

LOWER MATA-AU/CLUTHA INTEGRATED CATCHMENT GROUP

TERMS OF REFERENCE

1. PURPOSE OF THE LOWER MATA-AU/CLUTHA INTEGRATED CATCHMENT GROUP

The Lower Mata-au/Clutha Integrated Catchment Group (ICG) is being formed to collaboratively develop a Catchment Action Plan (CAP) for the Clutha District portion of the Clutha/Mata-au Freshwater Management Unit (FMU), along with the adjoining Tokomairiro catchment in the Milton area (part of the Dunedin and Coast FMU). The CAP area is shown in Figure 1

The Lower Mata-au/Clutha ICG will make recommendations to Otago Regional Council for endorsement. It is not a delegated decision-making body of the Council, nor is it a committee under the Local Government Act 2002. The Lower Mata-au/Clutha ICG provides advice and recommendations only and has no authority to bind the Otago Regional Council or any other organisation.

The formation of the Lower Mata-au/Clutha ICG represents the ORC's commitment to working in partnership with iwi, the community and with stakeholders to co-design the CAPs. The primary focus of the Lower Mata-au/Clutha ICG is to develop a CAP that builds on the strong foundation of work and engagement that is already happening in the Clutha District area and develop a vision that meets the aspirations of the community. The vision will be for the natural environment of the entire CAP area, and will therefore be broader than the freshwater vision in the Regional Policy Statement, but consistent with the RPS vision. The group will need an understanding of the environment, socio-economic values, and the ability to incorporate the deep connections that mana whenua have to the land.



Figure 1. The CAP area as the spatial scope proposed as the starting point for the Lower Mata-au/Clutha CAP.

2. WHAT IS A CATCHMENT ACTION PLAN?

A CAP is a non-regulatory (or voluntary) plan for the management and conservation of an entire catchment(s). It consolidates and builds on actions that are already taking place in the catchment(s) and can serve as a focus for new actions and projects. Although the catchment, or watershed, is the unit of area used to design a CAP, the actions described in the CAP can cover areas other than freshwater including terrestrial ecosystems, land and soils, and human values (including mahika kai and wāhi tūpuna values). The CAP can also refer to (but not create) regulatory (or mandatory) actions that may need to be taken to achieve environmental outcomes required by legislation (such as regional plans). The CAP must be consistent with the relevant statutory requirements at the time of endorsement.

CAPs are designed by iwi, the community, and stakeholders for their place. They are supported in this work by the ORC, government, territorial authorities, and subject experts.

The CAP will be put forward for endorsement by Otago Regional Council but is not limited to matters covered by Council.

3. RESPONSIBILITIES OF THE LOWER MATA-AU/CLUTHA INTEGRATED CATCHMENT GROUP

The Lower Mata-au/Clutha ICG is responsible for co-developing the CAP for the Clutha District portion of the Clutha/Mata-au FMU along with the adjoining Tokomairiro catchment in the Milton area (part of the Dunedin and Coast FMU). This work will include:

- Committing time and effort to attend and participate in six CAP co-design workshops, for the duration of the Lower Mata-au/Clutha ICG which is from June 2026 to March 2027.
- Coming to the workshops prepared, making sure to have read any background material provided.
- Bringing their knowledge and experience to the CAP co-design workshops, and sharing this with others.
- Committing time and effort to attend some of the three site visits offered between workshops and engaging in networking with other similar and connected groups (such as the Lower Mata-au/Clutha ICG and the Upper Lakes Governance and Delivery Group).
- Being an ambassador for the CAP within the community or their organisation.

The Lower Mata-au/Clutha ICG members are not responsible for organising or carrying out the actions suggested in the CAP. The Lower Mata-au/Clutha ICG members may choose to continue their individual involvement into the implementation phase of the CAP, however this will be determined at the completion of the CAP.

4. MEMBERSHIP OF THE LOWER MATA-AU/CLUTHA INTEGRATED CATCHMENT GROUP

The Lower Mata-au/Clutha ICG will consist of 15 to 25 members, the final number may vary slightly to ensure appropriate representation while maintaining a workable group size. The members will be appointed by the ORC, on recommendation of the Integrated Catchment Management Governance Board (ICM GB).

Composition of the Lower Mata-au/Clutha ICG

The Lower Mata-au/Clutha ICG is a Clutha District-based group that aims to have a predominance of its members “local or connected” to the CAP area (figure 1).

Diversity

Furthermore, it will aim to include diversity in terms of:

- geographical representation within the CAP area
- communities of interest reflecting the CAP area
- age and gender.

Experience and knowledge for the Lower Mata-au/Clutha ICG

Members of the Lower Mata-au/Clutha ICG will be sought on their experience, knowledge and understanding of issues and activities relevant to Clutha District and that allows them to contribute to the CAP co-design process.

The Lower Mata-au/Clutha ICG will aim to cover a range of experience and knowledge including:

- Mātauraka Māori
- Community and local networks

- Environmental Management
- Native Biodiversity
- Terrestrial ecosystems
- Freshwater ecosystems and processes
- Coastal and marine ecosystems and processes
- Sheep and/or beef farming
- Dairy farming
- Other farming types
- Horticulture and cropping
- Fisheries
- Forestry
- Land and soils management
- Water management and irrigation systems
- Flood resilience and local response
- Local industry, commercial operations and business
- Tourism and recreation

Note: the Lower Mata-au/Clutha ICG will be able to call on technical expertise and subject experts, so members do not need to be experts in all these areas.

Practical Criteria

Members of the Lower Mata-au/Clutha ICG will also be selected on their capability to contribute successfully to the CAP co-design process. They will be a person who is able to:

- commit to participating in six, in-person, weekday CAP co-development workshops (approximately 10am-2pm)
- explain their views clearly and listen to other people
- work in partnership with mana whenua and takata whenua
- seek common ground and focus on solutions
- be constructive, practical and open to different viewpoints
- approach the facilitated co-design process with openness, good faith, and a willingness to work together.
- Assist in presenting the CAP to Council at the time it goes for endorsement

Mana Whenua and Takata Whenua

There are defined roles for mana whenua and takata whenua on the Lower Mata-au/Clutha ICG to reflect Otago Regional Council's commitment is to partner with mana whenua and make Mātauraka Kāi Tahu an integral part of decision-making. The defined roles also reflect the principles of the Treaty of Waitangi, Ngāi Tahu Claims Settlement Act 1998, the 2003 Memorandum of Understanding and Protocol between Otago

Regional Council, Te Rūnaka Kāi Tahu and Kāi Tahu ki Otago for Effective Consultation and Liaison, and Otago Regional Council's Charter of Understanding with Te Ao Mārama and Southland Rūnaka.

Appointment of defined roles for mana whenua and takata whenua will be determined by those Rūnaka with interests in the CAP area. A representative of beneficial owners of Māori land may be appointed in addition to this.

Defined roles for mana whenua and takata whenua does not preclude individuals who are mana whenua or takata whenua being appointed in a non-defined role.

Government

There are also defined roles for Otago Regional Council, as the facilitating organisation and regulatory authority, the district authority (Clutha District Council), Land Information New Zealand (LINZ) and the Department of Conservation (DOC) as significant government landowners in the Clutha District area. These defined roles do not preclude individuals who are employed by or associated to these organisations being appointed in a non-defined role.

5. GENERAL

Chairperson

The Lower Mata-au/Clutha ICG will appoint a chairperson or co-chairs by the second meeting. The chairperson or co-chairs will be the primary spokesperson for the group including with the ICM Governance Board chairperson, the ORC's ICM staff and the media.

The role of the chairperson, or co-chairs, is to:

- Motivate and lead the Lower Mata-au/Clutha ICG to achieve its objectives and deliverables within the agreed timeframes
- Ensure a fair and equitable group process
- Foster an atmosphere of enquiry, respect, open-mindedness, and group learning
- Identify risks and work with the ORC's ICM staff to mitigate risks and issues as they arise in a timely and outcome focused manner
- Ensure the Lower Mata-au/Clutha ICG members operate within the Terms of Reference.

Media

The chairperson (or co-chairs) and the Otago Regional Council will be the primary people who should speak to the media on behalf of the Lower Mata-au/Clutha ICG, and approve what communications will be published. The ORC's Communications Team will support this process.

Term of appointment to the Lower Mata-au/Clutha ICG

The Lower Mata-au/Clutha ICG will commence upon the appointment of members (June 2026) and continue for the duration of the CAP co-development workshop process. The Group's term will conclude once the CAP is finalised and presented to Otago Regional Council for endorsement (approximately March 2027). Following this, members of the Lower Mata-au/Clutha ICG may express interest in continuing their involvement through

an Lower Mata-au/Clutha CAP Governance and Delivery Group to support ongoing implementation of the CAP actions supported by ORC.

Quorum

Ideally Lower Mata-au/Clutha ICG members can attend all meetings and workshops as scheduled. However, a quorum of minimum two-thirds members must be present (online or in person) to run a meeting or workshop.

Non-attendance and vacancies

If any Lower Mata-au/Clutha ICG member or their alternate does not attend three meetings or workshops in a row, they may be replaced. If this occurs, or if there are other vacancies on the group, these will be referred to the ICM Governance Board who will recommend appointments to the ORC as replacements.

Alternates and additional participants

If a member who is representing an organisation or is appointed by iwi is unable to attend, they can send an alternate to ensure that this expertise is present in the room. If an alternate is being proposed, this should be advised as early as possible and the ICM Governance Board will be advised within regular (2-monthly) updates.

It may be appropriate for additional participants to be present for CAP development workshops. However, additional participants will not have decision making or voting rights.

Decision Making

Decisions will be made by consensus where possible. A vote can be called by the group where consensus is not reached. In the event of a tied vote, the matter will be further discussed until consensus can be reached.

Dispute Resolution

Disputes will be referred to the ICM Governance Board for resolution.

6. CAP DEVELOPMENT WORKSHOPS

The Lower Mata-au/Clutha ICG will be using an open source, internationally recognised method for biodiversity and resource conservation project design and collaboration called the Open Standards for the Practice of Conservation (Conservation Standards) modified to reflect Otago's communities. Conservation Standards has been designed to tackle large, complex, and urgent environmental problems. It places the community and principles of co-design at its heart. The Conservation Standards co-design process takes place over six facilitated four-hour workshops where the community and experts collaborate to design their project. The Lower Mata-au/Clutha ICG will be facilitated and supported by technical expertise from the ORC.

It is important that all members (or alternates) participate in all the workshops wherever possible.