

Agenda

Canterbury Policy Forum

Date	Friday 2 December 2016
Time	12.00pm (lunch) for 12.30pm (meeting commences)
Venue	Council Chambers, Selwyn District Council, 2 Norman Kirk Drive, Rolleston
Attendees	Bill Bayfield (Chair) and Jill Atkinson (Environment Canterbury), David Ward (Selwyn), Geoff Meadows and Simon Markham (Waimakariri), Hamish Dobbie (Hurunui), Mark Low (Timaru), Brendan Anstiss (Christchurch), Vincie Billante (Ashburton), Toni Morrison (Mackenzie), Vincie Billante (Ashburton), Fabia Fox (Waimate), Maria Bartlett and Rebecca Clements (Te Rūnanga o Ngāi Tahu)
In Attendance	Secretariat: David Bromell, Anna Puentener, David Perenara O'Connell, Bernadette Sanders (Minutes)
Apologies	Michael Ross and Mike Roesler (Waitaki), Angela Oosthuizen (Kaikōura)

Item	Person
1. Welcome, introductions and apologies	Chair
Housekeeping	
2. Confirmation of Agenda	Chair
3. Minutes from the previous meeting	
a. Confirmation of meeting Minutes, 12 August 2016	Chair
b. Action points	Secretariat
For decision	
4. Working together for Canterbury – a framework for collaboration	Chair
5. Regional submissions 2017/18	Chair
For information	
6. Meeting with Minister Joyce – Regional Growth Partnership (verbal)	Jill Atkinson
7. Canterbury Mayoral Forum/Chief Executives Forum updates (verbal)	Chair
8. Canterbury Planning Managers Group update (verbal)	Geoff Meadows
9. Long-Term Plan 2018–28 Working Group (verbal)	David Ward
10. Regional tourism facilities and freedom camping update	Chair
11. Regional Forum Meeting Schedule 2017	Chair
General business	
12. Any items of general business	
13. Next meeting: Friday 7 April 2017, Selwyn District Council, 2 Norman Kirk Drive, Rolleston	

Canterbury Policy Forum

Date: Friday 12 August 2016

Venue: Selwyn District Council, 2 Norman Kirk Drive, Rolleston

Attendees: Bill Bayfield (Chair, Environment Canterbury), Hamish Dobbie (Hurunui), Simon Markham and Geoff Meadows (Waimakariri), Murray Washington (Selwyn), Carolyn Johns (Waimate), Mike Roesler (Waitaki), Ann Fitzgerald (Timaru), Claire Bryant (Christchurch), Angela Oosthuizen (Kaikōura)

In attendance: Teresa Wooding (Christchurch), Melissa Robson (Landcare Research), Maria Bartlett (Te Rūnanga o Ngāi Tahu)

Secretariat: David Perenara O'Connell, Ronnie Cooper, David Bromell
Bernadette Sanders (notes)

Apologies: David Ward (Selwyn), Bede Carran (Waimate), Michael Ross (Waitaki), Brendan Anstiss (Christchurch), Mark Low (Timaru), Toni Morrison (Mackenzie), Jill Atkinson (Environment Canterbury), Vincie Billante (Ashburton), Angela Oosthuizen (Kaikōura, for lateness)

The meeting commenced at 12.35pm.

1. Welcome

Introductions took place around the room, and apologies were noted.

Resolved

Apologies received were accepted.

Bill Bayfield/Murray Washington

2. Confirmation of agenda

There were no amendments to the Agenda as previously circulated.

3. Minutes from the previous meeting

a. Confirmation of meeting Minutes, 6 May 2016

The minutes of the meeting were accepted as a true and accurate record.

Bill Bayfield/Hamish Dobbie
Carried

b. Action points

The action schedule was reviewed and updated.

c. Regional governance meetings schedule

The regional governance meetings schedule was noted as information only.

4. Mayoral Forum update: Achievements and opportunities

Bill Bayfield spoke to the agenda item and provided an overview of the collaborative initiatives successfully undertaken over the past three years across the region and opportunities and initiatives planned for the period through to 2019.

The work programme for the next three years will be reviewed at the Chief Executives Forum (CEF) in August 2016 for the incoming Mayors in November 2016.

The initiatives planned for the next three years were briefly outlined, noting that additional opportunities may be added over time.

A discussion then followed and covered the success and benefits of joint policy submissions for the region, and initiatives such as regional committee collaboration for freshwater and irrigation schemes, sub-regional GIT infrastructure between Hurunui, Kaikōura and Mackenzie, property development and building consents and the virtual Health and Safety team.

Resolved

The Canterbury Policy Forum

1. noted the achievements of Canterbury Mayoral Forum and associated Forums
2. noted collaborative opportunities identified and agreed by Mayors for 2016–2019
3. noted that a three-year work programme will be presented to Chief Executives on 29 August 2016 and to incoming Mayors in November 2016.

Geoff Meadows/Hamish Dobbie
Carried

5. Collaboration opportunities

Bill Bayfield spoke to the agenda item and outlined the purpose of the item, being to discuss how best to monitor and demonstrate the benefits of collaboration initiatives amongst Canterbury councils.

It was noted that the experiences from the Canterbury Water Management Strategy, as a successful collaboration arrangement, encouraged the Canterbury Mayoral Forum (CMF) to adopt in its triennial agreement a collaborative approach to working. Peter Winder had challenged the region to go further with collaborative measures. Examples of potential virtual collaboration were noted as a way of councils accessing support for effectiveness and efficiencies. This meeting's discussions would focus on how best to evaluate, track and report on the outcomes of working collaboratively. Qualitative and quantitative measures will both be required.

Melissa Robson (Landcare Research) provided an outline of a project under the Water and Land National Science Challenge – the Collaboration Lab. Systematic research will be undertaken on collaboration, including the practice of collaboration, how it works across different disciplines, understanding collaboration and what it delivers (values monitoring and outcome process), and looking at how science can deliver into this. Examples are the CWMS zone committees where multiple individual disciplines of knowledge are brought together to make decisions on integrated water management.

A brief discussion took place on the audience for the research. Melissa noted that the focus for the Collaboration Lab project is the collaboration participants, whether science or policy. The Lab will refer to the Making Sense method of decision-making to help develop understanding of the best information type to make decisions – different methods include the technocratic, collaborative and co-governance approaches. Melissa explained that a combination of anecdotal and quantitative data will be required. A systematic monitoring evaluation of processes being considered by the Canterbury forums could be useful information for the Lab.

Teresa Wooding (Christchurch City Council) outlined the process undertaken by CCC to look at regional opportunities including transport and Three Waters using the Better Business Case model. Their project team has met with council Chief Executives, Ngāi Tahu, and local contracting firms. Teresa noted the s.17A requirement for councils to regularly review service delivery, and has used this as a basis for the review. Teresa also noted the significance of the work undertaken to review rating and valuation services in the region.

Overall, Teresa reported that there were no surprises out of their team's discussions. She noted that their project was not considering amalgamation, rather shared services opportunities. Examples of collaboration were offered, including Canterbury roading, where collaboration amongst neighbouring councils has led to benefits in terms of consistency and cost savings.

Teresa will be reporting to the Engineering Managers Forum to agree the best way forward before taking the findings of the project to the CEF in October.

Resolved

The Canterbury Policy Forum

1. Considered and discussed priorities and ideas for methods to measure, monitor and report on the benefits of collaboration
2. Agreed to establish a small working group to progress the ideas.

Bill Bayfield/Hamish Dobbie
Carried

In terms of the working group, it was agreed that participants will include delivery practitioners, and that the group will explore the pros and cons of collaborative processes in Canterbury. Bill Bayfield will advise, via email, the leader and members of this group. As well as addressing methods of monitoring and reporting the outcomes of collaboration, the group will also need to consider the framework being developed by CCC's project team, based on the Better Business Case model, for when collaboration should be considered, including priorities, stakeholders, costs and benefits.

AP: Bill Bayfield to advise the leadership and membership of the collaboration monitoring working group

AP: The group, when formed, will:

- **develop a framework and methods for monitoring and reporting on the outcomes of collaboration between local authorities in Canterbury**
- **explore the pros and cons of collaborative processes in Canterbury, with reference to the work being progressed by CCC based on the Better Business Case model**

Melissa Robson and Teresa Wooding left the meeting at 1.40pm.

6. Local government regulation and the CREDS

Geoff Meadows spoke to the agenda item and outlined the process that resulted in the consolidated report relating to addressing unnecessary regulatory barriers and improving consistency in regulation in relation to digital connectivity, value-added production and tourism in the region.

Geoff explained that the reports provided by Kaikōura, Timaru and Waimate District Councils had been peer reviewed by Peter Winder, as agreed at the Canterbury Planning Managers Group. However, the outcome of that review suggested different expectations of the policy analysis approach required for the task.

The peer review suggested that, when stakeholder groups raise concerns about unnecessary regulatory barriers, it would be helpful to have clarity around what regulation is considered unnecessary. The peer review also noted that a lot of the barriers identified in the reports from the three councils were beyond the reach of local government, including tourism regulations set by central government.

Geoff suggested that, in the future, the work passed out to other groups from the Canterbury Policy Forum (CPF) should be directed to councils with appropriate resources and be accompanied by a definition of the task required.

Geoff outlined a programme of engagement with industry developed by the CPMG including telecommunication companies and the Aggregate and Quarry Association. Other examples of relationship building between planning managers and priority organisations were outlined and the Forum encouraged this alignment to continue.

Geoff recommended that the report be included in the CEF agenda for 29 August 2016, and will attend the CEF to talk to the report.

AP: Bill Bayfield to advise Jim Palmer of Geoff Meadows' attendance at the Chief Executives Forum on 29 August 2016

Resolved

The Canterbury Policy Forum

1. noted the work of the Timaru, Waimate and Kaikōura District Councils in responding to the task assigned to the Canterbury Planning Managers Group (CPMG) on 25 September 2015
2. noted that reports on these issues from Timaru and Waimate were tabled at the Policy Forum on 29 January 2016, and that a report from Kaikōura District Council was made available at the Policy Forum on 18 March 2016
3. noted that the CPMG resolved, at their meeting on 8 April 2016, to have the three reports peer reviewed, and that the peer review report has been received and considered by the planning managers from Timaru, Waimate and Kaikōura
4. noted the inherent tension in the Resource Management Act 1991 to balance consideration of development proposals with environmental protection and community aspirations in regional and district plans, and that "unnecessary regulatory barriers" to some are vital checks on unrestrained development to others
5. noted that "consistency of regulation" that focuses on the alignment of planning provisions may take councils in a direction that requires considerable effort, but also may provide little improvement in the ability to locate and operate region-wide production
6. noted the considerable national direction being given to improving the regulatory environment, including the conclusions of the Productivity Commission about the efficacy of the central Government's current approach to crafting the directives given to local government in shaping local regulation
7. noted the significant engagement by the CPMG with the telecommunications industry, including representatives from Spark and Vodafone attending the CPMG on 8 April 2016, and Chorus attending the CPMG on 15 July 2016
8. noted that the Aggregate and Quarry Association of New Zealand has been invited to attend the next CPMG on 16 September 2016 as part of an ongoing engagement with key industry groups and Canterbury planning managers
9. recommended the Secretariat develop a version of the Policy Advice Commissioning Template for work commissioned by the Policy Forum

10. recommended that the Policy Forum provide resourcing support to councils tasked with substantive pieces of work and/or outsourcing to contractors.

Bill Bayfield/Ann Fitzgerald
Carried

7. Long-Term Plans: Opportunities for collaboration

Bill Bayfield opened the agenda item with congratulations to Mike Roesler and Bede Carran in relation to their recent and upcoming employment moves.

Mike Roesler outlined potential opportunities for collaboration when developing the region's 2018–28 Long-Term Plans, including the sharing of population analysis data, draft infrastructure strategies, draft financial strategies, and information on proposed Levels of Service in an effort to demonstrate collaboration, and portray a regional view and structure.

A discussion then took place. Of note:

- The opportunities for engineering managers to be involved in infrastructure strategies and proposed Levels of Service were noted, as well as opportunities for engineering and finance managers to develop an integrated approach in the development of financial strategies.
- Hamish Dobbie noted the good work by Canterbury councils in the development of the current LTPs, and suggested that a consistency of layout across all Canterbury councils would be beneficial for ratepayers who cross boundaries.
- Bill Bayfield suggested that the CMF collaborative approach and work programme should be specified in future LTPs as a measure of support of engagement and commitment.
- It was suggested to create a working group, consisting of corporate planning leads from all the region's councils, to meet and discuss opportunities and a possible terms of reference for LTP collaboration.
- Ngāi Tahu acknowledged the work already undertaken by the CPF and advised their willingness to engage with the CPF and contribute to collaboration opportunities across the region.

It was agreed that an LTP working group be formed to identify opportunities for councils to work together in the development of LTPs, Infrastructure Strategies and Financial Strategies. David Ward will lead the group, supported by Mike Roesler. Carolyn Johns volunteered as Waimate representative. The Secretariat, with support from Mike and Simon Markham, will draft a communication to David Ward outlining the necessity for the group.

AP: Secretariat, with support from Mike Roesler and Simon Markham, will draft a communication to David Ward outlining the necessity for an LTP working group

Resolved

The Canterbury Policy Forum

1. identified opportunities to work together in developing 2018–28 Long-Term Plans
2. agreed on a plan to implement those opportunities
3. will request David Ward lead a team to build on the initiatives of the 2015-25 LTP.

Bill Bayfield/Murray Washington
Carried

8. Canterbury submissions

Ronnie Cooper spoke to the agenda item and outlined the two combined submissions on recent policy and legislation proposals – NPS for Urban Development Capacity and the Local Government Act Amendment Bill (No.2). Dame Margaret Bazley will present the latter submission at the Select Committee hearing in early September, and councils were invited to forward points for inclusion in the presentation to Ronnie.

Ronnie thanked those councils who contributed to the processes involved in developing the shared submissions. Bill Bayfield thanked Ronnie for her work in the submission space; Ronnie was also thanked by Carolyn Johns for assistance provided to Waimate District Council.

9. LGOIMA policy and practice

The information paper provided an update from CCC on the region-wide discussion group for official information. Bill Bayfield advised that any questions, suggestions or ideas should be directed to Sean Rainey of CCC.

It was noted that a workshop had recently been held to develop a common approach across the region in terms of frameworks for pricing/charging and the handling of media requests.

David Bromell advised the Forum that the Secretariat is in the process of developing a standalone website as a document repository for the CMF, CEF and CPF; once minutes are approved the documents will be released to the website for public access.

It was noted that Environment Canterbury and the Treasury Department publicly list all LGOIMA requests.

10. Freedom camping update

The information paper was noted.

11. Canterbury Mayoral Forum/Chief Executives Forum updates

Bill Bayfield noted that updates out of these Forums had been covered in earlier agenda item discussions.

12. Policy Forum Annual Report, Terms of Reference, election of chair/secretariat

Bill Bayfield opened the agenda item.

Annual Report

A brief review of the achievements of the Forum over the past year took place.

Terms of Reference

The following amendments were raised and accepted:

- Title: Amend to “Terms of Reference, Canterbury Policy Forum”.
- Point 5: Replace “Ingenium” with “IPWA”.
- Point 13: Amend to “Support for the Forum will be provided by the Secretariat of the Canterbury Mayoral Forum”.

The amended Terms of Reference will be presented to the CEF for approval at its meeting on 29 August 2016.

The Annual Report will be presented to the CEF at its meeting on 29 August 2016. Any feedback will be relayed to the CPF by Bill Bayfield.

AP: Secretariat to amend the Terms of Reference

AP: Bill Bayfield to relay any feedback from the Chief Executives Forum relating to the Canterbury Policy Forum Annual Report, to the Canterbury Policy Forum

Election of chair/secretariat

Bill Bayfield, as current Chair of the CPF, confirmed his availability for reappointment to the role, for one more year.

Hamish Dobbie called for nominations for the role of Chair of the CPF.

Bill Bayfield was nominated for the role by Murray Washington, and accepted the nomination, which will be presented to the CEF for agreement.

Bill thanked the Forum for their continued support.

Resolved

The Canterbury Policy Forum

1. noted progress achieved to date through the Forum
2. advised changes to the Terms of Reference to be presented to the Chief Executives Forum
3. nominated a Chairperson to the Chief Executives Forum, for appointment from 1 January 2017.

Carried

13. Forum levies

Bill Bayfield spoke to the agenda item. There were no queries, and it was agreed to maintain levies at current levels.

Resolved

The Canterbury Policy Forum

1. agreed to maintain levies at the same level as in 2014/15 and 2015/16
2. adopted the proposed budget for 2016/17.

Carried

14. Any other matters

Bill Bayfield advised the following movements within the Secretariat:

- David Perenara-O'Connell has replaced Steve Gibling.
- David Bromell has been joined by Anna Puentener as part of the Secretariat.
- Ronnie Cooper will refocus on Environment Canterbury policy work.

15. Next meeting

Friday 2 December 2016

There being no further business, the meeting closed at 2.38pm.

Action Points

Canterbury Policy Forum

As at 29 November 2016

Items will be removed once complete.

Date	Subject	Actioned by	Deadline	Status
25.09.15	Local government regulation and CREDS: Support the Planning Managers Group to report to CEF on opportunities to address unnecessary regulatory barriers and improve consistency of regulation in relation to digital connectivity, value-added production and tourism in Canterbury (CREDS).	Timaru, Waimate, Kaikōura, Christchurch	February 2016	Complete
29.01.16	Geoff Meadows to prepare summary report for Chief Executives Forum on all three reports.	David Bromell, Geoff Meadows	29 August 2016	Complete
	Secretariat to circulate the updated Spark coverage data to Forum members.	Secretariat	ASAP	Deferred – CMF is investigating options with Canterbury Maps and Tait Communications for independent testing and mapping of cellular broadband and mobile coverage.
12.08.16	Collaboration: Advise who will lead the collaboration monitoring working group. The collaboration monitoring group, when formed, will: <ul style="list-style-type: none"> Explore the pros and cons of collaborative processes in Canterbury Develop a framework, based on the BBC model, for when collaboration should be considered, including priorities, stakeholders, issues, costs and benefits. 	Bill Bayfield Collaboration group	ASAP	Agenda item 4
12.08.16	Long-Term Plans: Collaboration Draft communication to David Ward outlining the necessary for the establishment of an LTP Working Group.	Secretariat, Mike Roesler, Simon Markham	ASAP	Complete Agenda item 9
12.08.16	CPF Terms of Reference: <ul style="list-style-type: none"> Amend document following CPF 12 August 2016, for agreement by CEF on 29 August 2016 Relay feedback on CPF Annual Report from CEF meeting 29 August 2016 to CPF. 	Secretariat Bill Bayfield	29 August 2016 2 December 2016	Complete Agenda item 7

Canterbury Policy Forum

Item 4

Date: 2 December 2016

Presented by: Bill Bayfield (Chair)

Working together for Canterbury

Purpose

This report provides for discussion and agreement:

- principles to guide decision-making about working together
- criteria for prioritising further collaboration
- a decision framework for working together
- a draft policy and process for joint advocacy (correspondence and submissions)
- a record of existing funding commitments, as at November 2016
- a range of current and potential formulae for sharing the costs of agreed joint work programmes.

Recommendations

That the Canterbury Policy Forum:

- 1 **affirm** the principles that Canterbury councils work together:
 - 1.1. to advocate for the interests of the region, its city and districts
 - 1.2. to keep decision-making closely connected to local communities
 - 1.3. when it is more cost-effective to do so
 - 1.4. as an investment in jointly desired, long-term outcomes.
- 2 **affirm** criteria for working together, as agreed by the Chief Executives Forum in May 2016 (Appendix 2)
- 3 **agree** to apply the decision framework (Appendix 3) to proposals for significant joint projects
- 4 **approve** the policy and process for joint advocacy (Appendix 4)
- 5 **note** the record of existing funding commitments (Appendix 5)
- 6 **note** that there is a range of current and potential formulae that can be applied to sharing the costs of agreed joint work programmes
- 7 **agree** that the cost allocation model to be applied in any particular case be agreed, in advance, by the parties
- 8 **request** the Chair to report discussion and agreement on this paper to the Chief Executives Forum meeting on 30 January 2017.

That all member councils:

- 9 **note** expenditure currently committed
- 10 **consider** including a small contingency fund for regional collaboration in Annual Plans for 2017/18.

That the Canterbury Regional Council:

- 11 **consider** increasing its budget for collaboration through regional forums from \$355,440 in 2016/17 to \$???,??? in 2017/18.

Background

- 1 On 29 August 2016, the Chief Executives Forum commissioned a piece of work prompted by concerns that have surfaced at the Chief Executives and Policy Forums to:
 - be clear about what we decide to collaborate on, why, when, how, with whom and who pays
 - plan ahead and avoid having to 'pass the hat around' for costs that we have not budgeted or consulted on in our annual and long-term plans
 - identify and agree an explicit methodology for cost allocation
 - assess the cost-effectiveness of working together pre- and post-project.
- 2 I convened a working group, that has since met, and asked the Secretariat to pull together the resources appended to this report as a basis for further discussion. I provided a draft report to the Chief Executives Forum on 31 October 2016. Chief Executives referred this report to the Policy Forum for further discussion and feedback to the Chief Executives Forum meeting on 30 January 2017.

Collaboration Working Group report

- 3 The Collaboration Working Group's report is appended as Appendix 1, with:
 - criteria for working together (as agreed May 2016) (Appendix 2)
 - a proposed decision framework for working together, and assessing collaborative projects (Appendix 3)
 - a proposed policy and process for joint advocacy (correspondence and submissions) (Appendix 4)
 - current joint funding commitments (Appendix 5)
 - current and potential cost allocation formulae (Appendix 6).

Appendix 1: Report of the Collaboration Working Group

Report of the Collaboration Working Group of the Chief Executives Forum: Bill Bayfield (Convenor), Andrew Dalziel, Hamish Dobbie, Teresa Wooding, Wayne Barnett, David Bromell (Secretariat).

Purpose/terms of reference

- 1 The Working Group agreed to:
 - develop and agree a decision framework and process for deciding what to work on together, with whom, why, when and how (and who pays) – including deciding when and why to develop joint submissions
 - review the Canterbury Mayoral Forum's draft three-year work programme, to identify currently unbudgeted costs
 - develop a framework to measure and evaluate the cost-effectiveness of collaborative initiatives
 - review current cost allocation methodologies and recommend a consistent approach
 - report to the Chief Executives Forum on 31 October 2016 and the Policy Forum on 2 December 2016.

Principles to guide decision-making about working together

- 2 We work together 'to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses' – Local Government Act 2002, S.10(1)(b). *This is our 'bottom line'* (an outputs focus).
- 3 To comply with Local Government Act requirements, Canterbury local authorities have committed, in the Triennial Agreement, to 'working collaboratively to drive efficiencies and better provide for the needs of their communities', noting that 'this collaboration may either be Canterbury wide or on a sub-regional basis'.
- 4 The Mayoral Forum's *Canterbury Regional Economic Development Strategy* expresses a 20-year regional vision: 'A region making the most of its natural advantages to build a strong, innovative economy with resilient, connected communities and a better quality of life for all'. *This is our 'top line'* (an outcomes focus).
- 5 Canterbury councils work together:
 - 5.1. to advocate for the interests of the region, its city and districts
 - 5.2. to keep decision-making closely connected to local communities
 - 5.3. when it is more cost-effective to do so
 - 5.4. as an investment in jointly desired, long-term outcomes.
- 6 An implication of principle 5.2 is that collaboration and shared services are preferable to centralisation and/or amalgamation.

- 7 Principles 5.3 and 5.4 are held in tension.
- Sometimes we choose to work together because we are playing a long game and investing in desired outcomes, even though it may not be more cost-effective in the short term.
 - Sometimes working together may not deliver services that are most cost effective for households and businesses within a single district but, taken together, there is a net sum benefit for households and businesses across the region as a whole.
- 8 Principle 5.4 implies shifting focus from ‘collaborating to save money’ to ‘collaborating to add long-term public value’.
- 9 The Chief Executives Forum noted on 31 October 2016 that these principles need to be interpreted and applied in relation to Section 10 of the Local Government Act 2002:
1. The purpose of local government is—
 - (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
 - (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.
 2. In this Act, good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—
 - (a) efficient; and
 - (b) effective; and
 - (c) appropriate to present and anticipated future circumstances.

Criteria for prioritising further collaboration

- 10 In May 2016, the Chief Executives Forum considered further opportunities for collaboration suggested by the Winder Report (April 2016), *Collaboration between Canterbury local authorities: Progress and opportunities*.
- 11 The Forum agreed a set of criteria for analysing and prioritising collaborative initiatives in the Canterbury region – see **Appendix 2**.

A decision framework for working together

- 12 **Appendix 3** provides a framework to guide decision-making about what to collaborate on, with whom, when, and why.

One strong voice for Canterbury

- 13 **Appendix 4** provides a draft policy and process for joint advocacy (correspondence and submissions).

Sharing the costs

- 14 Working together involves costs and risks, as well as benefits. We need to make both costs and benefits visible.

- 15 **Appendix 5** documents current funding commitments for collaborative initiatives.
- 16 **Appendix 6** provides formulae that Canterbury councils currently use or could use to allocate the costs of joint initiatives. It is unlikely that a single allocation formula can be developed and agreed that will be fit for every purpose.
- 17 **Appendix 7** is the Supplementary Agreement (October 2015) to the Memorandum of Understanding on roading matters between the Ashburton, Timaru, Waimate and Mackenzie District Councils. This provides an example of how we might:
 - capture and assess scale-related savings
 - compensate a council via a transfer payment when a group tender produces the most favourable price for a combination of contracts (lowest overall price) but an individual tender (or another group tender) is most favourable for an individual council.
- 18 This report recommends that:
 - the Canterbury Regional Council consider increasing its budget for collaboration through regional forums from \$355,440 in 2016/17 to \$???,??? in 2017/18
 - all member councils note expenditure currently committed and consider including a small contingency fund for regional collaboration in Annual Plans for 2017/18.

Appendix 2: Criteria for working together

These criteria were discussed and agreed by the Chief Executives Forum in May 2016.

1. Likely nature and size of projected impact (extent of savings, reduction in duplication, better value for money, better use of resources/time savings, potential to address issues and interests, better advocacy and promotion, potential for shared knowledge).

minor impact			moderate impact			significant impact		
1	2	3	4	5	6	7	8	

2. Extent of the cost and resourcing required to investigate and implement the opportunity.

significant investment			moderate investment			minor investment		
1	2	3	4	5	6	7	8	

3. Extent of contribution to the priorities established in the CREDS.

no direct connection to a work stream			some connection			supports a work stream		
1	2	3	4	5	6	7	8	

4. Extent to which risks will be managed more effectively (for example, increasing capability and/or capacity to do so).

minor improvement			moderate improvement			significant improvement		
1	2	3	4	5	6	7	8	

5. Extent to which there will be greater capacity to further regional interests.

minor improvement			moderate improvement			significant improvement		
1	2	3	4	5	6	7	8	

6. Extent to which collaborating and being seen to collaborate may secure other advantages.

minor improvement			moderate improvement			significant improvement		
1	2	3	4	5	6	7	8	

Appendix 3: Decision framework

Step 1: Define the problem/risk/opportunity

- What is at stake, and why do we care?
- What is driving us to work together in this instance?

Step 2: Stakeholder analysis to identify interested and affected individuals and groups

- Who has an interest in this, and what is the nature and strength of our respective interests?
- Is this a sub-regional, regional, South Island or national concern?
- How might we prioritise stakeholder interests and engagement in terms of:
 - power, legitimacy and urgency?¹
 - 'skin in the game'
 - identity, vision and values?
 - knowledge, resources and ability to help us achieve our objectives?²

Step 3: Define the value proposition

- What is the public value we want to create?
- Can we agree on the results we want to achieve, and what we are willing to spend to achieve these results?

Step 4: Secure a mandate for an initial assessment of the case for change

- Who will sponsor this project?
- Who will lead/conduct the initial work and what are their terms of reference?
- In-house or outsourced?
- How will we resource the initial investigation?

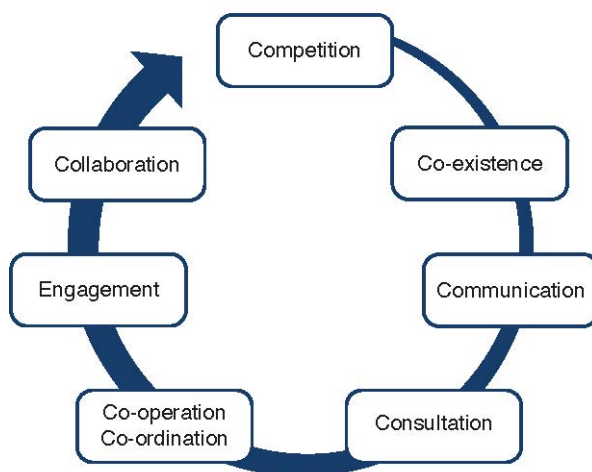
Step 5: Assess the case for change and readiness for collaboration

- What is the current state – and 'baseline' for monitoring and evaluation – against which we can assess cost-effectiveness?
 - Where are we now, and what evidence supports this assessment?
 - Who's currently doing what, where, how – and what works?
 - Is the problem (cause or symptom)/risk/opportunity as we think it is?
 - What are the current costs and benefits, and how are these distributed?
 - How will we know whether we have achieved better results?
- Determine scale and scope – does it require:
 - more of the same, only better (continuous improvement), or
 - disruptive innovation – and what might be the 'game changer'?
- Analyse the business case for change:
 - What are the benefits less the costs, over what time period, using what discount rate?

¹ Mitchell, R., Agle, B., & Wood, D. (1997) Toward a theory of stakeholder identification and salience: Defining the principle of who and what really counts, *Academy of Management Review*, 22(4), pp. 853–86.

² Bundy, J., Shropshire, C., & Buchholz, A. (2013), Strategic cognition and issue salience: Toward an explanation of firm responsiveness to stakeholder concerns, *Academy of Management Review*, 38(3), pp. 352–376.

- Who will benefit/pay, and how?
- What can we project about the distribution of costs and benefits now and in the future, and is this fair?
- Where are we now on the Competition –Collaboration Continuum,³ and could we get the same or better results if we moved to somewhere else on the continuum?



- Are we ready to collaborate on this issue? – use the Collaboration Checklist⁴

Collaborate when:
<ul style="list-style-type: none"> • we cannot achieve what we want to on our own • the problem we want to address is complex • others can add significant value to help us achieve our goals • we are willing to help others achieve some of their goals • we are willing to share power, decision making and accountability for shared outcomes • we are committed to a long-term approach and ongoing relationships • we have time to develop and implement partnering processes, structures and work programmes • there is flexibility about how goals might be reached • we are prepared to take risks.
Do not collaborate when:
<ul style="list-style-type: none"> • we can achieve our objective without significant help from others • we want or need to own this piece of work and what results from it • timeframes are short and/or fixed • our agenda, goals or desired results are already determined and we have little scope to deviate from them • we require certainty and are not prepared to take risks • our agency is internally divided on the benefits of collaboration in this instance • we lack the people and resources to make this collaboration work • we can independently contract others to deliver on the task, service or goal.

³ Adapted from Eppel, E., Gill, D., Lips, M., & Ryan, B. (2008), *Better connected services for Kiwis*, Wellington, NZ: Institute of Policy Studies, <http://igps.victoria.ac.nz/events/completed-activities/joiningup/Connected%20Services%20ver%2010.pdf> (version 10).

⁴ Adapted from Waitakere City Council (2009), *Partnering practice guide for Waitakere*. Waitakere, NZ: Waitakere City Council. <http://www.waitakere.govt.nz/abtcnl/pp/pdf/Partnering-Practice-Guide.pdf>.

Step 6: Secure a mandate and resources for detailed design and implementation

- Present the case for change to decision makers – with resourcing implications and next steps.
- Which is the best agency to lead this project, and why?
- Delivery in-house, or outsourced?
- What governance arrangements are fit for purpose for detailed design and implementation?
- Who else needs to give legitimacy and support to this project, so it is politically viable and sustainable, and how will we engage with them?
- Who do we need to take with us, and who are we prepared to leave behind?
- What do we need in terms of ongoing resources, who might contribute these, and how?
- What does the lead agency need other agencies to keep on doing, stop doing, or do differently, in order to achieve mutually agreed objectives?
- Who will do what, why, how, by when?

Step 7: Measure, evaluate, report, review

- Measure, evaluate and report results against baseline.
- Assess and report the costs and benefits of this initiative, and how these have been distributed.
- Review and revise – learn as we go.
- Renew our agreed purpose (the public value we want to create).

D. Bromell
October 2016

Appendix 4: One strong voice for Canterbury

Background

- 1 Some reasons for establishing the Canterbury Policy Forum in 2013 were to:
 - identify issues affecting Canterbury, and investigate whether they can benefit from collaboration and/or joint advocacy
 - reduce duplication of policy effort and, as a result, work more effectively and efficiently together
 - provide support to smaller councils when assessing national and regional policy initiatives.

Policy and process for joint advocacy

- 2 Member councils agree that an issue impacts significantly on Canterbury on a regional or sub-regional basis. This is identified and agreed EITHER:
 - through horizon scanning of what's coming at us – as a standing item on the Policy Forum agenda, and/or
 - by a member council raising it with other councils and the relevant Forum Chair by email and/or a teleconference call, and/or
 - by the Secretariat alerting the relevant Forum Chair, in response to an invitation or opportunity to submit on an issue.
- 3 The relevant Forum or its Chair identifies and commissions a lead council or councils to prepare a draft joint submission.
- 4 The lead council(s) consult with member councils on this.
- 5 To reach agreement on joint submissions, the Secretariat circulates a draft to all Mayors, copied to all Chief Executives, for prior approval by 'reply all' – noting that joint submissions often need to express majority/minority views and do not require unanimity.
- 6 An agreed final version is formatted onto Mayoral Forum letterhead by the Secretariat, signed by the relevant Forum Chair, and emailed to the recipients (or lodged on the Parliament website for select committee submissions). Wherever possible, Mayors request a joint appearance before select committees and inquiries.
- 7 The Secretariat circulates a copy of the final agreed letter or submission to all members of the Forum, and saves documents into the Regional Council's document management system, in order to comply with requirements of the Local Government Official Information and Meetings Act 1987 and the Public Records Act 2005.
- 8 It is accepted and to be expected that member councils will not be of a single mind on every issue. Member councils reserve the right to make individual submissions as well. But, in general, if a joint submission is being prepared and can be agreed, member councils will not make individual submissions. The principle is to work together whenever we can to secure the best possible outcomes for Canterbury and its communities, at the lowest possible cost to ratepayers.

Appendix 5: Existing funding commitments (October 2016)

Council	Policy Forum levy 2016/17 (\$)	Regional secretariat 2016/17 (\$)	Canterbury Maps (\$)	Regional stormwater forum	CREDS lead councils	Valuation & rating study (\$)	Digital strategy study 2016 (\$)	Contaminated land shared services (\$)
Ashburton	1,000	-	9,000	5,000	absorbed	5,000	-	4,700
Christchurch	2,100	-	45,000	5,000	-	5,000	-	43,050
Environment Canterbury	2,100	355,440	150,000	5,000	absorbed	212,000	12,000	75,000
Hurunui	530	-	9,000	-	absorbed	5,000	-	938
Kaikōura	260	-	3,000	-	absorbed	1,000	-	938
Mackenzie	260	-	6,000	-	-	1,000	-	938
Selwyn	1,100	-	21,000	5,000	-	5,000	-	14,100
Timaru	1,000	-	21,000	5,000	absorbed	5,000	-	4,700
Waimakariri	1,100	-	21,000	-	absorbed	5,000	-	4,700
Waimate	400	-	6,000	-	absorbed	1,000	-	938
Waitaki	400	-	9,000	-	-	5,000	-	-
Total	10,250	355,440	300,000	25,000	-	250,000	12,000	150,002

Appendix 6: Sharing the costs

The following table shows a range of current and potential allocation formulae. It is unlikely that a single allocation formula can be developed and agreed that will be fit for every purpose.

The allocation in any particular case needs to reflect agreement on:

- strength of interest (who cares, and why?)
- who benefits
- ability to pay
- willingness to pay
- fairness – including recognition that only part of Waitaki District is in Canterbury.

Council	Estimated resident population (June 2016)		Land area		People/km ²	Opex 2015		Rates revenue 2015		Ave % of total opex and rates revenue	Current projects % share					
	Number of people	% of total	km ²	% of total	Number	\$(000s)	% of total	\$(000s)	% of total		Policy Forum	Canterbury Maps	Rating & valuation investigation	Contaminated land shared services	Regional Stormwater Forum	Ave % share current projects
Ashburton	33700	5.6	6,183	13.9	5.0	\$ 51,119	3.9	\$ 29,066	4.4	4.1	9.8	3.0	2.0	3.1	--	4.5
Christchurch	375000	62.5	1,415	3.2	241.3	\$ 753,496	57.8	\$ 358,204	53.7	55.7	20.5	15.0	2.0	28.7	20.0	17.2
Environment Canterbury	600100	100.0	44,508	100.0	12.1	\$ 155,259	11.9	\$ 87,709	13.2	12.5	20.5	50.0	84.8	50.0	20.0	45.1
Hurunui	12700	2.1	8,641	19.4	1.3	\$ 36,724	2.8	\$ 15,312	2.3	2.6	5.2	3.0	2.0	0.6	--	2.7
Kaikōura	3740	0.6	2,047	4.6	1.7	\$ 9,017	0.7	\$ 5,311	0.8	0.7	2.5	1.0	0.4	0.6	--	1.1
Mackenzie	4520	0.8	7,140	16.0	0.6	\$ 12,525	1.0	\$ 7,219	1.1	1.0	2.5	2.0	0.4	0.6	--	1.4
Selwyn	56200	9.4	6,381	14.3	7.0	\$ 83,626	6.4	\$ 36,845	5.5	6.0	10.7	7.0	2.0	9.4	20.0	9.8
Timaru	46700	7.8	2,733	6.1	16.1	\$ 67,344	5.2	\$ 42,910	6.4	5.8	9.8	7.0	2.0	3.1	20.0	8.4
Waimakariri	57800	9.6	2,217	5.0	22.5	\$ 80,395	6.2	\$ 46,157	6.9	6.5	10.7	7.0	2.0	3.1	20.0	8.6
Waimate	7950	1.3	3,554	8.0	2.1	\$ 13,559	1.0	\$ 8,560	1.3	1.2	3.9	2.0	0.4	0.6	--	1.7
Waitaki (Canterbury only)	1730	0.3	--	--	--	--	--	--	--	--	--	--	--	--	--	--
Waitaki (total)	22100	3.7	7,109	16.0	2.9	\$ 41,356	3.2	\$ 29,367	4.4	3.8	3.9	3.0	2.0	--	--	3.0
Total	--	--	--	--	--	\$ 1,304,420	100.0	\$ 666,660	100.0	100.0	100.0	100.0	100.0	100.0	100.0	--

Appendix 7: Supplementary Agreement to South Canterbury roading MOU

SUPPLEMENTARY AGREEMENT

Date: 9 October 2015

PARTIES

Ashburton District Council

Timaru District Council

Waimate District Council

Mackenzie District Council

Background

This document is a supplementary agreement to the existing memorandum of understanding between Ashburton District Council (ADC), Timaru District Council (TDC), Waimate District Council (WDC) and Mackenzie District Council (MDC) entered into in October 2014 relating to collaboration on roading matters.

The purpose of this agreement is to record the member Councils agreement to the process for identification and capture of scale related savings within their roading maintenance contracts.

THE PARTIES AGREE AS FOLLOWS:

1 Objectives

- 1.1 The parties acknowledge that one of the actions in the base memorandum of understanding was to adopt a joint strategy for the procurement of roading maintenance services beyond mid 2015.
- 1.2 The parties agree that the two key objectives of the joint strategy that has been developed are:
 - (a) optimisation and standardisation of specifications and processes used to procure road maintenance services; and
 - (b) identification and capture of scale benefits through the contract tender process.

2 Progress to Date

The parties record that technical staff from each party, with assistance from an external consultant, have formulated a set of standard contract procurement documentation that is to be used by each organisation for the road operation and maintenance contracts in each Council's districts. The formulation process has involved all parties testing the detail of each others specifications and agreeing on the most suitable option to be adopted as the group standard. This has produced a robust high quality set of contract procurement documents which will be used in a re-tendering process for each Council's Road operation and maintenance contract.

3 Capture of Scale Related Savings

- 3.1 In order to identify and capture scale related savings, the parties have agreed to conduct a coordinated tender process for the four road operation and maintenance contracts.

VB AD

- 3.2 Each party will separately tender the road operation and maintenance contract for its district using the agreed contract procurement documents. The tender process will call for individual prices for each contract but will also allow tenderers to submit alternative bids for two or more combinations of contracts from the parties (*group tenders*), in order to allow contractors to factor scale related savings into their tender price and thus for the parties to capture these savings.

4 Evaluation of tenders

The parties agree that each individual tender and each group tender received by a party for the party's road operation and maintenance contract will be evaluated in accordance with the methodology set out in the conditions of tendering in the contract procurement documents.

5 Transfer Payments

- 5.1 The parties acknowledge that the proposed tender process could create a situation where a group tender produces the most favourable price for a combination of contracts (lowest overall price) but that an individual tender (or another group tender) is most favourable for an individual Council.

- 5.2 If this occurs, the parties that participate in the group tender agree to address this issue by the use of transfer payments from the Councils that are advantaged by the group tender to the other Council(s) that would be disadvantaged by the acceptance of the group tender. The following provisions will apply in relation to group tenders unless agreed otherwise in writing by the relevant Councils who wish to participate in the relevant group tender.

- (a) If a party wishes to participate in a group tender it must notify the other parties as soon as reasonably practicable after the tenders have been evaluated;
- (b) If all parties to which a group tender relates have indicated an interest in participating in the group tender, those parties must in good faith and as soon as reasonably practicable, endeavour to agree the amount of the transfer payment that would be paid by each party advantaged by the group tender to each party that is disadvantaged by the group tender and the date on which such payments will be made, having regard to the following principles:
 - (i) the disadvantaged parties should be put in the position that they would have been in had it accepted the highest scoring individual tender;
 - (ii) the total of any transfer payments made would be apportioned among the advantaged Councils on a total tendered price basis; and
 - (iii) no advantaged party will be required to make a payment that would result in that party being worse off than they would have been in if they had selected the highest scoring individual tender;
- (c) The parties agree that the transfer payments or (receipts) to be made (or received) by each participating party, will be agreed prior to any group tender being accepted (and no group tender may be accepted unless or until such payments have been agreed);
- (d) A party may determine not to commit to a transfer payment and instead accept a different tender at any time prior to the transfer payments and the payment terms being agreed and the relevant group tender being accepted;

WB AD

Notwithstanding the above, no group tender may be accepted unless or until all necessary statutory and NZTA consents to the proposed procurement procedures in the contract procurement documents and to the proposed transfer payment arrangements have been obtained.

- 5.3 For the avoidance of doubt, once the transfer payment arrangements have been agreed and the relevant group tender accepted, the participating parties are bound by the transfer payment arrangements so agreed for the term of the relevant road operation and maintenance contract that is accepted.

6 Each party may act in its own interests


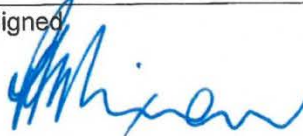

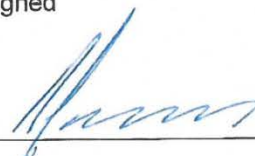
The parties acknowledge and agree that:

- (a) each Council may act entirely in its own interests and may in its sole discretion determine whether it wishes to accept an individual tender or participate in any group tender; and
- (b) it is possible that a group tender may identify scale related savings but that they may not be captured because one member Council may (in accordance with (a) above) accept an individual tender.
- (c) The parties do not intend that the memorandum of understanding or this supplementary agreement creates a joint venture or an unincorporated body of persons. It is intended that each party will contract separately with successful tenderers for the provision of services to that party.

7 Relationship of the parties

- 7.1 The parties will work collaboratively together to endeavour to achieve the agreed objectives in this agreement (subject to clause 6 above).
- 7.2 The provisions in this agreement are intended to create legally binding obligations between the parties for the full duration of the maintenance contracts.

EXECUTION

Ashburton District Council	Signed 	Date 2-10-2015
Timaru District Council	Signed 	Date 22-9-2015
Mackenzie District Council	Signed 	Date 7.10.2015
Waimate District Council	Signed 	Date 9/10/15

Canterbury Policy Forum

Item 5

Date: 2 December 2016

Presented by: Bill Bayfield

Regional submissions 2017/18

Purpose

This paper asks:

- which regulations, National Policy Statements (NPS) and National Environmental Standards (NES) require regional submissions during 2017/18?
- which Councils and/or working groups will lead development of these regional submissions?

Recommendations

That the Canterbury Policy Forum:

- 1 **agree** which regulations, NPSs and NESs require a regional submission
- 2 **agree** which Councils and/or working groups will lead development of these regional submissions
- 3 **direct** the Secretariat to develop a proposal to provide training to Council staff on writing effective submissions, funded from the Forum's training budget, for consideration by the Policy Forum on 4 April 2017.

Background

- 1 At its meeting on 25 September 2015, the Forum agreed to work in collaboration and with the Canterbury Planning Managers Group (CPMG) to develop shared responses to the Government's policy initiatives for new and revised national policy instruments under the Resource Management Act 1991.
- 2 The Chief Executives Forum considered a draft paper on 'Working together for Canterbury' at its meeting on 31 October 2016 (agenda item 4). Appendix 4 of that paper outlines a proposed policy and process for joint advocacy, including regional and sub-regional submissions.

Regional responses

- 3 A decision table is attached in Appendix A for the Forum to discuss and agree:
 - which regulations, NESs and NPSs do Councils have an interest in?
 - which regulations, NESs and NPSs are a priority for a regional submission?
 - which Councils have an interest?
 - who will lead development of a Canterbury regional submission?

- 4 The Ministry for the Environment has provided a list of regulations, NESs and NPSs in its updated National Direction document (Appendix B).

Professional development opportunities

- 5 Writing effective submissions is a specific skill that some Council staff may not have had the opportunity to develop. If the Forum agrees, the Secretariat will identify options and providers to deliver training, funded from the Forum's training budget, and report back with a proposal to the meeting on 4 April 2017.

Appendix A: Decision table

Regulations, national environmental standards and national policy statements (MfE)

Topic	Indicative date of completion	Regional priority? Y/N	Interested Councils	Lead Council or working group
Telecommunications facilities (amendments)	late 2016			
Urban development capacity	late 2016			
Plantation forestry	early 2017			
Freshwater management (amendments to the NPS)	consultation in late 2016			
Stock exclusions from water bodies	mid-2017			
Pest control	early 2017			
Aquaculture	mid-2017			
Air (amendments to the NES)	late 2017			
Contaminants in soil (amendments to NES)	mid-2017			
End-of-life tyres	late 2017			
Dam safety	early 2018			
Biodiversity	late 2018			
Natural hazards	late 2018			

A WAY FORWARD FOR NATIONAL DIRECTION

2016

Introduction

National direction sets out how specific resources should be managed to protect the environment, strengthen the economy and enable New Zealanders to provide for their social and cultural well-being.

This brochure provides information on the current priorities for national direction, and updates the list of priorities published in August 2015.

List of priorities

The Government uses the Resource Management Act 1991 to set national direction through national policy statements (NPSs), national environmental standards (NESs) and regulations.

The list of priorities for national direction will give communities, businesses and councils more certainty about upcoming national direction.

To qualify for national direction, a topic must involve one of the following:

- significant national-level benefits, costs or values
- significant benefits of having a consistent approach across the country
- technical complexity that makes it more efficient or effective to address the issue at the national level.



List of regulations, national environmental standards and national policy statements

Topic	Indicative date of completion	Description
Telecommunication facilities (amendments)	Late 2016	Changes to bring the existing NES up to date with current technology and to expand permitted activities outside the road reserve.
Urban development capacity	Late 2016	Requirements for councils to provide sufficient capacity for urban development to meet demand for housing and business needs.
Plantation forestry	Early 2017	Nationally consistent rules to manage plantation forestry with more efficiency and certainty, and maintain or improve environmental outcomes.
Freshwater management (amendments to the National Policy Statement)	Consultation in late 2016	Potential amendments to clarify how existing policies are to be applied.
Stock exclusion from water bodies	Mid-2017	A nationally consistent approach to exclude stock from water ways, starting with dairy cattle and pigs, and ultimately applying to beef cattle and deer.
Pest control	Early 2017	Simplifying the regulatory regime for certain toxins used to manage pest mammals and fish by removing duplication between the Resource Management Act and other legislation, including the Hazardous Substances and New Organisms Act.
Aquaculture	Mid-2017	Nationally consistent rules for coastal plans for the management of aquaculture, including simpler and more certain re-consenting provisions for existing farms.
Air (amendments to the National Environmental Standard)	Late 2017	Updating the provisions relating to particulate matter to reflect the costs of compliance and current science on health impacts.
Contaminants in soil (amendments to the National Environmental Standard)	Mid-2017	Changes to make the existing NES more targeted toward risks from contaminants.
End of life tyres	Late 2017	Nationally consistent rules for the responsible storage of end-of-life tyres.
Dam safety	Early 2018	Developing a set of rules and conditions to ensure best-practice dam safety management is applied to all relevant dams.
Biodiversity	Late 2018	Set out objectives and policies about managing natural and physical resources to maintain indigenous biodiversity.
Natural hazards	Late 2018	Guidance on managing significant risks from natural hazards.

Updating the list of priorities

As work progresses on the current list, the Government will also work to identify new priorities. An updated list of national direction priorities will be published in late 2017/early 2018.

Published by the Ministry for the Environment in September 2016
INFO 766



Ministry for the
Environment
Manatū Mo Te Taiao

New Zealand Government

Canterbury Policy Forum

Item 10

Date: 2 December 2016

Author: Wayne Barnett

Regional tourism facilities and freedom camping update

Purpose

This paper updates the Canterbury Policy Forum on grants made to Canterbury Councils under the Regional Mid-Sized Tourism Facilities Grants Fund, as well as an update on freedom camping activity.

Recommendations

That the Canterbury Policy Forum:

- 1 **note that** three Councils have received grants from the Regional Mid-sized Tourism Facilities Grants Fund
- 2 **note** that work is taking place on addressing issues relating to freedom camping.

Regional Mid-Sized Tourism Facilities Grant Fund outcome

- 1 The Canterbury Mayoral Forum has advocated strongly to central government about the need for funding for infrastructure to support tourism, particularly in areas with high visitor numbers but low rating bases.
- 2 In May 2016, the Government announced the establishment of the Regional Mid-sized Tourism Facilities Grants Fund that provides for investment of \$12 million over three years. The Fund is designated for investing in facilities used by tourists, in order to enhance their experience while visiting New Zealand.
- 3 Canterbury Councils submitted seven applications, supported by the Canterbury Mayoral Forum. The first funding round results were announced in November 2016, with Canterbury receiving a total of \$988,335 for three projects. The Canterbury region received 32% of the total funding allocated in this round – the maximum amount granted to a region. Successful applicants were Timaru District Council, Mackenzie District Council and Kaikōura District Council. These grants are all for toilet facilities.
- 4 The Ministry of Business, Innovation and Employment expects there to be a further funding round in early 2017.

Regional and national activity

- 5 The Freedom Camping Working Group has met twice – in May and July 2016. Discussions confirm that there are a diverse range of issues and approaches to freedom camping in Canterbury, as in the country as a whole.
- 6 While an ideal scenario for visitors would be common by-laws across the region, this is neither likely nor desirable given the unique circumstances and issues experienced by Canterbury Councils.

- 7 However, there is scope to promote consistency in messaging, particularly around responsible camping and the benefits freedom campers bring to communities. To assist with this, the Tourism Industry Association (TIA) recently released a Responsible Camping Communications Toolkit which the Secretariat has distributed to all Canterbury territorial authorities. The Toolkit is aimed at a range of stakeholders, including local communities, media and visitors, and can be adapted to individual Councils' requirements.
- 8 The Policy Forum might also like to note that the Department of Internal Affairs has just released its National Situational Analysis on Managing Freedom Camping in Public Spaces, and has three work streams underway:
 - **Local government freedom camping guidance** – a wiki site due to be launched on 16 December 2016, collating lessons and approaches for councils to use, e.g. preparing for the Lions' tour.
 - **National geospatial dataset** – supported by the Local Government Geospatial Alliance, aiming to pull together geospatial data on the location of restrictions and prohibitions. It will be a completely open dataset that Councils can use as they see fit.
 - **Freedom camping communications** – getting information to visitors – domestic or international – aligning with the Responsible Camping Forum's work and trying new channels.
- 9 In addition, the Secretariat is looking at the possibility of providing Councils with information about the profile and spend of campers in their local areas. More detail about the nature and potential cost of the research and recommendations will be presented to the Chief Executives Forum on 30 January 2017 for discussion and decision.

Canterbury Policy Forum

Item 11

Date: 2 December 2016

Presented by: Bill Bayfield (Chair)

Regional forum meeting schedule 2017

This paper proposes provisional meeting dates for 2017. The Secretariat will circulate calendar invitations to the various Forum members.

Recommendation

That the Canterbury Policy Forum:

- 1 **note** the proposed regional forum meeting dates for 2017.

Date	Forum
First cycle	
Friday 2 December 2016	Canterbury Policy Forum
Monday 30 January 2017	Chief Executives Forum
<i>Monday 6 February 2017</i>	<i>Waitangi Day</i>
Friday 10 February 2017	Canterbury Planning Managers Group
Thursday 23 February 2017	CREDS Workshop and Mayoral Dinner
Friday 24 February 2017	Canterbury Mayoral Forum
Second cycle	
Friday 7 April 2017	Canterbury Policy Forum
<i>14-17 April 2017</i>	<i>Easter</i>
<i>Tuesday 25 April 2017</i>	<i>ANZAC Day</i>
Monday 8 May 2017	Chief Executives Forum
Friday 12 May 2017	Canterbury Planning Managers Group
Thursday 25 May 2017	Mayoral Forum working dinner
Friday 26 May 2017	Canterbury Mayoral Forum
Third cycle	
Friday 7 July 2017	Canterbury Policy Forum
Monday 31 July 2017	Chief Executives Forum
Friday 4 August 2017	Canterbury Planning Managers Group
Thursday 24 August 2017	CREDS Workshop and Mayoral Dinner
Friday 25 August 2017	Canterbury Mayoral Forum
Fourth cycle	
Friday 6 October 2017	Canterbury Policy Forum
<i>Monday 23 October 2017</i>	<i>Labour Day</i>
Monday 30 October 2017	Chief Executives Forum
Friday 3 November 2017	Canterbury Planning Managers Group
Thursday 30 November 2017	Mayoral Forum Dinner
Friday 1 December 2017	Canterbury Mayoral Forum