

CWMS Regional Committee Terms of Reference

ADOPTED BY COUNCIL – 15 APRIL 2021

Background

The Canterbury Water Management Strategy (CWMS) Regional Committee (the Committee) is a committee of Environment Canterbury and is established under the auspices of the Local Government Act 2002 in accordance with the CWMS 2009.

The Committee represents a commitment from Environment Canterbury to work with the Canterbury Mayoral Forum, Te Rūnanga o Ngāi Tahu, Papatipu Rūnanga and communities to implement the CWMS.

The Standing Orders of Environment Canterbury apply to the operation of the Committee. This includes a requirement to make a declaration of conflict of interest, keeping a register of interests, and providing guidance on attendance and absences at meetings.

Committee members will operate in accordance with CWMS Regional Committee Code of Conduct.

Purpose

The Committee's purpose is to uphold the mana of the freshwater bodies within the Canterbury Region by facilitating enduring land and water management solutions that give effect to the CWMS vision, principles and targets.

Function

The CWMS Regional Committee's function is to:

1. monitor progress with implementing the CWMS across the Canterbury Region; and
2. provide advice and regular reporting to Environment Canterbury, Te Rūnanga o Ngāi Tahu and the Canterbury Mayoral Forum on regional issues associated with implementing the CWMS.

Letter of shared priorities

Environment Canterbury will provide the Committee with a tri-annual Letter of Shared Priorities to guide the Committee's work. The letter may include regional water management priorities that Environment Canterbury, Te Rūnanga o Ngāi Tahu and the Canterbury Mayoral Forum wish to progress with the Committee.

Committee membership

The Committee will comprise of:

1. one Environment Canterbury Councillor
2. three Papatipu Rūnanga representatives (one each from North, Mid and South Canterbury)
3. one representative from Te Rūnanga o Ngāi Tahu

4. one member to represent both the Canterbury District Health Board and the South Canterbury District Health Board, and
5. up to six community representatives with experience in freshwater management in the Canterbury Region.

Proxies or alternates are not permitted except for Papatipu Rūnanga representatives.

The Committee may co-opt such other expert or advisory members as it deems necessary to ensure it is able to achieve its purpose. Any such co-option will be on a non-voting basis.

Chair

An independent Chair will be appointed by Environment Canterbury and Te Rūnanga o Ngāi Tahu and in consultation with the Canterbury Mayoral Forum.

A Ngāi Tahu representative on the CWMS Regional Committee will be appointed to the position of co-Chair by Environment Canterbury and Te Rūnanga o Ngāi Tahu working with Papatipu Rūnanga, and in consultation with the Canterbury Mayoral Forum.

When required, an Acting Chair will be appointed by the membership by simple majority. There is no limit on how long a person can be in either of these positions.

Selection and appointment of community members

Community members will be selected by a panel and formally appointed by Environment Canterbury. The selection panel will include:

1. one elected member from Environment Canterbury
2. one Tumu Taiao representative, and
3. the independent Chair of the Regional Committee

The process to select community members involves:

1. A public call for expressions of interest
2. Applications
3. Interviews/workshop
4. Panel deliberations and decision
5. Appointments made

The assessment of applicants will be based on the ability of an applicant to:

- Work in a collaborative, consensus seeking manner
- Work with and understand the values of Te Rūnanga o Ngāi Tahu and Papatipu Rūnanga
- Understand the complexity of freshwater management issues associated with Canterbury's diverse geology, hydrology and water use
- Focus on solutions and actions, considering future generations
- Understand the CWMS, the vision, principles and ways of working
- Demonstrate a commitment to community engagement and experience with community processes and/or groups
- Demonstrate leadership experience, expertise and relationships in a sector relating to one or more of the 10 CWMS targets¹. For example, in areas such as:
 - primary sector
 - urban water management
 - recreation
 - indigenous biodiversity
 - climate change

The selection panel must also consider the geographic spread of community members across the Canterbury Region and ensure that the Committee membership includes a balance of backgrounds, experience, and interests.

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

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

Term of appointment

Committee members are appointed for a term of three years, which may be extended on a case-by-case basis by Environment Canterbury. The selection process and appointment of Committee membership will not occur within four months of Local Government elections.

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

Quorum

The quorum at a meeting consists of:

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

Limitations of power

The Committee does not have the authority to commit Environment Canterbury to any expenditure, and its recommendations are not to compromise the Council's freedom to deliberate and make decisions.

The Committee does not have the authority to submit on proposed Resource Management or Local Government Plans, but the Committee may advise Environment Canterbury on these matters to inform an Environment Canterbury submission.

Operating philosophy

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

The Committee will observe the following principles:

1. Be culturally sensitive observing Ngāi Tahu tikanga
2. Apply a Ki Uta Ki Tai (from the mountains to the sea) holistic approach that also enables cultural elements including mahinga kai philosophies held by mana whenua to be encompassed
3. Consider all the water interests in the region when developing advice and recommendations
4. Consider future generations when developing advice and recommendations
5. Work in a collaborative solution-focused approach using best endeavours to reach solutions that take account of interests of all sectors of the community
6. Contribute knowledge and perspectives, but not promote the views or positions of any interest or stakeholder group
7. Promote a philosophy of integrated water management to achieve multiple objectives of the range of interests in water
8. Seek consensus when developing advice and recommendations. If neither unanimous agreement can be reached nor a significant majority view formed, in the first instance seek assistance from an external facilitator to further Committee discussions and deliberations. Where the Committee encounters fundamental disagreements, despite having sought assistance and exhausted all avenues to resolve matters, recommend that Environment Canterbury disband them and appoint a new Committee.

Meeting and remuneration guidelines

1. The Committee will formally meet four times per annum and may also have workshops or working group meetings.
2. Remuneration for appointed members will be paid in the form of an honorarium currently set at \$ 4,000 per year.
3. An expert or adviser who has been co-opted on to the Committee is eligible for an honorarium at the same rate as an appointed member.
4. The elected member of Environment Canterbury is not eligible for remuneration.
5. Mileage will be reimbursed.

¹ The 10 CWMS targets include: Environmental Limits, Ecosystem Health/Biodiversity, Natural Character of Braided Rivers, Kaitiakitanga, Drinking Water, Recreation and Amenity Opportunities, Water Use Efficiency, Irrigated Land Area, Energy Security and Efficiency, Indicators of Regional and National Economies.

Reporting

The Committee will provide an update on its progress to Environment Canterbury and the Canterbury Mayoral Forum three times per year.

The Committee will also prepare an Annual Progress Report to present to Environment Canterbury, Canterbury Mayoral Forum and Te Rūnanga o Ngāi Tahu. The report must:

- a. highlight the work of the CWMS Regional Committee; and
- b. identify the challenges and opportunities the Committee foresees in the coming year.

Committee support

The Committee shall be supported by staff from Environment Canterbury.