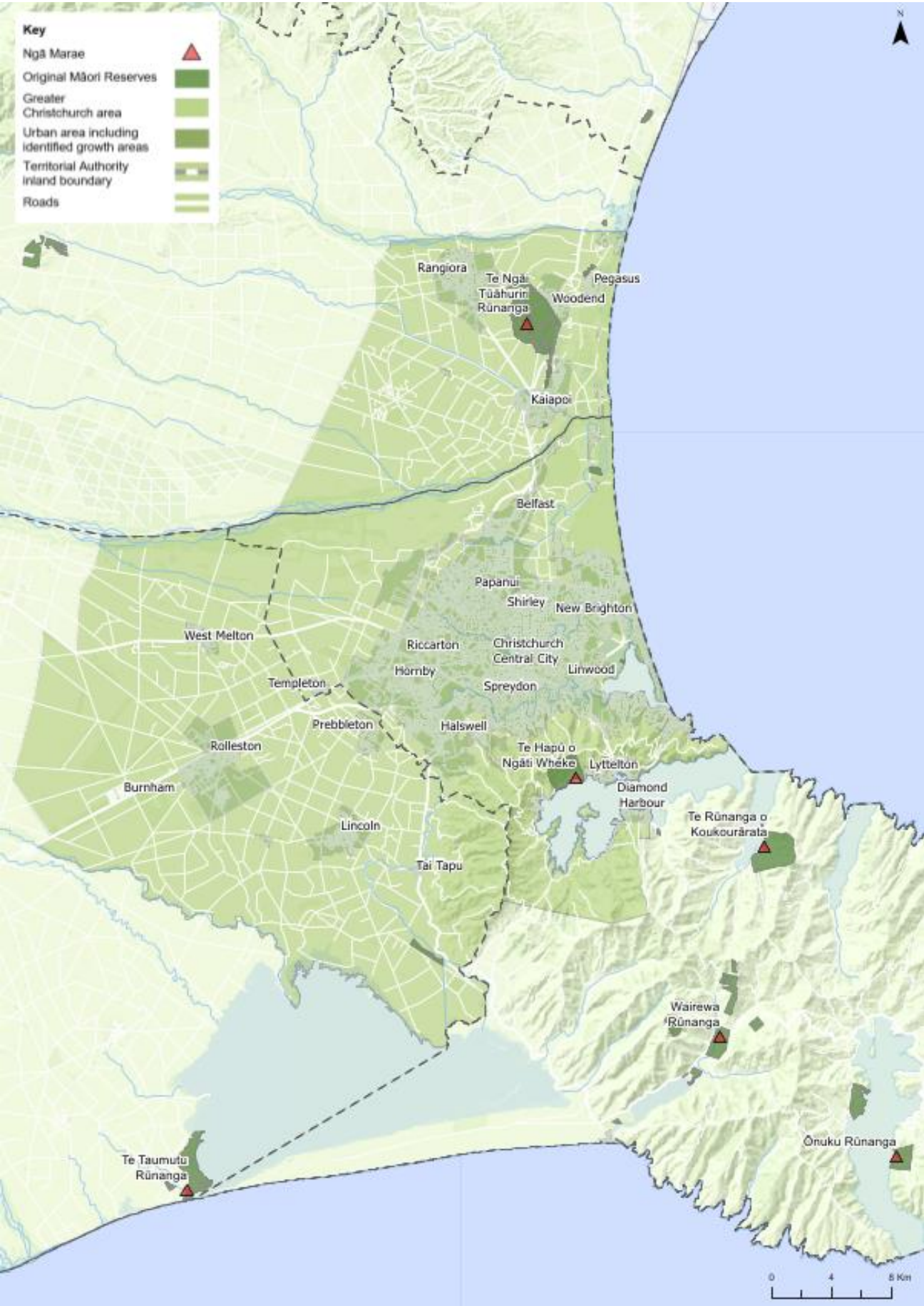
- 3.1. The Greater Christchurch Partnership Committee is a longstanding joint Committee established in 2007 with a focus on land use and transport infrastructure planning in the context of the four well-beings.
- 3.2. In 2021, the Greater Christchurch Partnership Committee and the Crown agreed to form a Greater Christchurch Urban Growth Partnership Committee to work together to advance shared urban growth objectives relating to housing, infrastructure and land use within the context of the Urban Growth Agenda.
- 3.3. The Greater Christchurch Partnership Committee operates alongside the Greater Christchurch Urban Growth Partnership Committee to advance its wider strategic objectives in the context of intergenerational wellbeing where a collaborative approach amongst local partners is beneficial for current and future communities.
- 3.4. The intention is for the Memorandum of Agreements of the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee to include common elements to support the integration and efficient operations of these Committees. The areas which include common elements are:
- Common membership of the Greater Christchurch Partnership Committee members;
  - Independent Chairperson and deputy chairperson;
  - Quorum and conduct of meetings;
  - Delegations;
  - Financial delegations;
  - Limitations of powers;
  - Committee support;
  - Operating principles; and
  - Variations.
- 3.5. The areas of difference between the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreements are:
- Terms of Reference;
  - Meeting frequency; and

- Funding.

#### 4. INTERPRETATION

- i. **Agreement** means this Memorandum of Agreement, including any variations entered into from time to time.
- ii. **Chief Executives Advisory Group** is an advisory group of the Chief Executives of the Partners. This means the Chief Executives of the Greater Christchurch Partnership Committee Partners, and for Urban Growth Partnership Committee matters, the addition of representatives from the Ministry of Housing and Urban Development and the Department of Internal Affairs.
- iii. **Committee** means the Greater Christchurch Urban Growth Partnership Committee.
- iv. **Greater Christchurch** means the area covering the eastern parts of Waimakariri and Selwyn Districts Councils and the metropolitan area of Christchurch City Council, including the Lyttelton Harbour Basin. It includes the towns of Rangiora, Kaiapoi and Woodend/Pegasus to the north and Rolleston, Lincoln and West Melton to the south-west and is shown on the map attached overleaf as Figure 1.
- v. **Greater Christchurch Urban Growth Partnership (or Partnership)** means the voluntary arrangements established to support collaboration amongst the Partners, including the Committee, the Chief Executives Advisory Group and staff advisory, coordination and implementation groups.
- vi. **Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā** means as set out in Schedule 1.
- vii. **Partners** means together Te Rūnanga o Ngāi Tahu, Canterbury Regional Council, Christchurch City Council, Selwyn District Council, Waimakariri District Council, Canterbury District Health Board, Waka Kotahi New Zealand Transport Agency, and the Crown.
- viii. **Senior Officials Group** is a group of Senior Officials of the Partners. This means the Senior Managers of the Greater Christchurch Partnership Committee Partners, and the addition of Senior Officials from the Ministry of Housing and Urban Development and Kāinga Ora Homes and Communities. This group will perform the function of the steering group for the joint spatial plan.
- ix. **Regional Council** means Canterbury Regional Council (operating as Environment Canterbury).
- x. **Territorial Authorities** means Christchurch City Council, Selwyn District Council and Waimakariri District Council.
- xi. **LGA 2002** means the Local Government Act 2002.
- xii. **RMA 1991** means the Resource Management Act 1991.
- xiii. **LTMA 2003** means the Land Transport Management Act 2003.

Figure 1: Map of area referred to as Greater Christchurch



## 5. COMMITTEE MEMBERSHIP

- 5.1. The Committee will have a membership of twenty, comprising nineteen voting members and one non-voting member, made up as follows:
  - i. Two Ministers of the Crown; and
  - ii. The Greater Christchurch Partnership Committee members which are:
    - a. An Independent Chairperson;
    - b. Three representatives appointed by Te Rūnanga o Ngāi Tahu;
    - c. The Chair and two council members from Canterbury Regional Council;
    - d. The Mayor and two council members from Christchurch City Council;
    - e. The Mayor and two council members from Selwyn District Council;
    - f. The Mayor and two council members from Waimakariri District Council;
    - g. The Board Chairperson or a board member of Canterbury District Health Board;
    - h. The Director, Regional Relationships of Waka Kotahi New Zealand Transport Agency, with speaking rights but in a non-voting capacity.
- 5.2. The Partners will each appoint their representatives to the Committee.
- 5.3. The Partners may replace their unspecified representatives from time to time by providing written notice to the Committee confirming the amended appointment.
- 5.4. The Committee may agree to appoint up to two additional non-voting observers from time to time, and for a specified period of time, where such appointments will contribute to and support the work of the Committee.
- 5.5. There is no provision for alternate members, with the exception that the two Ministers of the Crown appointed to the Committee may nominate alternate members in the event that they are unable to attend.
- 5.6. The Committee will not be discharged at the point of each election period (in line with Clause 30(7) of Schedule 7 of the LGA 2002).
- 5.7. Other Partner representatives are welcome to attend and may seek speaking rights.

## 6. INDEPENDENT CHAIRPERSON AND DEPUTY CHAIRPERSON

- 6.1. The Independent Chairperson will be appointed by the Committee and will continue in the role unless otherwise resolved by the Committee or upon a resignation being received.
- 6.2. The Independent Chair will chair the Greater Christchurch Partnership Committee, the Urban Growth Partnership Committee, and the Chief Executives Advisory Group.
- 6.3. Remuneration and contractual arrangements for the Independent Chair will be agreed by the Chief Executives Advisory Group.
- 6.4. A Deputy Chairperson will be appointed by the Committee at the commencement of each triennium, and who shall be a voting member of the Committee. The Deputy Chairperson will continue in the role for the duration of the triennium unless otherwise resolved by the Committee or upon a resignation being received.

6.5. There will be no remuneration for the Deputy Chairperson.

## 7. QUORUM AND CONDUCT OF MEETINGS

- 7.1. The quorum at a meeting of the Committee consists of the majority of the voting members and must include one of the Ministers of the Crown or their alternate.
- 7.2. Other than as noted in this Agreement, the standing orders of the administering Council at the time shall apply.
- 7.3. Voting shall be on the basis of the majority present at the meeting, with no alternates or proxies, aside from those attending as alternates to the Ministers of the Crown.
- 7.4. For the purpose of clause 6.2, the Independent Chairperson:
  - i. has a deliberative vote; and
  - ii. in the case of equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).

## 8. MEETING FREQUENCY

- 8.1. The Committee shall meet quarterly, or as necessary and determined by the Independent Chair in liaison with the Committee.
- 8.2. Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987.

## 9. TERMS OF REFERENCE

- 9.1. The role of the Committee is to:
  - i. Provide strategic direction for the priorities and functions of the Committee.
  - ii. Foster and facilitate a collaborative approach between the Partners to address strategic urban challenges and opportunities for Greater Christchurch which are cross boundary or of sub-regional importance.
  - iii. Enable partners to better understand national and Greater Christchurch context.
  - iv. Enable partners to identify shared objectives and areas of alignment.
- 9.2. The priorities of the Committee are to:
  - i. Create a well-functioning<sup>1</sup> and sustainable urban environment
  - ii. In achieving this, priority will be given to:
    - a. Decarbonising the transport system
    - b. Increasing resilience to natural hazards and the effects of climate change
    - c. Accelerating the provision of quality, affordable housing

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<sup>1</sup> Well-functioning has the meaning as defined in Policy 1, [National Policy Statement on Urban Development 2020](#).



d. Improving access to employment, education and services.

9.3. The functions of the Committee are to:

- i. Provide a forum to collaborate on strategic urban challenges and opportunities.
- ii. Oversee the development and review of a joint spatial plan and implementation of an associated joint work programme.
- iii. Oversee the development and review of other strategies and plans as necessary to enable partners to deliver on the priorities of the Committee.
- iv. In the development of, and to give effect to, the implementation of a joint spatial plan, associated work programme and development of any other strategies and plan as necessary as set out in 9.3 ii-iii, the Committee will:
  - a. Recommend to Partners how funding and resources should be applied to support their development and implementation.
  - b. Undertake wider engagement and consultation as necessary, including where appropriate holding hearings, to assist the development and implementation.
  - c. Recommend to Partners for ratification at individual partner governance meetings.
  - d. Undertake monitoring and reporting on the delivery of adopted strategies and plans.
  - e. Undertake any reviews or updates.
  - f. Ensure alignment with council plans and planning processes, strategies and policies, and evidence.
  - g. Identify and manage risks associated with implementation.
- v. Ensure integrated planning of land-use, housing and infrastructure, including alignment with government policy, such as the National Policy Statement on Urban Development, and advancing opportunities to implement new urban development tools, such as the Infrastructure Funding and Financing Act 2020 and the Urban Development Act 2020.

9.4. In undertaking its role and performing its functions, the Committee will consider seeking the advice of the Chief Executives Advisory Group.

## 10. DELEGATIONS

- 10.1. Establishing, and where necessary amending, protocols and processes to support the effective functioning of the Committee.
- 10.2. Preparing communication and engagement material relevant to the functions of the Committee.
- 10.3. Commissioning and publishing reports relevant to the functions of the Committee.
- 10.4. Undertaking engagement and consultation exercises in support of the functions of the Committee
- 10.5. Selecting an Independent Chair and Deputy Chair in accordance with any process agreed by the Committee and the requirements of the LGA 2002.

- 10.6. Appointing, where necessary, up to two additional non-voting observers to the Committee.

## 11. FINANCIAL DELEGATIONS

- 11.1. The Committee can make financial decisions within an agreed budget envelope and as long as the decision does not trigger any change to the statutory plans prepared under the LGA 2002, the RMA 1991, or the LTMA 2003.

## 12. LIMITATION OF POWERS

- 12.1. In of itself the Committee does not have the authority to commit any Partner to any course of action or expenditure and its recommendations do not compromise the Partners' freedom to deliberate and make decisions.
- 12.2. For the avoidance of doubt, the Partners are under no obligation to accept the recommendations of the Committee.
- 12.3. In accordance with legislative requirements, Partners will retain decision-making and other statutory responsibilities in relation to their functions and responsibilities under the LGA 2002, the RMA 1991, and the LTMA 2003.

## 13. OPERATING PRINCIPLES

- 13.1. The practice of the Committee will be to work to achieve consensus wherever possible to achieve alignment and integration across all Partners.
- 13.2. The Committee will uphold Te Tiriti o Waitangi and its principles and embody Te Tiriti partnership through its functions and process.
- 13.3. The Committee will work in a collaborative and cooperative manner and take into account the interests of all sectors of the community.
- 13.4. The Committee will, at all times, operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

## 14. COMMITTEE SUPPORT

- 14.1. A Partner Council will act as the administrating authority to the Committee and this will be determined by the Chief Executives Advisory Group for each triennium.
- 14.2. The Greater Christchurch Partnership secretariat supports effective functioning of the Partnership and works with the Committee Advisor to provide secretariat support to the Committee.
- 14.3. The Committee is also supported through the provision of advice by the Chief Executives Advisory Group and a Senior Officials Group.
- 14.4. The Chief Executives will each appoint their respective official to the Senior Officials Group.
- 14.5. The Terms of Reference of the Chief Executives Advisory Group and Senior Officials Group will be agreed by the Chief Executives Advisory Group.

## 15. PARTNERSHIP FUNDING

- 15.1. The Committee and the collaborative work of the Urban Growth Partnership is supported financially through the provision of a central fund, which includes meeting the costs associated with the roles of Independent Chair and the secretariat.
- 15.2. The Partner Councils funding will be met through the following cost share (Canterbury Regional Council (37.5%), Christchurch City Council (37.5%), Selwyn District Council (12.5%), Waimakariri District Council (12.5%).
- 15.3. Funding will also be provided by central government as a contribution to the administration of the Committee and the joint secretariat at an amount to be agreed.
- 15.4. Annual financial contributions will be determined by the CEAG as part of the annual plan processes of Partner Councils and with reference to the agreed annual work programme of the Partnership.
- 15.5. Partners may make supplementary financial contributions to assist effective Partnership working and the delivery of agreed collaborative work programmes.
- 15.6. For the avoidance of doubt, the successful achievement of strategic goals and implementation of agreed actions within agreed strategies and plans relies on the alignment of individual Partner resources through annual plans, long term plans and other funding processes.

## 16. COMMUNICATIONS

- 16.1. For general matters the Deputy Chair and a nominated Minister of the Committee or their delegate shall be the spokesperson.
- 16.2. For Partner-specific matters the relevant Partner representatives shall be the spokespeople.
- 16.3. For specific projects the Committee may nominate a spokesperson.
- 16.4. For day-to-day operational matters the Partnership Manager shall be the spokesperson.

## 17. VARIATIONS

- 17.1. The Committee may, at any time, make a recommendation to voting member Partners to vary this Agreement.
- 17.2. A recommendation to vary this Agreement must be ratified at the governance meetings of all the individual voting member Partners.
- 17.3. Any variation to this Agreement will be attached to a copy of this document.

## SCHEDULE 1

## Schedule of Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā<sup>2</sup> within the context of Greater Christchurch

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Te Ngāi Tūāhuriri Rūnanga	The takiwā of Te Ngāi Tūāhuriri Rūnanga centres on Tuahiwi and extends from the Hurunui to Hakatere, sharing an interest with Arowhenua Rūnanga northwards to Rakaia and thence inland to the Main Divide.
Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga	The takiwā of Rāpaki Rūnanga centres on Rāpaki and includes the catchment of Whakaraupō and Te Kaituna.
Te Rūnanga o Koukourārata	The takiwā of Te Rūnanga o Koukourārata centres on Koukourārata and extends from Pohatu Pā to the shores of Te Waihora including Te Kaituna.
Wairewa Rūnanga	The takiwā of Wairewa Rūnanga centres on Wairewa and the catchment of the lake Te Wairewa and the hills and coast to the adjoining takiwā of Koukourārata, Onuku Rūnanga and Taumutu Rūnanga.
Ōnuku Rūnanga	The takiwā of Ōnuku Rūnanga centres on Ōnuku and the hills and coasts of Akaroa to the adjoining takiwā of Te Rūnanga o Koukourārata and Wairewa Rūnanga.
Taumutu Rūnanga	The takiwā of Taumutu Rūnanga centres on Taumutu and the waters of Te Waihora and adjoining lands, and shares a common interest with Te Ngāi Tūāhuriri Rūnanga and Te Rūnanga o Arowhenua in the area south to Hakatere.

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<sup>2</sup> As described in the Schedule of the Order in Council Te Rūnanga o Ngāi Tahu (Declaration of Membership) Order 2001. More detailed description is available in the Mahaanui Iwi Management Plan 2013.



**Greater Christchurch  
Partnership**

**Te Tira Tū Tahi**  
One Group, Standing Together

# Memorandum of Agreement

## Greater Christchurch Partnership Committee

This Memorandum of Agreement is ~~compliant~~ consistent with the requirements for joint committees as outlined in the Local Government Act (Clause 30A of Schedule 7), as amended by the Local Government Act 2002 Amendment Act 2014.

This Memorandum of Agreement includes, as part of the Agreement, the following appendices:

- the Committee protocol for the resolution of conflicting views
- the Public Deputations guidelines for the Committee
- the Communications Protocol (and associated Regeneration Protocol) for the Committee

Dated:	[INSERT DATE]
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**Greater Christchurch Partnership Committee  
Memorandum of Agreement (~~2017~~2021)**

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[INSERT SIGNATURES]

## 1. PURPOSE OF THE AGREEMENT

- 1.1. To outline the voluntary and collaborative approach agreed between the Partners to address strategic challenges and opportunities for Greater Christchurch.
- 1.2. To comply with the requirements for joint committees as outlined in Clause 30A of Schedule 7 of the Local Government Act 2002.

## 2. ~~BACKGROUND~~CONTEXT

2.1. The value proposition for collaboration across Greater Christchurch is strong:

- many of the challenges and opportunities facing communities, iwi, and Ceouncils in Greater Christchurch transcend the political boundaries and/or functions of the Partners ~~of its territorial authorities~~
- ensuring Ngāi Tahu values and ~~aspirations~~ priorities, such as kāinga nohoanga / papakāinga, are reflected and incorporated into strategic planning and decision-making to further recognises and supports agreements with the Crown and enriches the bi-cultural heritage within our communities.
- improving the economic, social, cultural and environmental wellbeing of communities requires the application of statutory functions held by a number of local and central public agencies
- communities have a clear expectation that public agencies must work together efficiently and effectively to deliver agreed community outcomes

2.2. Working in partnership can ~~therefore~~:

- demonstrate visible and collaborative leadership
- build trust and stronger organisational and personal relationships
- ~~enable Partners to build~~ better understanding ing of individual Partners' perspectives and identify shared objectives and areas of alignment
- result in an agreed framework in which to progress individual initiatives and provide confidence and certainty to stakeholders and the community
- assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others
- establish a greater level of preparedness in responding to unforeseen events.

2.3. While Greater Christchurch is the primary geographic focus area of the Committee, the Committee will give consideration to the role of Greater Christchurch having regard to the takiwā of the respective Papatipu Rūnanga and Ngāi Tahu whānui, along with Canterbury, South Island and national contexts.

2.3.2.4. The Partners recognise that Ngāi Tahu holds rangatiratanga as guaranteed under Te Tiriti and as expressed in the Ngāi Tahu Claims Settlement Act 1998 throughout its takiwā.

### 3. BACKGROUND

2.4.3.1. The Greater Christchurch Partnership Committee is a further evolution of the Greater Christchurch Urban Development Strategy Implementation Committee (UDSIC). The latter was formally established in 2007 with the adoption of the Greater Christchurch Urban Development Strategy (UDS) to oversee implementation the Strategy.

2.5.3.2. Subsequently the UDSIC also provided a forum to advance earthquake recovery matters and resilience planning. In so doing the UDSIC expanded and strengthened its representation to include Te Rūnanga o Ngāi Tahu, the Canterbury District Health Board (CDHB) and the Greater Christchurch Group of the Department of the Prime Minister and Cabinet.

3.3. The Partnership subsequently developed and adopted a number of strategies, including ~~In 2016 the UDSIC adopted the the~~ UDS Update (2016) and the Resilient Greater Christchurch Plan (2016), Our Space 2018-2048 (2019) as the future development strategy for Greater Christchurch, and Greater Christchurch Mode Shift Plan (2020).

3.4. In 2020, the Greater Christchurch 2050 project was established to set a vision and plan for Greater Christchurch to achieve intergenerational wellbeing that also responds to climate change and moving towards a zero carbon economy.

3.5. In 2021, the Greater Christchurch Partnership Committee and the Crown agreed to form a Greater Christchurch Urban Growth Partnership Committee to work together to advance shared urban growth objectives relating to housing, infrastructure and land use within the context of the Urban Growth Agenda.

3.6. The Greater Christchurch Partnership Committee operates alongside the Greater Christchurch Urban Growth Partnership Committee to advance its wider strategic objectives in the context of intergenerational wellbeing where a collaborative approach amongst local partners is beneficial for current and future communities.

3.7. The intention is for the Memorandum of Agreements of the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee to include common elements to support the integration and efficient operations of these Committees. The areas which include common elements are:

- Committee membership - common membership of the Greater Christchurch Partnership Committee members;
- Independent Chairperson and deputy chairperson;
- Quorum and conduct of meetings;
- Delegations;
- Financial delegations;
- Limitations of powers;
- Committee support;
- Operating principles; and
- Variations.

3.8. The areas of difference between the Greater Christchurch Partnership Committee and Greater Christchurch Urban Growth Partnership Committee Memorandum of Agreements are:



- Terms of Reference;
- Meeting frequency; and
- Funding.

### 3.4. INTERPRETATION

- i. **Agreement** means this Memorandum of Agreement with its Schedules, including any variations entered into from time to time.
- ii. **Committee** means the Greater Christchurch Partnership Committee.
- ~~ii.iii.~~ **Chief Executives Advisory Group** is an advisory group of the Chief Executives of the Partners. This means the Chief Executives of the Greater Christchurch Partnership Committee Partners, and for Urban Growth Partnership Committee matters, the addition of representatives from the Ministry of Housing and Urban Development and the Department of Internal Affairs.
- ~~iii.iii.~~ **Greater Christchurch** means the area covering the eastern parts of Waimakariri and Selwyn Districts Councils and the metropolitan area of Christchurch City Council, including the Lyttelton Harbour Basin. It includes the towns of Rangiora, Kaiapoi and Woodend/Pegasus to the north and Rolleston, Lincoln and West Melton to the south-west and is shown on the map attached overleaf as Figure 1.
- ~~iv.v.~~ **Greater Christchurch Partnership (or Partnership)** means the voluntary arrangements established to support collaboration amongst the Partners, including the Committee, the Chief Executives Advisory Group and staff advisory, coordination and implementation groups.
- vi. **Partners** means together Canterbury Regional Council, Christchurch City Council, Selwyn District Council, Waimakariri District Council, Te Rūnanga o Ngāi Tahu, Canterbury District Health Board, and Waka Kotahi New Zealand Transport Agency. ~~Regenerate Christchurch and the Greater Christchurch Group of the Department of the Prime Minister and Cabinet.~~
- ~~v.vii.~~ **Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā** means as set out in Schedule 1.
- ~~vi.viii.~~ **Senior Managers Group** is a group of Senior Managers of the Partners. This means Senior Managers of the Greater Christchurch Partnership Committee Partners, and for Urban Growth Partnership Committee matters, the addition of Senior Officials from the Ministry of Housing and Urban Development and Kāinga Ora Homes and Communities whom collectively form the Senior Officials Group.
- ~~vii.ix.~~ **Strategic framework** means the agreed overarching Strategy of the Partnership, supported by any other partnership strategies, plans and programmes necessary to support a collective approach to improving intergenerational wellbeing in Greater Christchurch through addressing strategic challenges and opportunities. ~~manage growth and address urban development, regeneration, resilience and long-term economic, social, cultural and environmental wellbeing for Greater Christchurch. Currently the overarching Strategy is documented through the Greater Christchurch Urban Development Strategy (2007) and complemented by the Strategy Update (2016).~~
- ~~viii.x.~~ **Regional Council** means Canterbury Regional Council (operating as Environment Canterbury).

~~ix-xi.~~ **Territorial Authorities** means Christchurch City Council, Selwyn District Council and Waimakariri District Council.

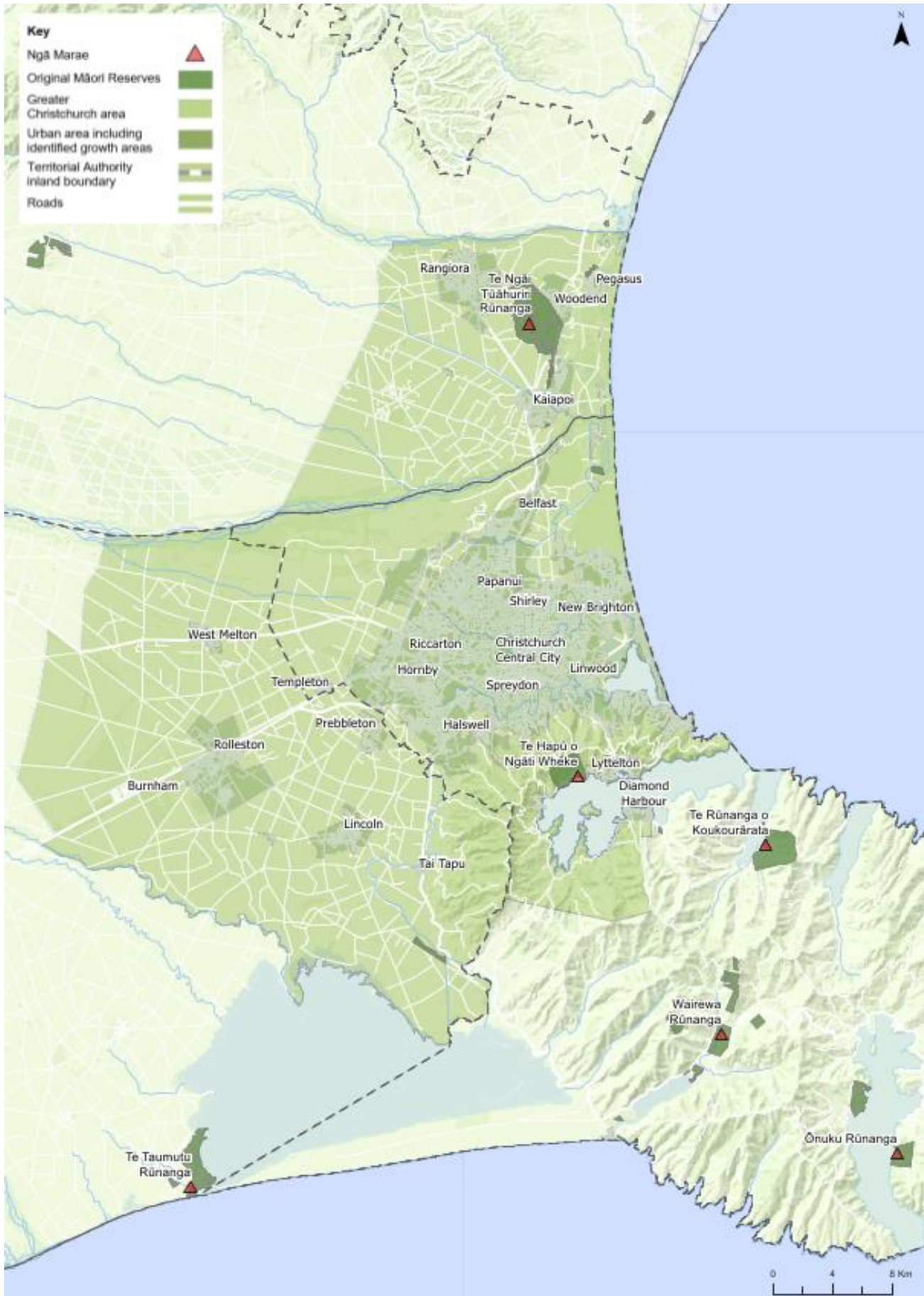
~~x-xii.~~ **LGA 2002** means the Local Government Act 2002.

~~xi-xiii.~~ **RMA 1991** means the Resource Management Act 1991.

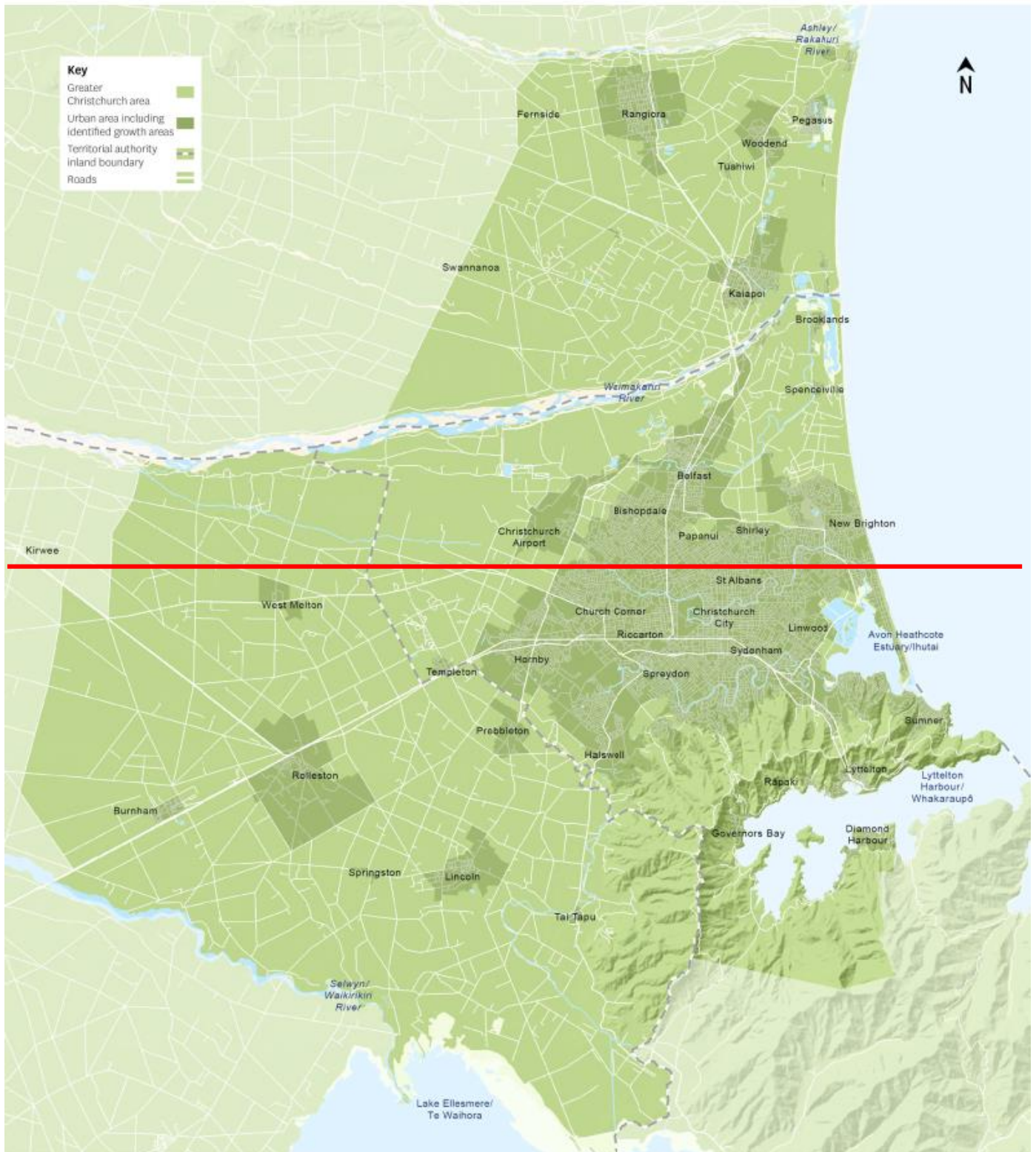
~~xii-xiv.~~ **LTMA 2003** means the Land Transport Management Act 2003.

~~xiii-xv.~~ ~~**GCRA 2016** means the Greater Christchurch Regeneration Act 2016.~~

Figure 1: Map of area referred to as Greater Christchurch







#### 4.5. COMMITTEE MEMBERSHIP

5.1. The Committee will have a membership of ~~twentyeighteen~~, comprising seventeen voting members and ~~three one~~ non-voting members, made up as follows:

- i. An Independent Chairperson;
- ii. The Chair and two council members from Canterbury Regional Council;
- iii. The Mayor and two council members from Christchurch City Council;
- iv. The Mayor and two council members from Selwyn District Council;
- v. The Mayor and two council members from Waimakariri District Council;
- vi. ~~The Kaiwhakahaere of Te Rūnanga o Ngāi Tahu and two~~ Three representatives appointed by Te Rūnanga o Ngāi Tahu
- vii. The Board Chairperson or a board member of Canterbury District Health Board;
- viii. The Director, Regional Relationships of ~~the Waka Kotahi~~ New Zealand Transport Agency, with speaking rights but in a non-voting capacity.
  - i. ~~The Chief Executive of Regenerate Christchurch, with speaking rights but in a non-voting capacity~~
  - ii. ~~The Director of the Greater Christchurch Group of the Department of the Prime Minister and Cabinet, with speaking rights but in a non-voting capacity~~

5.2. The Partners will each appoint their representatives to the Committee.

~~4.1.5.3.~~ The Partners may replace their unspecified representatives from time to time by providing written notice to the Committee confirming the amended appointment.

~~4.2.5.4.~~ The Committee may agree to appoint up to two additional non-voting observers from time to time and for a specified period of time where such appointments will contribute to and support the work of the committee.

~~4.3.5.5.~~ There is no provision for alternates. Other Partner representatives are welcome to attend and may seek speaking rights.

~~4.4.5.6.~~ The Committee will not be discharged at the point of each election period (in line with Clause 30(7) of Schedule 7 of the LGA 2002.

#### 5.6. INDEPENDENT CHAIRPERSON AND DEPUTY CHAIRPERSON

6.1. The Independent Chairperson will be appointed by the Committee and will continue in the role unless otherwise resolved by the Committee or upon a resignation being received.

~~5.1.6.2.~~ The Independent Chair will chair the Greater Christchurch Partnership Committee, the Urban Growth Partnership Committee, and the Chief Executives Advisory Group.

~~5.2.6.3.~~ Remuneration and contractual arrangements for the Independent Chair will be agreed by the Chief Executives Advisory Group.

~~5.3.6.4.~~ A Deputy Chairperson will be appointed by the Committee at the commencement of each triennium, and who shall be a voting member of the Committee. The Deputy Chairperson will continue in the role for the duration of the

triennium unless otherwise resolved by the Committee or upon a resignation being received.

~~5.4.6.5.~~ There will be no remuneration for the Deputy Chairperson.

## ~~6.7.~~ QUORUM AND CONDUCT OF MEETINGS

~~7.1.~~ The quorum at a meeting of the Committee consists of the majority of the voting members.

~~6.4.7.2.~~ Other than as noted in this Agreement, the standing orders of the administering Council at the time, shall apply.

~~6.2.7.3.~~ Voting shall be on the basis of the majority present at the meeting, with no alternates or proxies.

~~6.3.7.4.~~ For the purpose of clause 6.2, the Independent Chairperson:

- i. has a deliberative vote; and
- ii. in the case of equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).

## ~~7.8.~~ MEETING FREQUENCY

~~7.1.8.1.~~ Notification of meetings and the publication of agendas and reports shall be conducted in accordance with the requirements of Part 7 of the Local Government Official Information and Meetings Act 1987.

~~7.2.8.2.~~ The Committee shall meet monthly, or as necessary and determined by the Independent Chair in liaison with the Committee.

~~7.3.8.3.~~ The Committee welcomes external speakers by deputation however the right to speak at meetings must be in accordance with the adopted public deputation guidelines of the Committee.

## ~~8.9.~~ TERMS OF REFERENCE

~~8.1.9.1.~~ The role of the Committee is to:

- i. Foster and facilitate a collaborative approach between the Partners to address strategic challenges and opportunities for Greater Christchurch.
- ii. Show clear, decisive and visible collaborative strategic leadership amongst the Partners, to wider stakeholders, agencies and central government and to communities across Greater Christchurch.
- iii. Enable Partners to better understand individual perspectives and identify shared objectives and areas of alignment.
- iv. Assist information sharing, efficient and effective working, and provide a stronger voice when advocating to others.
- ii.v. Establish, and periodically review, an agreed strategic framework to support a collective approach to improving intergenerational wellbeing in Greater Christchurch through addressing strategic challenges and opportunities.  
~~manage growth and address urban development, regeneration, resilience~~

~~and long-term economic, social, cultural and environmental wellbeing for Greater Christchurch~~

~~iii.vi.~~ Oversee implementation of strategies and plans endorsed by the Committee and ratified at individual Partner governance meetings, including through the adoption and delivery of an annual joint work programme.

~~iv.vii.~~ Ensure the Partnership proactively engages with other related partnerships, agencies and organisations critical to the achievement of its strategic ~~goals~~functions.

~~8.2.9.2.~~ The functions of the Committee are to:

- i. Establish, and periodically review, an agreed strategic framework to support a collective approach to improving intergenerational wellbeing in Greater Christchurch. ~~manage growth and address urban development, regeneration, resilience and long-term economic, social, cultural and environmental wellbeing for Greater Christchurch. This is currently expressed through the Greater Christchurch Urban Development Strategy (2007) and the associated Strategy Update (2016).~~
- ii. As required, develop new and review existing strategies and plans to enable Partners to work more collaboratively with each other and to provide greater clarity and certainty to stakeholders and the community. Existing strategies and plans endorsed by the Greater Christchurch Partnership Committee or endorsed by the UDSIC and inherited by this Committee are published on the Partnership's website.
  - ~~a. Greater Christchurch Urban Development Strategy (2007)~~
  - ~~b. Greater Christchurch Travel Demand Management Strategy and Action Plan (2009)~~
  - ~~c. Greater Christchurch Urban Development Strategy Action Plan (2010)~~
  - ~~d. Greater Christchurch Transport Statement (2012)~~
  - ~~e. Greater Christchurch Freight Study and Action Plan (2014/15)~~
  - ~~f. Greater Christchurch Urban Development Strategy Update (2016)~~
  - a. Resilient Greater Christchurch Plan (2016)
- iii. Recommend to Partners for ratification at individual partner governance meetings any new or revised strategies and plans.
- iv. Adopt and monitor the delivery of an annual joint work programme to deliver on strategic goals and actions outlined in adopted strategies and plans.
- v. Undertake reporting on the delivery of adopted strategies and plans, including in relation to an agreed strategic outcomes framework.
- vi. Identify and manage risks associated with implementing adopted strategies and plans.
- vii. Establish and maintain effective dialogue and relationships (through meetings, forums and other communications) with other related partnerships, agencies and organisations to the support the role of the Committee, including but not limited to:



- a. Waka Toa Ora (Healthy Greater Christchurch) ~~(and any similar arrangements in Selwyn and Waimakariri Districts) and other health partnerships~~
- b. ~~Safer Christchurch (and any similar arrangements in Selwyn and Waimakariri Districts)~~
- c. ~~Greater Christchurch Public Transport Joint Committee~~
- d. Canterbury Mayoral Forum
- e. ~~New Zealand Police and other emergency services~~
- f. Tertiary institutions and educational partnerships
- g. ~~Regeneration agencies, including Ōtakaro Limited and Development Christchurch Limited~~
- h. Strategic infrastructure providers
- i. Government departments
- viii. Undertake wider engagement and consultation as necessary, including where appropriate seeking submissions and holding hearings, to assist the development of any strategies and plans.
- ix. Advocate to central government or their agencies or other bodies on issues of concern to the Partnership, including through the preparation of submissions (in liaison with the Canterbury Mayoral Forum as necessary).
- x. For the avoidance of doubt, the Committee's strategic transport functions include:
  - a. Consider key strategic transport issues, national policies and public transport associated collaborative business cases.
  - b. Develop the Greater Christchurch component of the Regional Public Transport Plan and recommend to the Canterbury Regional Council for approval, when required.
  - c. Monitor the delivery of the strategic public transport work programme in Greater Christchurch.

~~8.3.9.3.~~ In undertaking its role and performing its functions the Committee will consider seeking the advice of the Chief Executives Advisory Group.

## 9.10. DELEGATIONS

- ~~9.1.10.1.~~ Establishing, and where necessary, amending, protocols and processes to support the effective functioning of the Committee, including but not limited to those relating to the resolution of conflicting views, communications and public deputations.
- 10.2. Preparing communication and engagement material and publishing reports relevant to the functions of the Committee.
- ~~9.2.10.3.~~ Commissioning and publishing reports relevant to the functions of the Committee.
- 10.4. Undertaking engagement and consultation exercises in support of the terms of reference and functions of the Committee.



~~9.3.10.5.~~ Selecting an Independent Chair and Deputy Chair in accordance with any process agreed by the Committee and the requirements of the LGA 2002.

~~9.4.10.6.~~ Making submissions, as appropriate, on Government proposals and other initiatives relevant to the role of the Committee.

~~9.5.10.7.~~ Appointing, where necessary, up to two additional non-voting observers to the Committee.

#### ~~10.11.~~ FINANCIAL DELEGATIONS

~~10.4.11.1.~~ The Committee can make financial decisions within an agreed budget envelope and as long as the decision does not trigger any change to the statutory plans prepared under the LGA 2002, the RMA 1991, or the LTMA 2003.

#### ~~11.12.~~ LIMITATION OF POWERS

~~11.1.12.1.~~ In of itself the Committee does not have the authority to commit any Partner to any course of action or expenditure and its recommendations do not compromise the Partners' freedom to deliberate and make decisions.

~~11.2.12.2.~~ For the avoidance of doubt, the Partners are under no obligation to accept the recommendations of the Committee.

~~11.3.12.3.~~ In accordance with legislative requirements Partners will retain decision-making and other statutory responsibilities in relation to their functions and responsibilities under the LGA 2002, the RMA 1991, and the LTMA 2003, and, ~~where relevant, the GCRA 2016.~~

#### ~~12.13.~~ OPERATING PRINCIPLES

~~13.1.~~ The practice of the Committee will be to work to achieve consensus wherever possible to achieve alignment and integration across all Partners.

~~12.4.13.2.~~ The Committee will uphold Te Tiriti o Waitangi and its principles and embody Te Tiriti partnership through its functions and processes.

~~12.2.13.3.~~ In making recommendations and when preparing strategies and plans the Committee will operate within the principle of subsidiarity where decision-making is the responsibility of individual Partners unless it would be more effective and/or improved outcomes could be achieved for the matter to be ~~resolved-considered~~ through collaborative agreement.

~~12.3.13.4.~~ The Committee will work in a collaborative and cooperative manner and take into account the interests of all sectors of the community.

~~12.4.13.5.~~ The Committee will at all times operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

#### ~~13.14.~~ COMMITTEE SUPPORT

~~13.1.14.1.~~ A Partner Council will act as the administering authority to the Committee and this will be determined by the CEAG for each triennium.

~~13.2.~~ ~~The administering authority will cover the costs associated with the provision of secretariat support from its staff.~~

- ~~13.3.~~14.2. A dedicated ~~Implementation Manager~~secretariat supports effective functioning of the Partnership and works with the Committee Advisor to provide secretariat support to the Committee.
- 14.3. The Committee is also supported through the provision of advice by the Chief Executives Advisory Group and, where required, that of staff advisory, coordination and implementation groups.
- 14.4. The Chief Executives will each appoint their respective official to the Senior Managers Group.
- ~~13.4.~~14.5. The Terms of Reference of the Chief Executives Advisory Group and Senior Managers Group will be agreed by the Chief Executives Advisory Group.

## PARTNERSHIP FUNDING

- ~~13.5.~~14.6. The Committee and the collaborative work of the Partnership is supported financially through the provision of a central fund, which includes meeting the costs associated with the roles of Independent Chair and ~~Implementation Manager~~the secretariat.
- ~~13.6.~~14.7. The agreed funding formula for this financial contribution is ~~Environment Canterbury~~Regional Council (37.5%); Christchurch City Council (37.5%); Selwyn District Council (12.5%) and Waimakariri District Council (12.5%).
- ~~13.7.~~14.8. Annual financial contributions will be determined by the CEAG as part of the annual plan processes of ~~P~~partner Councils and with reference to the agreed annual work programme of the Partnership.
- ~~13.8.~~14.9. ~~Other~~ Partners may ~~from time to time~~ make supplementary financial contributions to assist effective Partnership working and the delivery of agreed collaborative work programmes.
- ~~13.9.~~14.10. \_\_\_\_\_ For the avoidance of doubt, the successful achievement of strategic goals and implementation of agreed actions within existing strategies and plans relies on the alignment of individual Partner resources through annual plans, long term plans and other funding processes.

## ~~14.15.~~ VARIATIONS

- ~~14.1.~~15.1. The Committee may, at any time, make a recommendation to voting member Partners to vary this Agreement.
- ~~14.2.~~15.2. A recommendation to vary this Agreement must be ratified at the governance meetings of all the individual voting member Partners.
- ~~14.3.~~15.3. Any variation to this Agreement will be attached to a copy of this document.

## APPENDIX 1

### Greater Christchurch Partnership Committee

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#### Resolution of Conflicting Views

The parties acknowledge the need for a mechanism to resolve any conflicting points of view that may arise from time to time and a mechanism by which any member(s) of the Committee may request its use to ensure that any matter or issue is given fair and reasonable consideration prior to formal consideration by the Committee.

**For the purpose of conflict resolution the following procedures should apply:**

- Any member(s) of the Committee may feel that further discussion, evaluation or consideration is required prior to moving forward on a particular matter.
- It is proposed that in such situations, any member(s) may request the referral of such matters for further review. It is noted that this mechanism is not for the purposes of creating any delay but solely to ensure matters have been given adequate consideration.
- If any matter is referred for review, the review is to be undertaken by the Independent Chair and two Committee members. The review group is to include the member, or at least one of the members, who requested that a matter be reviewed. The Independent Chair shall select the two members of the Committee who will participate in the review group having regard to the nature of the matter being reviewed. After consideration of the matter, the review group will report back to the Committee on the outcome.
- Requests for reviews shall be made at any meeting of the Committee. The Independent Chair shall be the final arbiter of what matters are to be referred for review. Review requests must be accompanied by reasons.
- Review requests are to be made without other Committee members criticising the request. The ability to make such a request in a non-threatening environment is part of “this is the way we do our business” approach.

## APPENDIX 2

### Greater Christchurch Partnership Committee

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#### Public Deputations Guidelines

The Greater Christchurch Partnership Committee is a joint committee of the ~~P~~partner Councils and other organisations and welcomes speakers at its meetings. The right to speak at meetings must however be specifically requested and the following guidelines set out the process which must be followed.

##### Requests to speak

1. Notwithstanding any Standing Orders relating to public deputations, any person requesting to speak at a meeting of Committee must make such a request in writing to the Committee Advisor at least six clear working days before the date of the meeting concerned.
2. Such a request must detail who would be speaking, which organisation (if any) they would be representing and the topic of the presentation sought to be covered.
3. Presentation topics must relate to ~~matters covered in the Greater Christchurch Urban Development Strategy (2007)~~the functions of the Committee and must relate to an any specific agenda items for the meeting concerned.

##### Confirmation of requests

4. The Independent Chair will consider any request to speak and confirm his/her decision at least two working days before the date of the meeting concerned.
5. The Independent Chair may refuse requests for any reason set out in Standing Orders, including:
  - a. The speaker has already presented on the same topic.
  - b. The matter is subject to legal proceedings.
  - c. The matter is subject to a hearing.

##### Urgent requests

6. Notwithstanding point 1 above, where in the opinion of the Independent Chair a request made outside the above timeframes is considered urgent or of major public interest, such a request may be granted.

##### Presentations

7. It would be of assistance to Committee representatives and associated staff if a written summary of the speaker's topic is submitted to the Independent Chair prior to the meeting concerned.
8. If a written submission is presented prior to the meeting concerned it will not be necessary for the speaker to read it verbatim, but merely to outline the general content.
9. Unless given specific prior permission by the Independent Chair, speakers should present for no more than ten minutes.
10. The Chairperson may terminate a presentation in progress for any reason set out in standing orders, including:
  - a. The speaker is being repetitious, disrespectful or offensive

- b. The Chairperson has reason to believe that statements have been made with malice.
11. If the presentation relates to an agenda item to be subsequently debated Committee representatives may ask questions of clarification but will not enter into debate.

#### Responses to deputations

12. An initial response to deputations will be provided at the end of the Committee meeting concerned. The Committee (or staff on behalf of the Partners) will then provide a written response to any points raised by speakers, as considered appropriate by the Independent Chair, within two working days of the meeting concerned.

Note: Presentations to the Committee may be made in English, Māori or any other language, including New Zealand Sign Language. Prior arrangement with the Independent Chair should be sought at least two working days before the meeting if the address is not in English. The Independent Chair may order that any speech or document presented be translated and/or printed in another language. If the other language is an official language of New Zealand (e.g. English, Māori or New Zealand Sign Language), the translation and printing costs will be met by the Partnership.

## APPENDIX 3

# Greater Christchurch Partnership Committee

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## Partnership and Communications Protocol

~~(Adopted by the Greater Christchurch Partnership Committee at its meeting on 2 June 2017)~~

### 1.0 Purpose

This protocol has been prepared to enable members of the Greater Christchurch Partnership (GCP) to work together in a collaborative manner taking a 'no surprises' approach. ~~It ensures~~The purpose is to ensure early communication and consultation between the Partners during the preparation of reports, policy/plan, initiatives, and reviews that relate to the ~~strategic goals~~functions of the ~~GCP Committee~~ and other matters that could impact upon the Partnership.

Using this Protocol will enhance the trust and mutual respect between Partner organisations and avoid misunderstandings or outcomes that undermine the benefits of unified sub-regional leadership.

This Protocol forms part of the Partnership's Memorandum of Agreement ~~and is supplemented by the more specific Regeneration Protocol.~~

### 2.0 Principles

The Partners commit to:

- 2.1 Work collaboratively:** Partners maintain a free flow of information, by regular formal and informal reporting and discussions. In particular, ~~p~~Partners will signal potential decisions on policies, plans and actions early via the GCP governance and management structure (Senior Managers' Group, CEAG and at GCP Committee).
- 2.2 A 'no surprises policy':** Partners communicate in an open and respectful manner, declaring issues and interests as soon as practicable. Partners consider the implications of their decisions and actions on the GCP and other partners ahead of time, and inform each other in advance of any major strategic initiative.
- 2.3 Demonstrate leadership:** Partners will demonstrate their commitment to working collaboratively to their organisations and their communities, and champion the process of partnership when implementing any and all of the strategies and action plans agreed by the GCP.
- 2.4 Discuss funding:** Partners discuss funding issues openly within the Partnership, particularly when there are gaps or changes that need to be made.
- 2.5 Respond promptly:** Partners respond in an agreed and timely manner to any communication and consultative initiative by another Partner. The Partner proposing the policy, plan or action has responsibility for managing the associated timeframe and will advise other Partners accordingly.

### 3.0 Applications

This protocol applies in any and all of, but not exclusively, these situations:

- If any matter is a 'statement of proposal' relating to any strategy managed by the GCP (for example ~~spatial plans~~plans~~UDS~~, Resilient Greater Christchurch Plan, Greater Christchurch Transport Statement) that has the potential to impact on other Partners;

- The matter involves more than one Partner and requires or involves a sub-regional response;
- The matter involves funding from more than one Partner;
- The matter may impact across the boundary into another ~~local authority~~ Partner Council;
- The matter may result in significant ~~additional traffic on impact on a~~ neighbouring local authority ~~roads, State Highways or public transport routes~~ or national infrastructure;
- The matter proposes a new service that may be used by residents of another local authority;
- The matter relates to infrastructure provision to or from an adjacent local authority.

#### 4.0 Spokespeople

- For general matters the Deputy Chair of the GCP Committee shall be the spokesperson.
- For Partner-specific matters the relevant Partner representatives shall be the spokesperson.
- For GCP specific projects the GCP may nominate a spokesperson.
- For day-to-day operational matters the GCP Partnership Manager shall be the spokesperson.

#### 5.0 Approvals, Implementation and Monitoring

The GCP Committee representatives ~~are responsible for giving effect to this protocol~~are responsible for giving effect to this protocol~~the protocol~~ on behalf of their organisations. Thereafter, partner Chief Executives and the Senior Management Group has responsibility for Protocol management and ongoing implementation. It is the responsibility of each Partner to integrate the application of the Protocol within their organisation and through their representatives on each and every GCP group.

#### 6.0 Resolution of Conflicts

The Partners commit to work in good faith to resolve any disagreements or conflicts that may arise in relation to the implementation of this Protocol. If any matters are unable to be resolved by the ~~GCP Senior~~ Management Group, the matter is to be referred to the ~~GCP~~ Chief Executives Advisory Group for consideration and resolution of issues.

#### 7.0 Review

This Protocol will remain in effect until further notice. It may be reviewed at any time by agreement of the Chief Executives Advisory Group, with any amendments recommended to the GCP Committee for endorsement.

## SCHEDULE 1

### Schedule of Papatipu Rūnanga of Ngāi Tahu Whānui and their respective Takiwā<sup>1</sup> within the context of Greater Christchurch

<u>Te Ngāi Tūāhuriri Rūnanga</u>	<u>The takiwā of Te Ngāi Tūāhuriri Rūnanga centres on Tuahiwi and extends from the Hurunui to Hakatere, sharing an interest with Arowhenua Rūnanga northwards to Rakaia and thence inland to the Main Divide.</u>
<u>Te Hapū o Ngāti Wheke (Rāpaki) Rūnanga</u>	<u>The takiwā of Rāpaki Rūnanga centres on Rāpaki and includes the catchment of Whakaraupō and Te Kaituna.</u>
<u>Te Rūnanga o Koukourārata</u>	<u>The takiwā of Te Rūnanga o Koukourārata centres on Koukourārata and extends from Pohatu Pā to the shores of Te Waihora including Te Kaituna.</u>
<u>Wairewa Rūnanga</u>	<u>The takiwā of Wairewa Rūnanga centres on Wairewa and the catchment of the lake Te Wairewa and the hills and coast to the adjoining takiwā of Koukourārata, Onuku Rūnanga and Taumutu Rūnanga.</u>
<u>Ōnuku Rūnanga</u>	<u>The takiwā of Ōnuku Rūnanga centres on Ōnuku and the hills and coasts of Akaroa to the adjoining takiwā of Te Rūnanga o Koukourārata and Wairewa Rūnanga.</u>
<u>Taumutu Rūnanga</u>	<u>The takiwā of Taumutu Rūnanga centres on Taumutu and the waters of Te Waihora and adjoining lands, and shares a common interest with Te Ngāi Tūāhuriri Rūnanga and Te Rūnanga o Arowhenua in the area south to Hakatere.</u>

<sup>1</sup> As described in the Schedule of the Order in Council Te Rūnanga o Ngāi Tahu (Declaration of Membership) Order 2001. More detailed description is available in the Mahaanui Iwi Management Plan 2013.



## Regeneration Protocol

(Adopted by the Greater Christchurch Partnership Committee at its meeting on 7 April 2017)

Partners with a role under the Greater Christchurch Regeneration Act 2016 (the Act) agree to use Urban Development Strategy Implementation Committee (UDSIC) as the forum for early socialisation of partners' interests to exercise the regeneration planning powers under Act (i.e. those set out in Part one, subpart 2 of the Act only) as follows:

### Partners agree to:

- ~~work collaboratively:~~ There is a free flow of information between partners, by regular formal and informal reporting and discussion. In particular, partners will signal potential interest to use the Act early via the UDSIC governance structure (Senior Managers' Group, CEAG and at UDSIC).
- ~~a "no surprises policy":~~ Partners are aware of any possible implications of their decisions and actions for other partners. That is, partners are aware of potential implications on their existing priorities and/or resources, issues that may be discussed in the public arena ahead of time; and that partners inform each other in advance of any major strategic initiatives.
- ~~respond promptly:~~ The Regeneration Plan process under the Act is a collaborative process but also includes specified statutory timeframes. As such it is vital that partners provide prompt responses to the proponents of Regeneration Plans when views are sought.

### Partners recognise:

- ~~the importance of using the Act wisely before its expiry:~~ The full potential of the Act can be maximised through the adoption of a planned and co-ordinated approach to regeneration. In particular, a focus on prioritising those opportunities that have the potential to achieve the greatest regeneration outcomes.
- ~~that UDSIC does not have any decision rights over partners' decision to avail themselves of the powers under the Act:~~ In general, this protocol is not intended to constrain the use of powers under the Act by any of the partners.
- ~~that some partners have no role under the Act, however they are able to contribute to related discussions:~~ It is acknowledged that these partners might have an indirect interest in the use of powers under the Act.

## 4.5. Engaging with Communities Under Stress

### Council paper

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<b>Date of meeting</b>	6 October 2021
<b>Author</b>	Nick Daniels, General Manager – Field Operations
<b>Responsible Director</b>	Tafflyn Bradford-James, Director Communications and Engagement

### Purpose

1. Having clearly stated principles for how Environment Canterbury will engage with communities under stress while still enabling the council to carry out its regulatory functions, provides clarity for staff and the community around how we intend to navigate complex and/or sensitive issues.

### Recommendation

That the Council:

1. **notes the principles included within the ‘Engaging with Communities Under Stress’ report, which provides a framework to enable Environment Canterbury to undertake its regulatory responsibilities when working with:**
  - a community demonstrating stress, and
  - individuals within that community who are challenging Environment Canterbury’s ability to undertake those regulatory responsibilities.

### Key points

2. A set of principles for engaging with communities under stress have been developed to provide consistency when we tackle the dual challenges of:
  - i. the need to understand the pressures a community/sector is under, and to appreciate the wider context they are operating within, and;
  - ii. the need to consistently implement rules and regulations with individuals, to the benefit of the region.
3. The principles are noted publicly so that Council, staff and the community are all working under the same understanding when dealing with under-stress communities on broad issues, and when dealing with individual regulatory compliance activity within these communities.

### Background

4. Over recent years environmental regulations have continued to be strengthened through central government policy and through Canterbury plans and rules. For those in the community whose activities are impacted by these rules, this has often resulted in increased investment to maintain regulatory compliance.

5. For many individuals and businesses – particularly in the rural sector over recent years - achieving and maintaining this higher level of regulatory compliance/investment can be difficult (financially and due to the increasing complexity of the requirements) and stressful.
6. In some instances, members of the community have stated to Environment Canterbury staff that they are unwilling to comply with regulatory requirements and have sought to prevent officers from carrying out their duties. This has been seen in the areas of home heating/air quality monitoring and on-farm biosecurity work, as examples.
7. In recent rural instances the burden of current and impending regulations, and the pace of introduction of these, have been cited as the reason for being unwilling to engage with Environment Canterbury on individual compliance issues.
8. Staff now present a simple set of principles, to act as guidance for how we will engage with communities under stress, and individuals within those communities.
9. The principles below are to provide a framework to enable Environment Canterbury to undertake its regulatory responsibilities when working with:
  - a community demonstrating stress (particularly when that applies to those impacted by the volume and pace of change to regulations), and
  - individuals within that community who are challenging Environment Canterbury's ability to undertake those regulatory responsibilities.

## **Proposed principles**

### **a. Overarching empathetic approach:**

Council will commit to being receptive to hearing the concerns of the community and individuals. When relevant, Council will work to understand the impacts of current and proposed new regulation on that community.

### **b. Engaging/involving other entities:**

Where beneficial to the community, Council will engage with other organisations and entities to ensure a consistent approach and opportunities to collaborate are accessed. For example, engaging with industry or advocacy groups or other Regional Councils.

### **c. Undertaking our regulatory function:**

When members of the community challenge the requirement to comply with a rule or regulation, or block an officer from undertaking their regulatory role, Council will whenever possible:

- i. Engage with objections/challenges on an individual basis;
- ii. Seek to clarify issues (both the regulatory expectations and understanding of the individual's concerns and circumstances);

- iii. Ensure the conversation and action is focused specifically on the compliance/current regulatory issue at hand;
- iv. Explore available options with the individual for addressing the issue to achieve regulatory compliance.

## **Implementation**

- 10. The principles outlined above for engaging with communities under stress do not replace those in the Engagement, Significance and Māori Participation Policy and should be considered alongside the Policy.
- 11. When implementing these principles, Council will be undertaking two different types of engagement:
  - a. Council staff working directly with individuals to discuss their situation and regulatory compliance, and;
  - b. Council staff and Councillors/Tumu Taiao engaging with communities and advocacy groups to understand:
    - i. their issues and concerns;
    - ii. to discuss potential improvements in the implementation of existing regulations and the design of new regulations.
- 12. Council recognises that dealing with compliance issues can introduce additional stress for individuals. Addressing compliance issues can also be stressful for Council staff. Council will ensure that it has work practices in place that recognise and appropriately manage these stresses.

## **Cost, compliance and communication**

### **Financial implications**

- 13. There are no material financial implications arising from the recommended actions.

### **Risk assessment and legal compliance**

- 14. The principles outlined above are consistent with the Engagement, Significance and Māori Participation Policy that was consulted on publicly as part of the Long-Term Plan 2021-31 consultation process.
- 15. There is a risk to Environment Canterbury's ongoing relationship with the community if Council does not have an approach that can recognise and respond to stress within a community. However, there is also a risk to the Council's reputation, ability to undertake its regulatory functions, and ultimately on environmental outcomes, if there is not clarity on the need for individuals to meet the requirements of regional rules and regulations and for the Council to ensure compliance.

## **Engagement, Significance and Māori Participation**

16. The principles proposed in this paper are consistent with the existing policy and therefore no specific engagement is required for this set of principles.
17. The principles will be communicated to frontline staff and used to inform specific activity within Environment Canterbury. They will also be communicated to relevant stakeholders such as a rūnanga and rural sector industry bodies.

## **Consistency with council policy**

18. The proposed actions outlined within this paper are consistent with Environment Canterbury's Engagement, Significance and Māori Participation Policy | Te Kaupapa Here mō Te Hononga ki Ngāi Māori.

## **Climate Change Impacts**

19. There are no direct climate change impacts for consideration with this paper. However, the impact of climate change considerations within new legislation, and the impact of the changing climate – for example on the rural sector - are both significant. Having an agreed approach to listen to the concerns of, and finding a way through the regulatory framework for stressed communities, will be key to implementing regulations, including those that address climate change in the future.

## **Next steps**

20. Principles will inform future activity.

## **Attachments**

Nil

## 5. Exclusion of the Public from Part of the Council Meeting

### Council report

<b>Meeting Date</b>	6 October 2021
<b>Author</b>	Vivienne Ong, Committee Advisor
<b>Endorsed By</b>	Catherine Schache, General Counsel

### Recommendations

That the public be excluded from the following part of the proceedings of this meeting, namely:

#### 1. Canterbury Water Management Strategy Regional Committee

1. The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Report	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1	Canterbury Water Management Strategy Regional Committee	Good reason exists under section 7	Section 48(1)(a)

2. This resolution is made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceeding of the meeting in public are as follows:

Item No.	
1	The withholding of the information is necessary to protect the privacy of natural persons – Section 7(2)(a)

2. That appropriate officers remain to provide advice to the Council.

## **6. Other Business**

## **7. Next Meeting**

## **8. Mihi/Karakia Whakamutunga - Closing**