



Our Ref A610586

**Extraordinary Council meeting and Committee meetings  
Wednesday 23 November 2016**

Following are the agendas for the Extraordinary Council meeting and the Committee meetings to be held on Wednesday 23 November, commencing at 9:00am. The venue is the Council Chamber, 70 Stafford Street, Dunedin, and members of the public are welcome to attend.

The Extraordinary Council meeting agenda and any full detailed reports referred to in the agendas are available on the Council website, or by contacting the Committee Secretary – see contact details below.

<http://www.orc.govt.nz/Meetings-Consultations-and-Events/Council-meetings-and-Agendas/>

***Committee agendas***

	<b><i>Page Nos.</i></b>
Regulatory Committee .....	2- 25
Technical Committee .....	26 - 44
Policy Committee .....	45 - 52
Finance & Corporate Committee .....	53 - 72
Communications Committee .....	73 - 90

A handwritten signature in black ink that reads "Lauren McDonald".

Lauren McDonald  
**Committee Secretary**

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## OTAGO REGIONAL COUNCIL

### Agenda for a meeting of the Regulatory Committee to be held in the Council Chamber, 70 Stafford Street, Dunedin on Wednesday 23 November 2016 following an Extraordinary meeting of Council

**Membership:**

- Cr Stephen Woodhead (Chairperson)
- Cr Gretchen Robertson (Deputy Chairperson)
- Cr Graeme Bell
- Cr Doug Brown
- Cr Michael Deaker
- Cr Carmen Hope
- Cr Trevor Kempton
- Cr Michael Laws
- Cr Maggie Lawton
- Cr Sam Neill
- Cr Andrew Noone
- Cr Bryan Scott

**Apologies:**

**Leave of Absence:**

**In attendance:**

Please note that there is an embargo on agenda items until 8.30 am on Monday 21 November 2016

**CONFIRMATION OF AGENDA**

**CONFLICT OF INTEREST**

**PUBLIC FORUM**

**PART A – RECOMMENDATIONS**

Item 1  
2016/1137 **Terms of Reference for the Regulatory Committee and sub committees.** DCS, 8/11/16

The report provides the Terms of Reference for consideration and recommendation to Council.

**PART B - ITEMS FOR NOTING**

Item 2

2016/1106 **Biosecurity and RMA Monitoring Report.** DEMO, 8/11/16

Reporting on water, air, pest, and contaminated site environmental monitoring and incidents for the period 20 August to 4 November 2016.

Item 2

2016/1133 **Consent processing, consent administration and Building Control Authority update.** DPPRM, 7/11/16

Detailing consent processing, consent administration and building control authority activity for the period 20 August to 4 November 2016.

Item 3

2016/1128 **RMA, Biosecurity Act and Building Act Enforcement Activities.**  
DPPRM, 8/11/16

Detailing Resource Management Act 1991, Biosecurity Act 1993 and Building Act 2004 enforcement activities undertaken by the Otago Regional Council for the period 20 August to 4 November 2016.

Item 4

2016/1127 **Progress Report 1C Deemed Permit Replacement Project.**  
DPPRM, 7/11/16

This report notes progress on Project 1C implementation of the RPW policies for the period 20 August to 4 November 2016

## REPORT

Document Id: A953083

Report Number: 2016/1137

Prepared For: Regulatory

Prepared By: Director Corporate Services

Date: 8 November 2016

Subject: **Terms of Reference - Regulatory Committee**

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### 1. Précis

Council adopted a Committee structure at its meeting on 2 November 2016. The structure, purpose and membership of those Committees were adopted at that meeting and it was agreed that each Committee would consider its terms of reference at the first Committee meeting round for recommendation to the December Council meeting.

### 2. Committee Structure

The Committee structure adopted on 2 November was consistent with the structure used in the previous triennium as follows:

Committee	Subcommittee
Standing Committee	
<b>Regulatory</b>	<b>Commissioner Appointment</b>
	<b>Kakanui River Water Allocation*</b>
Technical	
Policy	
Finance and Corporate	Audit and Risk*
Communications	
<b>Other Committee</b>	
Objections	
Employment	
Regional Transport	
Otago Civil Defence Emergency Management Group	

Subcommittees marked \* were not part of the structure adopted by Council on 2 November.

### 3. Terms of Reference

Draft terms of reference are attached for the Regulatory Committee, the Commissioner Appointment Subcommittee and the Kakanui River Water Allocation Subcommittee. These are as per the terms of reference adopted in the previous triennium.

### 4. Recommendation

That the attached terms of reference be considered to enable a final version to be presented to Council on 7 December 2016 for adoption.

Nick Donnelly  
**Director Corporate Services**

## Terms of Reference 2016-2019

### Regulatory Committee

#### **Purpose**

To oversee and monitor the Resource Management Act, Biosecurity Act and Building Act consents and compliance processes, and to take an overview of any Court proceedings associated with these activities.

#### **Reporting**

The Regulatory Committee reports to the Council.

#### **Meetings**

The Regulatory Committee will have ordinary meetings at six weekly intervals and will otherwise meet as required.

#### **Delegations**

The Regulatory Committee shall have the following delegations:

- To initiate enforcement, abatement and prosecution actions and to seek declaratory judgments.

The Regulatory Committee may appoint sub-committees or working parties as appropriate provided they are limited to a time duration consistent with performance of their specified tasks.

#### **Membership**

The Regulatory Committee shall have a membership of all elected Councillors, Cr Scott (Chair) and Cr Neill (Deputy Chair).

A quorum of the Regulatory Committee shall be six members.

#### **Explanatory Comment**

The Regulatory Committee shall take an overview of:

- Consents processes;
- The monitoring of compliance with Council issued consents, and any follow up actions required;
- The effectiveness of Council plans in meeting Council objectives;

## Terms of Reference 2016-2019

### Commissioner Appointment Subcommittee

#### **Purpose**

- To appoint Councillor and non-Councillor commissioners for hearing consent applications under the Resource Management Act.
- To appoint mediators for consent applications.

#### **Reporting**

The Commissioner Appointment Subcommittee reports to the Regulatory Committee.

#### **Meetings**

As and when required.

#### **Delegations**

Pursuant to the Resource Management Act 1991:

- To appoint commissioner(s) for hearing and deciding consent applications under S34A;
- To appoint mediators for mediating consent applications under S34A and S99A;
- To appoint restricted coastal activity hearing committees under S34A and S117.

#### **Membership**

The Commissioner Appointment Subcommittee shall have a membership comprised of the Council Chairperson, the Council Deputy Chairperson (Chair), Cr Noone, Cr Scott and the Chief Executive.

#### **Quorum**

2 of the 4 members.

## Terms of Reference 2016-2019

### Kakanui River Water Allocation Subcommittee

#### **Purpose**

To exercise control over water permits to take water from the Kakanui River during periods of low flow when the minimum flow applicable to the river is being approached.

#### **Reporting**

The Kakanui River Water Allocation Subcommittee reports to the Regulatory Committee.

#### **Meetings**

The Kakanui River Water Allocation Subcommittee will meet as required, by subcommittee resolution, request of the Chairperson of the subcommittee, or request of the Otago Regional Council.

#### **Delegations**

The Kakanui River Water Allocation Subcommittee has delegation, under Section 34 of the Resource Management Act, to make decisions on allocation restrictions over those water permits to take water from the Kakanui River which include a condition that the "... permit shall be exercised under the control of the Kakanui River Water allocation subcommittee".

#### **Membership**

The Kakanui River Water Allocation Subcommittee shall be made up of not less than three and not more than five members as appointed by the Otago Regional Council on the advice of the water permit holders subject to the control of the Kakanui Allocation Subcommittee.

#### **Members**

Mr Mark Lawrence  
Mr Lyndon Strang  
Mr James McNally

Mr Robert Borst  
Mr Roger Fox

#### **Explanatory Comment**

The Kakanui River Water Allocation Subcommittee has been established to assist in the allocation of water resources in periods of water shortage, between holders of consents authorising the taking of water.

Whilst the subcommittee has the power to make decisions on allocations, it does not have any powers of enforcement. Those powers can only be exercised by an Otago Regional Council duly appointed officer.

Minutes of any meeting, including all decisions affecting the exercise of water permits shall be kept and sent to the Council for reporting to the Regulatory Committee.

## REPORT

Document Id: A948760

Report Number: 2016/1106

Prepared For: Regulatory Committee

Prepared By: Director Environmental Monitoring and Operations

Date: 4 November 2016

Subject: **Biosecurity & RMA Monitoring Report 20 August to 14 November 2016**

### Précis

This report describes the Regulatory activity for the reporting period 20 August to 4 November 2016.

## 1. Water Quality and Quantity

### 1.1 Regional Plan: Water and Resource Consent Monitoring

#### 1.1.1 Audit & Inspection Monitoring

Over this reporting period 149 consent related inspections were carried out, 29 of which were full consent audits with the remainder being structure, water metering device and bore inspections. The majority of these (94) were graded as 0 compliance grade as the consents were either cancelled, lapsed or surrendered following the inspections due to not being in use for the last 5 years or within the lapse period specified on the consent.

Inspection Type	0 No Compliance Grade	1 Compliant	2 NC Minor no effects	3 NC Significant no effects	4 NC Minor act. effects	5 NC Significant act. effects	Grand Total
RMA 100 Water Device Inspection	1	1	1				3
RMA 200 Coastal Structure Inspection		1					1
RMA 200 STRUCTURE INSPECTION	3	1	1				5
RMA 300 BORE INSPECTION	38	1		1			40
RMA 400 GRAVEL AUDIT	3						3
RMA 99 AUDIT	49	25	7	1	8	7	97
Grand Total	94	29	9	2	8	7	149

### Total Audits/Inspections

#### An explanation of the gradings are:

- **Grade 1** – fully compliant with the conditions of the consent including providing information on time;
- **Grade 2** – compliant with the parameters of the consent that they are required to stay within but some information was provided late;
- **Grade 3** – hasn't provided information so no assessment of effects has occurred;
- **Grade 4** – are non-compliant with some parameters of the consent but not having a significant environmental effect. *An example would be e-coli is required to be no higher than 10 but results show it is 500.*
- **Grade 5** – are non-compliant with some parameters of the consent but are having a significant environmental effect. *An example would be e-coli is required to be no higher than 10 but results show it is 20,000.*

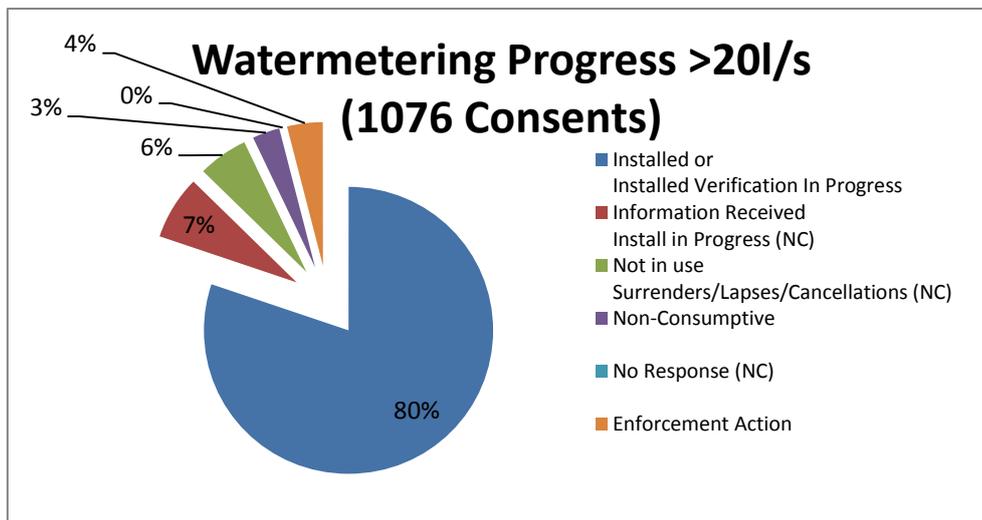
### 1.1.2 Water Metering – RMA Regulations

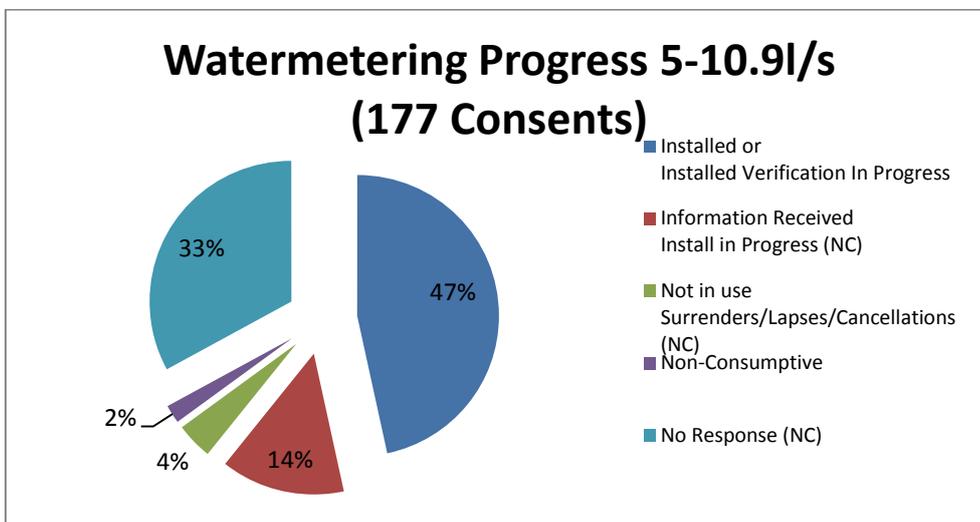
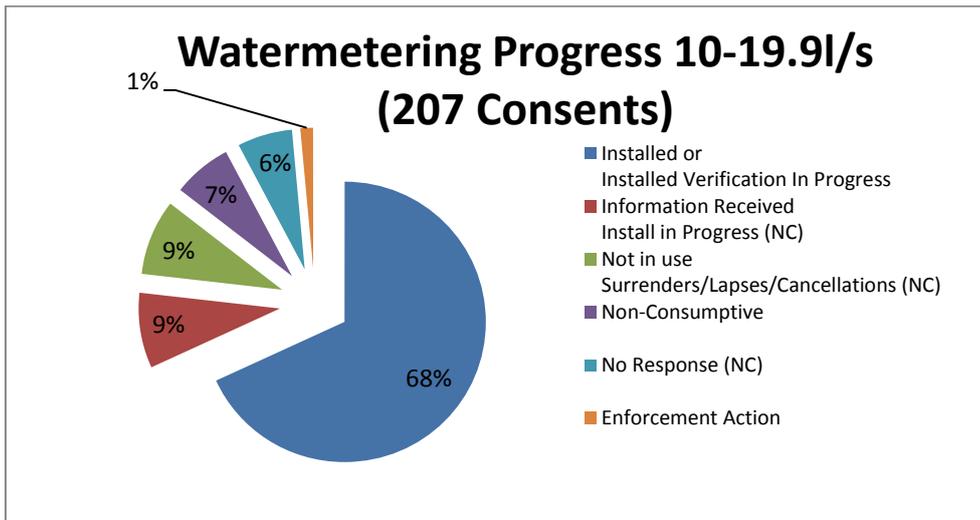
80% of water permits over 20l/s are compliant with the water metering regulations. 6% of permits are not in use. Holders of these consents have been advised that they must install measuring before use and have been reminded that they will need records of use if they intend to renew their permits. 7% are still in the process of installing measuring. A significant number of permits for which the council has yet to receive confirmation of compliance with the Regulations are held by irrigation companies. Many of these are retakes. These irrigation companies are in the process of applying for new consents to formalise their metering situation taking into account retakes and the often complex situations which arise from large irrigation schemes.

68% of water permits between 10-20l/s are compliant with the water metering regulations. 9% of permits are not in use, and 9% are in the process of installing measuring. 6% of consent holders are yet to provide confirmation of the installation of measuring.

47% of consent holders in the 5-10l/s category have installed measuring. The deadline for these consent holders to confirm installation as per the regulations is by 10 November 2016

Responses have been received from 55 consent holders in response to the request for a metering action plan. Many have stated that they have a meter installed, but no confirmation of a datalogger installed, and no confirmation that the meter has been verified. The request has also resulted in a number of consents being surrendered. There have also been a number of consent holders who have stated that they are currently not using any water, but want to retain the permit.





## 1.2 Rural Water Quality

The rural water quality programme (the programme) comprises ORC activities relevant to our role as a regulatory organisation. The effects based plan relies on those using land and water to be responsible for minimising their impact on water quality.

The programme contains activity broadly categorised in the following manner:

- Plan Change 6A mediation (predominantly scientific studies)
- Catchment water quality monitoring
- Stakeholder engagement
- Compliance

Because these activities are reported on through the relevant committee reports, they are not repeated here. Instead, this section highlights key milestones and activity within the programme.

### 1.2.1 Communication and Engagement activity

A key element of the ORC role in the community's implementation of the rural water quality rules is around communication and engagement. A programme of communication and engagement activity has been developed to support this. The activity proposed was developed as a result of recent stakeholder workshops around recent ORC communications looking at what we have done so far, how effective that has been, and seeking to understand what our community need.

## 2. Pest Management Strategy Implementation and Biosecurity Compliance

### 2.1 Animal Pests

#### 2.1.1 Rabbits

Rabbit inspections have continued through this period. Staff, have undertaken both new and follow up inspections following on from the winter poison season. Inspections have focussed on the Naseby, Wanaka, Gibbston and Cromwell areas. The total area inspected for compliance with MAL3 for the reporting period was 7083 hectares. Over 80% of the land inspected was found compliant.

RHDV K5 update:

Currently the New Zealand Rabbit Coordination Group (RCG) is preparing applications for the release of RHDV K5, which is a new variant of rabbit haemorrhagic disease RHDV.

Three statutory approvals are required to register, import and release RHDV1 K5 in New Zealand:

- A Hazardous Substances and New Organisms Act (HSNO) approval.
- Registration under the Agricultural Compounds and Veterinary Medicines Act (ACVM)
- An unwanted organism approval under the Biosecurity Act (BSA).

The RCG is co-ordinating the approvals processes. The programme for securing the relevant approvals is targeted towards a release window of March/April 2017.

RHDV1 K5 is a potentially significant biological control tool for pest rabbits in New Zealand. While exact figures are unknown, it is expected that there will be improved knockdown in those areas where the current strain of RHDV is less effective. This could be anywhere up to a 40% increase in virus related mortality. This will depend on the location of the rabbit population and the number of susceptible animals within the population.

### 2.1.2 Wallabies

Three reports of Wallaby incidents have been received

1. Wallaby found dead on Manuka Gorge Road near Lawrence. Autopsy found animal had been shot. It is thought that the animal has been shot somewhere else and dumped on the roadside.
2. Wallaby sighted near the Naseby Forest camping ground. Inspection was unable to locate any sign of Wallaby in the reported area.
3. An Adult female Wallaby was shot and killed by Maniototo Pest Company staff.

Discussions with Environment Canterbury Biosecurity staff has resulted in agreement around the Otago wallaby project and working alongside ECan to achieve best results over the remainder of this financial year and into 17/18.

Discussions have also been held with the Maniototo Pest Company that have resulted in continued support from the group with agreement around future use of MPC staff and resources. MPC are taking this matter very seriously and have confirmed that they have a very strong desire to prevent wallabies establishing in Otago.

Surveillance equipment and pre-feed baits currently located at Kyeburn and North Otago are still activated; so far no wallaby activity has been captured.

Thousands of hectares around Naseby and Kyeburn have been part of an aerial search and destroy operation following a late snow event. No wallabies or sign was located. The operation was combined with MPC annual feral pig and rabbit operation.

Ground inspections have been carried out around Kyeburn, Horse Range and Waitaki River. Suitable habitat within 8000 ha has been inspected. During these inspections Wallaby sign has been confirmed on the Otago Side of the regional boundary between the Otikaieke and Kyeburn river catchments. Sign found represents wallaby has been and still is present in the area.

## 2.2 Plant Pests

### 2.2.1 Lagarosiphon

Recent monitoring of the Kawarau River has shown lagarosiphon to be present in areas of the river where it had previously not been detected. Control works will be undertaken when conditions are optimum for the application of the aquatic herbicide Diquat. This work will be undertaken in a management partnership between ORC, LINZ and QLDC. It is likely the lagarosiphon has been spread by jet boats. Discussions are underway regarding the installation of jet boat “gates” on the Kawarau. This would entail sectioning off parts of the river with a buoy system where jet boaters will be required to turn their engines off in order to release any material caught in the jet intake, to prevent lagarosiphon being spread further.

Small amounts of lagarosiphon were also found recently in Lake Wakatipu during routine underwater surveillance carried out by LINZ and the ORC. Those sites were Frankton Jetty, the Earnslaw slipway, a jetty near the lake

outlet and in Queenstown Bay. The lagarosiphon was removed during the surveillance. This highlights the importance of the regular surveillance activity. Further routine surveillance will be undertaken shortly in Lake Wakatipu at Glenorchy, Sunshine Bay, Wilsons Bay, Bob's Cove and Walter Peak. The ORC has employed a Freshwater Biosecurity Advocate who will talk directly with the lake and river users about freshwater biosecurity matters and reinforce the importance of the Check, Clean, Dry programme.

#### 2.2.2 Old Mans Beard:

4 properties re-inspected where aerial spraying was required. 3 of these properties were compliant. Follow up action has been initiated on the fourth property to ensure further work is carried out.

215 urban residential inspections – 131 were compliant. 67 non-compliant minor and 3 non-compliant major. Non-compliance letters have been issued requiring the landowner to undertake control work. Follow up inspections have been programmed in for the new year.

14 DCC sites were found to be non-compliant and these locations have been passed on to DCC staff for action. Further re-inspections to be carried out in the coming month.

#### 2.2.3 Gorse and Broom:

10 properties inspected in Gorse and Broom free area in the Wanaka Region- 10 non-compliant. Letters requesting control work have been issued.

#### 2.2.4 Nassella:

1400ha of Nassella probe land was inspected in Cardrona and Galloway. A total of 757 plants have been controlled.

#### 2.2.5 Contorta:

130ha of Contorta prone land in the Kawarau and Hawea areas was re-inspected. All sites were found to be compliant.

#### 2.2.6 Low Incident Plants

##### Bomarea:

266 Inspections were completed with 191 properties compliant, 75 were non-compliance minor. Letters were set to the landowners advising of the findings and requesting control to be undertaken on the non-compliant properties.

24 Non-Compliant properties were also re-inspected with 21 found to be compliant and 3 remaining Non-Compliant (further action to be taken).

Further re-inspections will be carried out in the coming month.

##### Cape Ivy:

22 Inspections were completed with 4 properties Compliant and 18 Non-Compliant Minor. 13 existing sites (inspected in previous period) were controlled at the time of inspection.

African Love Grass:

One new site found adjacent to Cromwell on road verge, 20 plants destroyed.

Boneseed:

Contractors were used to control the large patch of Boneseed on the Andersons Bay cliffs and smaller patch at Careys Bay. Approximately 400 plants were found and controlled at Andersons Bay. A number of plants were also found during inspection work at Careys Bay.

Public Enquiries/Complaints:

50 Plant Enquires – Mainly questions regarding non-compliant notices for Old Mans Beard and Bomarea.

10 Plant Complaints – Gorse and Broom complaints regarding issues with neighbours and boundary control.

12 Animal Complaints/Enquiries – Predominantly rabbit complaints.

### 3. Environmental Incident Response

#### 3.1 Contaminated Sites

Ninety-six enquiries regarding the land-use history or contamination status of specific properties were received.

##### 3.1.1 Remediation Projects

The Ministry for the Environment has approved the project plan for Remediation Planning for the Dunedin City Gasworks. The Dunedin City Council is currently in the tender process to find a suitable technical consultant. 50% of the project costs will be met by the Ministry for the Environment's Contaminated Sites Remediation Fund, with remainder of funding provided the city council.

##### 3.1.2 Investigations

Seven contaminated land investigation reports were received and assessed during the reporting period. Five of the reports were found to have been prepared in accordance with Ministry for the Environment Guidelines. Two reports did not adequately investigate the subject site. The contaminated land register has been updated to reflect the information now held by council.

##### 3.1.3 Data Management

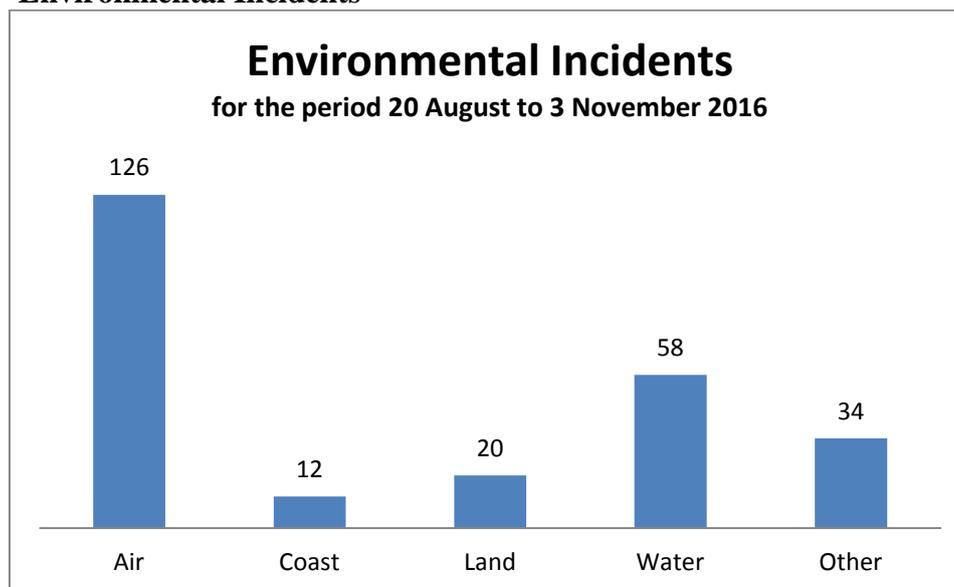
Information is now managed through a geospatial database, and direct access to this information has been provided to territorial authorities. The number of sites on the register by contamination status and district is shown in the table below:

	Current Sites	Not Investigated	Partially Investigated	Acceptable	Managed	Contaminated	Background Concentrations	New Information
CODC	86	26	21	20	18	1	0	0
CDC	105	36	17	12	36	3	0	1
DCC	729	568	60	40	46	15	0	0
QLDC	95	25	30	25	13	1	1	0
WDC	82	42	12	9	18	1	0	0
Total:	1097	697	140	106	131	21	1	1

### 3.1.4 Otago Contaminated Land Liaison Group

The second meeting of the Otago Contaminated Land Liaison Group was held in October. The group, which is comprised of staff from all territorial authorities and ORC meets twice per year to discuss contaminated land issues within the region. Topics discussed at the meeting included the proposed changes to the National Environmental Standard, the national data consistency project, templates for exchanging contaminated land information, and recent work on guidelines for asbestos.

## 3.2 Environmental Incidents



254 incidents were reported to Council during this reporting period. The majority of the air incidents can be attributed to non-urban burnings. Back yard burnings and domestic chimneys are also major contributors for air incidents. Out of the key contributors for the air incidents 45 were resolved with a visit or phone call, 30 received letters advising of the rules, 15 did not have enough information to proceed with or were outside of Council lawful mandate and 10 are not yet fully resolved.

The coastal incidents were mostly to do with marine pollution. Nine of the coastal incidents were visited and resolved by Council Staff/Contractors and the remaining incident was not a matter Council could legally enforce

The majority of land incidents were from disturbances. Nine of these incidents were resolved with a visit or a phone call from Council staff. Four of these are yet to be resolved and one is outside Council legal mandate

Concerns about fresh water pollution were the cause of the majority of water investigations. 24 of the fresh water pollution incidents were resolved over the phone or with a site visit. 21 of the incidents are not yet complete,

The other incidents included issues like jet boaters, 1080, erosion from natural causes, blocked private drains and exhaust from. 28 of the incidents were attended or resolved by a phone call or letter. Seven of the incidents were issues

not covered under the various plans Council monitors and two of the incident investigations are not yet completed.

The number of reported incidents is up from 150 incidents for the reporting period ending 19 August 2016 and 134 from the reporting period ending 1 July 2016.

**4. Recommendation**

That this report is received.

Scott MacLean

**Director Environmental Monitoring and Operations**

## Summary of RMA Incident Complaints (General Location)

From 20 August to 3 November 2016

General Location	Row Summary	AIR							COAST					LAND					WATER					OTHER	
		Backyard burning	Burning	Domestic chimneys	Dust	Industrial air discharge	Odour	Spray Drift	Coastal structures	Marine oil spill	Marine pollution	Reclamation	Removal	Deposit	Disturbance	Land contamination	Mining	Abstraction	Damming	Diversion	Fresh water pollution	Stormwater	Noise	Other	Staff performance
Catlins	6	1	1	0	0	0	0	0	0	0	2	0	0	0	1	0	0	0	0	0	1	0	0	0	0
Central Otago	29	3	10	1	0	0	0	3	0	0	0	0	1	0	0	0	0	0	0	0	3	1	0	7	0
Clutha Plains	3	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Dn - Abbots/Green Is	15	4	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0	1	0
Dn - Coast North	6	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Dn - Coast South	6	0	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2	0	0	2	0
Dn - Inner City	38	3	1	9	1	2	3	1	0	0	5	0	0	2	1	0	0	0	0	0	5	0	0	4	0
Dn - Mosgiel	11	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2	0	2	0
Dn - Otago Harbour	3	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Dn - Peninsula	6	0	0	2	0	0	1	0	0	0	0	0	0	1	0	1	0	0	0	0	1	0	0	0	0
Dn - West Harbour	3	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
East Otago Uplands	8	1	2	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	1	0	0	2	0
Lakes	76	2	36	8	3	2	0	2	0	0	0	0	0	0	1	1	0	0	0	0	15	1	0	3	0
Maniototo	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
North Otago	19	1	2	1	0	1	1	1	0	0	0	0	0	1	2	3	0	0	0	0	1	1	0	2	0
Roxburgh	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
South West Otago	11	0	0	0	0	0	1	0	0	0	0	0	0	0	2	0	0	0	0	0	4	0	0	3	0
Strath	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Taieri Plains	10	0	0	0	0	0	1	0	0	0	0	0	0	1	1	1	0	0	0	0	4	2	0	0	0
<b>TOTALS</b>	<b>254</b>	<b>19</b>	<b>56</b>	<b>25</b>	<b>4</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>9</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>50</b>	<b>7</b>	<b>0</b>	<b>34</b>	<b>0</b>

## REPORT

Document Id: A952501

Report Number: 2016/1128

Prepared For: Regulatory Committee

Prepared By: Peter Kelliher, Legal Counsel

Date: 7 November 2016

Subject: **Resource Management Act 1991, Biosecurity Act 1993 and Building Act 2004 Enforcement Activities from 20 August 2016 to 4 November 2016**

### 1. Précis

This report details Resource Management Act 1991, Biosecurity Act 1993 and Building Act 2004 enforcement activities undertaken by the Otago Regional Council during the period 20 August 2016 to 4 November 2016.

### 2. Resource Management Act 1991

#### a) Permitted Activity - Inspections

**Table 1. Infringement Notices**

Details	Period – 20 August 2016 to 4 November 2016	Total – from 1 July 2016
Discharge of contaminants to land in breach of a regional rule - effluent	5	5
Discharge of contaminants to land in breach of a regional rule - silage	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>

#### b) Complaint Response

**Table 2. Infringement Notices**

Details	Period – 20 August 2016 to 4 November 2016	Total – from 1 July 2016
Disturbing the bed of a wetland	0	1
Discharge of contaminants to land where it may enter water – petrol	2	2
<b>TOTAL</b>	<b>2</b>	<b>3</b>

**Table 3. Authorised Legal Proceedings**

<b>Details</b>	<b>Period – 20 August 2016 to 4 November 2016</b>	<b>Total – from 1 July 2016</b>
Discharge of contaminants to land in breach of a regional rule - effluent	1	1
Discharge of contaminants to land where it may enter water – sediment	1	1
Discharge of contaminants to land where it may enter water – sediment; and Damming of water in breach of a regional rule	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>

**Table 4. Abatement Notices**

<b>Details</b>	<b>Period – 20 August 2016 to 4 November 2016</b>	<b>Total – from 1 July 2016</b>
To cease discharging a contaminant in breach of a regional rule	0	1
To remove rubbish, material and debris from the head of a gully	1	1
<b>TOTAL</b>	<b>1</b>	<b>2</b>

**3. Building Act 2004**

One Notice to Fix was issued with respect to earth embankment dams in the Otago region. The Notice required the dam's owner to apply for a certificate of acceptance.

**4. Recommendation**

That this report be noted.

Fraser McRae

**Director Policy Planning and Resource Management**

## REPORT

Document Id: A952584

Report Number: 2016/1133

Prepared For: Regulatory Committee

Prepared By: Director Policy, Planning and Resource Management

Date: 7 November 2016

Subject: **Consent and Building Act Report 22 August to 4 November 2016**

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### 1. Consent Processes

#### 1.1 Notified Applications

##### **RM16.138 Oceana Gold Limited**

These applications are for a new pit, waste rock stack and water dam near the location of the existing Coronation site. This is a joint process with consents also required from Waitaki District Council and Dunedin City Council. The applications were publicly notified on 23 July and when submissions closed on 19 August, there were seven submissions to ORC: four neutral, one opposed, one in support and one in support subject to conditions, with four wishing to be heard. The hearing commenced on 31 October, was adjourned and will recommence for one day in the third week of November.

##### **RM16.179 Port Otago Limited**

These applications received on 30 June are to renew the consents for the three near shore maintenance dredging dumping sites at Heyward Point, Aramoana Spit and Shelly Beach. The applications were publicly notified on 11 July and at close of submissions there were seven submissions: one opposing, one neutral, four in support and one in support subject to conditions. Four of those in support wish to be heard. The hearing commenced on 7 November.

##### **RM15.361 Kokiri Lime Company Ltd**

Consents were sought for establishing and operating an open pit alluvial gold mine and associated activities, covering 163 hectares from the south of Coal Creek to the north of Roxburgh adjacent to, and including an area of the Fruitlands - Roxburgh Road (SH8). The applications were publicly notified and the submissions were heard jointly by CODC and ORC on 16 & 17 June in Alexandra. The decision to grant the consents was given on 19 August. There were no appeals and the consents have been issued.

##### **RM16.076 Clutha District Council**

Consents for coastal erosion protection works near Pounaweia. The application was notified on 7 May and there were six submissions received in support. A hearing panel of two Councillors considered the application on 24 August. The decision was to grant the permits and no appeals were lodged. Consents have been issued.

## 1.2 Limited Notified Applications

Two applications had limited notification during the period.

## 2. Appeals

### RM15.202 Borst Holdings Limited

The application is for leaching of nitrogen at three farms near the Kakanui River. The application had limited notification. Independent commissioners granted the permit for a 15 year term that commences in 2020. Iwi appealed the conditions and duration of the permits. Court assisted mediation was held on 5 July and some follow up actions were explored to resolve issues. The appeal was resolved by consent orders and the consents are current.

## 3. Consent Statistics

**Table 1. Consents Statistics Summary**

Reporting Period	Lodged			Rejected	Decision Given		
	Consents	Variations			Consents	Variations	
		Regular	Water reporting date			Regular	Water reporting date
<b>15/16 year totals</b>	<b>415</b>	<b>40</b>	<b>11</b>	<b>6</b>	<b>353</b>	<b>46</b>	<b>11</b>
1 July to 19 Aug 2016	45	12	1	0	55	10	0
22 Aug to 4 Nov 2016	89	12	3	0	91	13	2
<b>16/17 Year to date</b>	<b>134</b>	<b>24</b>	<b>4</b>	<b>0</b>	<b>146</b>	<b>23</b>	<b>2</b>

All decisions on consents were given within RMA allowed timeframes.

## 4. Consent Administration

**Table 2. Consent Administration Statistics**

Reporting Period	Transfers Received	Transfers Issued	S417 Certs Received	S417 Certs Issued
<b>15/16 totals</b>	<b>125</b>	<b>125</b>	<b>4</b>	<b>1</b>
1 July – 19 Aug 2016	31	7	2	5
22 Aug to 4 Nov 2016	31	22	0	0
<b>16/17 year to date</b>	<b>62</b>	<b>29</b>	<b>2</b>	<b>5</b>

## 5. Building Consent Authority (BCA) Administration

During the period:

**Table 3: Building Act Statistics**

	Building Permits		Certificate of Acceptance		Code Compliance Certificate	
	received	issued	received	issued	received	issued
<b>15/16 totals</b>	6	6	2	10	2	4
<b>1 July – 19 Aug 2016</b>	1	1	0	0	1	0
<b>22 Aug to 4 Nov</b>	1	0	1	1	1	0
<b>16/17 year to date</b>	2	1	1	1	2	0

## 6. Public Enquiries

Appendix 1 shows that 559 enquiries were received during the reporting period.

**Table 4. Public Enquiries Statistics**

Period	Number of Enquiries
<b>15/16 year total</b>	<b>2495</b>
1 Jul - 19 Aug 16	295
22 Aug to 4 Nov 16	559
<b>16/17 year to date</b>	<b>854</b>

## 8. Recommendation

That this report is noted.

Fraser McRae

**Director Policy Planning and Resource Management**

## Appendix 1

## Resource Consent Public Enquiry Report

For period from 22 August 2016 to 04 November 2016

**Total Number of Enquiries** **559**

<b>Enquiry Type</b>	<b>No.</b>	<b>% of Total</b>
Current Consents	194	34.7 %
Mining Privileges	6	1.1 %
Other	48	8.6 %
Permitted Activities	202	36.1 %
Pre-application	53	9.5 %
Property Enquiries	36	6.4 %
Students	1	0.2 %
Transfers	19	3.4 %

<b>Enquiry Location</b>	<b>No.</b>	<b>% of Total</b>
Central Otago District Council	148	26.5 %
Clutha District Council	30	5.4 %
Dunedin City Council	100	17.9 %
Outside Otago	6	1.1 %
Queenstown Lakes District Council	96	17.2 %
Throughout Otago	16	2.9 %
Unspecified	129	23.1 %
Waitaki District Council	34	6.1 %

<b>Enquiry Method</b>	<b>No.</b>	<b>% of Total</b>
Counter	28	5 %
Email	332	59.4 %
Internet	2	0.4 %
Telephone	197	35.2 %

**REPORT**

Document Id: A952485

Report Number: 2016/1127

Prepared For: Regulatory Committee

Prepared By: Director Policy, Planning and Resource Management

Date: 7 November 2016

Subject: **Deemed Permit Renewal Report 22 August to 4 November 2016**

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**1. Background**

The Water Plan promotes the replacement of deemed permits and other water permits that expire in 2021 to be held and implemented by water management groups. This project implements the Plan policies and this report notes progress.

**2. Promotion of Group Formation**

A prime focus of the project is to meet with clusters of deemed permit holders based on catchments, in order to outline the steps required for deemed permit replacement and encouragement to form water management groups. Initial meetings have been completed for priority 1 catchments and meetings have now commenced for priority 2 catchments.

At an initial meeting, the presentation by ORC staff covers the key aspects set out in the Water Users' Handbook, which is a guide for applying for a replacement water permit, and reflects the criteria set out in the water quality section of the Water Plan.

Round 2 meetings are arranged depending on needs and requests of the group. These include joint discussions with stakeholder groups (IWI, Department of Conservation and Fish & Game) and guidance around water sharing principles for periods of lower river flows.

In second meetings Council staff outline the fishery data, flow data and location of water takes. If stakeholders are present (which has been the case for the two second round meetings held so far) DOC staff highlight the importance of any native species. Fish and Game staff explain the place of sports fishery values for the catchment. This is to begin discussing and determining appropriate residual flows as part of the pre application phase of renewing deemed permits. IWI are not resourced to attend all meetings and their principles are explained in a prepared paper.

Once permit holders are able to work as group, the next step is for them to engage a consultant/s to assist with group formation and the formal application process for their consent applications. At this stage there is less need for Council to be so closely involved and the group drops from the priority list and efforts directed to further clusters of deemed permit holders. A degree of contact is retained to check on their progress.

### 3. Group Meetings Held and Planned:

Meetings held	Date
Styx, Second meeting	6 <sup>th</sup> September
Manuherikia Strategy group	6 <sup>th</sup> October
Strath Taieri, First meeting	12 <sup>th</sup> October
Poolburn, second meeting	15 <sup>th</sup> October
<b>Proposed Meetings for November &amp; December</b>	
Upper Manorburn	8 <sup>th</sup> November
Earnsclough	9 <sup>th</sup> November
Queensberry	22 <sup>nd</sup> November
Amisfield/Parkburn	23 <sup>rd</sup> November
Lowburn	29 <sup>th</sup> November
Galloway	30 <sup>th</sup> November
Pisa	2 <sup>nd</sup> December

In addition to the above, interaction has continued with priority 1 groups responding to requests and queries as a follow up activity.

### 4. Liaison with Stakeholders.

Staff met with the Otago Conservation Board on 8 September.

Meetings with two planning firms and Checketts MacKay lawyers were held in Alexandra on 2 November.

### 5. Communications

Information about flows in creeks and rivers, and descriptions of the instream values that ORC holds, has been summarised and will be available on ORC's website in a new search facility that will be operated like the existing Hazards database as of mid-November. Information about consents and historic water use is being prepared so that such information can also be accessed on that portal.

### 6. Objectives

#### Performance Measure 1:

Water taken under deemed permits are replaced by resource permits (water permits) by 2021, less any permits cancelled or surrendered.

#### Performance Target 2:

50% of the volume of water taken in Otago under consents is being managed by groups at 1 October 2021; 50% of water permits are managed through groups or water allocation committees.

All deemed permits are replaced or have applications lodged by 31 March 2021.

#### Progress on Objectives:

For reporting purposes a "group" includes existing irrigation companies and Territorial Authorities.

**Table 1. Allocated Surface Water**

	<b>Total</b>	<b>Groups</b>	<b>TLA</b>	<b>Other</b>	<b>%Held by Groups &amp; TAs</b>
l/sec	322,154	69,508	5,685	246,961	23.3%
No. Permits	1,152	131	71	950	17.5%

No change since last report.

Due to the impact of the water measuring regulations, (some cancellations and surrenders and consent replacement) the number of deemed permits is slowly decreasing. In April 2014 there were 458, and on 7 November 2016 there were 402 current deemed surface water permits.

**7. Recommendation**

That this report is noted

Fraser McRae

**Director Policy Planning and Resource Management**

**OTAGO REGIONAL COUNCIL****Agenda for a meeting of the Technical Committee to be held in the  
Council Chamber, 70 Stafford Street, Dunedin on Wednesday,  
23 November 2016, following the Regulatory Committee**

**Membership:**

**Cr Stephen Woodhead (Chairperson)**  
**Cr Gretchen Robertson (Deputy Chairperson)**  
**Cr Graeme Bell**  
**Cr Doug Brown**  
**Cr Michael Deaker**  
**Cr Carmen Hope**  
**Cr Trevor Kempton**  
**Cr Michael Laws**  
**Cr Maggie Lawton**  
**Cr Sam Neill**  
**Cr Andrew Noone**  
**Cr Bryan Scott**

**Apologies:**

**Leave of Absence:**

**In attendance:**

**Please note that there is an embargo on agenda items until 8.30 am on Monday  
21 November 2016**

**CONFIRMATION OF AGENDA**

**CONFLICT OF INTEREST**

**PUBLIC FORUM**

**PART A RECOMMENDATIONS**

Item 1  
2016/1138 **Terms of Reference for the Technical Committee DEHS 8/11/16**

The report provides the Terms of Reference for consideration and  
recommendation to Council.

**PART B ITEMS FOR NOTING**

Item 2  
2016/1075

**2016 Air Quality Results, DEHS, 15/11/16**

The report presents Otago's ambient air quality monitoring results for 2016 and examines the long-term trends in PM<sub>10</sub>.

Item 3  
2016/1108

**Director's Report on Progress. DEHS, 18/11/16**

Topics covered in the report are: Leith Flood Protection Scheme; Clutha bioenergetics and instream habitat modelling; lake monitoring and lake snow; Chard Road landslide (Kawarua Gorge) and the Dunedin City District Plan Natural Hazards submissions.

## REPORT

Document Id: A953084

Report Number: 2016/1138

Prepared For: Technical

Prepared By: Director Corporate Services

Date: 8 November 2016

Subject: **Terms of Reference - Technical Committee**

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### 1. Précis

Council adopted a Committee structure at its meeting on 2 November 2016. The structure, purpose and membership of those Committees were adopted at that meeting and it was agreed that each Committee would consider its terms of reference at the first Committee meeting round for recommendation to the December Council meeting.

### 2. Committee Structure

The Committee structure adopted on 2 November was consistent with the structure used in the previous triennium as follows:

Committee	Subcommittee
Standing Committee	
Regulatory	Commissioner Appointment
	Kakanui River Water Allocation*
<b>Technical</b>	
Policy	
Finance and Corporate	Audit and Risk*
Communications	
<b>Other Committee</b>	
Objections	
Employment	
Regional Transport	
Otago Civil Defence Emergency Management Group	

Subcommittees marked \* were not part of the structure adopted by Council on 2 November.

### 3. Terms of Reference

Draft terms of reference are attached for the Technical Committee. These are as per the terms of reference adopted in the previous triennium.

### 4. Recommendation

That the attached terms of reference be considered to enable a final version to be presented to Council on 7 December 2016 for adoption.

Nick Donnelly  
**Director Corporate Services**

## Terms of Reference 2016-2019

### Technical Committee

#### Purpose

- To analyse, develop and recommend to Council scientific and technical information needs for Council operations, policy development and environmental monitoring.
- To provide an overview of technical information generated by Council.
- To overview Council's management of waterways and drainage and flood protection schemes.
- To monitor and manage natural hazard risks.

#### Reporting

The Technical Committee reports to the Council.

#### Meetings

The Technical Committee will have ordinary meetings at six weekly intervals and will otherwise meet as required.

#### Delegations

The Technical Committee has delegated authority to approve project concepts, implementation and timing details.

The Technical Committee may appoint sub-committees or working parties as appropriate provided they are limited to a time duration consistent with performance of their specified tasks.

#### Membership

The Technical Committee shall have a membership of all elected Councillors.

A quorum of the Technical Committee shall be six members.

#### Explanatory Comment

The Technical Committee will take an oversight on the following matters:

- The effectiveness of flood control and drainage schemes.
- The maintenance plans of river channels, riparian margins, lake foreshores, and coastal protection.
- The effectiveness of flood warning and hazard management systems.
- The programme of hazard identification and recording.
- The oversight of hazard response issues.
- Resource Science analysis and monitoring.

## REPORT

Document Id: A940687

Report Number: 2016/1075

Prepared For: Technical Committee

Prepared By: Deborah Mills, Environmental Scientist

Date: 15 November 2016

Subject: **2016 Air Quality Results**

### 1. Précis

Ambient air quality monitoring of PM<sub>10</sub><sup>1</sup> continued this year at eight sites across Otago. Continuous year-round monitoring was performed at four sites: Alexandra, Arrowtown, Mosgiel and Central Dunedin. Monitoring was performed from April-September at the remaining four sites – Balclutha, Milton, Clyde and Cromwell. This report presents Otago’s ambient air quality monitoring results for 2016 and examines the long-term trends in PM<sub>10</sub>.

Monitoring and associated reporting fulfils requirements of the Otago Regional Council Annual Plan target A1 – Ambient Air Quality Monitoring and Reporting.

Ambient (outdoor) air quality is regulated by the National Environmental Standards for Air Quality (NESAQ), effective in 2004 and amended in 2011. The NESAQ sets an ambient PM<sub>10</sub> concentration limit of 50 micrograms per cubic metre of air ( $\mu\text{g}/\text{m}^3$ ) as a 24-hour average; one exceedance of that limit is allowed in a 12-month period.

The NESAQ set a final compliance date of 1 September 2020, with an interim target of no more than three days per year over the limit from 1 September 2016. Days with average PM<sub>10</sub> greater than the 50  $\mu\text{g}/\text{m}^3$  limit are referred to as exceedances, or high-pollution days.

Table 1 shows the number of exceedances (days with average PM<sub>10</sub> values exceeding 50  $\mu\text{g}/\text{m}^3$ ) this calendar year at monitored sites around Otago.

**Table 1. Number of exceedances recorded at Otago PM<sub>10</sub> monitoring sites.**

Location	Number of exceedance days
Alexandra	39
Arrowtown	30
Balclutha	11
Clyde	17
Cromwell	33
Dunedin	0
Milton	35
Mosgiel	8

<sup>1</sup> Particulate matter with an aerodynamic diameter of less than 10 micrometres

Central Dunedin is on track to meet the NESAQ this year; no exceedances have been recorded to date for this calendar year or within the past 12 months. The remainder of the monitored centres have all had multiple exceedances. Alexandra had the greatest number (39 days).

## 2. Introduction to the NESAQ and the Otago context

In 2004, the Ministry for the Environment (MfE) introduced national environmental standards for air quality which regulate, among other things, five outdoor air pollutants. These include carbon monoxide (CO), particulate matter less than 10 micrometres in diameter (PM<sub>10</sub>), nitrogen dioxide (NO<sub>2</sub>), sulphur dioxide (SO<sub>2</sub>), and ozone (O<sub>3</sub>). Of these pollutants, only PM<sub>10</sub> is of concern in the Otago region.

The regulations were amended in 2011 to re-define and extend compliance deadlines, make provision for exceptional events that cause high-pollution days, require the use of emission 'offsets' for significant industrial discharges, and to add further restrictions on open fires in polluted areas.

The standard for PM<sub>10</sub> is based on a short-term exposure; an average 24-hour concentration threshold is set at 50 micrograms per cubic metre of air (µg/m<sup>3</sup>). One exceedance per annum of that limit is allowed. This set of standards is to be met by 2020; in the interim, only three exceedances per annum are allowed from 1 September 2016 until 1 September 2020.

Currently, the NESAQ is under review by the MfE with an outcome projected for 2017. The review was prompted, in part, by the report produced by the Parliamentary Commissioner for the Environment in March 2015<sup>2</sup> which highlighted the international thinking about health-related effects of exposure to PM<sub>2.5</sub>. These smaller particles are a subset of PM<sub>10</sub> and are capable of travelling deep into the respiratory system where they are responsible for most of the more significant adverse health effects related to particulate pollution.

In accordance with the regulations, in 2005 the Otago Regional Council (ORC) gazetted 22 towns and areas into 4 airsheds; those same 22 towns were then simplified into two Air Zones for the purpose of regional air quality management through the ORC's Regional Plan: Air (Air Plan). Table 1 lists the designations of towns into both airsheds (for reporting purposes to the Ministry for the Environment) and Air Zones (for air quality management by the ORC). The Air Plan sets a goal value of no more than 35 µg/m<sup>3</sup> over a 24-hour period.

ORC maintains a network of continuous PM<sub>10</sub> monitors in eight towns. Four of these run year-round and are used to report to MfE for regulatory purposes; these are located in Alexandra, Arrowtown, Central Dunedin and Mosgiel. Four other monitors, located in Balclutha, Milton, Clyde, and Cromwell run during colder, winter months. In all areas, the major source of PM<sub>10</sub> emissions is solid-fuel burners used for domestic heating.

This report presents ambient air quality monitoring results for 2016 (to 15 October). Monitoring results are presented in Section 3 and trends are discussed in Section 4.

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<sup>2</sup> Parliamentary Commissioner for the Environment, *The state of air quality in New Zealand: Commentary by the Parliamentary Commissioner for the Environment on the 2014 Air Domain Report*, Wellington, March 2015

Currently, Central Dunedin is complying with the PM<sub>10</sub> limits set in the NESAQ. All other monitored towns are not compliant and are unlikely to achieve compliance from 1 September 2016. An explanation of the Otago air quality context can be found in the report titled, *Air quality in Otago – Issues and Consideration*<sup>3</sup>.

**Table 2. Designation of Otago towns and areas by airshed and Air Zone**

Airshed 1- MfE	Air Zone 1 – ORC
Alexandra Arrowtown Clyde Cromwell Naseby Ranfurly Roxburgh	Alexandra Arrowtown Clyde Cromwell
Airshed 2 - MfE	Air Zone 2 – ORC
Palmerston Mosgiel South Dunedin Green Island Milton	Balclutha North Dunedin Central Dunedin South Dunedin Green Island Hawea Kingston Milton Mosgiel Naseby Oamaru Palmerston Port Chalmers Queenstown Ranfurly Roxburgh Waikouaiti Wanaka
Airshed 3 - MfE	Air Zone 3 – ORC
Balclutha North Dunedin Central Dunedin Oamaru Port Chalmers Waikouaiti	Rest of Otago
Airshed 4 - MfE	
Hawea Kingston Queenstown Wanaka	

<sup>3</sup> ORC, Report Number 2014/0983, *Air quality in Otago – Issues and Considerations*, Presented to Technical Committee 24/7/2014.

### 3. Winter Summary

#### 3.1. $PM_{10}$ Statistics

Air quality monitors operated in Alexandra, Arrowtown, Clyde, Cromwell, Balclutha, Central Dunedin, Milton and Mosgiel this year.

The key indicators in Table 2 show that the numbers of exceedances range from zero in Central Dunedin to 39 days in Alexandra. The table also lists the maximum and second highest one-day values along with the winter (May – August) average for each site. A spreadsheet with a wider range of descriptive statistics for each site is attached as Appendix 1.

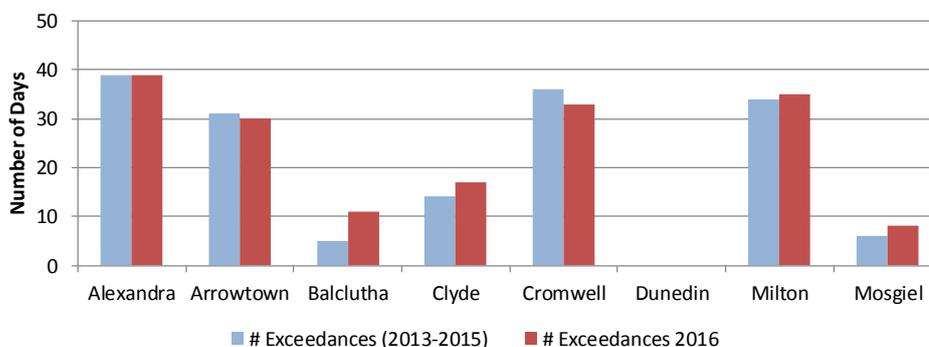
**Table 3. Annual summary statistics for daily  $PM_{10}$  in 2016. The highest value in each category is marked in bold. (Unless noted, all units are  $\mu\text{g}/\text{m}^3$ ).**

Location	Number of exceedances (days)	Maximum daily value	Second highest $PM_{10}$ daily value	Winter average (May-Aug)	NESAQ threshold concentration
Alexandra	<b>39</b>	116	116	42	50
Arrowtown	30	113	111	37	50
Balclutha	11	64	62	28	50
Clyde	17	91	86	29	50
Cromwell	33	104	103	36	50
Dunedin	0	41	38	18	50
Milton	35	<b>203</b>	<b>157</b>	<b>44</b>	50
Mosgiel	8	116	71	24	50

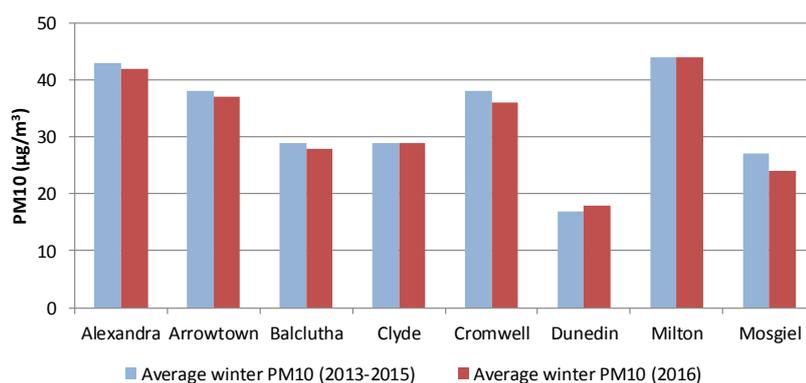
#### 4. Comparison to typical winter $PM_{10}$ air quality

The typical air quality situation is described by aggregating statistics for the previous three years; in this case, an averaged dataset was created from data collected from 2013 through 2015. Using three years minimises the influence of annual climatic differences from year to year on air quality.

The number of exceedances and winter averages for 2016 are compared to the aggregate dataset (Figures 1 and 2) to indicate whether this year's air quality was better or worse than usual. In general, it appears that air quality this winter was characteristic of a typical year. One notable exception is Balclutha where the number of exceedances was more than double the usual number. The reason for this is unknown.



**Figure 1. Number of exceedances in 2016 (red) compared to the typical number (blue).**



**Figure 2. Number of exceedances in 2016 (red) compared the typical number (blue).**

PM<sub>10</sub> concentrations are a result of emission rates and amounts, in combination with the weather. This winter was declared the 8<sup>th</sup> warmest winter according to NIWA's seven station indicator network.<sup>4</sup> Mean monthly temperatures in Cromwell this year as compared to 30-year climate normals (1980-2010) appear to bear that out (Table 3).

**Table 4. Monthly mean air temperatures in Cromwell compared to 30-year normals (1980-2010). All temperatures are given in degrees C.**

	May	June	July	August
2016	9.6	5.7	5.1	5.5
Normal (1980-2010)	7.2	4.1	3.2	5.6
Departure from Normal	+2.4	+1.6	+1.9	-0.1

The unusually 'warm' winter, however, does not necessarily translate to better air quality due to fewer emissions and/or enhanced dispersion. Despite warmer mean temperatures, minimum temperatures in Central Otago towns still reached below zero on 54 days this winter, going down as low as -8 degrees. There is no reason to believe that burners were used less than usual this winter for domestic heating.

Other weather factors play a role in the potential for particulates to accumulate, most notably when temperature inversions occur. The synergistic effect of cold temperatures, clear skies, and calm winds provide the conditions for inversions to form and persist through the night; this serves to trap discharges from domestic burners in the lowest 50-100 metres of air. This combination of conditions typically exists anywhere from 30-50 days each winter in Central Otago.

Large-scale weather patterns also influence the daily weather patterns which affect air quality. For example, last winter's (2015) strong El Nino created a pattern of much more frequent westerlies, resulting in enhanced dispersion. This situation led to lower PM concentrations and improved air quality around the country. The El Nino pattern weakened early this year, leading to neutral conditions this winter; this has led to normal westerly flows across New Zealand.

<sup>4</sup> NIWA National Climate Centre, *Seasonal climate Summary: Winter 2016*, 5 September 2016

## 5. Long-term trends

As of this year, the four year-round monitoring sites – Alexandra, Arrowtown, Dunedin, and Mosgiel – all have 10 years of continuous data. Long-term trends in both daily  $PM_{10}$  values and exceedance values were examined using a smoothed-trend technique<sup>5</sup>. This technique uses monthly mean values of the 50<sup>th</sup> and 95<sup>th</sup> percentile values and fits a smooth line to the dataset. The 95% confidence interval is shown around the line to highlight important features and real variation in the data without including excessive ‘noise’ found in the dataset.

### 5.1. Alexandra

Overall, year-round  $PM_{10}$  values do not demonstrate any significant trend over the past 10 years (Figure 3). However, examining the values of  $PM_{10}$  on days that exceed that NESAQ ( $>50 \mu\text{g}/\text{m}^3$ ), there appears to be a slight, but steady, decrease in those highest values (Figure 4). It is expected that the reason for this is that the replacement of older, inefficient wood burners with newer, more efficient models is having an effect on concentrations.

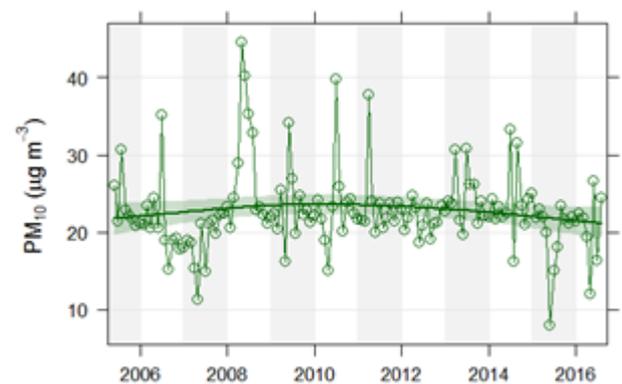


Figure 3. Trend in daily  $PM_{10}$

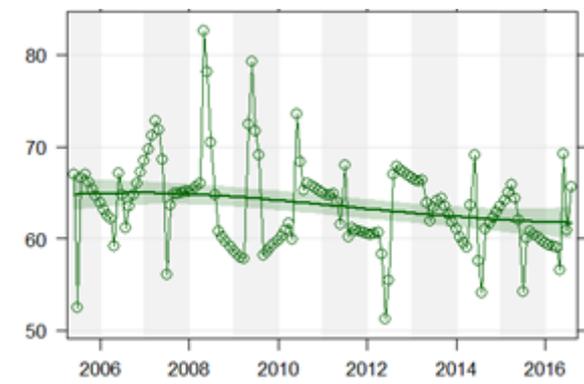


Figure 4. Trend in  $PM_{10}$  exceedance values

### 5.2. Arrowtown

$PM_{10}$  values have been much more variable year-to-year in Arrowtown (Figures 5 and 6) but with a significant decrease in  $PM_{10}$  from 2007 to 2011. In 2013, the monitor was moved to an alternate location in Arrowtown.  $PM_{10}$  levels are generally higher at the second site, but have also shown improvement over the past three years.

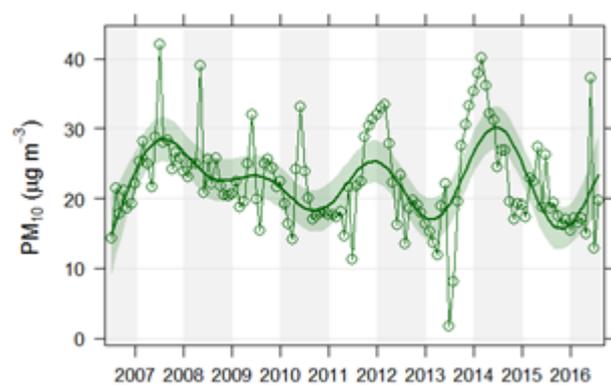


Figure 5. Trend in daily  $PM_{10}$

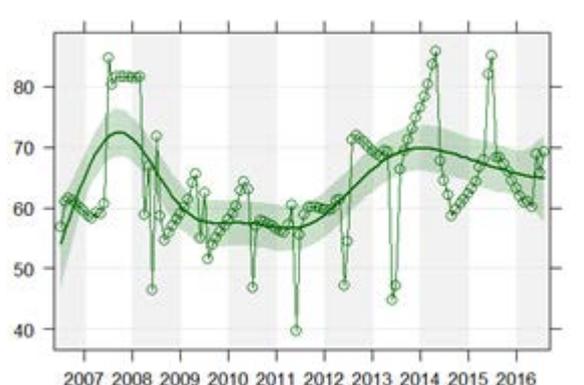


Figure 6. Trend in  $PM_{10}$  exceedance values

<sup>5</sup> Carslaw, D.C., Ropkins, K., 2012. Openair — an R package for air quality data analysis. Environmental Modelling & Software, Volume 27-28

### 5.3. Mosgiel and Dunedin

PM<sub>10</sub> levels increased in Mosgiel from 2007 through 2011, but have since started to decline with this year having some of the best year-round air quality over the past 10 years (Figure 7). This year, 86% of winter days met the Otago Goal Level (<35 µg/m<sup>3</sup>) and only 7% exceeded the NESAQ level (>50 µg/m<sup>3</sup>).

In Dunedin, PM<sub>10</sub> levels dropped significantly after 2011 and have remained low since that time (Figure 8). Improvements to industrial discharges-to-air and natural attrition of older, inefficient solid-fuel burners are the likely reasons for the improvement. This is the 5<sup>th</sup> consecutive year that the Central Dunedin airshed has been compliant with the NESAQ.

Neither Mosgiel nor Dunedin has had enough exceedances to perform a meaningful trend analysis on those figures.

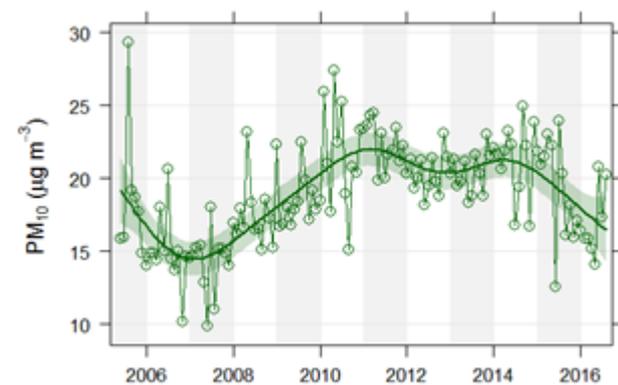


Figure 7. Trend in daily PM<sub>10</sub> - Mosgiel

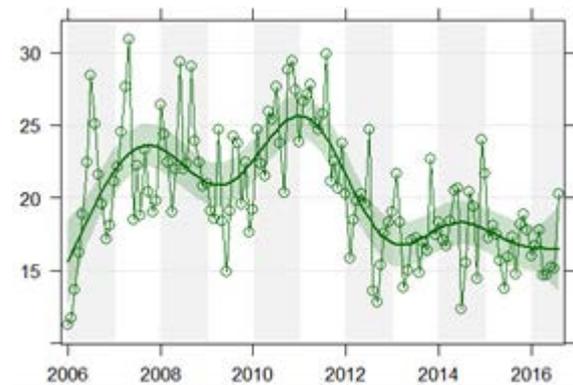


Figure 8. Trend in daily PM<sub>10</sub> - Dunedin

## 6. Recommendations

1. That this report be received.
1. That the state of air quality in Otago be noted.

**Gavin Palmer**  
**Director Engineering, Hazards and Science**

2016	Alexandra	Arrowtown	Balclutha	Clyde	Cromwell	Dunedin	Milton	Mosgiel
<b>Summary</b>								
Winter average PM <sub>10</sub> (May-Aug)	42	37	28	29	36	18	44	24
Number Exceedances (days)	39	30	11	17	33	0	35	8
Maximum PM <sub>10</sub>	116	113	64	91	104	41	203	116
2 <sup>nd</sup> highest PM <sub>10</sub>	116	111	62	86	103	38	157	71
Number of days > 100µg/m <sup>3</sup>	3	7	0	0	3	0	7	1
<b>Monthly exceedances (days)</b>								
January	0	0				0		0
February	0	0				0		0
March	0	0				0		0
April	0	0	0	0	0	0	0	0
May	5	1	0	0	3	0	3	0
June	15	14	5	7	10	0	14	4
July	11	9	4	8	7	0	12	4
August	8	6	2	2	9	0	5	0
September	0	0	0	0	4	0	1	0
<b>Winter days (123 days)</b>								
# days < 35 µg/m <sup>3</sup>	55	73	93	84	75	112	58	105
# days between 35-50 µg/m <sup>3</sup>	29	20	18	20	17	5	30	9
# days > 50 µg/m <sup>3</sup>	39	30	11	17	29	0	34	8
% days < 35 µg/m <sup>3</sup>	45	59	76	69	62	96	48	86
% days between 35-50 µg/m <sup>3</sup>	24	16	15	17	14	4	25	7
% days > 50 µg/m <sup>3</sup>	32	24	9	14	24	0	28	7
<b>Monthly averages</b>								
May	28	19	21	20	23	17	29	16
June	53	57	32	35	46	17	57	32
July	44	42	28	31	39	17	50	26
August	43	32	31	30	38	21	40	23



## REPORT

Document Id: A948830

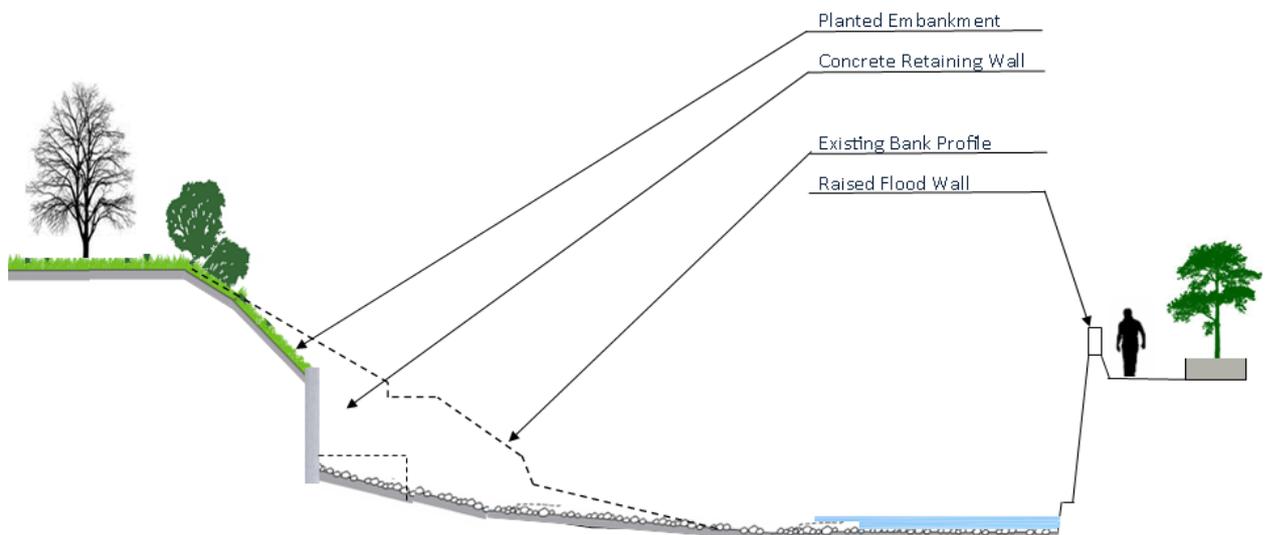
Report No: 2016/1108  
 Prepared For: Technical Committee  
 Prepared By: Dr Dean Olsen, Manager Resource Science  
 Dr Jean-Luc Payan, Manager Natural Hazards  
 Chris Valentine, Manager Engineering

Date: 16 November 2016

Subject: **Director's Report on Progress**

### 1. Leith Flood Protection Scheme

Detailed design work for the flood protection works between Union Street and Leith Street Footbridge has been completed. Works in this reach include widening on the left bank upstream of the Information Technology Services (ITS) building, construction of steps and terraces under the building, streambed armouring, raising the height of the right bank existing wall and amenity improvements. The design has been informed by physical modelling undertaken by the Department of Civil and Environmental Engineering at the University of Auckland. These works are now out to construction tender with tenders closing on 28 November. It is expected that a contractor will be appointed and work started before the end of next month.



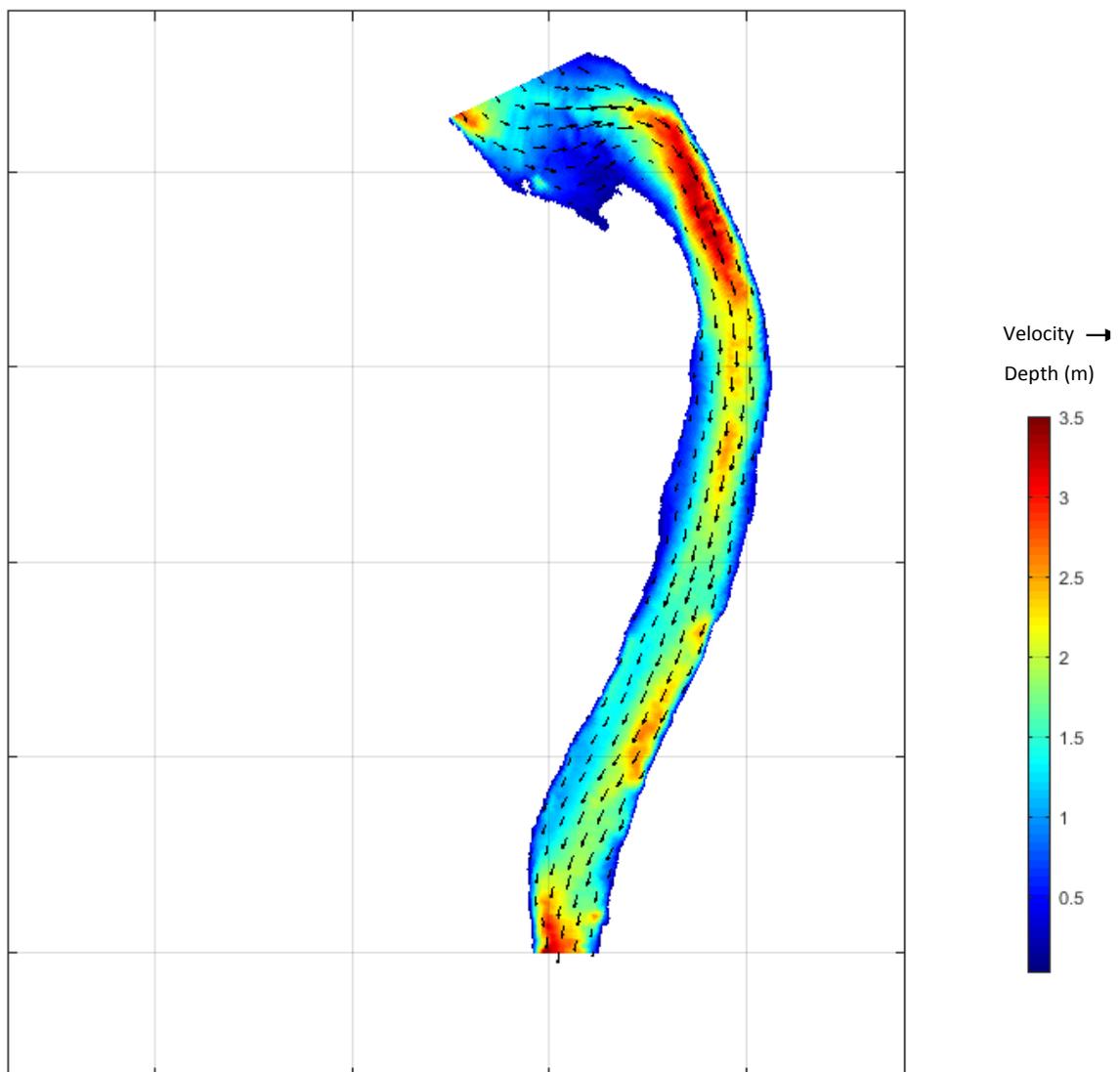
**Figure 1: Works upstream of ITS Building (view looking downstream)**

Planning for future works at the Dundas Street Bridge is starting. The first step will be to complete an options study and preliminary design of the preferred option. Construction of these works is scheduled for the summer of 2017/18.

## 2. Clutha bioenergetics and instream habitat modelling

The National Institute of Water and Atmospheric Research (NIWA) took advantage of low flows in the upper Clutha in late August to undertake the final surveys in the upper Clutha River. The data gathered is being used to calibrate the 2-dimensional hydraulic model they are developing as part of the Clutha bioenergetics modelling project (Figure 2). This work was possible due to Contact Energy Ltd agreeing to reduce outflows from Lake Hawea so that the Clutha dropped to the target flow range ( $>150 \text{ m}^3/\text{s}$ ). The results of this modelling are expected to be complete by the end of the year.

Clutha Model – Calibration Flow ( $209 \text{ m}^3/\text{s}$ )



**Figure 2:** Hydraulic model of a 900 metre reach of the upper Clutha River near Queensberry at a flow of  $209 \text{ m}^3/\text{s}$  showing water depth and water velocity vectors (the length of the arrow indicates the velocity of the water).

The bioenergetics modelling being undertaken in the upper Clutha will ultimately predict the number of trout that the upper Clutha River can support at different flows. The bioenergetics model sits on top of a more traditional instream habitat model being developed for the upper Clutha by NIWA. Instream habitat modelling will be used to understand the effects of different flows in upper Clutha on instream values including habitat for fish, invertebrates, periphyton as well as riverine birds and recreation (e.g. jet boating, kayaking).

Low numbers of aquatic invertebrates drifting in the study reach have resulted in the drift sampling component of the work being delayed until January or February. As previously advised to committee the delay will have no effect on the programme for setting a minimum flow.

### 3. Lake monitoring and lake snow

The Trophic Lake Sampling program began on the 20 September with a successful round of sampling completed on lakes Wanaka, Hawea, Wakatipu and Hayes. Additional runs were completed on 20 and 21 October and 7 and 8 November. During each run, data collected includes depth profiles of dissolved oxygen, pH, temperature and chl<sub>a</sub> fluorescence (estimate of algal biomass); water clarity measurements using a secchi disk; samples for phytoplankton and zooplankton counts; 'lake snow' tows using a downrigger; and water samples for laboratory analysis of nutrients (including carbon), suspended solids and chlorophyll *a*.

The sampling of Lake Hawea on the 20 September returned the first confirmed sample of *Lindavia intermedia*, the lake snow producing diatom. This confirms anecdotal angler reports that lake snow is present in Hawea.

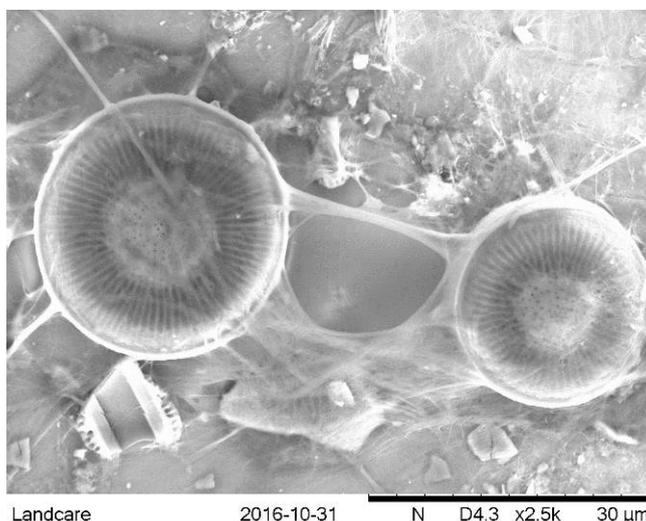


**Figure 3:** Nathan Manning (ORC Cromwell) taking water samples on Lake Wakatipu, October 2016.

The genetics work being undertaken for ORC by Dr Phil Novis (Landcare Research) to determine whether *Lindavia intermedia*, the lakes snow producing diatom is non-native is progressing according to plan. DNA extracts of high quality and quantity suitable for chloroplast genome sequencing have been successfully obtained from samples collected from Lakes Coleridge, Wanaka and Wakatipu. The first extracts from this species were unable to generate sequences, so a new method had to be developed.

Researchers in North America and Europe have agreed to send samples (one received already, another on the way, both from the USA). When all these samples are received, they will be sent for chloroplast genome sequencing (Illumina sequencing provided by New Zealand Genomics). This should allow the development of new markers suitable to address the questions of interest.

More samples from the Northern Hemisphere are definitely necessary for the completion of this study, since the Northern Hemisphere is very likely the area of origin of the *Lindavia* we have here. Samples containing sufficient material are not possible to collect in winter from these Northern Hemisphere lakes, according to every respondent asked to date. Samples will therefore not be able to be collected prior to the Northern Hemisphere spring/summer. This places some time constraints on delivery of this project. Dr Novis is not currently aware of any other records from other southern hemisphere lakes.



**Figure 4:** Scanning Electron Micrograph (SEM) of *Lindavia intermedia* cells and associated ‘lake snow’ polysaccharide mucilage. Photo courtesy Dr Novis, Landcare Research.

The identification of potentially feasible methods of managing the effects of lake snow on water quality will require further, applied research. Staff are convening a workshop of technical experts to help identify the research requirements. The purpose of the workshop is to ensure that research is directed appropriately. The outputs of the workshop will inform decision-making by ORC on whether to facilitate such research.

#### 4. Chard Road landslide (Kawarau Gorge)

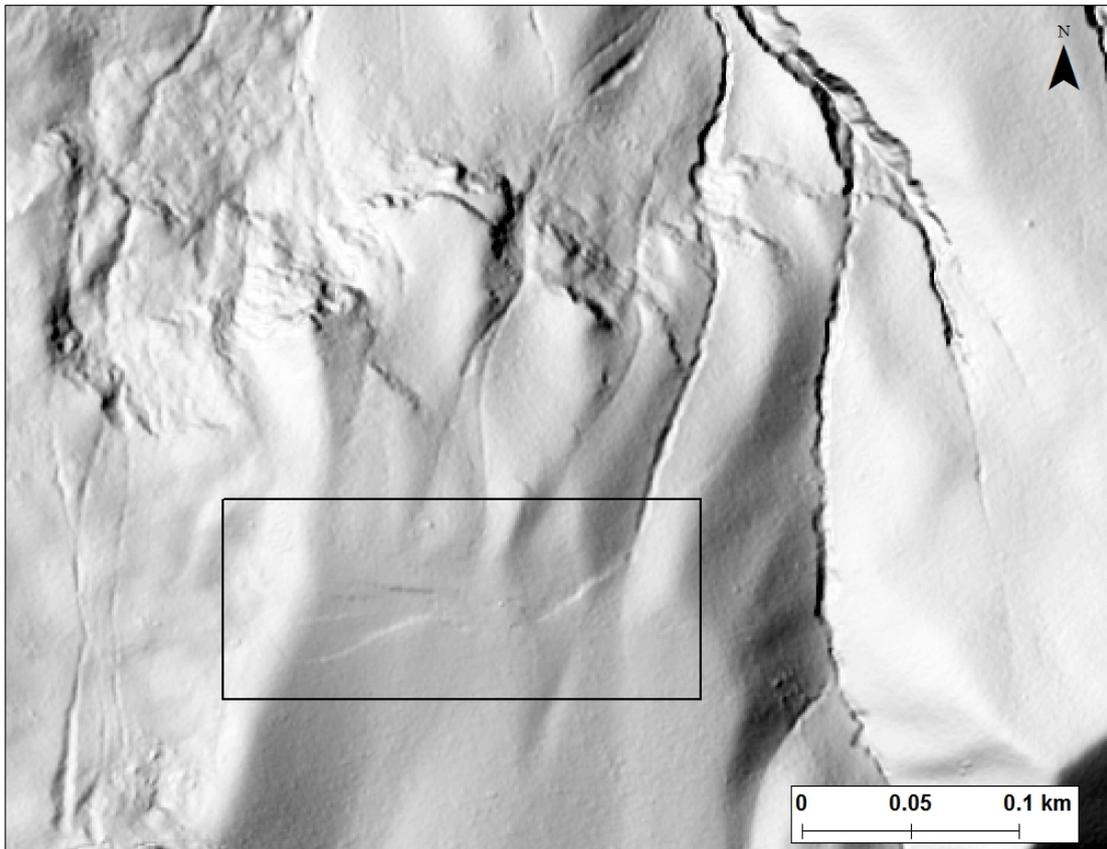
As previously advised to committee, ORC acquired high resolution LiDAR<sup>1</sup> data across the Wakatipu basin in early 2016. Initial inspection of the data revealed previously undetected evidence for land instability adjacent to the Kawarau River,

<sup>1</sup> LiDAR (Light Detection And Ranging) involves laser swath mapping of terrain from aircraft, and produces a very accurate and high-resolution 3-D model of the ground surface.

upstream of Chard Farm winery (Figure 5). Landslides depositing debris in this reach of the Kawarau River have long been a concern, due to the potential to impede flow, and cause backwater effects around the Shotover Delta and in Lake Wakatipu. A preliminary site visit in September 2016 confirmed the features seen on the LiDAR were extensional fissures and cracks indicative of incipient landslide activity.

GNS Science was engaged to undertake a preliminary assessment of the landslide, and provide recommendations for further monitoring. A site visit was undertaken on 26 September, and involved an aerial inspection by helicopter and on-ground inspection of the landslide feature.

A summary of findings provided by GNS Science indicates the tension cracks or fissures likely delineate an incipient headscarp of a larger landslide feature. The cracks have potentially been open for years or decades, based on vegetation growing in the cracks.



**Figure 5:** LiDAR image of hillslope above the southern bank of Kawarau River. Fissures and cracks suggesting slope instability shown within box.

The size of the landslide is approximately 200 m wide and 200 m long, with an estimated depth of up to 50 m. This volume (up to 1,900,000 m<sup>3</sup>) would be sufficient to block the Kawarau River below if the landslide failed and the mobilised debris was deposited in the river. The most adverse damming scenarios would be of sufficient depth to affect outflows from Lake Wakatipu.

GNS Science has recommended further field-based assessment of the landslide, combined with modelling of failure modes and debris emplacement scenarios. This further work can be used to evaluate the most suitable methods of monitoring the landslide, and assess potential effects on the Kawarau River. ORC is currently working with GNS Science to undertake this additional work.

## **5. Dunedin City District Plan Natural Hazards Submissions**

Staff are continuing to work with Dunedin City Council (DCC) on addressing and advising on the technical aspects of the submissions related to natural hazards made during the preparation of the second generation District Plan (2GP). Part of this work is to verify and amend, if justified, the proposed natural hazards maps (land stability, flood, alluvial fan and coastal) based on information provided in the submissions. A pre-hearing on natural hazards is scheduled for November. The pre-hearing will give an opportunity to DCC and ORC to explain the approach used to account for natural hazards in the plan, for the submitters to discuss their concerns prior to the hearing and for maps to be further refined.

## **6. Recommendation**

That this report is noted.

Gavin Palmer  
**Director Engineering, Hazards and Science**

**OTAGO REGIONAL COUNCIL****Agenda for a meeting of the Policy Committee to be held in the  
Council Chamber, 70 Stafford Street, Dunedin on  
Wednesday 23 November 2016, following the Technical Committee**

**Membership:** Cr Stephen Woodhead (Chairperson)  
Cr Gretchen Robertson (Deputy Chairperson)  
Cr Graeme Bell  
Cr Doug Brown  
Cr Michael Deaker  
Cr Carmen Hope  
Cr Trevor Kempton  
Cr Michael Laws  
Cr Maggie Lawton  
Cr Sam Neill  
Cr Andrew Noone  
Cr Bryan Scott

**Apologies:**

**Leave of absence:**

**In attendance:**

**Please note that there is an embargo on agenda items until 8.30 am on Monday 21 November 2016.**

**CONFIRMATION OF AGENDA**

**CONFLICT OF INTEREST**

**PUBLIC FORUM**

**PART A – RECOMMENDATIONS**

Item 1  
2016/1139 **Terms of Reference for the Policy Committee.** DPPRM, 8/11/16

The report provides the Terms of Reference for consideration and recommendation to Council.

**PART B - FOR NOTING**

Item 2  
2016/1120 **Director's Report on Progress.** DPPRM, 4/11/16

The report gives an overview of significant activities undertaken by the Policy section for the period 20 August to 4 November 2016

## REPORT

Document Id: A953085

Report Number: 2016/1139

Prepared For: Policy

Prepared By: Director Corporate Services

Date: 8 November 2016

Subject: **Terms of Reference - Policy Committee**

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### 1. Précis

Council adopted a Committee structure at its meeting on 2 November 2016. The structure, purpose and membership of those Committees were adopted at that meeting and it was agreed that each Committee would consider its terms of reference at the first Committee meeting round for recommendation to the December Council meeting.

### 2. Committee Structure

The Committee structure adopted on 2 November was consistent with the structure used in the previous triennium as follows:

Committee	Subcommittee
Standing Committee	
Regulatory	Commissioner Appointment Kakanui River Water Allocation*
Technical	
<b>Policy</b>	
Finance and Corporate	Audit and Risk*
Communications	
<b>Other Committee</b>	
Objections	
Employment	
Regional Transport	
Otago Civil Defence Emergency Management Group	

Subcommittees marked \* were not part of the structure adopted by Council on 2 November.

### 3. Terms of Reference

Draft terms of reference are attached for the Policy Committee. These are as per the terms of reference adopted in the previous triennium.

### 4. Recommendation

That the attached terms of reference be considered to enable a final version to be presented to Council on 7 December 2016 for adoption.

Nick Donnelly  
Director Corporate Services

## Terms of Reference 2016-2019

### Policy Committee

#### **Purpose**

- To analyse, develop and recommend to Council all policies, plans and strategies, and to assess their effectiveness.
- To make submissions to other authorities and Government.

#### **Reporting**

The Policy Committee reports to Council.

#### **Meetings**

The Policy Committee will have ordinary meetings at six weekly intervals and will otherwise meet as required.

#### **Delegations**

- The Policy Committee has delegations from the Council to make submissions and representations on matters within its statement of purpose on Otago councils' district plans and neighbouring councils' regional plans.
- The Policy Committee may, where consistent with all relevant statutes, approve public consultation and call for submissions on this Council's draft, proposed, and indicative policies, plans and strategies. [This delegation does not include formal notification of Council's proposed plans.]
- The Policy Committee may endorse submissions, or appeals concerning district planning and consents within Otago; submissions on legislation and regulations (including submissions to Parliamentary Select Committees), and submissions on crown agency and parliamentary discussion documents.
- The Policy Committee may appoint sub-committees or working parties as appropriate provided they are limited to a time duration consistent with performance of their specified tasks.

#### **Membership**

The Policy Committee shall have a membership of all elected Councillors.

A quorum of the Committee shall be six members.

#### **Explanatory comment**

The Policy Committee will be responsible for establishing and reviewing the community focused resource and development policy instruments of Council under the Biosecurity Act, the Building Act and the Passenger Transport Management Act. It will also be responsible for ensuring council participation in development and of all Crown legislative, regulatory, and policy proposals affecting Council.

## REPORT

Document Id: A951465

Report Number: 2016/1120

Prepared For: Policy

Prepared By: Director Policy, Planning and Resource Management

Date: 4 November 2016

Subject: **Director's report on Policy Progress November 2016**

### 1. Policy Responses

#### 1.1 National Policies, Strategies and Plans

The following were received over the eleven weeks period to 4 November 2016:

Agency	Number	Document
Ministry for Business, Innovation and Employment	1	2017 Block Offer for Petroleum Exploration
Department of Conservation	1	Draft National Strategy for Environmental Education for Sustainability in New Zealand
Ministry for Primary Industries	1	Consultation for Revised Policy for managing the commercial use of <i>Undaria pinnatifida</i> (exotic Asian seaweed – classified an unwanted organism under the Biosecurity Act 1993).
Department of Conservation	1	Proposed Marine Protected Areas for New Zealand's South Island South-East Coast – public consultation document 2016

The following responses were made over the eleven week period:

Proposal	Response Type	Issues
Biosecurity 2025 Discussion Document	Submission	ORC supported the discussion document in principle; it advocated further information is required around key stakeholder roles, accountability and funding details.
Better Urban Planning Draft Report	Submission	ORC supports changes which will result in a more integrated approach to urban planning and resource management and between the key legislation. ORC supports a single resource management law rather than splitting environmental issues from urban planning due to the interconnected relationship of the built and physical environment.
Draft National Strategy for Environmental Education for Sustainability	Submission	ORC supports the development and improvement of Environmental Education for Sustainability. ORC took the opportunity to highlight its recent appointment of an EnviroSchools Regional Coordinator and how this can support the draft strategy.

## 1.2 Territorial Authority and Regional Authority Plan Changes and Resource Consent Applications

The following were received over the eleven week period to 4 November 2016:

Agency	Number Received	Document
CODC	4	Resource Consent
QLDC	10	Resource Consent
QLDC	1	Special Housing Area Proposal

The following responses were made over the eleven week period:

Proposal	Response Type	Issues
CODC - Ardmore Trustee	Submission	Opposed advocating further information is required in relation to natural hazard risk which had not been appropriately assessed.
QLDC – Skyline Enterprises Ltd	Submission	Opposed requiring further information in respect to the discharge of storm water on to an area of known land instability. ORC is continuing to work with the applicant to review further information to be able to confirm for QLDC if this resolves ORC's concerns.
QLDC – Longshot Limited	Submission	Opposed as application for proposed residential dwelling does not appropriate address the flooding risk to the subject site adjacent the Shotover River.

## 1.3 Other Proposals

Proposal	Response Type	Issues
Catlins Tourism Strategy 2016-2026 – implementation plan	Feedback	This strategy is the result of collaboration between a number of parties made of local government, commercial operators and individuals. The strategy group wishes to include reference to ORC's objectives and activities that relate to the Catlins Tourism Strategy.

## 1.4 Appeal: Clutha District Council Proposed Plan Change 28 (Natural Hazards)

Further mediation was undertaken on 7 November 2016 with a s274 party to ORC's appeal. An agreement was reached to resolve the outstanding issue with this land owner. Issues between all parties have been resolved and now require only formal signoff of relevant documentation.

## 1.5 National Policy Statement on Urban Development Capacity

The National Policy Statement on Urban Development Capacity (NPS - UDC) takes effect on 1 December 2016. It provides direction on planning for urban environments, and addresses the issue of land supply for urban growth.

There are different levels of requirements for local authorities with high or medium growth urban areas within their district or region. These include requirements to:

- Undertake three-yearly housing and business capacity assessments
- Estimate the sufficiency of development capacity and additional capacity needed to meet demand in the short, medium or long term

- Provide an additional margin of capacity over and above projected demand of at least 20% in the short and medium term and 15% in the long term
- Work in collaboration with other councils and infrastructure providers.

Further, local authorities with high-growth areas (for the Otago region, Queenstown) within their jurisdiction will be required to:

- Set minimum targets for sufficient feasible development capacity for housing, and incorporate these into the relevant regional policy statement or territorial authority plan
- Produce a future development strategy to identify the broad location, timing and sequencing of future development capacity and identify intensification opportunities within existing urban environments.

The objectives and some of the policies come into effect immediately.

As a consequence of Queenstown being a high growth area, Council must begin to:

- Monitor specified indicators for housing and business development capacity within 6 months (June 2017)
- Monitor indicators of price inefficiency by the end of December 2017
- Assess housing and business development capacity by the end of December 2017
- Produce a future development strategy for Queenstown by the end of December 2018
- Set minimum targets for sufficient, feasible development capacity for Queenstown and incorporate these into the regional policy statement, to be reviewed every 3 years
- Amend the proposed and operative regional policy statements without using the process in Schedule 1 of the RMA accordingly by the end of December 2018.

Accordingly, Council staff will liaise with their counterparts at Queenstown Lakes District Council in the near future, to discuss how we can meet these new requirements efficiently and effectively.

## **2. ORC: Policy, Plans and Strategies**

### **2.1 Review of Regional Policy Statement**

The decisions of Council on the Proposed Regional Policy Statement (RPS) were publicly notified on Saturday 1 October 2016.

All submitters and further submitters were informed of the release of Council's decisions, and have 30 working days from the day they received that notice in which to lodge any appeal with the Environment Court. The five territorial authorities (Central Otago, Clutha, Dunedin, Queenstown Lakes and Waitaki) applied to the Environment Court for a waiver of the time in which to lodge an appeal from 14 November to 9 December 2016. The Court granted this extension for all parties and Council is now informing those affected by the extension of time. At the time of writing, no notices of appeal had been served on Council.

This decisions version of the Proposed RPS identifies methods which foreshadow a change of activity level for Council in a number of areas, including:

- Monitoring and reporting on progress towards achieving anticipated environmental results for the region
- Management of indigenous biological diversity
- Management of soil
- Integration of water management with land use
- Management of a wider range of pest plants and animals
- Management of waste, including hazardous substances

Any amendment to the Proposed RPS, required to meet the new NPS-UDC, will be made without using the consultation requirements of Schedule 1 RMA. There are no apparent inconsistencies between the two documents.

Resourcing requirements to deliver on these changing functions will be addressed through the annual and long term planning processes.

### **2.3 Comprehensive Water Quality Strategy**

Information is currently being gathered on urban and coastal water quality issues.

The first stage of engagement with the community through an online focus group survey has been completed. The second stage, a quantitative survey about how people relate to water and what this might mean for water quality management, has just commenced and is expected to be completed by the end of this year.

An Urban Water Quality Forum, bringing together councillors, key stakeholders and technical experts, is being planned for the end of April 2017. In preparation, a councillor workshop on urban water quality is proposed for February 2017.

## **3. Water Quantity Planning**

### **3.1 Proposed Plan Change 5A Lindis: Integrated water management**

The appeal period on the decision of Council on Proposed Plan Change 5A (Lindis: integrated water management) has now closed. There was one appeal lodged with the Environment Court by Lindis Catchment Group Incorporated. There are a number of people and organisations that have become parties to the appeal by lodging a section 274 Notice (Cloudy Peak Pastoral Limited, Tim Davis, Director-General of Conservation, Environmental Defence Society Incorporated, Federated Farmers of New Zealand, Bruce Jolly, Kati Huirapa Runaka ki Puketeraki, Otago Fish and Game Council, Te Runanga o Otakou, The Point Partnership, Upper Clutha Angling Club and Clutha Fisheries Trust). Craig Smith and the Clutha Fisheries Trust have lodged late section 274 notices together with a waiver application for the time period to the Environment Court. Four parties have opposed the waiver applications and before Judge Jackson makes a decision on the waiver applications, he has asked if any of the opposing section 274 parties wish to lodge submissions in support of their opposition.

The Court has asked that the parties agree to participate in mediation and provided all the parties can make themselves available, mediation is likely to start during December 2016.

### **3.2 Proposed Plan Change 5C: Manuherikia Catchment: Integrated water management**

The first consultation sessions for Proposed Plan Change 5C (Manuherikia Catchment Integrated water management) were held 23-25 August at Otarehura, Omakau and Alexandra with a focus on identifying community water values. The report management flows for aquatic ecosystems in the Manuherikia River and Dunstan Creek was presented to Council at its September meeting.

## **4. Regional Transport**

### Regional Transport Committees

The Otago and Southland Regional Transport Committees are scheduled to meet for the first time this triennium on 1 December 2016, in Invercargill. Topics to be discussed include strategy for the Otago and Southland Regional Land Transport Plans, the review of which has commenced.

#### Queenstown Transport business case planning

Councillors and staff attended a community forum in Queenstown on 7 November at which the *Shaping Our Future* Transport Taskforce presented its draft recommendations to the community. ORC participation in the preparation of a multi-party integrated transport business case for Queenstown continues; the multi-agency steering group (QLDC, ORC, NZTA and Queenstown Airport Corporation) will next meet on 21 November. Staff also participated in a workshop re-examining the proposed Inner Links Project, concerning whether the state highway through the Queenstown town centre should be moved (held on 3 November).

#### Road safety

Staff participation in the Southern Road Safety Influencing Group continues. The group are developing two projects, one aiming to change the conversation around road safety and one on data consolidation.

#### **4. Recommendation**

*That this report is noted.*

Fraser McRae  
**Director Policy Planning and Resource Management**

**OTAGO REGIONAL COUNCIL**

**Agenda for a meeting of the Finance and Corporate Committee  
to be held in the Council Chamber, 70 Stafford Street, Dunedin  
on Wednesday 23 November 2016, following the Policy Committee**

**Membership:**

- Cr Stephen Woodhead (Chairperson)**
- Cr Gretchen Robertson (Deputy Chairperson)**
- Cr Graeme Bell**
- Cr Doug Brown**
- Cr Michael Deaker**
- Cr Carmen Hope**
- Cr Trevor Kempton**
- Cr Michael Laws**
- Cr Maggie Lawton**
- Cr Sam Neill**
- Cr Andrew Noone**
- Cr Bryan Scott**

**Apologies:**

**Leave of absence:**

**In attendance:**

**Please note that there is an embargo on agenda items until 8.30 am on Monday 21 November 2016.**

**CONFIRMATION OF AGENDA**

**CONFLICT OF INTEREST**

**PUBLIC FORUM**

**PART A - RECOMMENDATIONS**

Item 1  
2016/1136 **Terms of Reference for the Finance and Corporate Committee and sub committees.** DCS, 8/11/16

The report provides the Terms of Reference for consideration and recommendation to Council.

## Item 2

2016/1151 **Passenger Transport Update – November 2016.** DCS 11/11/16

The report provides an update on a number of transport matters including: ticketing system replacement; Bus Hub/Interchange; Wakatipu Network; Ministry of Education – Wakatipu; Total Mobility, and Patronage Dunedin and Wakatipu Networks.

## Item 3

2016/1142 **Executive report.** DCS, 8/11/16

The report describes significant activities carried out by the Finance and Corporate section. This report includes updates on: Annual Plan timetable; rates;, and account payments.

**PART B – FOR NOTING**

## Item 4

2016/1147 **Financial Report to 30 September 2016.** DCS, 15/11/16

The report provides information in respect of the overall Council finances for the period 1 July to 30 September 2016.

## REPORT

Document Id: A952969

Report Number: 2016/1136  
 Prepared For: Finance and Corporate  
 Prepared By: Director Corporate Services  
 Date: 8 November 2016

Subject: **Terms of Reference - Finance and Corporate Committee**

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### 1. Précis

Council adopted a Committee structure at its meeting on 2 November 2016. The structure, purpose and membership of those Committees were adopted at that meeting and it was agreed that each Committee would consider its terms of reference at the first Committee meeting round for recommendation to the December Council meeting.

### 2. Committee Structure

The Committee structure adopted on 2 November was consistent with the structure used in the previous triennium as follows:

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Technical	
Policy	
<b>Finance and Corporate</b>	<b>Audit and Risk*</b>
Communications	
Other Committee	
Objections	
Employment	
Regional Transport	
Otago Civil Defence Emergency Management Group	

Subcommittees marked \* were not part of the structure adopted by Council on 2 November.

### 3. Terms of Reference

Draft terms of reference are attached for the Finance and Corporate Committee and the Audit and Risk Subcommittee. These are as per the terms of reference adopted in the previous triennium.

### 4. Recommendation

That the attached terms of reference be considered to enable a final version to be presented to Council on 7 December 2016 for adoption.

Nick Donnelly  
 Director Corporate Services

## Terms of Reference 2016-2019

### Finance and Corporate Committee

#### **Purpose**

To guide and monitor the Council's financial affairs and administrative performance, Long Term Plan, Annual Plans, and public passenger transport, and to oversee the implementation of the Local Government Act.

#### **Reporting**

The Finance and Corporate Committee reports to Council.

#### **Meetings**

The Finance and Corporate Committee will have ordinary meetings at six weekly intervals and will otherwise meet as required.

#### **Delegations**

The Finance and Corporate Committee shall have the following delegations:

- To award or approve contracts and tenders in excess of staff delegations.
- To approve the Draft Annual Plan and Draft Long Term Plan and associated policies, and to conduct all consultation and hearings with the public concerning them.
- To endorse schedules of accounts for payment.
- To consider matters of financial impact other than as provided for in the Annual Plan.
- To oversee public passenger transport in the region.
- To endorse submissions in relation to Local Government Act and corporate matters.

The Finance and Corporate Committee may appoint sub-committees or working parties as appropriate provided they are limited to a time duration consistent with performance of their specified tasks.

#### **Membership**

The Finance and Corporate Committee shall have a membership of all elected Councillors.

A quorum of the Finance and Corporate Committee shall be six members.

#### **Explanatory Comment**

The Finance and Corporate Committee will have oversight of the financial affairs of the Council public passenger transport and Local Government Act matters. In doing this the Committee may:

- Review and make recommendations concerning any commercial activities, trading activities or investments held by the Council.
- Review the Council's assets and leases.
- Review and make recommendation on fees, charges, royalties and rentals.
- Oversee all revenue policies.
- Review the Statement of Corporate Intent and receive the six month and annual reports of Port Otago Limited.

## Terms of Reference 2016-2019

### Audit and Risk Subcommittee

#### **1. Purpose of Audit and Risk Subcommittee**

- 1.1 The Otago Regional Council (ORC) Audit and Risk Subcommittee is a subcommittee of the Finance and Corporate Committee.
- 1.2 The primary purpose of the Audit and Risk Subcommittee (the Subcommittee) is to assist the ORC in fulfilling governance responsibilities relating to the management systems, financial, legislative, health and safety, and reporting practices of the ORC.
- 1.3 The principal roles of the Subcommittee are to:
  - a) Assist ORC in fulfilling its governance responsibilities relating to the accounting and financial reporting practices, and the internal controls, compliance and financial risk management practices;
  - b) Ensuring that the risks facing ORC are identified and the potential impacts are assessed;
  - c) Ensuring that the identified risks are managed and necessary controls are built into business processes;
  - d) Serve as an independent and objective party to review the financial information presented by management.

#### **2. Membership and Quorum**

- a) The Subcommittee shall consist of the Chair, Deputy Chair, Chair Finance and Corporate Committee, and an independent member who shall be the Subcommittee Chair. Other Councillors may attend meetings of the Audit and Risk Subcommittee as observers.
- b) The Subcommittee has the ability to co-opt members.
- c) The quorum shall be three.

#### **3. Attendance at Meetings**

- a) Unless otherwise requested, the Chief Executive and the Director Corporate Services are to attend meetings.
- b) Other parties may be invited to attend by the Subcommittee to assist the Subcommittee in its work.
- c) There shall be at least one meeting per year, or part thereof, where the external Auditors shall attend.
- d) External Auditors (or internal Auditors) may request a special meeting if they consider this to be necessary.

#### **4. Delegated Powers**

The Subcommittee is authorised by the Council through the Finance and Corporate Committee to:

- a) Review matters within its Terms of Reference;
- b) Seek information that it requires from the Chief Executive who is required to co-operate with appropriate requests made by the Subcommittee;
- c) Request access to outside legal or independent professional advice should it consider this necessary; such advisors may attend meetings if so requested;
- d) Undertake other such matters of a financial nature that the Subcommittee may from time to time deem important; and
- e) Make recommendations to the Finance and Corporate Committee.

## **5. Responsibilities**

Responsibilities of the Subcommittee shall include:

### **Audit and Reporting**

- a) Review the external auditor's management letter including ensuring that management's responses are adequate.
- b) Consider any matters referred to it by an internal audit function.
- c) Consider any changes in accounting policies, standards or reporting requirements requiring Council approval.
- d) Satisfy itself about the existence and quality of cost-effective internal control systems, and the proper application of procedures.
- e) Review the draft financial statements and groups of activities prior to being furnished to Council for adoption as part of the annual report.
- f) Consider other matters referred to the Subcommittee by the Council.

### **Financial Risk Management**

- a) Maintain overview of contingent liabilities.
- b) Consider matters relating to the strategy for the establishment of rates.
- c) Maintain an overview of financial reserves.

### **Investment**

- a) Review the performance of the investment portfolio, annually.
- b) Receive and review reports on the performance of Council's commercial activities.

### **Strategic Council Performance Management**

- a) Review the results of measurements undertaken during the year of progress towards the achievement of Annual Plan targets (such measures are subject to audit under the Local Government Act).
- b) By request of Council, review the cost effectiveness of major programmes in delivering ORC's contribution to Annual Plan targets.
- c) Set criteria and review budgets, early in the budget cycle, to understand the reasons behind budget decisions to ensure that proposals going forward into the budget have been systematically and rigorously analysed, and to make recommendations.
- d) Review the integrity of data collection, processing and application.

### **Insurance and Disaster Recovery**

Review insurance and disaster recovery matters.

### **Project management**

Review project management procedures.

**Health & Safety**

- a) Review the Council's adherence to its Health & Safety Policy.

**Legal Requirements**

- a) Receive annually a report of the legislation the Council is required to operate under and/or enact.
- b) Review the Council's adherence to the legislation that affects Council.

**Other**

The Subcommittee may review other matters they consider relevant.

**6. Reporting Procedures**

- a) The Subcommittee shall be accountable to the Finance and Corporate Subcommittee, in relation to the Subcommittee's activities and responsibilities.
- b) The Subcommittee shall conduct an annual review of its work and the Terms of Reference and the Chairperson shall make a report to the Finance and Corporate Subcommittee at the end of each financial year.

## REPORT

Document Id: A953089

Report Number: 2016/1142  
 Prepared For: Finance and Corporate  
 Prepared By: Director Corporate Services  
 Date: 8 November 2016

Subject: **Executive Report - November 2016**

### 1. Annual Plan Timetable

Development of the Annual Plan for 2016/17 has been progressing through September and October. The 2016/17 Plan is based on year three of the 2015-25 Long Term Plan which was adopted in June 2015. A review of the work programme has been performed and estimates are currently being revised where necessary. The initial draft of the activity plans will be presented to Council in December 2016 and refined over further workshops in February 2017.

The draft Annual Plan and Consultation Document are to be presented to the Finance and Corporate Committee meeting on 22 March 2017 for endorsement to release for consultation. Submissions will close on 12 May and hearings on submissions will commence the week starting Monday 22 May. The dates and locations of hearings will be determined after submissions close. Recommendations following the submissions and hearings will be incorporated into a final Annual Plan which will be considered by the Finance and Corporate Committee on 14 June. The finalised Annual Plan is due to be adopted at the Council meeting on 28 June 2017.

The following table shows the key dates for 2017/18 Annual Plan:

Council workshop on draft activity plans – key changes from LTP	Council	7 December
Council workshop on projects, estimates, bus fares, and economic assessment of private/public good re Lower Waitaki scheme	Committees	8 February 2017
Council workshop on consultation document and draft Annual Plan	Council	22 February
Council to adopt draft Annual Plan and endorse Consultation Document	F&C Committee	22 March
Submissions close		Friday 12 May
Hearings on submissions	Hearing Subcommittee	W/S 22 May
Recommendations and final Annual Plan presented to Finance and Corporate Committee	F&C Committee	14 June
Council to adopt Annual Plan	Council	28 June 2017

### 2. Rates

For the 2016/17 rating period Council struck \$18,385,920 (15/16, \$16,637,732) of rates which were due on 31 October 2016. At their due date 84% (15/16, 85%) of the rates struck had been collected. Of the \$2.9m outstanding a further \$654,660 was scheduled to be paid by triannual direct debit.

### 3. Account Payments

Schedules of payments made are referred to the Finance and Corporate Committee for endorsement. The financial commitments and payment authorisation are made in accordance with Council's financial delegations and internal control procedures.

Payment Category	August 2016	September 2016	Total
Trade and general payments	2,693,198.32	2,841,018.58	5,534,216.90
Payroll	957,284.18	637,661.43	1,594,945.61
Investments	-	-	-
<b>Total</b>	<b>3,650,482.50</b>	<b>3,478,680.01</b>	<b>7,129,162.51</b>

### 4. Recommendations

- 4.1 That this report be received.
- 4.2 That the payments and investments summarised in the table above and detailed in the payment schedule, totalling \$7,129,162.51, be endorsed.

Nick Donnelly  
Director Corporate Services

**REPORT**

Document Id: A954516

Report Number: 2016/1151

Prepared For: Finance and Corporate

Prepared By: Manager Support Services

Date: 11 November 2016

Subject: **Passenger Transport Update - November 2016**

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**1. Précis**

This report provides Council with an update on a number of transport matters including:

- Procurement of the replacement ticketing system which is currently out for closed tender.
- The stakeholder and community engagement for the Central City Bus Hub/Interchange scheduled for late November – early December.
- Wakatipu network changes to be presented to Council at its December meeting.
- Seeking endorsement of the collaborative approach being taken by staff with the Ministry of Education regarding school bus services in the Wakatipu Basin.
- Progress on the implementation of the new Total Mobility administration system which is scheduled to become operational March/April 2017.
- An overview of passenger numbers for the Dunedin and Wakatipu networks between November 2013 and October 2016. Both networks are showing a decline in patronage.

**2. Ticketing System Replacement**

The Council, in collaboration with eight other Councils, are currently in the market place for a replacement of our existing ticketing systems. As previously advised, the system being procured will provide for a stable ticketing platform with improved functionality while the National Ticketing Programme Solution is developed.

Subject to the outcome of the procurement process it is expected that a migration to the solution will occur late in 2017.

**3. Bus Hub/Interchange**

Work on the Hub/Interchange design has been ongoing with concept development at a level sufficient for community engagement by the end of November.

The overall concept of the Hub remains unchanged, however, a live trial of the design configuration through a full sized physical model required a refinement of the design which included a review of stop allocations and service requirements.

The revised design configuration has been tested through a full sized physical model which provided a positive result.

Modelling of the impact on the network has also been undertaken to identify any significant issues with the reconfigured network accessing the Hub. The modelling has confirmed there are no significant issues. Our consultants are now modelling a number of intersection changes proposed to improve the efficiency of bus movements through the central city to ensure issues with the changes are identified, and if necessary, mitigated.

Joint DCC/ORC Councillor and NZTA, key stakeholder, and media briefings are scheduled for the week commencing 28 November 2016. Wider community engagement will occur from 6 to 12 December 2016. Community engagement will include:

- A static display – central city
- Drop in sessions – central city
- Social media and web
- Radio
- Printed media, and
- On bus.

#### **4. Wakatipu Network**

The revision of the Wakatipu network is currently being reviewed by the Wakatipu Transport Technical Working Group and Governance Group, and is expected to be presented to Council at its December meeting.

Work has commenced on drafting a proposed amendment to the RTP which will be presented to Council early in the New Year for endorsement for targeted community consultation early in the New Year.

#### **5. Ministry of Education – Wakatipu**

Staff have been in discussion with Ministry of Education Transport staff (MoE) regarding school bus services in the Wakatipu Basin. MoE have previously signalled a desire to align the delivery of School Services in the Wakatipu Basin with its policy requirements.

The proposed shift of the Wakatipu High School in January 2018, and the fact that families will be changing their travel behaviour, presents a significant opportunity to consider how to best deliver bus services for school students in the Wakatipu Basin in a way that is integrated with, and complimentary to, the public transport service.

Staff and MoE have agreed that a collaborative approach to developing an integrated solution is in the best interest of Council, the Ministry, students and their families. It is intended that the MoE and staff will commence engagement with the local schools as soon as is practicable, and to survey the entire school community early in 2017 to ascertain their travel intentions / needs and aspirations for school travel.

While no view on what the nature of services might be has been formed, staff and MoE have discussed the possibility of exploring a shared service delivery model for bus services in the Wakatipu Basin.

The work being undertaken with the MoE does not impact the wider network review and its implementation.

Council are asked to endorse the collaborative approach being taken by staff.

#### **6. Total Mobility**

The Total Mobility Scheme which is jointly funded by Council and NZTA, currently supports 2,675 clients. Our clients are those individuals with impairments that inhibit their ability to use other forms of public transport, or where public transport is not available.

As previously advised, preparation for the introduction of the new Total Mobility system to support the scheme is continuing.

The new photo ID card based system which replaces the existing voucher based system will simplify the in-taxi requirements for our clients, significantly reduce the administrative requirements for the support agencies (who currently support the scheme on a voluntary basis), provide a more robust contractual/commercial relationship between the operator and Council, and provide a greater level of system security.

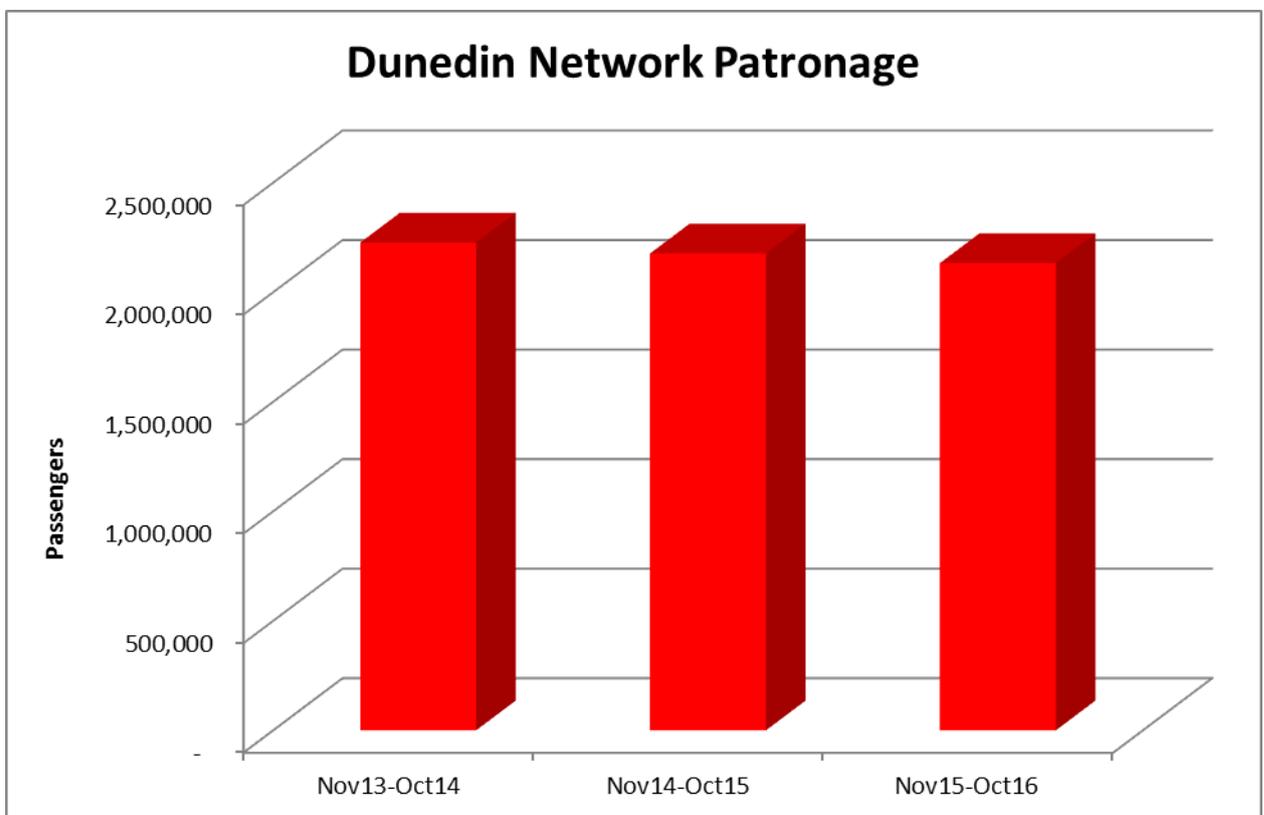
Staff, with the assistance of the support agencies, are currently in the process of collecting the necessary photos for the ID cards. The collection process has been well received by our clients. We expect the new system to be fully operational in March/April 2017.

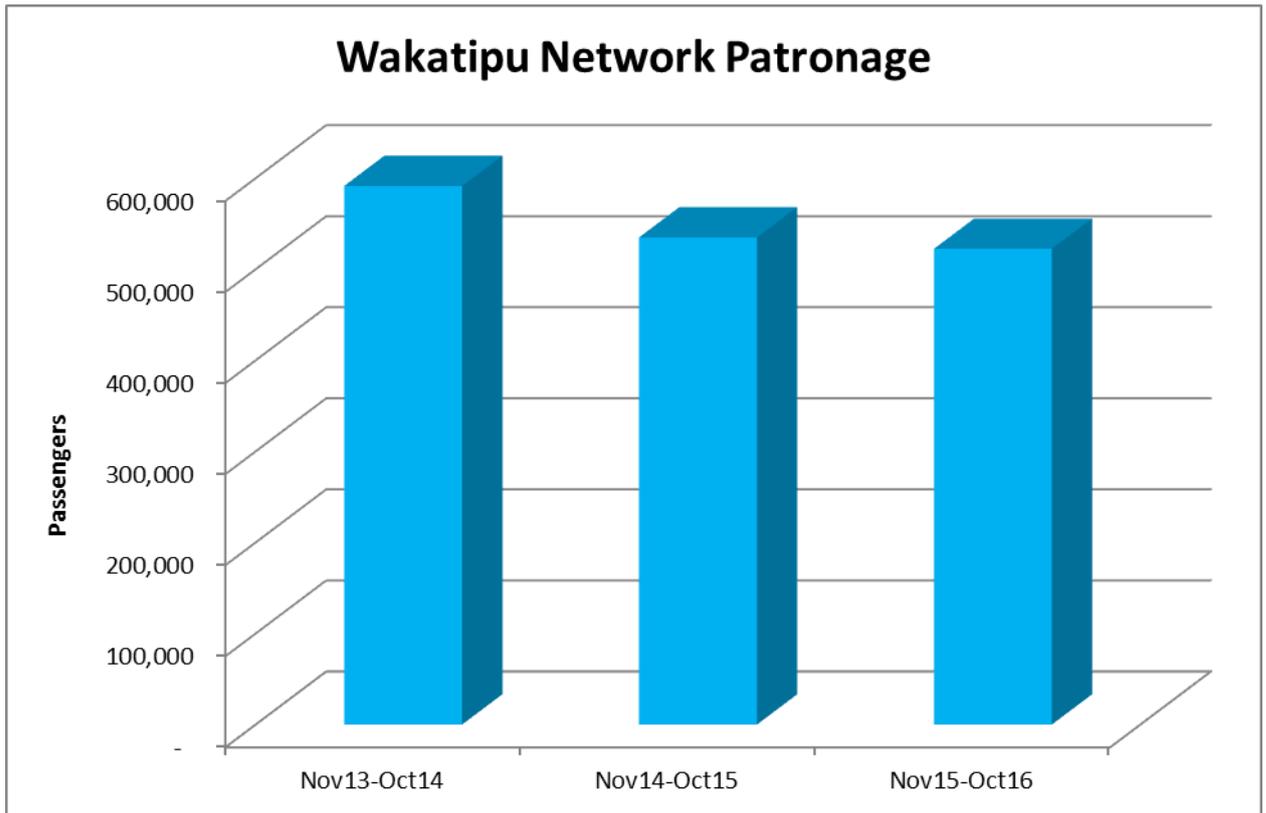
Two new transport operators are joining the scheme, offering additional support in the Queenstown area, and now servicing Alexandra which had been without a Total Mobility operator for nearly 12 months.

#### 7. Patronage Dunedin and Wakatipu Networks

The following graphs provide a representation of the patronage trends over the last three years for the Dunedin and Wakatipu networks. As in many other centres throughout New Zealand, public transport continues to struggle to compete with low fuel prices, relatively short travel times for cars, and low parking prices.

It is expected that both networks will experience some further decline in patronage over the next 18 months at which time the changes being made to both networks should see growth in passenger numbers.





#### 8. Recommendation

That the Finance and Corporate Committee:

- (i) *receives this report;*
- (ii) *endorse staff taking a collaborative approach with the Ministry of Education regarding School Services in the Wakatipu Basin.*

Nick Donnelly  
Director Corporate Services

## REPORT

Document Id: A954195

Report Number: 2016/1147

Prepared For: Finance and Corporate

Prepared By: Finance Manager

Date: 15 November 2016

Subject: **Financial Report to 30 September 2016**

The following information is provided in respect of the overall Council finances for the three months ended 30 September 2016.

**1. Statement of Comprehensive Revenue and Expense, Statement of Financial Position and Activity Expenditure Summary**

**Otago Regional Council  
Statement of Comprehensive Revenue and Expenses  
For the three months to 30 September 2016**

	Note Ref	\$000's			
		Annual Budget	Year to date to 30 September 2016		
			Budget	Actual	Variance *
<b>Revenue:</b>					
Rate revenue		15,940	3,986	3,996	10
Government subsidies	Note 1	9,575	1,622	1,553	(69)
Other revenue	Note 2	3,892	1,123	1,454	331
Dividend income from Port Otago Ltd	Note 3	7,400	1,850	1,850	-
Interest and investment revenue	Note 4	2,150	537	692	155
Rental income	Note 5	1,111	278	252	(26)
Gain in value of investment Property	Note 6	313	-	-	-
<b>Total Revenue</b>		<b>40,381</b>	<b>9,396</b>	<b>9,797</b>	<b>401</b>
<b>Less Expenses:</b>					
Operating expenses		30,034	5,662	5,630	32
Employee benefits expense		12,133	3,033	2,985	48
Depreciation expense		1,761	440	461	(21)
<b>Total Expenses</b>		<b>43,928</b>	<b>9,135</b>	<b>9,076</b>	<b>59</b>
<b>Surplus/(deficit)</b>		<b>(3,547)</b>	<b>261</b>	<b>721</b>	<b>460</b>
Income tax benefit		115	29	29	-
<b>Surplus/(deficit) after tax</b>		<b>(3,432)</b>	<b>290</b>	<b>750</b>	<b>460</b>
Revaluation gain – shares in subsidiary	Note 7	10,000	-	-	-
<b>Net comprehensive revenue</b>		<b>6,568</b>	<b>290</b>	<b>750</b>	<b>460</b>

Note \* - In the above statement, bracketed variances indicate revenue less than the budgeted level, and expenditure in excess of the budgeted level.

**Note 1 – Government Subsidies**

The Council receives subsidies from Government agencies on eligible expenditure. The level of subsidy income is therefore directly related to the level of eligible expenditure.

The major source of subsidy variance of \$69,000 is related to the Stock Truck Effluent Disposal sites project. Expenditure incurred to date, eligible for subsidy, is less than that budgeted, with the consequential effect that the budgeted subsidy income of \$63,000 is not yet able to be claimed.

**Note 2 – Other Revenue**

The major reason for other revenue exceeding budget is the receipt of unbudgeted bus contract revenue of \$280,000. Bus contracts were budgeted on the basis of Council making net payments to operators, however some contractual arrangements are now on a gross basis, where Council receives revenue from the operators and pays the gross amount to operators. This change in arrangement results in higher than budgeted expenditure and revenue.

**Note 3 – Dividend Income from Port Otago Limited**

The actual dividend amount reflects an accrual for the year equivalent to the budgeted dividend level. Dividend income is expected to be received as interim dividends in the months of February 2017 and June 2017, with a final dividend expected after June 2017.

**Note 4 – Interest and Investment Revenue**

This revenue line includes interest earned on bank accounts and term deposits and an increase in the market value of the managed fund, and shows an overall favourable variance of \$155,000 to 30 September.

It is cautioned that the market valuation of the managed fund may fluctuate from month to month due to changes in exchange rates and the market value of individual financial instruments.

The increase in market value of the fund for the 3 months to 30 September amounted to \$381,000.

**Note 5 – Rental Income**

Rental income is lower than budget largely as a result of the Council disposing of property no longer required and vacating premises from which rental income was formerly derived. The disposals largely relate to several properties associated with the Leith Flood Protection Scheme that were no longer required for the scheme.

**Note 6 – Gain in the Value of Investment Property**

Investment Property is revalued annually, with the next revaluation date being 30 June 2017. Accordingly the year to date budget and actual gain are reported as nil amounts to 30 September 2016.

**Note 7 – Revaluation Gain – Shares in Subsidiary**

The annual budget makes provision for an increase in the valuation of the Council's 100% shareholding in Port Otago Limited. The shares are valued annually, with the next revaluation date being 30 June 2017. Accordingly, the year to date budget and actual amounts reflect nil values.

**Otago Regional Council**  
**Statement of Financial Position as at 30 September 2016**

		<b>30 September 2016 \$000's</b>	<b>30 June 2016 \$000's</b>
<b>Current Assets</b>			
Cash and cash equivalents	Note 1	4,535	2,540
Other financial assets	Note 1	52,860	56,198
Trade and other receivables	Note 2	17,670	3,298
Other current assets		391	207
Property held for sale and inventory		1,349	1,284
Dividends Receivable	Note 3	1,050	-
		<b>77,855</b>	<b>63,527</b>
<b>Non-Current Assets</b>			
Property plant and equipment		84,296	84,138
Intangible assets		1,759	1,800
Investment Property	Note 4	10,785	10,785
Deferred tax asset		123	98
Shares in subsidiary Port Otago Ltd	Note 5	418,239	418,239
		<b>515,202</b>	<b>515,060</b>
<b>Total Assets</b>		<b>593,057</b>	<b>578,587</b>
<b>Current Liabilities</b>			
Trade and other payables		5,865	4,134
Employee entitlements		1,374	1,483
Revenue in advance	Note 6	12,114	-
		<b>19,353</b>	<b>5,617</b>
<b>Non-current Liabilities</b>			
		-	-
<b>Total Liabilities</b>		<b>19,352</b>	<b>5,617</b>
<b>Net Assets</b>		<b>573,705</b>	<b>572,970</b>
<b>Total Equity and Reserves</b>			
Public equity		<b>135,199</b>	<b>137,205</b>
<b>Reserves</b>			
Available-for-sale revaluation reserve	Note 5	398,239	398,239
Asset revaluation reserve	Note 4	8,724	8,724
Building reserve	Note 7	13,614	10,997
Asset replacement reserve		6,039	5,987
Emergency response reserve		3,926	3,891
Water management reserve		1,446	1,433
Kuriwao endowment reserve		6,293	6,271
Environmental Enhancement Reserve		225	223
		<b>438,506</b>	<b>435,765</b>
<b>Total Equity and Reserves</b>		<b>573,705</b>	<b>572,970</b>

**Note 1 – Cash and Cash Equivalents and Other Financial Assets**

Funds surplus to the Council's immediate and short term requirements are managed on Council's behalf by the BNZ. An Investment Portfolio and term deposits with durations of 4-12 months are included in the classification Other Financial Assets. Current bank balances and term deposits with durations of less than 4 months are included in Cash and Cash Equivalents.

**Note 2 – Trade and Other Receivables**

The Council's rate assessments amounting to \$18,385,000 were issued in September with the due date of 31 October. The receivables amount of \$17,670,000 includes rate receivables of \$14,708,000, following the deduction of payments received up to 30 September.

It is noted that the amount of rates outstanding at the end of the following month, (31 October), had reduced to \$3,154,000.

**Note 3 – Dividends Receivable**

The dividend receivable amount reflects the accrual of expected dividends from Port Otago Limited for the period of this report, less the final dividend for the June 2016 year of \$800,000 received in September 2016.

**Note 4 – Investment Property and Asset Revaluation Reserve**

Investment property is revalued annually and is included at the 30 June 2016 valuation. The asset revaluation reserve reflects the revaluation amount of the investment property at 30 June 2016.

**Note 5 – Shares in Port Otago Limited and Available-for-Sale Revaluation Reserve**

The Shares in Port Otago Limited are included at the 30 June 2016 valuation, and the available-for-sale revaluation reserve reflects the revaluation amount of the shares. The shares will next be revalued as at 30 June 2017.

**Note 6 – Revenue in Advance**

Revenue in advance primarily comprises the portion of rate revenue invoiced in September 2016 that will be released to rate revenue in the Statement of Comprehensive Revenue and Expenses in the nine months from October 2016 through to 30 June 2017.

**Note 7 – Building Reserve**

The 2016/17 Annual Plan provides for the transfer to the reserve of \$2,500,000 from public equity. The transfer is fully reflected in the reserve balance to 30 September 2016, along with interest earned to date.

## Activity Expenditure Summary

		Annual Budget 30 June 2017 \$000's	Budget September 2016 \$000's	Actual September 2016 \$000's	Variance * Actual vs Budget \$000's
<b>Environment</b>	Note 1				
Air		451	123	163	(40)
Environmental Incident Response		1,263	378	245	133
Land		1,982	589	451	138
Rivers and Waterway Management		1,822	375	333	42
Water		7,654	2,017	1,762	255
		<b>13,172</b>	<b>3,482</b>	<b>2,954</b>	<b>528</b>
<b>Community</b>					
Public Information and Awareness		1,937	503	488	15
Democracy		1,548	351	370	(19)
Financial Contributions		350	87	88	(1)
Regional Economic Development		100	25	0	25
		<b>3,935</b>	<b>966</b>	<b>946</b>	<b>20</b>
<b>Regulatory</b>	Note 2				
Policy Development		176	44	204	(160)
Consents and Compliance		2,712	732	798	(66)
Harbour Management		273	42	163	(121)
		<b>3,161</b>	<b>818</b>	<b>1,165</b>	<b>(347)</b>
<b>Flood Protection &amp; Control Works</b>	Note 3				
Leith Scheme		5,020	157	506	(349)
Taieri Schemes		2,034	519	264	255
Clutha Schemes		1,810	422	269	153
Other projects		267	67	62	5
		<b>9,131</b>	<b>1,165</b>	<b>1,101</b>	<b>64</b>
<b>Safety and Hazards</b>	Note 4				
Natural Hazards		1,261	339	393	(54)
Emergency Management		702	187	315	(128)
		<b>1,963</b>	<b>526</b>	<b>708</b>	<b>(182)</b>
<b>Transport</b>	Note 5				
Regional Land Trans Planning		167	42	81	(39)
Public Passenger Transport		16,320	2,774	2,990	(216)
Stock Truck Effluent Disposal Sites		495	124	10	<b>114</b>
		<b>16,982</b>	<b>2,940</b>	<b>3,081</b>	<b>(141)</b>
		<b>48,344</b>	<b>9,897</b>	<b>9,955</b>	<b>(58)</b>

\* Variances – bracketed variances denote expenditure in excess of budget.

Activity Expenditure captures operating expenditure (external and internal) and capital expenditure.

The following notes identify the projects that have significantly contributed to the major overall activity variances to 30 September 2016.

A separate Four Month Review Report to 31 October 2016 will report upon project financial and non-financial information in greater detail.

**Note 1 – Environment**

The Air projects show over-expenditure of \$40,000, with the Air Strategy project accounting for \$48,000 of that variance. This relates to completion of an emissions inventory that was budgeted in the 2015/16 year.

The Environmental Incident Response projects show a net under-expenditure of \$133,000 against a budget of \$378,000. Incident response and enforcement action is dependent on the number of incidents/cases and actual costs will fluctuate compared to budget.

The Land projects are \$138,000 under-budget. Biodiversity accounts for \$116,000 of the variance and includes \$63,000 for the environmental enhancement fund and \$44,000 of policy time which has been reprioritised to the RPS. Regional Services Contracting is \$48,000 under-spent as less activity occurs over the winter period.

The Water related projects with expenditure of \$1,762,000 are \$255,000 under budget. Policy is \$54,000 under-spent in the Coastal Strategy project as time has been reprioritised to the RPS over this period. The Bulk Rural Water Fund is \$60,000 under budget as no funding has been provided to date this year.

**Note 2 – Regulatory**

The Regional Policy Statement project shows expenditure of \$204,000 against a budget of \$44,000. This is an over-spend of \$160,000 as this project was budgeted to be completed prior to this financial year, however, completion took longer than anticipated and the RPS was released in late September.

The Harbour Management project shows expenditure of \$163,000 against a budget of \$42,000, an over spend of \$121,000. Harbour master services are currently being contracted out while permanent resourcing is implemented. The market rate of harbourmaster services is significantly higher than the cost anticipated when budgets were prepared.

**Note 3 – Flood Protection and Control Works**

Overall Flood Protection and Control activity is under spent by \$64,000 against budget spend of \$1,165,000.

The major project in this activity, the Leith Scheme, shows over-expenditure of \$349,000 against a budget of \$157,000.

The other projects in this activity show net under-expenditure of \$413,000 including \$255,000 for the Taieri schemes and \$153,000 for the Clutha schemes.

**Note 4 – Safety and Hazards**

Overall Safety and Hazards is \$182,000 over-spent. Emergency Management accounts for \$128,000 of this as there has been unbudgeted spend relating to the establishment of Emergency Management Otago and creation of a new EMO website.

The Natural Hazards project is also \$54,000 over-spent as flood modelling work for the Manuherikia has been completed ahead of its budgeted timing, and Lidar work budgeted in 2015/16 has been completed this year.

**Note 5 – Transport**

Within the overall transport activity, the major variance is in the Public Passenger Transport project, with over-expenditure of \$216,000 against the budget of \$2,774,000.

The over-expenditure comprises \$82,000 in respect of bus contract operations, \$77,000 in respect of Total Mobility jobs and the remaining \$57,000 related to the other activities within the project.

**2. Recommendation**

*That this report be received.*

Nick Donnelly  
**Director Corporate Services**

**OTAGO REGIONAL COUNCIL****Agenda for a meeting of the Communications Committee to be held in the Council Chamber, 70 Stafford Street, Dunedin on Wednesday 23 November 2016, following the Finance and Corporate Committee meeting**

**Membership:**

**Cr Stephen Woodhead** (Chairperson)  
**Cr Gretchen Robertson** (Deputy Chairperson)  
**Cr Graeme Bell**  
**Cr Doug Brown**  
**Cr Michael Deaker**  
**Cr Carmen Hope**  
**Cr Trevor Kempton**  
**Cr Michael Laws**  
**Cr Maggie Lawton**  
**Cr Sam Neill**  
**Cr Andrew Noone**  
**Cr Bryan Scott**

**Apologies:**

**Leave of absence:**

**In attendance:**

**Please note that there is an embargo on agenda items until 8.30 am on Monday 21 November 2016.**

**CONFIRMATION OF AGENDA**

**CONFLICT OF INTEREST**

**PUBLIC FORUM**

**PART A – RECOMMENDATIONS**

Item 1

2016/1140 **Terms of Reference for the Communications Committee** DSE, 8/11/16

The report provides the Terms of Reference for consideration and recommendation to Council.

**PART B - FOR NOTING**

Item 2

2016/1108 **Stakeholder Engagement Report.** DSE, 8/11/16

Reporting on community, stakeholder and staff engagement activities carried out by Stakeholder Engagement directorate staff for the period 20 August to 4 November 2016

The report includes a list of upcoming events the Stakeholder Engagement directorate are involved in, as at 8 November 2016.

**PART C NOTICE OF MOTION**

Item 3 Moved Cr Laws, seconded Cr Lawton

“Recommendations to the Communications Committee that:

1. That ALL Otago Regional Council-controlled or generated meetings, within the wards of elected member be advised to those members, as both a courtesy and to improve ORC’s communications strategy;
2. That, prior to announcement, all elected members be informed of any decisions or pronouncements by the chairman, deputy chairman or chief executive – especially those elected members within the ward to which the announcements/decisions directly apply.”

## REPORT

Document Id: A953086

Report Number: 2016/1140

Prepared For: Communications

Prepared By: Director Corporate Services

Date: 8 November 2016

Subject: **Terms of Reference - Communications Committee**

### 1. Précis

Council adopted a Committee structure at its meeting on 2 November 2016. The structure, purpose and membership of those Committees were adopted at that meeting and it was agreed that each Committee would consider its terms of reference at the first Committee meeting round for recommendation to the December Council meeting.

### 2. Committee Structure

The Committee structure adopted on 2 November was consistent with the structure used in the previous triennium as follows:

Committee	Subcommittee
Standing Committee	
Regulatory	Commissioner Appointment Kakanui River Water Allocation*
Technical	
Policy	
Finance and Corporate	Audit and Risk*
<b>Communications</b>	
Other Committee	
Objections	
Employment	
Regional Transport	
Otago Civil Defence Emergency Management Group	

Subcommittees marked \* were not part of the structure adopted by Council on 2 November.

### 3. Terms of Reference

Draft terms of reference are attached for the Communications Committee. These are as per the terms of reference adopted in the previous triennium.

### 4. Recommendation

That the attached terms of reference be considered to enable a final version to be presented to Council on 7 December 2016 for adoption.

Nick Donnelly

**Director Corporate Services**

## Terms of Reference 2016-2019 Communications Committee

### **Purpose**

To monitor and provide guidance on Council's community, stakeholder and staff engagement including public information and education, corporate profile, publications and media.

### **Reporting**

The Communications Committee reports to Council.

### **Meetings**

The Communications Committee will have ordinary meetings at six weekly intervals and will otherwise meet as required.

### **Delegations**

The Communications Committee may appoint working sub-committees or working parties as appropriate provided they are limited to a term duration consistent with the performance of their specified tasks.

### **Membership**

The Communications Committee shall have a membership of all elected Councillors.

A quorum of the Communications Committee shall be six members.

### **Explanatory Comment**

The Communications Committee will take an overview of the following matters:

- Public information and corporate profile.
- Engagement with the public and stakeholder groups.
- Sharing Council's environmental information and knowledge with the public.
- Approve and monitor the Council's public information and education strategies.
- Promote healthy water, air and land.
- Liaison with stakeholder groups.
- Biodiversity awareness and initiatives.

## REPORT

Document Id: A948821

Report Number: 2016/1107

Prepared For: Communications Committee

Prepared By: Director Stakeholder Engagement

Date: 4 November 2016

Subject: **Communications Committee – Report November 2016**

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This report records stakeholder engagement activity between 20 August and 4 November 2016.

### 1. WATER QUALITY

Engagement activities and events under the council's rural water quality programme (6A) have been undertaken during this period with a range of stakeholders.

#### 1.1. Field days, workshops, and presentations

##### 1.1.1. Industry-led

##### a) **Beef and Lamb 'Lawrence Land Environment Planning (LEP) Level 1' - 23 August**

Working in collaboration with Beef and Lamb about land environment planning, liaison staff presented to farming managers/owners at this Lawrence workshop. The presentation outlined water plan rules and initiated constructive discussion and questions as a group, as well as one-on-one after the session.

##### b) **Civil Contractors Association, Balclutha – 9 September**

Liaison staff presented on the Water Plan responsibilities following an annual general meeting of the Civil Contractors NZ (Otago Branch) association. Topics included why contractors should care about water quality, the Water Plan rules relating to contractors, and general discussion on rivers and consenting. Liaison staff will be presenting again in Oamaru later this year.

##### c) **Beef and Lamb 'Farming in a challenging environment – high country lake catchments' - 14 September**

Held in Cromwell the workshop summarised a study of three large high country stations which have gone through the Beef and Lamb LEP Level 3 programme. ORC's water quality programme manager presented at this workshop on the Water Plan requirements for collecting the information used to run Overseer.

##### d) **Industry Overseer Working Group – 30 September**

Programme Manager of rural water quality and science staff attended the working group meeting comprising staff from many regional councils (Waikato, Environment Southland, Environment Canterbury) as well as industry users of Overseer and members from the Overseer organisation and Ministry for Primary

Industries. The working group promotes common and correct use of Overseer by councils and enables the issues to be worked through and solutions determined.

**e) Beef and Lamb Upper Clutha LEP Level 1– 19 October**

Liaison staff presented at this workshop held in Wanaka. The principles and expectation of the rural water quality rules were outlined and discussed, with particular reference to both Schedule 15 and 16 water quality limits and thresholds.

**f) Dairy Working Groups**

The Dairy Working Groups (both North and South Otago) are industry-led groups formed to provide additional industry help to dairy farms that may require support. So far, 14 farms at-risk of non-compliance with Water Plan rules have been followed up on in some capacity by the group and action plans created or recommendations given. The one-on-one and tailoring approach between landowners and the group is a valuable way to engage farmers. It also enables the landowner to get support and advice on how to lower their risk of non-compliance and protect the environment.

Recent meetings for South Otago and North Otago (27 September and 25 October respectively) saw ORC staff from the Liaison and Environmental Monitoring teams give an overview of recent non-compliance and of the season to date. Other group members reported on action resulting from cases referred to the group.

**g) Mid-Otago Farm Foresters – 12 September**

Liaison staff attended the Mid-Otago Farm Foresters and received positive feedback about the value of the ORC-led Milton forestry forum (held in July).

**1.1.2. Community-led activity**

**a) Etrick – Millers Flat Scout Group - 23 August**

Liaison staff discussed with children from the Etrick Scout Group:

- what good water quality means,
- why good water quality is important,
- what can degrade water quality, and
- how to maintain and improve water quality.



They were an enthusiastic group and after a talk on water quality the cubs planted approximately 40 native plants along a recently fenced off waterway.

**b) Consents Discussion Sessions – 30 August, 26 October, 28 October**

Hamish Anderson, from the Clutha Development Trust approached Liaison staff to talk to farmers in the Tokomairaro catchment about the consenting process. Liaison and consent staff worked together and spoke about:

- rivers/waterways
- the permitted activity rules in the water plan,
- information required in a consent and
- the consent process once an application has been lodged.

After the success of the Tokomairaro event, four additional sessions were facilitated by the Clutha Development Trust in Owaka and Balclutha on 26 October. A further two sessions were held in Milton and Balclutha on 28 October with farmers, contractors, and interested parties in attendance at each.

**c) Maniototo Area School – 30 August**

Upon invitation, Liaison staff presented on water quality to a Year 9 class at Maniototo Area School. Topics included:

- the origins of water
- why good water quality is important
- how water quality gets poor
- what ORC and the community are doing together to help water quality
- what the water quality is like in the Maniototo area.

**d) Kakanui Community Catchment Project – 11 September**

Liaison staff participated in the Kakanui Community Catchment Project (KCCP) ‘Pride in the Kakanui’ sign unveiling event at Enfield. The day involved speeches from local school children and the Waitaki District Mayor Gary Kircher. The attendees then planted a large number of native plants around the sign area, adjacent to the Waiareka Creek and Alps to Ocean Cycleway.

**e) Telford Rural Polytechnic – 10 October**

Liaison staff attended and contributed towards discussion on council function, farm sustainability, and good farm practice. The sessions were initiated by the Telford tutor David Clark and the field tour undertaken on the property of Landcorp (Glenomaru) farm managers Helen and Peter Gilder.

The session was structured around a farm tour during which topics covered included consents (for work in waterways) and affected parties, stock access to waterways, winter cropping management, the restoration of a wetland, and riparian planting.

**f) Ara Institute of Canterbury – 11 October**

Liaison staff presented to students of an agri-business course run by the Ara Institute of Canterbury as many of the students are Otago-based and will go on to work within Otago. The presentation was centred around water quality, the Water Plan, and sustainability.

**g) Shag River Farmer Group – 11 Oct**

Liaison staff presented to a group of landowners from the Shag River catchment who are interested in forming a river care group. The purpose of the presentation was to provide an overview of ORC's responsibility and interaction with the river, as well as highlighting landowner responsibilities, and water quality information for the Shag River. A follow-up meeting is in the initial planning stages.

**h) Visit by the Minister of Primary Industries, Nathan Guy – 13 October**

Together with Cr Doug Brown, liaison staff attended an informal gathering at the property of Jane and Lyndon Strang at Clifton Falls to meet Primary Industries Minister) Nathan Guy. The Minister saw the effort the community is putting into addressing water quality issues in their catchment.

**i) Media training for Pomahaka catchment farmers - 18 October**

Facilitated by the Pomahaka Catchment Project and Landcare Trust, stakeholder engagement staff joined with local farmers to take part in a media workshop. The workshop sought to teach farmers in the Pomahaka catchment how to work with print and online media on order to tell their stories.

ORC staff participated in a 'speed-dating' session where farmers could talk one-on-one with writers from the ODT, NZ Farmer, Country-wide magazine, social media and a local radio station (as well as ORC).

**j) Citizen Science – 20 October**

Liaison and Enviroschool staff attended a Citizen Science workshop facilitated by NZ Landcare Trust. This workshop comprised presentations on Citizen Science and the Participatory Science Platform, followed by extensive discussion on issues around undertaking citizen science (data quality/interpretation, funding, volunteers).

**k) Kakanui Community Catchment Project – 26 October**

Liaison attended the final steering committee meeting of the Kakanui Community Catchment Project (KCCP). Key points from the meeting were:

- Overall agreement about the worth of the KCCP project and congratulations to Nicola Holmes (KCCP Project Coordinator) on the great job that she has done over the period of the project.
- There was positive feedback from the group (including farmers and Certified Nutrient Management Advisors) about the Kakanui Overseer information request. It seems generally well regarded and accepted by the community.

- The group is noticing an attitude/culture change amongst the farming community in that there appears to be more of a focus on environmental protection in the community.
- North Otago Sustainable Land Management Society (NOSLAM) is positioning to take over from the KCCP at the end of this year and will be meeting with ORC Chief Executive Peter Bodeker towards the end of November to discuss ongoing ORC support.
- Liaison staff attended an event at the Five Forks Hall launching the Ecological Monitoring System and celebrating the success of the KCCP. More detail about the event can be found at: <http://www.landcare.org.nz/News-Features/News/Poem-Captures-Spirit-of-Kakanui-Project>

### 1.1.3. ORC led activity

#### a) Rural Water Quality Technical Extension Group - 20 September 2016

ORC staff facilitated a meeting of the Environmental Technical Extension Group formed following the agreement with stakeholders during Plan Change 6A mediation. The rural water quality programme manager, communications staff, and the environmental services manager updated the group on the rural water quality programme.

#### b) Mosgiel Motorcycle Club – 16 September and 5 October

Staff met with members of Mosgiel Motorcycle Club in response to public concern about sediment discharges from Titri Park (club owned) and looked at areas of risk, mitigation, and other land use considerations. Following up from this site visit, ORC were requested to provide a talk on sediment to the wider club members prior to their monthly meeting.

## 1.2. Media and Promotion

#### a) Irrigation NZ Magazine

Content for Spring issues of Irrigation NZ was developed and included articles on effective effluent management, the new water quality strategy, water metering, Overseer, and demystifying the resource consent application process. This will be distributed in late November.

#### b) Waterlines

A spring edition of Waterlines newsletter was produced is being distributed mid-November via the Southern Rural Life paper to over 10,000 rural addresses in Otago.

#### c) Mid-Otago farm forestry newsletter

An update was submitted to this newsletter on ORC's forestry inspections. We wrote about the positive action being taken to control sediment and explained the process ORC undertakes for forestry inspections, from notification, through to follow-up.

#### d) Focus on Farming

We promoted key messages for water quality, and our liaison specialists in the ODT's bi-annual Focus on Farming feature with a readership of 90,000.

## 2. WATER QUANTITY

### 2.1. Water and Deemed Permit Renewal project

Initial meetings have been completed for priority 1 catchments and meetings have now begun for priority 2 catchments.

Round 2 meetings are arranged depending on needs and requests of the group. These include joint discussions with stakeholder groups (Iwi, Department of Conservation and Fish & Game) and guidance around water sharing principles for periods of lower river flows.

The following meetings were held with priority water management groups and other related organisations during the reporting period:

Meetings held	Date
Styx, second meeting	6 September
Otago Conservation Board	8 September
Manuherikia Strategy group	6 October
Strath Taieri, first meeting	12 October
Consultants and lawyers	2 November

November and December Meetings	
<b>Priority 2</b>	
Upper Manorburn	8 November
Earnsclough	9 November
Queensberry	22 November
Amisfield/Parkburn	23 November
Lowburn	29 November
Gallow	30 November
Pisa	2 December
<b>Other</b>	
Poolburn, second meeting	15 October

In addition to above meetings, interaction has continued with priority 1 groups responding to requests and queries as a follow-up activity.

### 3. MINIMUM FLOW

#### 3.1. Manuherikia integrated catchment management

Advertising and promotion was carried out for the first series of consultation meetings to support the minimum flow setting process for Manuherikia catchment. These sessions were held in late August in Omakau, Oturehua, and Alexandra.

### 4. NATURAL HAZARDS

#### 4.1. South Dunedin

Work has been ongoing for the communication programme regarding the natural hazardscape of South Dunedin. This has included finalising the video series, summary publication, printing of the full technical report and advertising of public drop-in sessions.

Collaboration with the Dunedin City Council on the series of stakeholder briefings continued with the majority of these completed late August/early September.

Footpath signage promoting the four real-time groundwater monitoring bores was installed in early November.



#### 4.2. River management Strategies

Liaison staff assisted the Hazards team with two initial River Management Strategy meetings with the communities of the Shag and Waianakarua Catchments. The meetings were held on Wednesday 26 October and were run as drop-in sessions of 3 hours each where landowners and interested community members could come and share their values. Further community and stakeholder meetings will occur as ORC Hazards staff drafts each strategy.

Reports for the Pomahaka and Strath Taieri rivers, prepared by the hazards team, have been published. Sessions will be held to present the reports and its findings to the stakeholders who contributed to it, particularly in terms of values gathering. These sessions will be organised by the Stakeholder Engagement team for early 2017.

#### **4.3. Wanaka and Queenstown flood awareness**

Communications staff supported the Hazards team in planning and promotion of the annual flood awareness campaign which took place on October 31 in Wanaka and Queenstown on 1 November.

### **5. PASSENGER TRANSPORT**

- 5.1.** ORC provided sponsorship for World Sight Day on October 13. Communication staff worked with Visual Impairment Charitable Trust Aotearoa (VICTA) to help promote the event and showcase mobility options within the Dunedin transport network. Cr Deaker also participated in a public debate with Mayor Cull as part of this event.

### **6. ENGINEERING**

- 6.1.** Science Communication intern Charlotte Panton produced a feature article exploring the University of Otago's connection to the Water of Leith and the flood protection scheme. It appeared in the student magazine the Critic, Issue 21, 5 September 2016.
- 6.2.** A short film titled 'A Love Letter from the Leith' was produced and screened at Vogel Street Party on October 8, 2016 and is to be released on social media in conjunction with future communications currently being planned to coincide with the next phase of scheme construction (summer 2016\17).

### **7. SCIENCE**

- 7.1.** Public interest in the quality of the iconic Otago lakes (Wanaka, Wakatipu and Hawea) is very strong. There are a number of initiatives underway to communicate the monitoring in the lake and steps public can take to help prevent spread of freshwater pests.

#### **7.2 Check, Clean Dry Campaign**

Otago Regional Council employs a Freshwater Biosecurity Advocate (FBA) each summer. Their role is to visit popular lake and river recreational spots and boat ramps, to directly engage with water users. They advocate for good equipment hygiene practices and explain the importance of doing so, and the role every water user plays in the wider biosecurity system. Written information, such as fact sheets and brochures are given out reinforcing the key messages around freshwater biosecurity. Other collateral is given out also, such

as detergent spray bottles for cleaning equipment. This is also branded with the Check, Clean, Dry messaging.

The concept for a FBA arose out of the initial response to Didymo and the requirement to directly market the Check, Clean, Dry message. As time has gone on, it has become clear that many freshwater biosecurity pests are spread predominantly by human activity. The best way to limit the further spread of these pests in general, is for lake and river users to understand the need to treat their aquatic equipment from fishing rods to boats, vehicles, and in fact any equipment that comes into contact with freshwater. This programme has been successful in limiting the spread of Didymo with no Didymo being recorded in the North Island since its discovery in the South Island.

In Otago, the bulk of the advocate's time is spent at Lakes Dunstan, Wanaka and Wakatipu but also at key recreational spots on rivers such as the Dart, Clutha and Kawarau boat launching areas. The advocate also attends events such as multi-sport events where competitors will be travelling through creeks and rivers, working with event organisers and competitors to reinforce the CCD key message.

### 7.3. Other communications

Joint public meetings are being planned with Queenstown Lakes District Council to explain the lake monitoring programme, current lake quality, what we know about lake snow and what the next steps in addressing the algae are. A similar briefing will be held with Queenstown hoteliers on November 28.

Otago Regional Council's recreational monitoring programme begins in December with weekly contact recreation monitoring of 17 popular bathing sites in the region. The results are available on ORC's website as well as [www.lawa.org.nz](http://www.lawa.org.nz) and will be promoted via radio and social media throughout summer.

Planning is underway with the University of Otago's *Catchments Otago* programme for community information days in Wanaka and Queenstown under a theme of "What's in my lake?" These events are planned for February/March and will target families with interactive displays to learn more about their lakes quality and ecosystems. It will also provide ORC and the University with information about what the public understands and values about the lakes.

## 8. BIOSECURITY

- 8.1. As an ongoing activity, liaison staff have been promoting ORC's wallaby biosecurity response at any opportunity (where appropriate) and asking for members of the public to report sightings.
- 8.2. Two articles were supplied the East Otago Review, one on rooks and one on wallabies and ORC's plan to quantify the problem over the coming months. Two ads were also placed, the rook ad and the wallaby ad.

- 8.3. A drop-in session for the Clutha flood and drainage area will be held on November 30 in Balclutha. This is an opportunity for the community to come and share views, ask questions of our operational and engineering staff, identify anything that may be desired by the community for consideration through formal consultation via the annual plan later in the financial year.

## 9. CIVIL DEFENCE AND EMERGENCY MANAGEMENT

- 9.1. Media promotion of the South Island Civil Defence and Emergency Management Conference was provided and an article is also being prepared for the Impact Magazine (a national civil defence and emergency management publication).
- 9.2. The new group website was launched in September [www.otagocdem.govt.nz](http://www.otagocdem.govt.nz), ORC will continue to manage the website on behalf of the group but all councils have been given training and access to edit the website.

## 10. MEDIA & WEB MONITORING SUMMARY

- 10.1. Over the reporting period, there were 282 mentions of the Otago Regional Council in the print media and 35 broadcast media mentions during this time.
- 10.2. There have been 85,839 visits to the ORC website during this period, up 18% on same time last year.
- 10.3. We had 1682 followers on our Facebook account at the end of this reporting period. The reach during September was 58,000 people compared to 8668 for the same period last year. We had 678 followers on Twitter

## 11. ENVIROSCHOOLS

- 11.1. Dr Robyn Zink started in mid-September as the Regional Co-ordinator for Enviroschools. This is a new role within the ORC and she supports the facilitators who work with schools across Otago so that children and their school communities can learn and take action together to build a sustainable world. There are currently 63 schools (41%) in Otago participating in Enviroschools.
- 11.2. Dr Zink attended the Enviroschools Regional Coordinator hui and facilitator training in October.
- 11.3. Dr Zink is currently undertaking a stocktake of the Enviroschools programme in Otago. The first step is to survey the facilitators on how engaged with the programme each of the schools they work with is.
- 11.4. Planning is underway with the Dunedin City Council for a primary student hui in Dunedin with the theme of Creating Our Future Climate.

## 12. RECOMMENDATION

It is recommended that this report is noted.

Caroline Rowe

**Director Stakeholder Engagement**

*Annex: List of upcoming events Stakeholder Engagement is involved in (as at 8 November 2016).*

**Upcoming Events:**

*Below is a list of events the Stakeholder Engagement Directorate is involved with in the next month as of 8 November 2016. Please note this list is subject to change.*

**24 November - Beef + Lamb NZ Land Environment Planning (LEP) Workshop (South Otago)**

*Hosted by Beef + Lamb NZ, and ORC has been invited to present an outline of the rural water quality rules. This is an opportunity for beef and lamb farmers to attend an industry day to put together the first level of environmental planning on their farm.*

**24 November – South Dunedin Natural Hazards presentation Otago/Southland Geography teachers**

*Dr Sharon Hornblow is presenting the report into natural hazards facing South Dunedin to Otago/Southland geography teachers who may be interested in incorporating this information into lesson plans in the future.*

**25 November - Irrigation efficiency (Central Otago)**

*Maniototo. Beef & Lamb - outline of IC (ORC is one of a number of speakers)*

**25 November – Meeting between ORC Chief Executive Peter Bodeker, Director Stakeholder Engagement and NOSLaM representatives**

*The purpose of the meeting will be to discuss how ORC might help support NOSLaM to create and run a collaborative water quality initiative in North Otago.*

**27 November - Beef & Lamb - Land and Environment Plan Level 2 workshop (North Otago)**

*Building sustainability through good environmental management and profitable farming. ORC Liaison staff will attend and provide education on the applicable Water Plan rules and ORC policies.*

**28 November - Queenstown Hotelier briefing on lake monitoring**

*Joint briefing to Queenstown with QLDC on lake monitoring.*

**29 November – Queensberry Water Users**

*ORC entry level presentation for priority 1*

**29 November - DairyNZ - Promoting Good Management Practice workshop (North Otago)**

*Workshops will cover:*

- *Overview of the new rules and Plan Change 6A*
- *Environmental good management practices to help farmers achieve requirements*
- *What DairyNZ and ORC can do to help*

**30 November - Clutha Flood and Drainage Scheme Drop-in sessions**

*Informal drop-in sessions to help inform work desired by community for consideration in 2017/18 annual planning.*

**2 December – Dunedin EnviroSchools Primary School Hui**

*Annual primary school Hui for participating Dunedin Schools. Presentation by schools to be made at 2pm at St Kilda Surf Club. Councillors welcome.*

**2 December – Upper Clutha Catchment Group**

*CE attending Upper Clutha stakeholder group with an interest in water quality, particularly relating to Lake Wanaka.*

**6 December – Galloway Water Users**

*ORC entry level presentation for priority 1*

**6-13 December – Dunedin Bus Hub Consultation, details TBC**

*Community consultation on Dunedin Bus Hub. More details to be circulated when confirmed.*

**13 December - North Otago Dairy Working Group meeting**

*Meeting between DairyNZ, Fed Farmers, Fonterra, Oceania, NOIC, Lower Waitaki Irrigation Company and ORC to discuss dairy/effluent related issues and identify areas where collaboration and industry help can occur.*