



AGENDA FOR THE

MEETING OF THE

CLIMATE CHANGE AND SUSTAINABILITY

SUBCOMMITTEE

TO BE HELD ON

WEDNESDAY 9 JULY 2025

COMMENCING AT 1PM

Climate Change & Sustainability Subcommittee - Wednesday 9 July 2025

Attendees: Mayor S T Broughton; Councillors, N C Reid (Chair), L L Gliddon & E S Mundt & Ms M McKay

09 July 2025 01:00 PM - 03:00 PM

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Public portions of this meeting are audio-recorded and livestreamed via the Council's YouTube channel.

OPENING KARAKIA

Whakataka te hau ki
te uru

Cease the winds from
the west

Whakataka te hau ki
te tonga

Cease the winds from
the south

Kia mākinakina ki uta

Let the breeze blow over
the land

Kia mātaratara ki tai

Let the breeze blow over
the sea

E hī ake ana te
atakura

Let the red-tipped dawn
come with a sharpened
air

He tio, he huka, he
hau hū

A touch of frost, a
promise of a glorious
day

Tīhei mauri ora!



**Climate Change and Sustainability Subcommittee
Terms of Reference**

For the remainder of the 2022-2025 Triennium

Adopted by Selwyn District Council on 14 August 2024

List of Committees

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INTRODUCTION

1. General Principles of Delegation

This document sets out the terms of reference and delegations for Selwyn District Council, and its committees and subcommittees. It also sets out the responsibilities of and delegations associated with certain roles, including the Mayor, Deputy Mayor, Chief Executive, Committee and Subcommittee Chairs and Deputy Chairs.

The Council's functions are wide-ranging, and it has obligations and powers under many statutes and regulations.

These terms of reference are intended to allow the Council to ensure that its powers and functions are exercised at a level commensurate with efficiency and effectiveness and the significance of the power or function.

2. Establishment of Committees

Procedures, responsibilities, and accountabilities

Subject to the following limitations, the committees of the whole shall have power to act in all matters concerning the functions listed in their respective delegations, provided they do not conflict with stated policy of Council. In respect of matters requiring financial input the committee's power is limited to the extent that provision has been made in the annual budgets and in the Long-Term Plan.

All Committees of the Whole:

- a) Shall be responsible for planning, reviewing and implementation of functions, duties, and powers in respect of their delegations
- b) Shall be responsible for monitoring performance (including budget and performance targets) for their areas of responsibility
- c) Have delegated power to appoint subcommittees and to delegate their powers to that subcommittee.
- d) May delegate their powers to an officer of the Council
- e) Can delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002 (LGA)
- f) Any committee of the whole has the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction. (This allows for setting of fees and bylaw making processes up to but not including adoption)
- g) All committees of the whole shall undertake such other functions as may be delegated by Council from time to time and are able to provide recommendations to council where appropriate

- h) When an Act or Regulation empowers 'the Council' to carry out a decision-making function, that decision must be made by way of resolution of the full council unless the Act or Regulation permits delegation to a committee, subcommittee or officer
- i) Council cannot delegate any of the following matters to committees, subcommittees or any other subordinate decision-making body (Clause 32(1)(a)- (h) of Schedule 7 of the Act):
 - a) the power to make a rate
 - b) the power to make a bylaw
 - c) the power to borrow money, or purchase or dispose of assets, other than in
 - d) accordance with the long-term plan
 - e) the power to adopt a long-term plan, annual plan or annual report
 - f) the power to appoint a chief executive
 - g) the power to adopt policies required to be adopted and consulted on under the Local Government 2002 in association with the long-term plan or developed for the purpose of the local governance statement
 - h) the power to adopt a remuneration and employment policy.
- j) The power to make or alter any council policy is limited to those instances where that power has been specifically delegated to the committee
- k) Any committee of the whole can approve submissions on legislation
- l) All Council committees will follow Tikanga and will open and close with a karakia

3. Committees

Committee includes, in relation to the Council:

- a) A committee comprising all the members of the Council;
- b) A standing committee or special committee appointed by the Council;
- c) A standing committee or special committee appointed by the Mayor;
- d) A joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002;
- e) Any subcommittee of a committee described in items (a) (b), (c) or (d) of this definition; or
- f) A subordinate decision-making body, including Subcommittees and Forums

The terms of reference and delegations to Committees and Subcommittees are set out in full in this document. In respect of committees and subcommittees:

- a) The committees have no decision-making powers other than those set out in these terms of reference
- b) Any committee may request expert advice through the Chief Executive where necessary

- c) The committees may make recommendations to their governing committee or Council, or Chief Executive as appropriate

4. Working groups

Working groups may be recommended by committees and subcommittees for Council approval. Working groups are set up to investigate a specific issue within their area of focus and report back within a specific timeframe. Working groups are made up of members of the committee or subcommittee. Working groups do not have decision making power. Working groups enable Councillors to work constructively and collegially together to consider an issue and collectively work on solutions.

5. Quorum

Unless otherwise specified, a quorum is defined as a half, if the total number of members is even or a majority, if the total number of members is odd. The quorum for committees and subcommittees are stated in the relevant terms of reference. The Mayor is included in calculating the quorum and is counted towards the quorum when present. Appointed members are included in calculating the quorum and are counted towards the quorum when present.

6. Ambiguity and Conflict

In the event of ambiguity or conflict between any of the provisions contained in these terms of reference, the Chief Executive can provide advice. If the ambiguity or conflict results in uncertainty or dispute as to which chairperson, committee or subcommittee has the delegation to act in respect of a particular matter, then the Mayor will decide in consultation with the Deputy Mayor and having received advice from the Chief Executive. The decision of the Mayor will be final and binding.

In resolving ambiguity or conflict in the allocation of matters to committees, the guiding principle is that the primary outcome of the decision required should determine which committee deals with the matter.

CLIMATE CHANGE AND SUSTAINABILITY SUBCOMMITTEE - TERMS OF REFERENCE

The Climate Change Subcommittee shall be a Committee of Council, established by Council for specific periods determined by the governing body, or until the 2025 local elections. The existence of the subcommittee does not remove from council any of its legal obligations or responsibilities.

Chair:	Councillor Reid
Deputy Chair:	Councillor Gliddon
Members:	Mayor Sam Broughton Councillor Mundt Councillor Dean Megen McKay (Te Taumutu Rūnanga representative) Vacant (Ngāi Tūāhuriri Rūnanga representative) Up to 2 x Subject matter experts
Quorum:	Half the number of elected and appointed members on the committee at the time, as per S.O 11.1(b). If it is an odd number, then the quorum is half plus 1.
Meeting Cycle:	Every second month
Delegations Powers:	As per section 5 of the TOR
Reporting Officer:	Executive Director Strategy and Engagement

1. Purpose

The purpose of the Climate Change Subcommittee is to help raise the overall awareness and district wide support for the Council's strategy to reduce greenhouse gasses. It will also focus directly on Councils own emissions and reduction measures and performance.

2. Responsibilities

- To ensure the council's policy commitment to reducing greenhouse gases is given effect by the council and its departments.
- Assist, in partnership with others, in building a district wide consensus about the importance of reducing greenhouse gasses.
- To raise community awareness of the implications of climate change and its current and future impact on the district and its residents through monitoring the following key plans for Council and the wider District:
 - Sustainability Plan for SDC / District
 - Emissions Reduction Plan for SDC
 - SDC and District Climate Change Adaption Plan
 - SDC Biodiversity Workplan
- To promote the importance of resilience and the need to adapt infrastructure and development to meet the additional demands of more frequent extreme weather events.
- To direct and approve decisions that relate to key action plans related to climate change and sustainability.

3. Delegations

The Subcommittee will have delegated decision-making responsibilities to make:

- submissions to central and regional government on climate change and sustainability related issues
- decisions to endorse the Selwyn Biodiversity Strategy Workplan
- decisions to endorse the implementation and actions plans arising from the Climate Change Adaptation Plan, Emissions Reduction Plan, and Sustainability Plan.

4. Reporting

The Subcommittee will report to the Governing body and have linkages to relevant planning and policy initiatives, including any review of the District Plan.

5. Chairperson may refer urgent matters to the Council

As may be necessary from time to time, the Subcommittee Chairperson is authorised to refer urgent matters to the Council for decision, where this Subcommittee would ordinarily have considered the matter.

6. Terms of Reference Review Process

The Terms of Reference will be reviewed at the first meeting of the subcommittee and then again before the end of the triennium for advice to the next elected council.

TERMS OF REFERENCE REVIEW TABLE

Date of review	Status / summary of changes made
June 2024	TOR established
14 August 2024	Adopted by Council
20 November 2024	Adopted by Subcommittee (with amendments made)

**MINUTES OF MEETING OF AN ORDINARY MEETING OF THE CLIMATE
CHANGE & SUSTAINABILITY SUBCOMMITTEE
HELD IN THE COUNCIL CHAMBERS - SELWYN DISTRICT COUNCIL ON
WEDNESDAY 14 MAY 2025 COMMENCING AT 3.00PM**

PRESENT

Councillors N C Reid (Chair), L L Gliddon and E S Mundt; and Ms M McKay

ATTENDEES

Mesdames N Livermore (Senior Communications Advisor); C Carter (Head of Strategy and Performance), T Davel (Senior Governance Advisor), T Van der Velde (Executive Assistant to ED People, Culture and Capability); Messrs. S Gibling (Executive Director People, Culture and Capability), J Gentilcore (Climate Change Lead), A Spanton (Environmental Team Lead, Strategy and Policy) and B Adhikari (Governance Coordinator).

The meeting was opened with a karakia.

APOLOGIES

Apologies were received from Mayor Broughton and Councillor Dean

'That the Climate Change and Sustainability Subcommittee receives the apologies for Mayor Broughton and Councillor Dean, as notified'.

Moved – Councillor Reid / **Seconded** – Councillor Gliddon

CARRIED

EXTRAORDINARY OR GENERAL BUSINESS

None.

CONFLICTS OF INTEREST

None.

TERMS OF REFERENCE

None.

CONFIRMATION OF MINUTES

1. Minutes of the ordinary meeting of the Climate Change and Sustainability Subcommittee held on Wednesday 19 February 2025, as circulated

The February minutes noted that staff had agreed to bring a report on waste management to the meeting. A question was raised about when this report could be expected.

Staff will liaise with the relevant team and report back at the next meeting.

Moved – Councillor Gliddon / **Seconded** – Ms McKay

‘That the Climate Change and Sustainability Subcommittee confirms the minutes of the ordinary meeting of the Subcommittee held on Wednesday 19 February 2025, as circulated’

CARRIED

REPORTS

1. Chairperson’s Report

Chairperson, Councillor Nicole Reid

Moved – Councillor Reid / **Seconded** – Councillor Gliddon

‘That the Climate Change and Sustainability Subcommittee receive the Chairperson’s Report for information.’

CARRIED

2. C201 Climate Change Policy

Joe Gentilcore Climate Change Lead

Staff presented the report and advised the committee that the recommendation is to endorse the amended and reviewed Climate Change Policy. General terminology within the policy has been reworded for clarity. The policy has not yet been reviewed by the legal team; therefore, minor changes are still expected. The policy has undergone a general refresh but no substantial changes have been made to its core content.

The committee noted that, following endorsement at this meeting, the policy will be going to full Council for adoption.

Feedback was provided regarding the language used in the policy, specifically the phrase “Council will” in reference to achieving a comprehensive climate change response at SDC. It was suggested that this wording be revised to better reflect the current state and intent. Staff acknowledged the feedback and committed to reviewing the wording. Staff will identify where changes have been made.

Resolution amended to reflect the above feedback.

Moved (*as amended*)- Councillor Mundt / **Seconded** – Councillor Gliddon

'That the Climate Change and Sustainability Subcommittee endorses the following:

i. C201 Climate Change Policy (Reviewed and Amended) following the feedback from the Subcommittee

CARRIED

Memorandums

Council Emissions Reduction Plan

The Emissions Reduction Plan was brought to the February subcommittee meeting. Since then, a few minor amendments have been made, but these have not altered the overall content or direction of the report.

Staff confirmed they are satisfied with the information and goals set out in the plan.

The goals are considered ambitious, yet achievable.

Emission Reduction Action Plan 2024-2027

Staff commuting

It was discussed that staff commuting to work is included in the broader emissions profile for the organisation.

Biogenic Methane

A subcommittee member requested that the action plan is clear that biogenic methane emissions specifically relate to the Wastewater Treatment Plant, and not to agricultural sources.

Fleet Electrification and Sustainability (CORDE)

There was discussion around the challenges associated with the plan possibly requiring CORDE or CCOs to electrify its fleet or commit to emissions reduction initiatives. Concerns were raised about balancing emissions reduction expectations with maintaining a sustainable business model, especially in terms of increased costs. A subcommittee member noted that while the emissions reduction plan includes a recommended target for CORDE, it seems overly prescriptive. It was suggested that such direction may be more appropriate in a Letter of Expectation rather than within the emissions reduction plan itself.

It was clarified that the recommended targets cannot be enforced but may be pursued through ongoing dialogue and alignment of CORDE's own emissions policy with that of the Council. Staff acknowledged the concerns and will explore this further.

Typo page 16

These proposed emission reduction targets will be presented to Council for ratification and formal adoption in **2024** as part of a review of the Climate Change Policy. To be amended to **2025**.

Budget Clarification – LTP 2024–2034

A subcommittee member wanted to know what the scoping and project planning budget for Community Facilities \$48,000 and \$40,000 for Reserves budgets encompasses. Staff will follow up with the budget owners and provide clarification.

Carbon Profile Update

The carbon emissions profile has been recalculated and will be included in the final version of the plan.

World Car-Free Day (22 September 2025)

The Chair highlighted the opportunity for Selwyn District Council to participate in World Car-Free Day as a way to promote alternative commuting options for Council staff.

Decarbonisation Fund

A Subcommittee member sought clarification on the \$200,000 budgeted annually for the decarbonisation fund and what initiatives it will cover. Staff will provide more details in due course.

Organic Waste Diversion

A subcommittee member queried whether organic waste diversion is still mandated, expressing understanding that this may no longer be the case. Staff will check with the waste management team for confirmation.

Solar Power over Car Parks

There was discussion on the feasibility of installing solar panels over car parks or other unused spaces. Staff confirmed that this is a viable option and will be considered further.

Climate Change Lead Work Programme Updates

Mr Gentilcore spoke to his work plan, which is primarily focused on energy management. A subcommittee member expressed support, noting it was great to see progress being made. Another subcommittee member inquired about the use of green building standards and whether future and current Council buildings are being designed to meet accreditation criteria that ensure they are "fit for the future."

It was noted that Council policy is provided to the initial design group during the planning stages of new buildings. Staff will identify the relevant policies and directions given to major capital projects and will confirm what it states regarding building standards.

Sustainability Plan – Goals, Targets and Actions

The Draft Sustainability Plan was brought to the February subcommittee meeting. Mr Gentilcore spoke to the goals, targets and actions that could be included in the sustainability plan

Comments from Subcommittee members on Actions:

- 1.1 Embedding of this and practicality is it “give effect to” (would like better wording around this)
- 2.3 Surveys - A subcommittee member advised that Selwyn’s community is experiencing consultation fatigue, instead of surveys they asked if this can this go in the Annual Plan to capture their thoughts.
- 3.3 Biodiversity and Wetland Restoration -A subcommittee suggested adding wording around by partnering with people or the use of the SNEF fund.
- 4.2 Regular workshops for Council Controlled Organisations (CCO) / Contractors – A subcommittee member advised there are different directives in the procurement policy and for staff to explore this.

Staff acknowledged that the level of engagement varies between Council, Council Controlled Organisations (CCOs), and contractors. Each group has a different level of involvement and influence, and this distinction needs to be recognised. It was suggested that staff use consistent language when referring to expectations across these groups. It was recommended to use the word "encourages" rather than "ensures", to better reflect the varying degrees of engagement with these groups.

It was discussed that goals should be linked to Waikirikiri Ki Tua Future Selwyn Strategy and to remove the link to UN Sustainable Development Goals to 'own' the plan as Councils.

GENERAL BUSINESS

The meeting closed with a karakia at 4.10pm

DATED this day of 2025

CHAIRPERSON

Climate Change and Sustainability Subcommittee – Actions

Action	Raised	Update
The February minutes noted that staff had agreed to bring a report on Mfe update on waste policies to a meeting. A question was raised about when this report could be expected.	14/05/2025	The Resource Recovery and Waste Manager will bring a report to the July Subcommittee meeting.
<u>Budget Clarification – LTP 2024–2034</u> A subcommittee member wanted to know what the scoping and project planning budget for Community Facilities \$48,000 and \$40,000 for Reserves budgets encompasses.	14/05/2025	The Open Space Asset Management team have a Carbon audit underway for reserves/open spaces – there will be further clarification around proposed plans for the use of this budget in the future. Some of the Community Facilities emissions/energy budget has been made available to Mr Gentilcore for energy efficiency projects.
<u>Decarbonisation Fund</u> A Subcommittee member sought clarification on the \$200,000 budgeted annually for the decarbonisation fund and what initiatives it will cover. Staff will provide more details in due course.	14/05/2025	Council to establish a grant to support business/community. Funding has not been allocated in the current or upcoming Annual Plan budgets but can be put forward to the upcoming 2025/26 Annual Plan budgeting round.
There was discussion on the feasibility of installing solar panels over car parks or other unused spaces.	14/05/2025	Solar Case study almost complete and will likely be presented to the sub-committee in the July hui.



MEMORANDUM

TO: Sharon Mason, Chief Executive Officer
FOR: Climate Change and Sustainability Committee Meeting
FROM: Ben Baird, Strategy Team Leader
DATE: 09/04/2025
SUBJECT: **MEMORANDUM OF UNDERSTANDING BETWEEN SELWYN DISTRICT COUNCIL AND MANAAKI WHENUA – LANDCARE RESEARCH: RESEARCH COLLABORATION**

Executive Summary

This memorandum is to inform the committee of the signing of a Memorandum of Understanding (MOU) for a research collaboration between Manaaki Whenua – Landcare Research (MWLR) and staff at Selwyn District Council (Council). The MOU is attached (**Appendix 1**) to this memorandum.

Background

MWLR is a Crown Research Institute for the land and biodiversity of Aotearoa New Zealand, conducting science and research that delivers 'research impact', with a focus on environmental issues, opportunities, and solutions.

Over the past few years, researchers at MWLR have supported staff at Council with advice, research, data and modelling to inform strategic and spatial planning. Most recently this included modelling of ecosystem services for Rolleston¹. The ecosystem services modelling performed by MWLR was supported by the Strategic Science Investment Funding for Crown Research Institutes from the Ministry of Business Innovation and Employment's (MBIE) Science and Innovation Group. Also, MWLR's Impact Fund and MBIE's Strategic Science Investment Fund supported another research project which included Council Staff, and staff from Partner Councils of the Greater Christchurch Partnership on 'Using Generative Artificial Intelligence to Create Images for Land Use Planning and Communication'. This focused on investigating options for the 'greenbelt' an action of the Greater Christchurch Spatial Plan adopted by Council on the 14th of March 2024.

Researchers at MWLR have approached staff at Council with another opportunity to collaborate on research on the application of generative AI for climate adaptation.² The research project is titled "Harnessing generative artificial intelligence to inform nature-based adaptation to climate change". This Endeavour Smart Idea research project is funded by MBIE. This national-level project that MWLR has been contracted to deliver aims to develop a generative AI platform for climate change adaptation.

As part of the research project, the parties wish to conduct a case study in which climate change risks and nature-based adaptation options are mapped across the Selwyn District. The MOU in

¹ <https://storymaps.arcgis.com/stories/a693e0ee284b41a888fa529cb6792ff2>

² <https://www.landcareresearch.co.nz/discover-our-research/climate-change/ai/>



Appendix 1 formalises this research collaboration which will run until the 30th of September 2027. Council staff will provide advice and direction on identifying key priorities for climate change adaptation in the Selwyn District and contribution to workshops and review of the research programme outputs. MWLR estimate the in-kind contribution to be less than 0.1 FTE per year spread across the relevant Council staff members.

Alignment with Waikirikiri Ki Tua Future Selwyn

Sustainability and Climate Change is integrated through Waikirikiri Ki Tua Future Selwyn, and forms part of the entirety of Te Aka ā-Rautaki | Strategic Framework. Although the research is in its early stages, a high-level assessment against Te Aka ā-Rautaki | Strategic Framework of Waikirikiri Ki Tua Future Selwyn suggests that there is alignment with several Kā Ahuka | Directions. These are in the bullet points below, under a heading of the associated Tautoko Putaka | Supporting Outcomes:

- **Resilient Communities (ResC)**
 - ResC-2 Enable and enhance community resilience
 - ResC-4 Reduce risks faced by communities from natural hazards and the impacts of climate change
 - ResC-5 Increase our readiness for emergencies and disasters
- **A Rich and Diverse Land (RDL)**
 - RDL-3 Integrate nature-based solutions
- **Prosperous People (PP)**
 - PP-4 Promote a just transition through disruption and change
 - PP-7 Facilitate connections, collaboration and the sharing of knowledge
- **Liveable Low Carbon Towns (LLCT)**
 - LLCT-7 Strengthen the resilience of towns to natural hazards and climate change
 - LLCT-8 Focus and incentivise growth in areas free from significant risks from natural hazards
- **Quality Infrastructure (QI)**
 - QI-2 Strengthen the resilience of infrastructure to shocks and stresses

Next Steps

Upon MWLR approaching staff at Council about this opportunity for a research collaboration, and the duration of the research, both MWLR and Council staff have worked on the development of the MOU. The next steps see a 'kick-off meeting', with the project team at MWLR to discuss the details of the collaboration and support of Council staff going forward. At key milestones, Council staff will bring updates to the committee.

Ben Baird

STRATEGY TEAM LEADER

Endorsed For Agenda

A handwritten signature in blue ink, appearing to read 'S. Gibling'.

Steve Gibling

EXECUTIVE DIRECTOR PEOPLE, CULTURE AND CAPABILITY

MEMORANDUM OF UNDERSTANDING

Research Collaboration

1. Parties

Landcare Research New Zealand Limited of 54 Gerald Street, Lincoln ('Manaaki Whenua – Landcare Research' or 'MWLR')

and

Selwyn District Council of 2 Norman Kirk Drive, Rolleston ('SDC')

2. Background

The parties acknowledge that they have a common interest in collaborating in undertaking a Ministry of Business, Innovation and Employment (MBIE) funded Endeavour Smart Idea research project "Harnessing generative artificial intelligence to inform nature-based adaptation to climate change". This national-level project that MWLR has been contracted to deliver aims to develop a generative AI platform for climate change adaptation and conduct extensive research to ensure that this technology is ethical and meets the needs of farmers, councils, and Māori landowners. The research project will run between 1st October 2024 and 30 September 2027. As part of the research project, the parties wish to conduct a case study in which climate change risks and nature-based adaptation options are mapped across Selwyn District. The parties wish to record in this Memorandum of Understanding (MOU) the intention for SDC to contribute resources to and share results from the Project.

3. Party Contacts

Manaaki Whenua – Landcare Research

Dan Richards
PO Box 69040
Lincoln 7640
03 321 9823
RichardsD@landcareresearch.co.nz

Selwyn District Council

George Sariak (Strategy Team)
PO Box 90
Rolleston 7643
03 347 2800
George.Sariak@selwyn.govt.nz (strategy@selwyn.govt.nz)

4. Duration of MOU

This MOU will commence on the date the last party affixes its signature and will continue until the earlier of:

- (a) terminated by mutual agreement or by one party giving the other party reasonable notice of its intention to terminate its involvement in the MOU; or
- (b) the end date of the research project contract.

5. Resource Contributions

SDC will contribute the following financial and non-financial resources to the Project, subject to availability on a year-by-year basis:

In-kind contribution from SDC staff to provide advice and direction on identifying key priorities for climate change adaptation in Selwyn District and contribution to workshops and review of the research

programme outputs. We estimate the in-kind contribution to be less than 0.1 FTE per year spread across the relevant SDC staff members.

6. Confidentiality, Announcements, No Publication

6.1 Each party acknowledges that it may have access to information that is confidential and of value to the other party. To this end, any information that is disclosed by one party (Disclosing Party) to the other party (Recipient Party) during discussions or other correspondence relating to the Project will be protected and kept strictly confidential by the Recipient Party.

6.2 The confidentiality obligations imposed by this clause 6 do not apply to any information which:

- (a) is in the public domain;
- (b) was already known by the Recipient Party at the time at its disclosure;
- (c) the Recipient Party has received from a third party not owing an obligation of confidentiality to the Disclosing Party in respect of the same; or
- (d) is required to be disclosed by law.

6.3 The parties will not make any public announcements relating to this MOU or the activities contemplated by it unless both parties agree to the content and timing of any such announcement.

7. Intellectual Property

7.1 The parties agree that:

- (a) all background intellectual property (whether formally protected or not) contributed by a party for use in connection with the Project will at all times remain the property of that party;
- (b) ownership of any new intellectual property which is developed during the course of the Project will remain the property of the party that develops it provided that where any such new intellectual property is developed by the joint efforts of the parties, then such new intellectual property will be owned by the developing parties in shares representative of their respective inventive contributions to the development of such new intellectual property; and
- (c) where possible, (assuming there is no ethical or commercial reason to not do so) full open access to all research data, reports and computer program source code produced by the Project will be provided under a Creative Commons Attribution 4.0 International licence: <http://creativecommons.org/licenses/by/4.0/> in accordance with the provisions of NZGOAL: <https://www.data.govt.nz/manage-data/policies/nzgoal/nzgoal-version-2/>.

8. Effect of MOU

The parties agree that the obligations contained in clause 5 of this MOU are merely a record of the good faith intentions of the parties toward each other and are not intended to create an offer or legally binding obligation on any of the parties should funding not be available, or should a party's focus, ability or desire to proceed change. However, clauses 6, 7, and 8 will be legally binding on the parties, and those clauses will survive any expiry or termination of this MOU, subject to any variation of this MOU or subject to any further contract between the parties in relation to the Project.

9. No partnership or agency

Nothing in this MOU will be construed or deemed to constitute a legal partnership between the parties, nor constitute a party the agent or legal representative of the other party. No party has authority to act or to assume any obligation or liability on behalf of the other.

10. Dispute Resolution


If there is any dispute concerning the subject matter of this MOU, the parties agree that they will first endeavour to settle such dispute by full and frank discussion and negotiation. If the parties are unable to resolve the dispute by this means, the parties agree that they will engage in mediation conducted in accordance with the AMINZ mediation protocol.

Signed for **Landcare Research New Zealand Limited:**



Name: Paul Mudge
Position: Portfolio Leader - Climate Change Adaptation & Mitigation
Date: 11 April 2025

Signed for **Selwyn District Council:**



Name: Natalie Cahill
Position: Acting Executive Director Strategy and Engagement
Date: 10th April 2025

COUNCIL PUBLIC REPORT

TO: Climate Change and Sustainability Subcommittee
FOR: Subcommittee Meeting — 9 July 2025
FROM: Andrew Boyd – Resource Recovery and Waste Manager
DATE: 24 June 2025
SUBJECT: **NATIONAL WASTE POLICY CHANGES**

KUPU TŪTOHU | RECOMMENDATION

‘That the Climate Change and Sustainability Subcommittee receive the Resource Recovery & Waste Manager’s Report to the Subcommittee for information.’

1. KAUPAPA WHAITAKE | PURPOSE

The Climate Change and Sustainability Subcommittee requested that the Resource Recovery and Waste Manager submit a report on the government’s recent changes to waste policies. This report is to inform the subcommittee regarding Ministry for the Environment changes to national waste policies and their effect on the Selwyn District.

2. TĀHUHU KŌRERO | HISTORY/BACKGROUND

What was Initially Proposed

In 2022, the government at the time proposed five policies as part of their waste work programme:

- a) Standardising household recycling material acceptability criteria.
- b) Compulsory kerbside recycling collection to all urban areas.
- c) Compulsory kerbside food scraps collection to all urban areas.
- d) Data reporting for private household recycling providers.
- e) Performance standards for household recycling and food scrap diversion.

Effect on Selwyn District of What was Proposed

The potential effect of the proposed policies are as follows:

- (a) **Standardising household recycling material acceptability criteria:** The first (and, to date, only) policy that was enacted was the standardisation of kerbside recycling materials. Following public consultation in March – May 2022, the Ministry for the Environment released new requirements for all Territorial Authorities in Aotearoa New Zealand to standardise materials accepted in council managed kerbside recycling and organics collections.

The requirements were published in the New Zealand Gazette on 13 September 2023 (Standardised Materials for Kerbside Collections Notice 2023 Notice No. 1). The change came into effect from 1 February 2024.

Only minor changes were required for Council to comply with the standardisation policy:

- the exclusion of aerosol containers from the kerbside recycling collections.
- the exclusion of paper, cardboard and teabags from the kerbside organic collections.

Existing accepted materials within Selwyn's kerbside collection service were already compliant with the new guidelines. While the changes were relatively minor for Selwyn, Council staff updated a range of media in the form of website information, printed media, bin labels and social media posts. This was in addition to wider nationwide communications from the Ministry for the Environment. Council's Waste Management and Minimisation Bylaw 2019 Schedule 2 was also updated in accordance with these new requirements, and the changes were formally approved by Council on 10 April 2024.

- (b) **Compulsory kerbside recycling collection to all urban areas:** The effect of a compulsory kerbside household recycling collection service directive would have no effect on Selwyn District as a recycling collection is already a compulsory targeted rate for each SUIP (Separately Used or Inhabited Part of a Rating Unit) that is on the kerbside collection route. The kerbside collection route covers all urban areas in the district.
- (c) **Compulsory kerbside food scraps collection to all urban areas:** This policy was to be implemented on 1 January 2027. Council's Resource Recovery and Waste staff intended to provide for this by expanding the existing FOGO (food organics and garden organics) collection service. Staff planned for this in the 2024-34 Long Term Plan in terms of budgeting for extra bins, servicing costs and compost processing, additional rates revenue, and expected organics tonnage growth.

In Selwyn, all townships that fall under the "urban" criteria (Darfield, Leeston, Lincoln, Prebbleton, Rolleston and West Melton) currently have access to a kerbside organics collection service on a voluntary, user pays basis. Making the service compulsory in these areas would have resulted in the need for approximately 8,800 additional bins.

Sufficient capacity exists at the Pines Resource Recovery Park for compost processing, as well as under the kerbside collection contract to have serviced this policy requirement – provided there was sufficient lead in time for truck and unit ordering and manufacture.

It is noted that when this requirement was included in the 2024-34 Long Term Plan consultation document, there was some community resistance to this directive (69% of those who submitted on the requirement were in opposition).

- (d) **Data reporting for private household recycling providers:** This policy would have had no effect on Council's day-to-day operations, unless there was a

requirement for Council to administer the collection of data from recycling providers.

There are two companies that provide a very limited household recycling service in the district – Ellesmere Bins and Malvern Bins. Some of this material is taken to Pines RRP.

(e) **Minimum performance standards for Councils for household recycling and food scrap diversion:**

This was a requirement to achieve a minimum percentage diversion of total kerbside household waste. It was planned to be implemented in a staged approach:

- 30% by July 2026
- 40% by July 2028
- 50% by July 2030

It is important to note that the garden organics portion of Council's combined FOGO (food organic, garden organic) collection service would not be counted as diversion. In preparation for this, Resource Recovery & Waste staff began investigating conducting a SWAP (Solid Waste Analysis Protocol) study on the kerbside organics bins in order to determine the average food waste to garden waste ratio in order to meet reporting and performance standard requirements.

A SWAP study has not yet been conducted to date; however, through visual observations, food waste makes up less than 5% of kerbside organic waste collection.

Based on this approximation plus allowing for the current 3.05% kerbside recycling contamination average, Selwyn currently diverts 42% of all kerbside material collected (excluding garden waste). In order to reach a 50% diversion target, Resource Recovery & Waste staff intended to heavily focus on diverting food waste from kerbside rubbish bins (which makes up 31.6% by weight as at November 2022).

3. WĀHAKA MATAPAKI | DISCUSSION

Cancellation of Waste Minimisation Policies

In December 2024, the current government announced the cancellation of several waste minimisation initiatives, including the other four (as yet unenacted) policies announced by the previous government, namely:

- (b) Compulsory kerbside recycling collection to all urban areas.
- (c) Compulsory kerbside food scraps collection to all urban areas.
- (d) Data reporting for private household recycling providers.
- (e) Performance standards for household recycling and food scrap diversion.

Effect of These Changes on Selwyn District

- (b) **Compulsory kerbside recycling collection to all urban areas:** No effect as the Selwyn's recycling collection services already met the proposed requirements, and no action was taken to plan for it.

- (c) **Compulsory kerbside food scraps collection to all urban areas:** LTP budget forecasts will no longer be accurate. This will be updated during the Annual Plan process and in the next LTP. The issue is generally 'self-correcting' in that less revenue than expected will be received (in the form of rates for organic bins) but also expenditure on compost processing will be lower as a result of lower tonnes.

Tonnage and bin number forecasting will also no longer be accurate, but this will be altered during the Annual Plan and LTP processes.

Planning in terms of bin stock numbers, collection vehicle routing, and advertising to affected households had not yet been undertaken by staff or the contractor.

From a climate change sub committee context, increasing organic waste diversion from landfill would reduce CO2e emissions. The amount has not been calculated. With this compulsory service now cancelled, CO2e emissions will not reduce to the same extent.

- (d) **Data reporting for private household recycling providers:** This proposed policy had no effect on Council operations or planning.
- (e) **Minimum performance standards for Councils for household recycling and food scrap diversion:** The SWAP (Solid Waste Analysis Protocol) study that had been planned to prepare for this has now been postponed. Staff intend to continue with this at a later stage as resourcing allows.

Staff also intend to continue to pursue increased diversion of foodwaste from landfill.

Reducing contamination in household kerbside recycling remains a Performance Measure for the Resource Recovery & Waste Activity in the LTP. Selwyn currently enjoys some of the lowest recycling contamination rates in New Zealand, currently averaging under 3%. We understand that some parts of the country experience contamination rates of 25-50%.

Staff intend to include a compulsory organics collection service as a potential option to be considered in the updated WMMP's action plan as a way to increase diversion from landfill and reduce CO2e emissions.

Increasing diversion from landfill remains a priority for Council, regardless of national waste minimisation policies cancelled by central government.

4. KO TE HĀKAITAKA KI KĀ WHAKAMAHERETAKA A TE KAUNIHERA, KI KĀ RAUTAKI, KI KĀ KAUPAPA HERE ME KĀ TUKAKA TŪTOHU | ALIGNMENT WITH COUNCIL PLANS, STRATEGY, POLICY AND REGULATORY/COMPLIANCE OBLIGATIONS

Waikirikiri Ki Tua/Future Selwyn

The following aspects of [Waikirikiri Ki Tua/Future Selwyn](#) have been identified as relevant to this issue:

Outcome and/or Direction	Relevance
LWEL1, LWEL4, LWEL5	Reduction in CO2e emissions and promotion of circular practices.

Other Council Plans, strategy policy and regulatory/compliance obligations

The following strategies have been identified as relevant to this issue.

SDC Strategic context	How the document relates
Rautaki Tūāhaka Infrastructure Strategy 2024-2054	The Resource Recovery & Waste Activity contributes to Council's Sustainable Development Goals
Regulatory/Compliance requirements or obligations	
Waste Minimisation Act 2008	Under s42: <i>"A territorial authority must promote effective and efficient waste management and minimisation"</i>

5. HE TAUĀKĪ AROTAKI/WHAI HIRAKA | SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

"The decisions and matters of this report are assessed as being of **Low** significance, in accordance with the Council's Significance and Engagement Policy."

6. KĀ KŌRERO A TE HUKA KUA PĀTAHI KI KĀ WHAKATAU | VIEWS OF THOSE AFFECTED / CONSULTATION

In making a decision Council needs to know enough about and give adequate consideration to the views and preferences of affected and interested parties. The degree to which Council seeks views of affected and interested parties will be proportionate to the significance of the decision or issue being considered.

(a) Views of those affected and Consultation

- I. No consultation is required for the information contained in this report.
- II. The Waste Management and Minimisation Plan will require special consultative procedure under s83 of the Local Government Act 2002. This report will be prepared for the agenda of a future Ordinary Council Meeting.

(b) Māori and Treaty implications

- I. There are no Māori or Treaty implications associated with this report.

(c) Resiliency and Sustainability considerations

- I. There are no resiliency or sustainability implications outside of those stated in the content of this report.

7. KĀ HĪRAUKA Ā PŪTEA | FUNDING IMPLICATIONS

There are no funding implications associated with this report.

8. HĪRAUKA Ā-TURE/Ā-KAUPAPA HERE | LEGAL/POLICY IMPLICATIONS HEADING

There are no legal or policy implications associated with this report.



Jess Hawker

RESOURCE RECOVERY AND WASTE ADVISOR



Andrew Boyd

RESOURCE RECOVERY AND WASTE MANAGER

Endorsed For Agenda



Tim Mason

EXECUTIVE DIRECTOR INFRASTRUCTURE AND PROPERTY

PUBLIC REPORT

TO: Climate Change and Sustainability Subcommittee
FOR: Meeting on 9 July 2025
FROM: Joe Gentilcore, Climate Change Lead
DATE: 27 June 2025
SUBJECT: **CLIMATE CHANGE AND SUSTAINABILITY POLICY**

RECOMMENDATION

‘That the Climate Change and Sustainability Subcommittee endorses one of the following recommendations:

- i. Full adoption of the C201 Climate Change Policy (reviewed and amended), or*
- ii. Retirement of the C201 Climate Change Policy (as previously earmarked for retirement),*
- iii. Support the development of a standalone Sustainability Policy, or*
- iv. Support the development of a combined Climate Change and Sustainability Policy,*

1. PURPOSE

To seek the Subcommittee’s clarification and or endorsement on the future of the Climate Change Policy (C201) and the potential development of a Sustainability Policy.

2. HISTORY/BACKGROUND

The Climate Change Policy was adopted by Council in 2020. The purpose of the Policy is to outline a blueprint to achieve a cohesive and comprehensive response to Climate Change at Selwyn and take a leadership role to prepare the Council functions, businesses, and its communities, to be responsive, resilient and ready for a carbon-neutral future.

A Sustainability Policy could address the broader context beyond Climate Change such as water, waste, biodiversity, energy, and resource use. While sustainability principles are already embedded across several Council strategies and plans, a policy could enhance clarity, consistency, and alignment across departments. It helps to ensure that sustainability is embedded in decision making, supporting Council’s long-term vision and commitment to continuous improvement.

Councils’ strong commitment to sustainability and climate change is evident across several strategies, highly evident in the Infrastructure Strategy.

Climate change and sustainability are interlinked and sit under the same strategic umbrella, presenting an opportunity to create a combined policy to improve clarity across workstreams.

A revised version of the C201 Climate Change Policy was presented by the Climate Change Lead at the 14 May Subcommittee meeting and the Policy received endorsement.

Subject to associated Policy discussions with the legal team, the Climate Change Lead is seeking guidance and endorsement from the Subcommittee on a preferred direction in this regard.

3. PROPOSAL

That the Subcommittee considers and provides clarification on the following options:

1. Approve the revised and updated C201 Climate Change Policy.
2. Approve the continued development of a Sustainability Policy.
3. Retire the Climate Change Policy and cease development of the Sustainability Policy
4. Combine both documents into a new 'Climate Change and Sustainability Policy'

4. OPTIONS/RECOMMENDATIONS

The Subcommittee has the following practical options available:

1. Approve the revised and updated C201 Climate Change Policy

Please see Appendix 1 for the amended policy which reflects changes suggested during the May meeting, including the suggested wording updates such as revising terms such as “will,” to “aims to” (for example).

2. Approve the continued development of a Sustainability Policy

A draft Sustainability Policy can be prepared should a policy be required to support the implementation of the Sustainability Plan.

3. Retire the Climate Change Policy and cease development of the Sustainability Policy

As part of the policy stocktake led by the Legal Team, conversations indicated that a standalone climate change policy may no longer be required. Since 2020, climate change considerations have become widely integrated across several Council strategies and plans, which can collectively provide clear direction and articulate Council's commitment and position.

Climate change and sustainability principles are already embedded across several Council strategies, most notably the Infrastructure Strategy, which frames Council activities through a broader sustainability and climate change lens

4. Combine both documents into a new 'Climate Change and Sustainability Policy'

This considers the importance of these issues to the community. A combined approach is preferred, as existing commitments are already well staged. A single high-level document covering both climate change and sustainability will help provide the

underlying supporting rationale for how and why other documents have been, and will continue to be, developed in the future.

5. ALIGNMENT WITH COUNCIL PLANS, STRATEGY, POLICY AND REGULATORY / COMPLIANCE OBLIGATIONS

Waikirikiri Ki Tua/Future Selwyn

The following aspects of [Waikirikiri Ki Tua/Future Selwyn](#) have been identified as relevant to this issue, proposal/decision/activity/project, and inform both the outcomes of the project as well as the way the project develops:

Outcome and/or Direction	Relevance
A Great Place to Call Home	Planning for climate resilience in infrastructure, housing, and services. Ensuring Selwyn remains safe, liveable, and future-proofed.
A Healthy and Restored Environment	Emissions reduction, nature-based solutions, supports the environment through mitigation, adaptation, and planning.
A Regenerative Economy	Low-carbon innovation, renewable energy, and sustainable resource management - a regenerative economy supports economic resilience and adaptation to climate risks.
A Sustainable and Connected Urban Form	Climate considerations are integrated into land use, transport, and infrastructure planning. It helps shape compact, efficient, and climate-smart development.

Other Council Plans, strategy policy and regulatory/compliance obligations

Several Plans and Strategies have a Climate Change and Sustainability Lens, including but not limited to, biodiversity, waste minimisation, water, bicultural, procurement, and emissions reduction.

SDC Strategic context	How the document relates
Rautaki Tūāhaka Infrastructure Strategy 2024-2054 (includes our approach to sustainability)	Policy – informs broader Council activity
Kai Aku Rika Economic Development Strategy	Policy – informs broader Council activity
Protecting our Natural Heritage Sewlyn Biodiversity Strategy	Policy – informs broader Council activity
Piki Amokura (Selwyn Youth Strategy)	Policy – informs broader Council activity
Te Paepae (Aging Well Strategy)	Policy – informs broader Council activity
Te Rautaki Tikaka Rua (Bicultural Strategy)	Policy – informs broader Council activity
Other -	Policy – informs broader Council activity
Operational Policy	
<i>To be discussed</i>	Reviewed version of the policy is presented

Regulatory/Compliance requirements or obligations	
See (6)	Policy – informs broader Council activity

6. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

“The decisions and matters of this specific report are assessed as of low significance in accordance with the Council’s Significance and Engagement Policy. However, this report is part of a broader process that is, or may be in future, assessed as of High significance.”

7. VIEWS OF THOSE AFFECTED / CONSULTATION

In making a decision Council needs to know enough about and give adequate consideration to the views and preferences of affected and interested parties. The degree to which Council seeks views of affected and interested parties will be proportionate to the significance of the decision or issue being considered.

(a) Views of those affected and Consultation

Some internal Policy consultation has been undertaken with Council staff. As part of the (current) LTP process the policy was consulted on.

(b) Māori and Treaty implications

With regard to the future development of the Climate Change Adaption and Mitigation Plan, Council will engage with our Iwi (Te Rūnanga o Ngāi Tahu), the local hapū(s) and Tangata Whenua to exchange knowledge of Climate Change, develop understanding of Māori perspectives in relation to climate risks/opportunities and collaborate on works related to Climate Change response and community resilience. This recognises the requirement to consult with Māori in relations to ‘Te Tiriti O Waitangi (Selwyn District Council, C201, 2020).

(c) Resiliency and Sustainability considerations

The C201 Climate Change Policy aims to support related planning and initiatives, primarily enabling sustainable practices and emissions reductions at Council.

The decisions and matters of this report are assessed to have low climate change implications when considering worldwide climate considerations. However, it should be noted that future work, including on the proposed Adaption and Mitigation Plan, may have medium/high climate change implications for the district.

The Climate Change Leads work is centred on resilience and sustainability.

8. FUNDING IMPLICATIONS

Budget is available in the current LTP period for initiatives that are consistent with the Climate Change Policy and a possible Sustainability Policy.

It is anticipated that actions aligned with the Climate Change Policy, and a possible Sustainability Policy, will have some financial implications which will be largely addressed in future LTP cycles, and through external funding options. It should also be noted that successfully undertaking emissions reductions and sustainability initiatives will likely see the benefit of expected reductions in Council expenditure in the future.

9. LEGAL/POLICY IMPLICATIONS

The Climate Change Policy, and a possible Sustainability Policy, (and potential combined policy options) are expected to inform future policies and plans, setting a clear expectation that climate and sustainability actions will be embedded across Council operations, planning, and decision-making.

These policies are designed to ensure consistency with existing strategies such as the Infrastructure Strategy, reflect climate-related public interest, and support compliance with relevant commitments. They also demonstrate that key issues are being actively addressed.

The policy(s) position climate change and sustainability as core considerations for all Council activity, guiding future direction, funding decisions, engagement, and accountability.



Joseph Gentilcore
CLIMATE CHANGE LEAD

Endorsed For Agenda



Steve Gibling
EXECUTIVE DIRECTOR PEOPLE, CULTURE AND CAPABILITY

C201 Climate Change Policy

Category	Pan-Organisation
Type	Policy
Policy Owner	
Approved by	Council
Last Approved Revision	December 2020 (May 2025)
Review Date	2 years from sign off

Purpose

The purpose of this policy is to outline a blueprint to achieve a cohesive and comprehensive response to Climate Change at Selwyn and take a leadership role to prepare the Council functions, businesses, and its communities, to be responsive, resilient and ready for a carbon-neutral future.

Organisational Scope

This policy applies to all Selwyn District Council staff, Councillors, and organisations interacting with the Council. Organisations performing services for the Council should align with the key principles in this policy to ensure all facets of our business operate in a way to promote and improve the Council's Climate Change response.

Definitions**Introduction**

It is widely recognized that the climate is changing. The continued growth of industrial, agricultural, and transportation activities has contributed to rising greenhouse gas levels, which in turn are influencing global temperatures and weather patterns. These changes present a range of hazards, including more frequent droughts, extreme heat, intense rainfall, flooding, and coastal inundation. Such events can have significant implications for infrastructure, services, and communities, affecting livelihoods, social well-being, and economic stability. At the same time, they may also bring new opportunities for communities and businesses to explore. Council has a responsibility to contribute to emissions reduction efforts, aligning with the targets set under the Zero Carbon Act. In addition, Council plays a key role in assessing the impacts of climate change on its communities and supporting the planning and implementation of adaptation measures for the district.

Climate Change

The Earth's atmosphere is made up of oxygen (21%), nitrogen (78%), and of greenhouse gases (1%) such as carbon dioxide (CO₂) and methane (CH₄). GHGs act like a blanket around the Earth. They trap warmth from the sun and make life possible. Without them, too much heat would escape, and the surface of the planet would freeze. However, increases in the concentration of emissions has caused the Earth to heat more and its climate to change. Human activities have increased the concentration of GHGs in the atmosphere. This process is often referred to as global warming, but Climate Change is the more accurate term. While temperature fluctuations are the main effect, other aspects of the climate also change including more frequent extreme events such as floods, storms, cyclones, and droughts. We are presented with a unique opportunity to make a meaningful difference and begin to reverse the damage caused by human activity.

Mitigation

Mitigation refers to reducing emissions, either directly or indirectly. Direct mitigation of emissions, such as carbon dioxide, includes reducing reliance on fossil fuels through energy management, renewable energy integration, and using low emission alternatives. Indirect mitigation focuses on enhancing carbon sequestration through methods such as afforestation, ocean management, carbon capture and storage, and other carbon sinks. Through emission mitigation we can minimize and potentially reverse damaging impacts.

Adaptation

Adaptation is an ongoing process of adjusting to the actual and expected changes in the environment resulting from a combination of human-caused and natural factors. Adaptation includes planning for direct impacts on infrastructure, economy, health, safety and wellbeing, and indirect impacts such as potential food and water insecurity, and disrupted services. It also means adjusting the way we live and work to prepare for a resilient future, being open to the opportunities this will bring.

Content

The Policy

Climate Change response will form an integral part of Council's decision-making process. This policy has been developed to reflect the Council's commitment in incorporating Climate Change response into its operations.

To achieve a comprehensive Climate Change response, Selwyn District Council,

- Aims to align its activities to reduce carbon emissions across all its areas of influence to create the conditions for a smart, innovative, low-carbon economy that meet or exceed the targets set within the Climate Change Response (Zero Carbon) Amendment Act -2019.
- Will carry out regular risk/opportunities assessment related to Climate Change and its impact/benefits to the Council's assets, businesses and its communities.
- Is committed to making Climate Change mitigation and adaptation a core component of its planning and decision making and mainstream it into the Council's function and activities.
- Aims to provide consistent and timely information related to Climate Change across its key processes like long term financial planning, assets development and management, strategic planning, service delivery, emergency response, governance, communication, and other community engagement functions, and provide required resources to implement the actions planned to mitigate/adapt to the impacts, harvest the opportunities, and to increase long-term resilience to Climate Change.
- Is committed to engaging with our Iwi (Te Rūnanga o Ngāi Tahu), the local hapū(s) and Tangata Whenua to exchange knowledge of Climate Change, develop understanding of Māori perspective in relation to climate risks/opportunities and collaborate on works related to Climate Change response and community resilience. This recognises the requirement to consult with Māori in relations to 'Te Tiriti O Waitangi'.
- Is committed to engaging with its communities to increase awareness of Climate Change impacts and opportunities and lead the community resilience planning and Climate Change adaptation.
- Council will engage with the regional and national level authorities, Climate Change forums, workgroups and other stakeholders to actively contribute to the Climate Change related understanding and work, at the local, regional and national level.
- Is committed to actively measure, monitor, and report on energy and emission data across all operations and services. This will inform a comprehensive Energy Management Action Plan that drives best practices, enhances efficiency, and supports mitigation efforts across the organisation, driven from Council's Emission Reduction Plan.

Related Policies, Procedures and Forms

- Climate Change Response (Zero Carbon) Amendment Act 2019
- Local Government Leaders' Climate Change Declaration 2017
- Waste Minimisation Act 2008
- Building Act 2004
- Health Act 1956
- Resource management Act 1991
- P301 Procurement Policy
- S201 Solid Waste Policy
- C504 Vehicle Replacement and Procurement Policy
- C213 Community Grants Policy
- H101 Housing Policy
- All leasing policies
- All Infrastructure policies
- Sustainability Policy (Under development, April 2025)

Several other policies, plans, strategies, and initiatives support Council's commitment to Climate Change

Contact for further information about this Policy

Group Manager Infrastructure, Climate Change Lead

Keywords

Climate Change, Sustainability, Adaptation, Emissions, Mitigation, Energy Management

Consultation

Executive Leadership Team, and the Climate Change and Sustainability Strategic Priority Subcommittee group were consulted on this policy.

Implementation Process

Person responsible	Chief Executive / Group Infrastructure Manager
Communication strategy	To be developed
Other Actions/tasks	Council/ELT buy in for Annual Plan and Long-Term Plan
Resources	To be developed for LTP
Completion Date	<i>Ongoing</i>

PUBLIC REPORT

TO: Climate Change and Sustainability Subcommittee
FOR: Meeting on 9 July 2025
FROM: Joe Gentilcore, Climate Change Lead
DATE: 27 June 2025
SUBJECT: **EECA COMMUNITY RESILIENCE PROGRAMME**

RECOMMENDATION

‘That the Climate Change and Sustainability Subcommittee endorses the proposed criteria for site selection.’

1. PURPOSE

This report provides a set of proposed criteria for Community Resilience site selection which will help guide staff towards selecting the most appropriate district-wide sites for allocation of Energy Efficiency and Conservation Authority (EECA) funding.

2. HISTORY/BACKGROUND

EECA (Energy Efficiency and Conservation Authority)

The Energy Efficiency and Conservation Authority (EECA) is a New Zealand government agency that promotes energy efficiency, renewable energy, and emissions reduction across households, businesses, and the public sector to support a low-emissions economy.

Community Resilience Programme – Funding Overview

A funding agreement between the Energy Efficiency and Conservation Authority (EECA) and Council has been signed. Under the agreement, EECA commits up to \$396,000 for the Community Resilience Programme (CRP).

The primary objective of the CRP is to enhance community energy resilience by funding the purchase and installation of solar PV and battery systems at Community Resilience (CR) sites. It is intended that the selected sites will be key community areas especially during local and district emergency situations. All installations must be completed by 30 June 2026, with a target of 5 sites.

The agreement includes co-funding (of up to \$99,000) by the Regional Partner (Council) or other owners of a potentially selected Community Resilience site. It is noted that co-funding will not affect FY25/26 budgets as current funding is available in this regard.

The Climate Change Lead will coordinate and manage the CRP across the district. Sites can be Council owned (Regional Partner) or under other ownership.

The agreement outlines milestone payments, reporting requirements, terms and conditions, audit provisions, and intellectual property clauses, all ensuring transparency, accountability, and the effective use of funds.

3. PROPOSAL

Community Resilience Programme - Site Selection Criteria

A CRP Site is defined as “*a community resilience site owned by a Regional Partner or another entity.*” Sites must be formally identified and approved in writing by EECA. This definition allows for both Council-owned and non-Council-owned community sites to be considered, provided they meet EECA's criteria. Several Council-owned assets are suitable for the funding of resilience upgrades. However, there is also strong recognition of the value in supporting non-Council sites that serve community needs and improve district-wide resilience.

The responsibility is for Council as the Regional Partner, to recommend suitable CRP sites for EECA approval. Development of the methodology and site selection criteria are underway. EECA will ultimately make the site selection decisions upon receiving proposals detailing several sites.

Selection Criteria

To guide this process, a proposed ranking metric has been developed to compare sites based on key criteria. While not a requirement of the CRP, this approach supports transparent site selection, associated reporting and helps to ensure a consistent and robust assessment process.

Subcommittee feedback and endorsement is requested for the following selection criteria:

- Community resilience (40%)
- Climate risk (40%)
- Other co-benefits (40%)

See Appendix for the draft metric grid.

4. OPTIONS/RECOMMENDATIONS

The subcommittee has the following options available:

1. Approve the selection criteria
2. Provide suggestions to the selection criteria

Option 1 is preferred as this enables progression of this project

5. ALIGNMENT WITH COUNCIL PLANS, STRATEGY, POLICY AND REGULATORY / COMPLIANCE OBLIGATIONS

Waikirikiri Ki Tua/Future Selwyn

The following aspects of [Waikirikiri Ki Tua/Future Selwyn](#) have been identified as relevant to this issue, proposal/decision/activity/project, and inform both the outcomes of the project as well as the way the project develops:

Outcome and/or Direction	Relevance
A Great Place to Call Home	Planning for climate resilience in infrastructure, housing, and services. Ensuring Selwyn remains safe, liveable, and future-proofed.
A Healthy and Restored Environment	Emissions reduction, nature-based solutions, supports the environment through mitigation, adaptation, and planning.
A Regenerative Economy	Low-carbon innovation, renewable energy, and sustainable resource management - a regenerative economy supports economic resilience and adaptation to climate risks.
A Sustainable and Connected Urban Form	Climate considerations are integrated into land use, transport, and infrastructure planning. It helps shape compact, efficient, and climate-smart development.

Other Council Plans, strategy policy and regulatory/compliance obligations

Several Plans and Strategies have a Climate Change and Sustainability Lens, including but not limited to, biodiversity, waste minimisation, water, bicultural, procurement, and emissions reduction.

SDC Strategic context	How the document relates
Rautaki Tūāhaka Infrastructure Strategy 2024-2054 (includes our approach to sustainability)	Policy – informs broader Council activity
Kai Aku Rika Economic Development Strategy	Policy – informs broader Council activity
Protecting our Natural Heritage Sewlyn Biodiversity Strategy	Policy – informs broader Council activity
Piki Amokura (Selwyn Youth Strategy)	Policy – informs broader Council activity
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Te Rautaki Tikaka Rua (Bicultural Strategy)	Policy – informs broader Council activity
Other -	Policy – informs broader Council activity
Operational Policy	
<i>To be discussed</i>	Reviewed version of the policy is presented

Regulatory/Compliance requirements or obligations	
See (6)	Policy – informs broader Council activity

6. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

The decisions and matters of this specific report are assessed as of low significance in accordance with the Council's Significance and Engagement Policy. However, this report is part of a broader process that is, or may be in future, assessed as of High significance.

7. VIEWS OF THOSE AFFECTED / CONSULTATION

In making a decision Council needs to know enough about and give adequate consideration to the views and preferences of affected and interested parties. The degree to which Council seeks views of affected and interested parties will be proportionate to the significance of the decision or issue being considered.

(a) Views of those affected and Consultation

Some internal consultation has been undertaken with Council staff. As part of the recent LTP process the policy was consulted on.

(b) Māori and Treaty implications

Regarding the future development of the Climate Change Adaption and Mitigation Plan Council will engage with our Iwi (Te Rūnanga o Ngāi Tahu), the local hapū(s) and Tangata Whenua to exchange knowledge of Climate Change, develop understanding of Māori perspectives in relation to climate risks/opportunities and collaborate on works related to Climate Change response and community resilience. This recognises the requirement to consult with Māori in relations to 'Te Tiriti O Waitangi (Selwyn District Council, C201, 2020).

(c) Resiliency and Sustainability considerations

Community Resilience Programme supports commitment towards a clean and resilient future.

8. FUNDING IMPLICATIONS

The agreement includes co-funding (of up to \$99,000) by the Regional Partner (Council) or other owners of a potentially selected Community Resilience site. It is noted that co-funding will not affect FY25/26 budgets as current funding is available in this regard.



Joseph Gentilcore
CLIMATE CHANGE LEAD

Endorsed For Agenda



Steve Gibling
EXECUTIVE DIRECTOR PEOPLE, CULTURE AND CAPABILITY

9. APPENDICES

Metric Category	Criterion	Description
Community Resilience	% of Community Served	Proportion of the community that can benefit from the system during outages.
Community Resilience	Criticality of Services	Importance of services provided (e.g. water, communications, refrigeration).
Community Resilience	Isolation / Lack of Nearby Support	Extent to which the site lacks nearby support or redundancy.
Community Resilience	Resilience Impact per Capita	Energy system size per capita (e.g. kW/person).
Climate Risk	Location-Based Exposure	Exposure based on site's geography (e.g. floodplain, alpine, coastal).
Climate Risk	Primary Climate Hazards	Number and severity of climate hazards affecting the site.
Climate Risk	Infrastructure Vulnerability	Vulnerability of infrastructure (e.g. single point of failure, lack of backup).
Climate Risk	Past Disruption Frequency	Frequency and duration of past service or power disruptions.
Co-Benefit	Community Engagement / Education Value	Public awareness, skills, engagement around energy resilience and sustainability. - High scores for schools, education centres, marae, or sites with workshops, signage, or learning opportunities.
Co-Benefit	Environmental and Social co-benefits	other positive impacts; emissions, biodiversity, health outcomes, sustainability goals. - Includes gardens, water storage, transport links, cultural connections, etc.

Notes:

Each category will be assigned a score out of 10, the total score as a % weighting

This can be plotted into a 'community resilience vs climate risk' graph for display

MEMORANDUM

TO: Climate Change and Sustainability Subcommittee

FOR: 9 July 2025 Meeting

FROM: Joe Gentilcore, Climate Change Lead

DATE: 27 June 2025

SUBJECT: **CURRENT WORK UPDATES**

The aim of this memorandum is to provide the Subcommittee with an overview and updates on current work and projects being undertaken by the Climate Change Lead. These memos will be presented at each Subcommittee meeting to ensure all workstreams are clear and transparent.

GENERAL UPDATE (MAY/JUNE 2025)

Economic Development – Energy Plan

Supporting and advising on the development of a district-wide energy plan, led by the Economic Development team. While still in its early stages, a project brief and scope for this plan are expected to be completed by the end of June and a verbal update will be provided to the subcommittee on progress.

H2 2 ZERO Summit 2025 (Hydrogen Energy Conference, 27–29 May)

Momentum in this space is growing, with discussions focusing on community resilience, economic benefits, energy storage and security, climate resilience, and emissions mitigation, aligning with Council’s approach and the Waikirikiri Ki Tua Future Selwyn outcomes and directions.

Decarbonisation Fund (Council Emissions Reduction Plan)

The “Decarbonisation Fund” that was referred to in the Council Emissions Reduction Plan (CERP) will not be available for FY25/26 and is subject to further internal consultation.

Decarbonisation Fund	Establish a contestable decarbonisation fund to support carbon reduction initiatives	FY2025/26 and FY2026/27	\$200,000 annually – new budgeted activity in draft 2024/34 LTP	Strategy and Planning	Potential to hypothecate and reinvest operational energy savings and/or be complemented by accessing LGFA Climate Action Loans
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A rewording to be included in the final CERP action table will be:

“Decarbonisation fund (subject to further consultation)”

Several minor iterations to the wording in the CERP was advised at the May subcommittee, these have now been made and are discussed in the appendix.

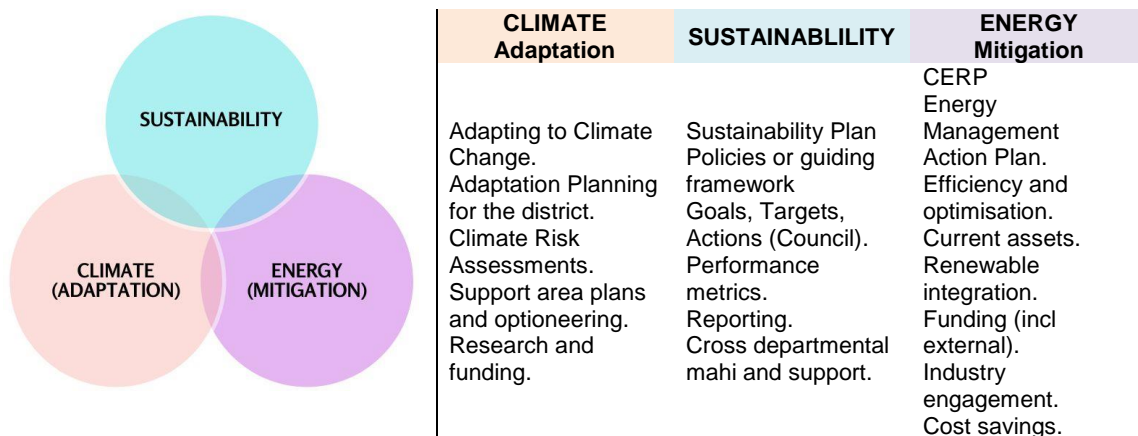
CURRENT WORK UNDERTAKEN BY THE CLIMATE CHANGE LEAD

The Climate Change Lead will enable, drive and action Emissions Reduction efforts focusing on energy efficiency and optimisation, work to implement the overarching (draft) Sustainability Plan's Goals, Targets and Actions, and lead the future development of Councils Climate Change Adaptation Plan. This work supports several Council initiatives such as Waikirikiri Ki Tua Future Selwyn.

Workstream Clarification

The Climate Change Lead's scope of work can be broadly grouped into three key categories, each with associated subsectors and pathways that interconnect to support the wider climate response journey. All areas of work are aligned with Waikirikiri Ki Tua Future Selwyn outcomes and directions.

This can be presented as:



MITIGATION - Energy and Emissions Management

Council Emissions Reduction Plan (CERP) and Energy Management

The CERP outlines Council's commitment to emissions reduction and energy management.

- The CERP is complete, and the communications team are finalising it (including the 2025 staff travel survey). All recommended changes have been made, including date corrections, a biogenic methane explanation, and clearer wording for CCOs/contractors. Scope 1, 2, and 3 emissions have also been clarified. While these categories cannot be changed, reporting and targets are structured accordingly (see Appendix 1).
- Accurate Council emissions reporting continues - the FY23/24 report will be available next month, and FY24/25 data collection is underway to ensure continuity.
- Ongoing improvements (energy use and reductions, cost, and emissions) will be reported through a live "Energy Management Action Plan."
- A renewable energy project scope and feasibility study is in progress, in collaboration with industry partners, and aligned with the Energy Management Action Plan.

- A district-wide solar case study is in draft, with modelling showing potential solar generation by location.

Operational Progress

- Leading the Community Resilience Programme (solar rollout).
- Finalising energy audits for key sites. EECA energy audit funding (75%) was secured in March, focused on optimising asset/building performance in the initial phase.
- Leading energy efficiency upgrades at Selwyn Aquatic Centre (SAC), including Power Factor Correction (PFC) and harmoniser installation. Reporting on the results is underway.
- Exploring Building Management System optimisation from July, with strong interest in using the SAC as a pilot project.
- Exploration for hand dryers (Dyson) to assess cost savings, reduced paper towel use, and embodied energy benefits.

District-wide emissions are also being addressed under a separate workstream. A Local Emissions Data Platform (LEDP) is being trialled, through Councils contribution to the regional Climate Change Partnership Plan (CCPP), specifically Action 2, which is co-led by the Climate Change Lead.

SUSTAINABILITY

Update on the status of current plans and policies (or guiding frameworks)

The (draft) Sustainability Plan will provide an overarching sustainability framework that guides all Council operations, strategies, and plans. It works across key initiatives at the organisation, such as economic development, biodiversity, and emissions reduction. To ensure an integrated approach, a Sustainability framework will reinforce the plan and provide clear principles for embedding sustainability into Council operations.

Plan ownership - alignment with Waikirikiri Ki Tua Future Selwyn (WKTFS)

- Draft 1 of the Sustainability Plan is complete, with ownership and alignment to WKTFS in response to committee feedback around ownership (seeking feedback),
- Draft 2 of the plans “Goals, Targets, Actions” to be more closely aligned with WKTFS outcomes and directions (seeking feedback and support/review),
- Improvements to the internal Sustainability Portal are soon to be in progress, aiming to include live data tracking and quarterly benchmark reports (sustainability, energy/emissions, cost savings),
- It is proposed to form a sustainability staff committee, upon plan release, to collectively support outcomes and best practice,
- Ongoing oversight of projects to ensure integration of a sustainability lens across buildings and infrastructure.

Sustainability Plan - Draft Goals v2

Associated goals, targets, and actions were worshipped during the May subcommittee meeting. Following on from this, it was agreed that Council should take ownership of the plan by removing alignment with broad indirect goals such as the UN SDGs, and instead restructuring the plan and its associated goals, targets, and actions on a more bespoke pathway, closely aligning with WKTFS as our guiding framework. This shift will be reflected in the next draft iteration of the plan and its actions.

A mātauranga Māori section is being prepared for the plan by the CC Lead, with support from the Te Pou Mataaho team.

ADAPTATION

Climate Change & Adaptation

- Contributing to the Canterbury Climate Partnership Plan (CCPP) as Action Lead for Actions 1, 2, and 4,
- Advising and supporting and other external groups such as LEDP exploring the Kinesis Tool for district emissions,
- Supporting adaptation and mitigation planning – WKTFS Risk Assessment work is underway with the strategy team,
- Collaboration with Lincoln University on research opportunities,
- Alignment with Taumutu values: *“When local government and external organisations take climate planning action in our takiwā, **they should align with our principles**. To make that happen, it is essential we communicate our strategy”*(Taumutu Climate Strategy 2024) The first stage to form working relationship.

Adaptation and Resilience Plan (LTP 2026/2027)

A key performance measure in the 2024 LTP requires the preparation of a climate Adaptation and Mitigation Plan by FY2026/2027. It is anticipated that the Plan will assess and identify key climate related risks across the district and outline Council's adaption and mitigation responses, thereby aligning with the National Adaptation Plan (MfE, 2022, amended 2025). It will clarify strategic outcomes and enable a proactive, risk-based approach.

The National Adaption Plan 2022 states:

“Councils should use their existing powers now to drive climate-resilient development in the right places. As a minimum, they should use the climate scenarios recommended by the national adaptation plan when exercising their resource management functions.”
(MfE, 2022)

Conversations with Lincoln University have commenced to see where support and research can be offered/shared in this regard. A draft Adaptation Project Brief is soon to be prepared and is expected to be presented to the subcommittee in Q3 2025.

Future Vision and Direction

Discussions with several leaders across Aotearoa New Zealand's energy, engineering, and development sectors about project alignment, future goals, and strategic direction, helping to ensure that our district stays ahead of the curve. Multiple external funding opportunities are being explored.

A handwritten signature in dark ink, appearing to read 'Joe Gentilcore', with a long horizontal line extending to the right.

Joe Gentilcore

CLIMATE CHANGE LEAD

A handwritten signature in blue ink, appearing to read 'Steve Gibling', with a stylized, looped design.

Steve Gibling

EXECUTIVE DIRECTOR PEOPLE, CULTURE AND CAPABILITY

APPENDIX

CERP - Biogenic Methane Statements:

SDC’s biogenic emissions, including biogenic methane, are solely associated with Wastewater Treatment Plant processes at Council-owned facilities. SDC does not own or operate agricultural activities and therefore does not produce biogenic emissions from agricultural sources such as livestock or fertiliser use.

All reported biogenic emissions in SDC’s inventory arise from the operation of Council-owned Wastewater Treatment Plants. These emissions are not related to agriculture, as the Council does not own or manage any agricultural land or livestock operations.

CERP -Date Change:

The Policy will be reviewed in 2025 to ensure it remains fit-for-purpose and encompasses the latest national direction for local authorities from Government.

CERP Action Plan:

Decarbonisation Fund	Establish a contestable decarbonisation fund to support carbon reduction initiatives	FY2025/26 and FY2026/27	\$200,000 annually – new budgeted activity in draft 2024/34 LTP	Strategy and Planning	Potential to hypothecate and reinvest operational energy savings and/or be complemented by accessing LGFA Climate Action Loans
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Figure 1 - This has been removed from the Plan (subject to consultation)

CCO Statements of Intent	Support CCOs, particularly Corde, in developing emissions reduction targets, and encouraging alignment with Council’s goals	Annually	N/A – costs may arise through individual contracts	Executive Leadership Team
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Figure 2 - Amended section - from 'ensure' to 'support' and 'encouraging'

CLOSING KARAKIA

Unuhia, unuhia

Te pou, te pou

Kia wātea, kia
wātea

Āe, kua wātea

Remove, uplift

The posts

In order to be
free

Yes, it has been
cleared