



AGENDA FOR THE

ORDINARY MEETING OF

SELWYN DISTRICT COUNCIL

TO BE HELD ON

WEDNESDAY 19 MARCH 2025

COMMENCING AT 1PM

Council 19 March 2025 Public Copy

Attendees: Mayor Sam Broughton, Councillors, P M Dean, S N O H Epiha, L L Gliddon, D Hasson, M B Lyall, S G McInnes, G S F Miller, R H Mugford, E S Mundt & N C Reid & Ms M McKay

19 March 2025 01:00 PM

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

The Severe Weather Emergency Legislation Bill has, until October 2024, suspended the requirement for members to be physically present to count as 'present' for the purposes of a quorum. Members attending by means of audio link or audiovisual link are therefore able to be counted as present for the purposes of a quorum and able to vote. The recently enacted Local Government Electoral Legislation Act has made these emergency provisions permanent.

Opening Karakia

Whakataka te hau ki te uru	Cease the winds from the west
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Whakataka te hau ki te tonga	Cease the winds from the south
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Kia mākinakina ki uta	Let the breeze blow over the land
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Kia mātaratara ki tai	Let the breeze blow over the sea
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E hī ake ana te atakura	Let the red-tipped dawn come with a sharpened air
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He tio, he huka, he hau hū	A touch of frost, a promise of a glorious day
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Tīhei mauri ora!

COUNCIL AFFIRMATION

Let us affirm today that we as Councillors will work together to serve the citizens of Selwyn District.

To always use our gifts of understanding, courage, common sense, wisdom and integrity in all our discussions, dealings and decisions so that we may solve problems effectively.

May we always recognise each other's values and opinions, be fair minded and ready to listen to each other's point of view.

In our dealings with each other let us always be open to the truth of others and ready to seek agreement, slow to take offence and always prepared to forgive.

May we always work to enhance the wellbeing of the Selwyn District and its communities.

**MINUTES OF AN ORDINARY MEETING OF THE
SELWYN DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER
ON WEDNESDAY 19 FEBRUARY 2025 COMMENCING AT 1.00PM**

PRESENT

Mayor S T Broughton; Councillors P M Dean, S N O H Epiha, L L Gliddon, D Hasson (*from 1.08pm*), M B Lyall, S G McInnes, R H Mugford, E S Mundt, N C Reid & Ms McKay

IN ATTENDANCE

Mrs S Mason (Chief Executive); Messrs. S Gibling (Executive Director People, Culture & Capability), M Strong (Local Water Done Well Chair), R Love (Executive Director Development & Growth), T Harris (Executive Director Strategy and Engagement), T Mason (Executive Director Infrastructure and Property), T Harris (Executive Director Strategy and Engagement), M McGrath (Chief Digital Officer), T Heine (Advisor to Mayor), B Baird (Head of Strategy), G Morgan (Head of Operational Delivery), C Lammers (Senior Communications Advisor) and A Coskun (Digital Support Specialist); Mesdames A Sneddon (Chief Financial Officer), D Kidd (Executive Director Community Services & Facilities), J Hands (Head of Legal and Risk), S Meares (Senior Counsel), R Phillips (Commercial Manager Property and Infrastructure), S Carnoutsos (Communications Manager); Ms T Davel (Senior Governance Advisor), and Mrs L Dow (Executive Assistant to the Mayor)

The meeting was livestreamed.

APOLOGIES

Apologies were received in respect of Councillor Miller

Moved – Mayor Broughton / **Seconded** – Councillor Epiha

‘That the Council receives the apologies, as notified.’

CARRIED

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

Brian & Robyn Patchett – Nitrate Levels in Well Water in Selwyn District

Brian and Robyn Patchett spoke to council noting their major concern was the quality of water specifically in privately owned shallow wells. A pressing concern is the presence of fluoride in the samples taken. Brian said the presence isn't the problem but that the fluoride was an indicator of a source of possible other pollutants. He asked council to urgently help them to resolve it. Delaying action makes the future even more bleak, and he wasn't here to blame anyone, he just wants the problem to be resolved.

Robyn also spoke and said they were speaking for their small community. She said nitrate concentrations rose at an alarming rate over the last decade.

Councillor Hasson arrived 1.08pm

Robyn said they sent a letter of protest signed by their 49 neighbours to both Selwyn District council and Environment Canterbury calling them to action. They want a meeting with the councils followed by ongoing dialogue. She said more sewerage needed more land and more technology to soak it up. She asked how leaking pipes can be fixed and asked whether the council's 10-year plan would help rural owners with high nitrate levels in their water. She asked for provision of filling stations and free low nitrate drinking water.

The Mayor thanked the Patchetts for presenting to council and said the matter will be considered. He also acknowledged the other members of the community who were present. The Chief Executive said council took very seriously, the responsibility of clean drinking water and it was monitored regularly. The Council has allocated \$5m in the Long-term plan for providing low nitrate drinking water.

Staff were tasked with a formal report back to a future meeting.

CONFIRMATION OF MINUTES

- 1. Minutes of the ordinary meeting of the Selwyn District Council held in the Council Chamber on Wednesday 11 December 2024.**

Moved – Councillor McInnes / **Seconded** – Councillor Mugford

'That the Council confirms the minutes of the ordinary meeting of the Selwyn District Council held on Wednesday 11 December 2024.'

CARRIED

MATTERS REQUIRING ATTENTION

None.

REPORTS

1. Mayor

Mayor's Report

The Mayor presented to Council on 'The True Cost of Growth'. He thanked staff for pulling the slides together (see attached for reference).

The Mayor said that Selwyn was growing at a rate of 31% compared to New Zealand growing at a rate of 9%. Health Services were behind with no blood services and fewer pharmacies and medical centres. 32% of Selwyn residents register for medical services outside of the District. Selwyn remained a safe place to be but policing will also be looked at to increase.

The Mayor said he would be asking the Ministry of Education to do a briefing to Council. Councillors asked that aged care, education and tertiary opportunities be included in topics for discussion with the government for funding.

Moved – Mayor Broughton / **Seconded** – Councillor Reid

'That Council receives the Mayor's Report November 2024 for information'

CARRIED

2. REPORT BACK FROM SUBCOMMITTEES

2.1 Economic Development

This subcommittee was meeting monthly now. Councillor Dean briefly spoke about the last subcommittee meeting.

2.2 Housing and Urban Development

The subcommittee has had workshops and drop ins and received updates from the Greater Christchurch Partnership, also Mass Rapid Transport feedback.

2.3 Climate Change and Sustainability

Councillor Reid said the subcommittee has had its 2nd meeting earlier today and have a new staff member on board to lead climate change.

2.4 Local Water Done Well

The Mayor noted Mr Murray Strong was fully on board now and was online in this meeting for a paper coming up on the agenda.

2.5 Finance & Performance

Nothing specific, will report again after the next meeting.

Malvern Community Board and Audit and Risk Chairpersons will be invited to provide feedback as follows: Malvern Community Board every second month and Audit and Risk after its meetings.

3. Chief Executive

Chief Executive's Report

The Chief Executive briefly spoke on some of the items from her report. Councillors asked her what she was currently focussing on, to which Mrs Mason responded Local Water Done Well; the annual plan (although council wasn't consulting on this); the local government elections; and the number of reforms including those around the RMA.

Moved – Councillor Epiha / **Seconded** – Councillor McInnes

'That Council:

- (a) Receives the Chief Executive's report for information.*
- (b) Retrospectively endorses Selwyn District Council's submission on the Principles of the Treaty of Waitangi Bill.'*

CARRIED

4. NZTA Waka Kotahi Canterbury State Highway Speed Management

Chief Executive Officer

Staff noted that SH75 was the only road impacting the district going back to 100km/h. Staff will submit to NZTA Waka Kotahi as per recommendations below.

Moved – Councillor Dean / **Seconded** – Councillor Mugford

'That the Council:

- (a) Receives the report 'NZTA Waka Kotahi Canterbury state highway speed management', and*
- (b) Authorises Staff to submit feedback to NZTA Waka Kotahi to retain the existing 80km/h speed limits to both SH1 North of Rakaia and SH1 South of Templeton.*

CARRIED

5. Chief Executive Officer

Council Local Water Done Well Consultation Document

Staff presented on the consultation document and process. Head of Legal and Risk, Mrs Hands, told Council the consultation was about whether to establish a CCO and not the water issue in its entirety. Only 2 options for consultation are required – an in-house delivery (which was different from the status quo) and a CCO.

Public consultation was to start the day after the council meeting and run for three weeks, after which public hearings and deliberations will be held. Staff will ensure the District is covered and will be meeting people where they are. There would be digital screens in

facilities, advertising in Council Call, Facebook and LinkedIn. Drop-in sessions will also be held. Staff will use Engagement HQ and Consult24 to process submissions.

Councillors were appreciative of the excellent document presented. The Mayor also reminded council that it was a requirement of government to do it this way. It was acknowledged there was a tight timeline in terms of consultation and hearings dates. Selwyn wanted to be a leader in this space and hopefully this will become a blueprint for other councils to use. Mr Strong added that by going first Council was putting itself in a position where the Minister may consider looking to Council for a model.

It was confirmed that the hearings and deliberations will be for full council to participate in.

Moved – Councillor Epiha / **Seconded** – Councillor McInnes

‘That Council:

- I. **Adopt** the draft Consultation Document (**Appendix 1**).*
- II. **Authorise** the Chief Executive Officer to make any necessary minor changes to the Consultation Document prior to its release for consultation.*
- III. **Endorse** the proposed process for public consultation to take place between 20 February 2025 and 12 March 2025, with hearing of submissions on 20 March 2025.*

CARRIED

6. Adoption of draft Council Stormwater, Drainage and Watercourse Bylaw 2025 (Draft Bylaw)

Water Services Asset Manager

Staff noted this consultation will be in accordance with the special consultative procedure with hearings scheduled for 27 & 28 April 2025 – to be in time for the May Council meeting.

Moved - Councillor Lyall / **Seconded** – Councillor Mundt

‘That the Council:

- a) receive the Draft Bylaw attached as Appendix 1 for consideration;*
- b) determine that the Draft Bylaw:*
 - i. is the most appropriate way of addressing the perceived problem;*
 - ii. does not give rise to any implications under the New Zealand Bill of Rights Act 1990 (NZBORA); and*
 - iii. concerns matters identified in the Significance and Engagement Policy as being of significant interest to the public;*
- c) approve the adoption, for the purposes of public consultation, the Draft Bylaw and corresponding Statement of Proposal attached as Appendix 2;*
- d) use the special consultative procedure in respect of the Draft Bylaw in accordance with section 156(1) of the Local Government Act 2002 (LGA); and*
- e) appoint a sub-committee consisting of two Councillors (**Councillors Gliddon / Hasson**) and supported by Council Staff to consider public submissions and report back to Council at the 21 May 2025 Council meeting for adoption of the Draft Bylaw.*

CARRIED

Afternoon tea break 3.02pm – 3.22pm

7. Review of Council's Dangerous, Affected or Insanitary Buildings Policy

Head of Building / Building Services Delivery Manager

Staff presented on the matter noting the last full review was done in 2018. Although revised in 2022 there was no consultation at the time. Consultation dates may be adjusted as other consultations are going on.

Moved (as amended) – Councillor Dean / **Seconded** – Councillor Gliddon

'That the Council resolve to:

- a) *Commence the special consultative procedure for the review of the Dangerous, Affected, and Insanitary Buildings Policy 2025 (refer Appendix A).*
- b) *Adopt the statement of proposal (refer Appendix B).*
- c) *That the Statement of Proposal be made available for public inspection at all Council Service Centres, and on the Council's website.*
- d) **That the period within which written submissions, hearings and deliberations on the draft review of the Dangerous, Affected and Insanitary Buildings Policy 2025 may be made by the end of June 2025.**
- e) *That submissions on the Statement of Proposal be heard by a hearing panel comprising of Councillors who shall report to the Council with its recommendations as soon as practicable following the hearing of submissions.*
- f) **That at least two councillors are nominated to the hearing panel being Councillors Mugford and McInnes and Mundt, depending on availability.**

CARRIED

8. Authority to grant leases over Recreation Reserves – Ellesmere Motor Racing Club Incorporated

Head of Acquisitions, Disposals and Leasing

Staff confirmed the rent noted is for the entire year and it was discussed with the event organisers, due to the slight increase. Climate change considerations are being considered as this is a motor event.

Moved – Councillor Epiha / **Seconded** – Councillor Gliddon

'That Council in accordance with the delegation of powers dated 27 June 2013 conferred on it by the Minister of Conservation in relation to Section 54(1) of the Reserves Act 1977, agrees to the granting of leases described within this Report, for the following:

Reserve	Lessee	Legal Description	Area	Held in record of Title	Purpose	Term	Plan shown in Appendix
Ellesmere Recreation Reserve	Ellesmere Motor Racing	Reserve 1630	5.7ha	Gazette Notice 1981	Activities in relation to Motor	10 years with two rights of	A

	Club Incorporated			p101	Racing Club	renewal of 10 years each	
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CARRIED

9. Dedication of Local Purpose (Road) Reserve as Legal Road – Guinea Drive, Prebbleton

Head of Acquisitions, Disposals and Leasing

Staff told Council that the land was vested to Council in 2016 and now that further development was planned a road is required. A resolution by Council is required as confirmed by legal advice provided.

Moved – Councillor Mugford / **Seconded** – Councillor Dean

‘That Council:

- a) Receives the report.*
- b) Resolves pursuant to Section 111 of the Reserves Act 1977 to dedicate Lot 205 Deposited Plan 496903 as legal road.’*

CARRIED

10. Consent to grant an easement to Orion NZ Limited – Clement Avenue Rolleston

Senior Acquisitions, Disposals and Leasing Officer

Staff noted a resolution is required by full council as this matter is not delegated elsewhere.

Moved – Councillor McInnes / **Seconded** – Councillor Gliddon

‘That Council:

- (a) Approves the granting of an easement to Orion New Zealand Limited for the conveying of electricity over Lot 1318 DP 544404 being a local purpose reserve on Clement Avenue, Rolleston.*
- (b) Consent to the easement in accordance with Section 48(1) of the Reserves Act 1977, pursuant to a delegation from the Minister of Conservation dated 12 June 2013 under Section 10 of the Reserves Act 1977;*
- (c) Approves that the developer, Wood Grove Limited cover all costs associated with completing this process;*
- (d) Approves that the easement be at a nil consideration.’*

CARRIED

GENERAL BUSINESS

None.

MATTERS RAISED IN PUBLIC FORUM

The Chief Executive told Council that staff connected in with the public forum speakers and the team will have further discussions with them also inviting them to visit Pines. A response will come to Council via the next meeting's Chief Executive report. It could include a paper depending on technical advice given.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Councillor Reid / **Seconded** – Councillor Mugford

'That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)	
2.	PODP Appeal Mediation			
3.	Disposal of former Point Strip Vivaldi Lane			Following settlement of any sale

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1	protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
1, 3	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
2	To maintain legal professional privilege	Section 7(2)(g)

3	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)
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2 *that appropriate officers remain to provide advice to the Committee.'*

CARRIED

The meeting went into public excluded at 3.39pm

With no further business being discussed, the meeting closed at 4.20pm.

DATED this day of 2025

CHAIRPERSON

TO: Council

FOR: Council Meeting – 19 March 2025

FROM: Mayor Sam Broughton

DATE: 11 March 2025

SUBJECT: **MAYOR'S REPORT – February 2025**

RECOMMENDATION

'That Council receives the Mayor's Report for February 2025 for information.'

1. OVERVIEW

Local Water Done Well

The Government's Local Water Done Well framework (LWDW) continues to guide our considerations for enhancing Selwyn's water infrastructure. We are evaluating options, including the establishment of a Council-Controlled Organisation (CCO) or an in-house council model. Community consultation is taking place to ensure all perspectives are considered before a decision is made.

Lincoln University Mihi Whakatau

It was a privilege to take part in the mihi whakatau, welcoming over 5,500 new students to Lincoln University for the current academic year. This marks the university's highest-ever student enrollment, with students coming from both the South and North Islands. It's truly exciting to see so many bright young people with great potential choosing to study in our district. This moment signifies the beginning of a lasting connection to our community, and we wish all these students every success in their studies and beyond.

Call with James Meager, Minister for the South Island

I hosted a call with James Meager, the new Minister for the South Island, where elected members heard about the priorities within his portfolio. This call further strengthened our relationship with central government to help ensure Selwyn's needs are understood.

ReUse Shop Opening at Pines Resource Recovery Park

I had the honour of officially opening the ReUse shop at the Pines Resource Recovery Park. This initiative will reduce landfill waste and provide a valuable community asset, supporting Selwyn's sustainability goals. Over 100 tonnes of waste were diverted from landfill already.

Waitangi Dawn Service and All-of-Government Meeting

It was a privilege to participate at Waitangi on Waitangi Day this year with Local Government New Zealand and members of councils across Aotearoa. The event provided an opportunity to participate in the Powhiri with the NZ judiciary and ambassador delegates and strengthened relationships and connections people have to Selwyn District. A particular highlight was participating in the Dawn Service. Additionally, the All-of-Local-Government meetings at the end of February allowed for valuable information sharing from Ministers and with other councils. These meetings help us understand government direction as well as highlighting the partnership opportunities with other councils to avoid double ups and waste.

2. MEETINGS

3 rd February	Meeting with Aviva
6 th February	Waitangi Dawn Ceremony
11 th February	Local Water Done Well Workshop
12 th February	Economic Development Subcommittee LWDW Subcommittee
13 th February	Canterbury Regional Transport Committee Civil Defense Joint Committee meeting Canterbury Mayoral Forum Dinner
14 th February	Canterbury Mayoral Forum meeting
17 th February	Lincoln University Mihi Whakatau Solomon Islands Delegation visit to Selwyn Aquatic Centre South Island wide call with Minister Meager
18 th February	Emergency Management Campus Governance meeting Council Subcommittee Chairs meeting
19 th February	Climate Change and Sustainability Subcommittee meeting Council Meeting
26 th February	Opening of the ReUse Shop Councillor Briefing
27 th February	All of Local Government Meeting, Wellington

28th February

Rural and Provincial Sector Meeting, Wellington

A handwritten signature in black ink that reads "Sam". The letters are cursive and fluid, with the 'S' being particularly large and looping.

Sam Broughton
MAYOR

REPORT

TO: Council

FOR: Council Meeting on 19 March 2025

FROM: Chief Executive

DATE: 5 March 2025

SUBJECT: **CHIEF EXECUTIVE'S REPORT**

RECOMMENDATION

'That Council:

- (a) Receives the Chief Executive's report for information:*
- (b) Delegates the functions, powers and duties of the local authority under the Local Government Act to the Chief Executive in relation to the Fast Track Approval Act 2024.*

1. PUBLIC FORUM

At the Council meeting on 19 February 2025 Mr Brian Patchett and Mrs Robyn Patchett presented in Public Forum about the increased treatment of sewage at the Pines Waste Water Treatment Station and increased nitrate levels in Well water in the District.

Staff have responded to Mr and Mrs Patchette that monitoring of the Total Nitrogen levels both upgradient and downgradient from Pines Wastewater Treatment Plant (WWTP) is a requirement of our consent and has been since the WWTP was first opened, with the treatment systems at the WWTP designed to remove Nitrate as part of the treatment process. Following the presentation staff at both Council and Environment Canterbury have taken the time to review the ground water quality data available from monitoring bores surrounding the WWTP and review whether or not the WWTP could be influencing the increased level of Nitrate the community are now facing.

From the data available all findings indicate that the Total Nitrogen loading from the WWTP is low and has been reducing, therefore it is unlikely that the WWTP has been the cause of any significant leaching or increase in Nitrate levels downgradient of the WWTP. In addition, the general direction groundwater flow indicates that some of the concerned residents are unlikely to be downgradient from the WWTP. It is more likely that the source of high Nitrate is intensive land use across the plains and onsite wastewater management systems (i.e. septic tanks) from non-reticulated properties.

The role of intensive land use is something Environment Canterbury has been attempting to tackle for the past decade through introducing leaching limits and

requiring good management practices on intensive land use across the region, work which this Council supports.

Selwyn District Council has budgeted \$5.3 million over the 10 years of the Long Term Plan to investigate the feasibility of some of our water coming from one low nitrate source.

Council staff as part of their response to Mr and Mrs Patchett, invited them and also extended to residents, to visit the Pines WWTP. Staff are happy to share all ground water monitoring data available with the local community.

For your information, Environment Canterbury also received a letter from Mr and Mrs Patchett about the possible impacts of the Pines Treatment Plant on local wells. Ecan's science team did some analysis and provided a summary in response to Mr and Mrs Patchett, as well as offering to meet with them and other residents and alongside Selwyn District Council staff should they wish to run through the analysis. An excerpt from Ecan's response is below.

In relation to the Waste Water Treatment Plant (WWTP) near Rolleston, I have asked Science staff at Environment Canterbury to look into the issues you raise. They have analysed available data in the area and concluded the following:

- That nitrogen loading from the WWTP is low so unlikely to result in significant leaching.*
- That the general groundwater flow direction indicates that some of the concerned residents are unlikely to be downgradient from the WWTP;*
- That the more likely source of high nitrate is intensive landuse across the plains, and onsite waste water management systems (i.e. septic tanks and the like) from non-reticulated properties; and*
- That the role of intensive landuse is something Environment Canterbury are working to address and reduce the overall impact of.*

2. ANNUAL REPORT UPDATE

Due to the timing of the Audit report being available to Council we have reset the delivery of this report to the end of this month for the Audit and Risk sub-committee to receive and endorse to Council for adoption.

We have received several enquiries from the public about the delay. The Local Government Act (LGA) does set out a time frame for completion and adoption of the annual report 4 months from the end of the financial year in section 97(3). It must be made publicly available within 1 month of adoption (section 97(4)). However, the annual report must also include audit information (section 99), the timing of which was delayed, meaning that the Council could not comply with the section 97 requirements.

3. HEALTH AND SAFETY UPDATE

HS&W – Update on External Review Recommendations

Work has progressed on several foundational pieces of work following recommendations outlined in the HSE Global external review. A draft work plan has

been and will be shared for feedback with the Audit and Risk Subcommittee later this month.

Recruitment update for Head of Department - Health, Safety, and Wellbeing:

- Recruitment commenced in December 2024 and interviews took place in early January. There were 77 applications in total and 6 interviews conducted and following that process we are pleased to welcome John Knight into this role.

Health, Safety, and Wellbeing Training Framework:

- Selwyn District Council is developing a four-tier health safety and wellbeing (HSW) training framework to build and/or enhance capability in HSW governance, leadership, delivery and technical skills across all levels of the organisation. The training framework will support creation of SDC HSW culture led by Governance and ELT, support effective systems developed by people leaders and build competency of relevant skills across all four tiers.

Investigation Procedure and Policy:

- Our investigation policy and procedure has been reviewed and updated; this will be presented to the ELT for endorsement by the end of this quarter. An update will be shared with the Audit and Risk Committee once it has been finalised for information.

H&S Leadership:

Ports of Auckland prosecution

We have paid careful attention to, and considered our current culture, in light of the Ports of Auckland prosecution. In response we will be focusing on promoting five key actions for Officers of the PCBU to ensure they are fulfilling their responsibilities under the Act. These are:

- e) **To personally and proactively acquire and maintain knowledge:** Officers are not expected to subject matter experts but should understand key operations and be able to describe critical risks and controls.
- e) **Understand work as done verses work as imagined:** being proactive and seek out real-world practices (beyond policy and procedures).
- e) **Ensure there is sufficient investment in critical control management:** ensure adequate systems and investment for critical risk controls.
- e) **Verify the competence of people who have health and safety critical control responsibilities:** you can rely on the expertise of others (technical and safety professionals), but you must verify their competence.
- e) **Carry out effective monitoring and review:** use of credible methodology to independently monitor health and safety performance. When you receive a report ensure it is fully actioned.

To address these areas, we will utilise our training framework and complete an assessment of Health and Safety training and additional intervention requirements. A particular focus will be placed on incident investigation processes, response and industry standard best practices.

Walkaround worksite visits

We have commenced with a second round of scheduled 'walkaround worksite visits' by ELT members and senior managers. We are grateful to also have the support of our elected members now being participants on these visits. This programme is promoting greater awareness of officer due diligence requirements at executive and governance level. We are receiving positive feedback from those conducting the visits and staff from worksites, with observations being recorded in Vault.

Critical Risk Management Programme:

Three of our Critical Risk teams (Psychological Safety, Driving, and Working in and around Water) have now presented their Bowtie and Management Standard documents for review and endorsement by the Safety Leadership Team (Ropu Marutau). For the remaining three teams (Aggressive Customers, Lone Workers, and Active Construction and Maintenance) work is focusing on finalising documents for review and endorsement.

In meeting our obligations for Officers under s44 of the Health and Safety at Work Act we have recently conducted a series of Governance Critical Risk workshops (Psychological Safety, Driving, and Working in and around Water). These workshops have been provided to ensure greater awareness and understanding of the work being conducted by the Critical Risk management teams, as well as outlining the duties and responsibilities of officers of the PCBU under the Act. Further workshops will be coordinated on the completion of the remaining critical risk programmes.

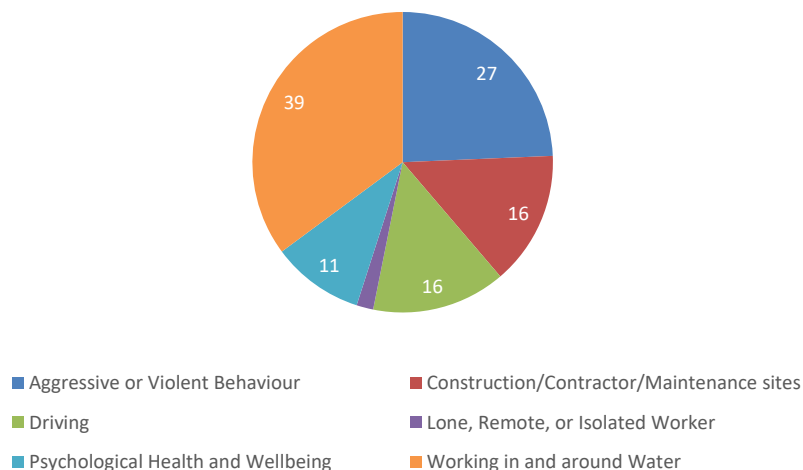
H&S MANAGEMENT SYSTEM:

There have been a total of 239 events entered between 1 July 2024 and 28 Feb 2025. This number includes 13 Serious (medical treatment) events:

- 1 Worker (Back injury while teaching Group Fitness class)
- 12 Member of Public – 8 fractures/dislocations, 1 illness, 3 knocks to head

Of the events, 111 related to one of our six Critical Risks, either for public or worker events.

Critical Risk Event Numbers (All Events) 01/07/2024 to 28/02/2025



Lone Worker – There were only 2 reported events: 1 event of a CCTV system failure at Rolleston Community Centre, and a near miss report.

Psychological Safety – There were 6 reported incidents, all related to challenging public interactions, along with 1 near-miss.

Working in and Around Water – We had 5 minor worker injuries reported (all at SAC), with 3 requiring first aid treatment and 2 needing no treatment.

Aggressive Customers – We had 27 incidents reported: all regarding public interactions of a threatening or intimidating behaviour. These were from across all business groups, but the majority (13) were reported from library staff.

4. **DELEGATIONS UNDER THE FAST-TRACK APPROVALS ACT 2024**

The Government enacted the Fast-Track Approvals Act 2024 late last year. It is requested that the Council delegate authority to relevant Council staff to participate in the Fast-Track Approvals process on behalf of the Council. The recommended delegations generally line up with the approved delegations for other resource consenting or Notice of Requirement processes. Of particular note is the recommendation to delegate authority to lodge an appeal on a decision of the panel in respect to any fast-track application and the recommendation that a condition be included to require a report to Council as soon as reasonably practical following the exercise of this delegation. Delegation is attached as **Appendix 1**.

It is anticipated that the first fast-track application is likely to be the Birchs Village proposal in Prebbleton and it is likely to be lodged with the EPA in the coming months.



Sharon Mason
CHIEF EXECUTIVE OFFICER

FAST-TRACK APPROVALS ACT 2024**RS-801**

Pursuant to Clause 32 of Schedule 7 of the Local Government Act 2002, the Council delegates the functions, powers and duties of a local authority under the Act to the Chief Executive who sub-delegates these to the roles listed in the following schedule: to the relevant positions identified.

Fast-Track Approvals Act 2024 Section	Description	Position Delegated To
<u>11 (1) (a)</u>	<u>Authority to respond on behalf of Council to a referral consultation by the applicant (referral application)</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>17 (1)</u>	<u>Authority to respond on behalf of Council a Minister's invitation to provide written comment to a referral application, to Request for Comment and Information by the Minister</u> <u>Condition: Must respond within 20 working days and must provide comments which comply with S 17 (3) (a) and (b).</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>20</u>	<u>Authority to respond on behalf of council to a request for information by the Minister on a referral application</u> <u>Condition: Must respond within the timeframe specified in the request</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>29 (1) (a)</u>	<u>Authority to respond on behalf of Council to a substantive pre-application consultation by Applicant for a listed project</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>S35</u>	<u>Authority to provide written comment on a proposed land exchange after invitation from the Director General of Conservation and on any land exchange draft</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>

Commented [JB1]: Delegation should be to the CE with sub-delegations permitted to the roles specified. Nothing in this Act appears to stop Council delegating authority of a local authority to these roles.

Commented [JB2]: In what situations can each of these roles exercise this authority given these roles span different levels of organisational authority? Are there any conditions of limitations that need to apply to roles lower than the ED, D&G like ED, D&G must consulted before a response is provided. Do any roles listed need to confer with each other before a response is given?

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Commented [JB3]: Aligned the delegation with the wording in the Act at S 17.

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Commented [JB4]: S 17 specifies requirements on local authorities when responding. These are noted as conditions of responding.

Commented [JB5]: Need authority for S 27 Minister specifies matters for accepted referral application. Council may be deemed to be an "authorised person" for an unlisted project under S 27 (2) and may be specified as an authorised persons by the Minister to lodge a referral application. Need to know who can lodge the application on behalf of Council.

Commented [JB6]: Need an additional delegation under S 20 (1). Authority to respond to a request for additional information from the Minister on a referral application. Condition is that the response must be provided in the time specified in the request from the Minister

Commented [JB7]: Need authority for S 27 Minister specifies matters for accepted referral application. Council may be deemed to be an "authorised person" for an unlisted project under S 27 (2) and may be specified as an authorised persons by the Minister to lodge a referral application. Need to know who can lodge the application on behalf of Council.

Commented [JB8]: Need an additional delegation under S 20 (1). Authority to respond to a request for additional information from the Minister on a referral application. Condition is that the response must be provided in the time specified in the request from the Minister

Commented [JB9]: Insert delegation for S 35 (1) (a) and (c) and S (5) Director General of Conservation's report on land exchange. Authority to provide written comment on a proposed land exchange after invitation from the Director General of Conservation and on any land exchange draft report produced by the Director General under S 35 (5) Conditions: Provide comments within specified timeframes.

	<u>report produced by the Director General under S 35 (5) Conditions: Provide comments within specified timeframes.</u>	
<u>53(2) (a)</u>	<u>Authority to provide comments on the substantive application after invitation from the EPA.</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>57(1)(c)</u>	<u>Authority to instruct council staff or consultants to appear on behalf of council, if invited to by a panel, to attend a hearing on a substantive application where council has provided comments under S 35 and s 53</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>67(1)(a)</u>	<u>Authority to respond to a requests for written information from the EPA before a panel make a decision under S 81.</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>70 (a) – (c)</u>	<u>Authority to provide comments on draft conditions provided by the EPA before a panel decides to grant an approval under S 81</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>S76</u>	<u>Authority to respond to request for further advice under S 76 (5).</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>90 (1) and (3)</u>	<u>Authority to respond to requests for information Condition: Must comply with timeframes and requirements relating to response set out under ss (2) & (3)</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>99</u>	<u>Authority to lodge an appeal against a decision of a panel</u>	<u>Executive Director Development and Growth</u>

Commented [JB10]: Insert delegation for S 35 (1) (a) and (c) and S (5) Director General of Conservation's report on land exchange. Authority to provide written comment on a proposed land exchange after invitation from the Director General of Conservation and on any land exchange draft report produced by the Director General under S 35 (5) Conditions: Provide comments within specified timeframes.

Commented [JB11]: Insert delegation for S 35 (1) (a) and (c) and S (5) Director General of Conservation's report on land exchange. Authority to provide written comment on a proposed land exchange after invitation from the Director General of Conservation and on any land exchange draft report produced by the Director General under S 35 (5) Conditions: Provide comments within specified timeframes.

Commented [JB12]: Insert delegation for S 35 (1) (a) and (c) and S (5) Director General of Conservation's report on land exchange. Authority to provide written comment on a proposed land exchange after invitation from the Director General of Conservation and on any land exchange draft report produced by the Director General under S 35 (5) Conditions: Provide comments within specified timeframes.

Commented [JB13]: Insert delegation for S 57 (1) (c). Appear on behalf of council, if invited to by a panel, to attend a hearing on a substantive application where council has provided comments under S 35 and s 53

Commented [JB14]: Insert Delegation under S 67 (1) (a) Panel may request further information on report. Authority to respond to a requests for written information from the EPA before a panel make a decision under S 81.

Commented [JB15]: Insert delegation for S 57 (1) (c). Appear on behalf of council, if invited to by a panel, to attend a hearing on a substantive application where council has provided comments under S 35 and s 53

Commented [JB16]: Insert Delegation under S 67 (1) (a) Panel may request further information on report. Authority to respond to a requests for written information from the EPA before a panel make a decision under S 81.

Commented [JB17]: Insert delegation S 76 Process if decision is called in by or transferred to appropriate Minister. Authority to respond to request for further advice under S 76 (5).

	<u>based on a question of law on behalf of Council.</u>	
<u>Schedule 3 (3)</u>	<u>Authority to nominate a panel member</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u>
<u>Schedule 3 (12)</u>	<u>Provide advice to a panel where requested by a panel which reflects the the knowledge of council on the matter.</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u> <u>Principal Planner</u> <u>Team Leader Resource Consents</u> <u>Team Leader Policy</u>
<u>Schedule 5 (30) (2)</u>	<u>Authority to amend the District Plan to include a designation Limitation: Applies only after a panel issues a decision document under S 88 confirming or modifying a designations (with or without modification)</u>	<u>Executive Director Development and Growth</u> <u>Head of Planning</u>
<u>Schedule 5 (31)(2)</u>	<u>Authority to exercise all functions, powers and duties in relation to a resource consent or certificate of compliance granted, changed or cancelled under the Fast Track Act as if council had granted these, and where a designation be confirmed or modified under the Fast Track Act, has all the functions, powers, and duties in relation to the designation as if council had dealt with the matter itself.</u>	<u>As per delegations under the Resource Management Act 1991</u>

Commented [JB18]: Insert delegation Schedule 3 (12) Provide advice to a panel where requested by a panel which reflects the the knowledge of council on the matter.

Commented [JB19]: Insert delegation S 76 Process if decision is called in by or transferred to appropriate Minister. Authority to respond to request for further advice under S 76 (5).

Commented [JB20]: Insert delegation for Schedule 5 (31) (2) . Authority to exercise all functions, powers and duties in relation to a resource consent or certificate of compliance granted, changed or cancelled under the Fast Track Act as if council had granted these, and where a designation be confirmed or modified under the Fast Track Act, has all the functions, powers, and duties in relation to the designation as if council had dealt with the matter itself.

Conditions

1. The functions, powers and duties conferred by this Instrument of Delegation shall not be further delegated to any other person.
2. This Instrument of Delegation may be amended, altered or revoked by the Council or Chief Executive at any time.
3. In respect to the delegation under section 99, the delegated officer shall report to Council as soon as reasonably practicable following the exercise of the delegation.

NOTICE OF MOTION REQUEST TO COUNCIL MEETING 19 MARCH 2025 FOR DISCUSSION AND A REPORT

Section 27 Standing Orders Adopted by Council October 2024 enables a notice of motion to be in writing, signed by the mover and delivered to the Chief Executive within 5 working days.

The reason for opting for a Council request is that a subcommittee cannot be delegated by Council the power to borrow money, purchase or dispose of assets. [Cl.32 (1) (a -h) of Schedule 7 of the Act].

Also, the following subcommittees: Climate Change and Sustainability; Housing and Urban Development; Economic Development; Finance and Performance and Audit and Risk all have an interest in this matter.

In presenting this Notice of Motion I have considered Section 77 LGA 2002 that seeks to identify all reasonably practical options for the achievement of the objective of this decision. These considerations include the advantages and disadvantages and given the request involves a decision, with land and water, this request considers the relationship that local hapū have with the improvement of Te Waihora (Lake Ellesmere).

NOTICE OF MOTION

1.The request is that the following, including sub-clauses (a -b) be placed on the Council agenda 19 March 2025 for discussion and, if passed, that a staff report to be written for the Council meeting to be held 16 April 2025.

- a) *The Council requests a report regarding the need for a prioritised plan that gives staff the flexibility within Council's Annual Plan/Long Term Plan to purchase suitable land for the extension of the Pines Wastewater Treatment Plant at short notice.***
- b) *This action is delegated to the Chief Executive.***

Reasons for the notice of motion.

It has been brought to my attention that staff do not have a directive from Council to undertake at short notice the investigation and purchase of suitable land for the Pines Wastewater Treatment Plant (PWTP) extension if it arose.

The operation of the PWTP requires land disposal to manage any adverse effects on the environment. A downstream environmental indicator of the health of Selwyn's waterways (under its adopted Waiora One Water Strategy) is Te Waihora (Lake Ellesmere). Sufficient land for the disposal of treated wastewater from the PWTP allows for nutrients to be diluted by nature's soils before they enter Te Waihora.

It is my understanding the current land available is limited to 120k population equivalents (p.e). Given this treatment system must accept trade waste discharges in this calculation (which can include higher p.e calculations per operation) it does not mean that Selwyn's connected population must reach 120,000 people before additional land needs to be purchased. Another recent impact to consider is the Governments fast tracking of resource consents for growth.

Five years ago, I was told that an extension to the land disposal area was not needed for another 10 years. This was before the decision was made to connect Southbridge and Leeston to the Pines

Sewage Treatment Plant, rezoning of land under Council's recently adopted District Plan and the Governments fast tracking of resource consents for growth. This timeline must have changed.

If a Plan is in place, it provides guidance for existing and future staff to follow. Giving delegation to the Chief Executive enables decisions to be made quickly about how best, if necessary, to report back to Council for any approvals outside the scope of delegation.

Costs

Developing a priority plan is designed to save consumer costs.

Currently in Councils LTP 2024-2034 Council has projected costs of \$857 million for drinking and wastewater. Included in these costs should be land costs for extension of the Pines Treatment Plant. It is good practice, to have a contingency in case of emergencies built into infrastructure costs. *(for example, setting aside \$X for strategic waste-water land purchases via an on-call account could allow flexibility and not impact the LTP sequencing for other water and sewage projects).*

Also, being able to bring forward planned costs (via flexibility) will provide some certainty as to when to charge developers their contribution.

In the past Council has had the opportunity to purchase substantial land holdings, recently, one with a short turnaround time due to it being marketed for tender. A priority plan was not in place.

Giving permission to enable staff to prioritise a plan for Council approval as to how these strategic purchases can be instigated now, instead of having to purchase some time into the future 4;10;20ha individual land parcels perhaps with dwellings lending costly consenting and reverse sensitivity complaints (even if the land is purchased under the Public Works Act 1981) will lend to increasing costs for the consumer.

The adoption of a prioritising plan for future wastewater land purchases would enable "out of sequencing expenditure" for wastewater to be addressed to achieve the new regulations for Local Water Done Well.

(out of sequencing of expenditure in an LTP can mean that other projects are often deferred, leading to increasing costs).

Future of water services delivery via a WSCCO (if approved).

If this request is approved by Council, then this plan could be transferred to any future WSCCO (as an asset policy). If not, Council will have to address this matter to any future WSCCO through a letter of expectation later with no guarantees of its acceptance.



Cr Debra Hasson

Date 24/2/2025

REPORT

TO: Council
FOR: Council Meeting - 19 March 2025
FROM: Chief Digital Officer
DATE: 3 March 2025
SUBJECT: Digital LTP Update

RECOMMENDATION

'That the Council receives for information the report "Digital LTP Update".

1. PURPOSE

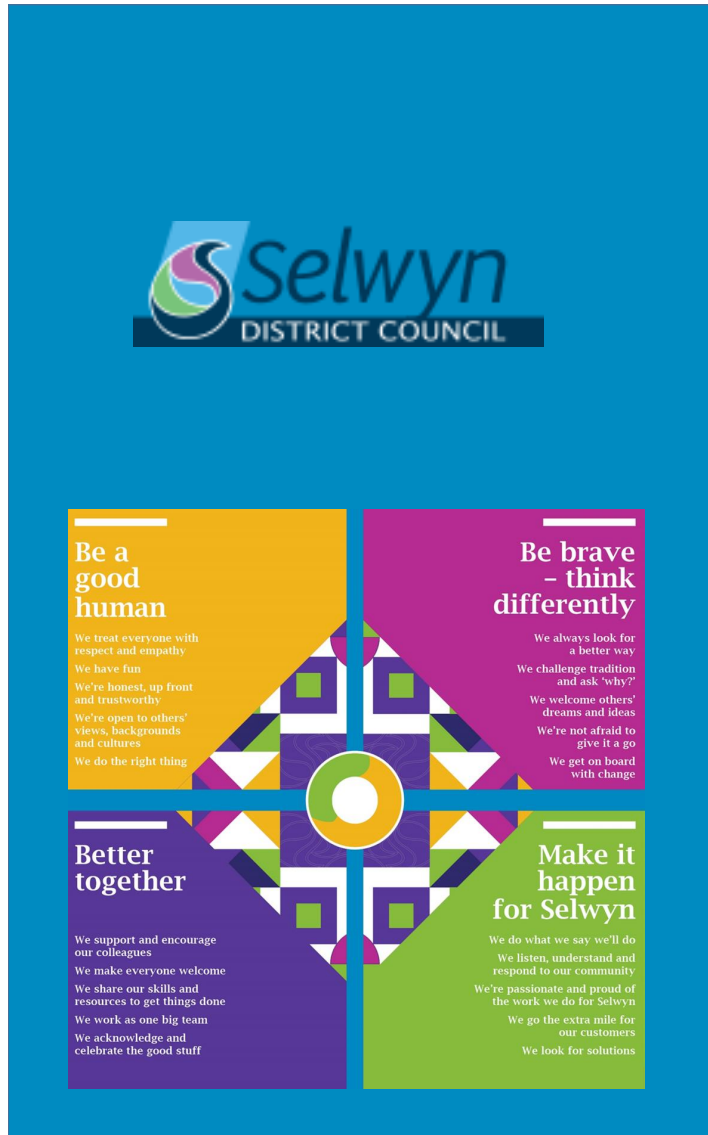
The purpose of this report is to provide Council with an update of the Digital LTP. This report covers:

- What was agreed in the LTP
- FY25 Delivery Plan
- Completed projects
- Next steps

Report of:



Matt McGrath
Chief Digital Officer



Digital LTP Budget Update

February 2025

What was agreed in the LTP



Enhancing customer experience through digital solutions

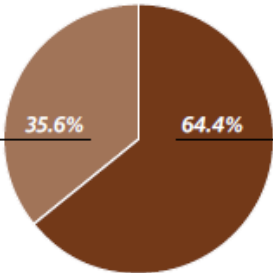
What was proposed

Council should investigate and implement improved digital technology solutions.

Your submissions

Most submitters supported Council's proposal.

No, I do not support the Council investigating and implementing improved digital technology solutions



Yes, I support the Council investigating and implementing improved digital technology solutions

Our decision

We agreed to proceed with the programme, developing a roadmap for improving the way that people are able to engage with us through digital solutions.

Project	Year	Cost and funding
Enhancing customer experience through digital solutions: We have an opportunity to identify ways we can provide better digital experiences for our community. Before we can implement new and improved technologies, we need to review what our organisation needs and what solutions are available. We are developing a digital strategy and technology roadmap incorporating our people, processes, systems and data. The strategy will set the direction and determine the level of investment that would be required to ensure our technology is fit for purpose, relevant and secure.	2024-2034	<div><div>\$1.3 million per year</div><div>Funded by general rates</div><div>Further details of what this looks like will be determined in upcoming Annual Plans.</div></div>



FY25 Delivery Plan – Getting the basics right



Meeting Room Upgrades – More Efficient Collaboration

01



Before

- Staff frustration with set up time per meeting due to inconsistent room configuration
- Connectivity issues with external parties

Now

- New consistent technology solution
- 15 meeting rooms

Benefits

- A better staff and external party experience through one touch collaboration
- 3year ROI (based on 10mins saved per meeting)
- Our people more efficient at collaboration internal and external



Body Warn Cameras – Keeping Our People Safe

02



Before

- Staff felt exposed when confronted by members of the public
- Manual process to deal with incidents was inefficient

Now

- New technology solution
- 15 Body Worn Cameras
- New business processes
- Data privacy analysis
- Staff training
- Media releases

Benefits

- Our people feel safer
- Moderates public behaviour
- More efficient incident process

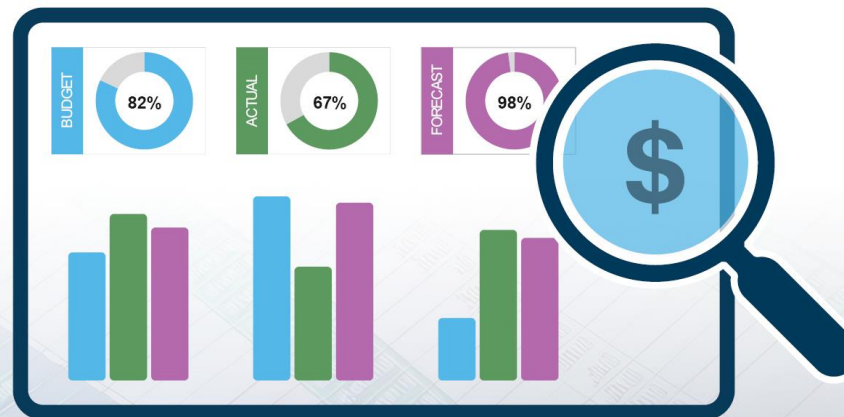


Financial Hygiene – Think commercial

03

KNOW YOUR NUMBERS

Be Brave - Think Differently:
Think
Commercially



Get budget clarity with innovative financial dashboards
created by the Digital Team!

Before

- Forecasting was a challenge for Capital Works
- Lack of clarity for business unit operational budgets

Now

- Real-time financial dashboards
- GL consolidation
- Project accounting
- Improved financial control processes
- Staff training
- Change management

Benefits

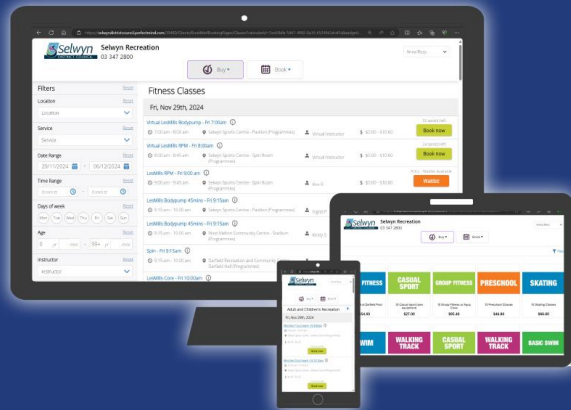
- Clearer reporting for Capital Works
- Reduced revenue leakage
- Improved financial controls



Online Booking Systems – Customer Centric Services

04

Councils Online Booking System Now Live!



You can:

- Book fitness classes & activities
- Purchase memberships

Coming soon:

- Learn to swim lessons
- Venue bookings
- Event ticketing

See it in action:

selwyn.govt.nz/recreationportal



Before

- Paper based processes
- Multiple booking systems under utilised

Now

- Customer online services including swimming pool, classes and programmes, community centres and sports fields
- Automated back office processes
- Staff training
- Change management

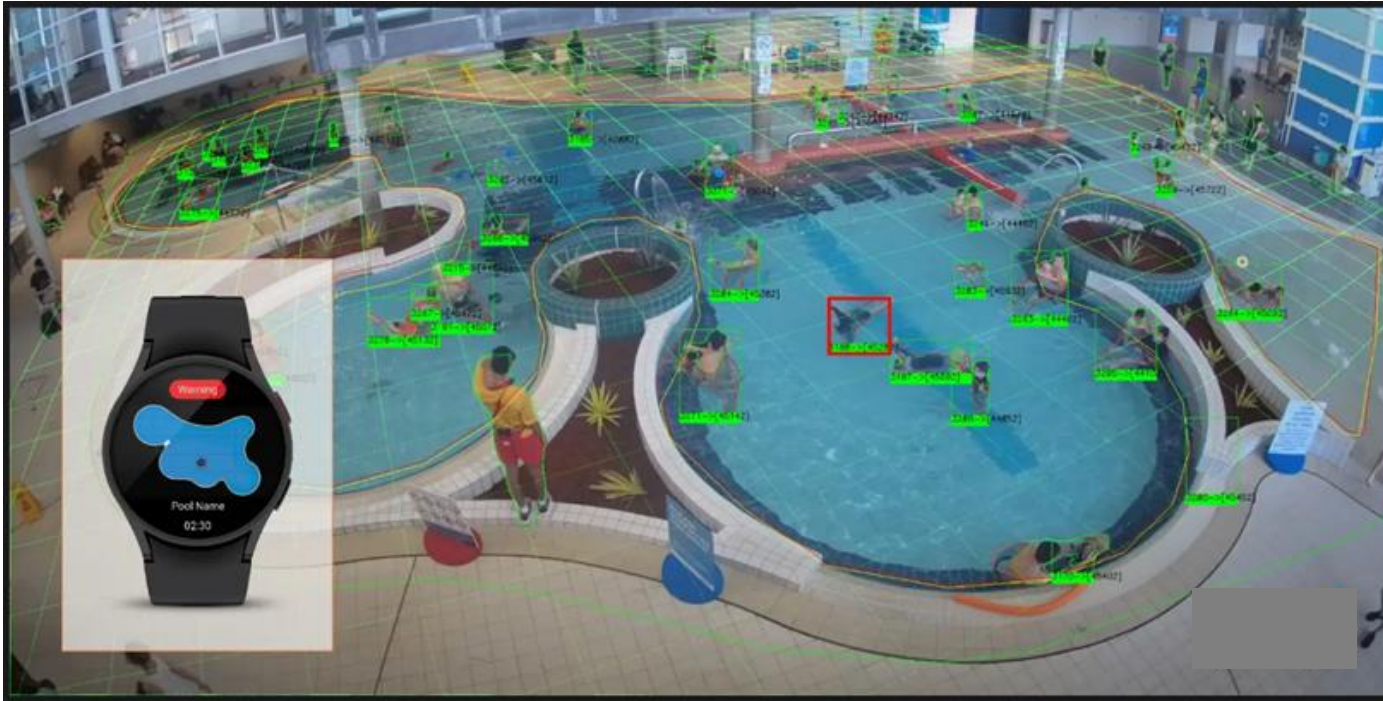
Benefits

- Improved customer experience through self service
- increased capacity to cope with increasing demands
- Staff freed up to perform more meaningful tasks



Digital Investment – Drowning Prevention System

05



Before

- Request by ARC for risk mitigation
- Human process

Now

- New technology solution to compliment human process
- New business processes
- Staff training

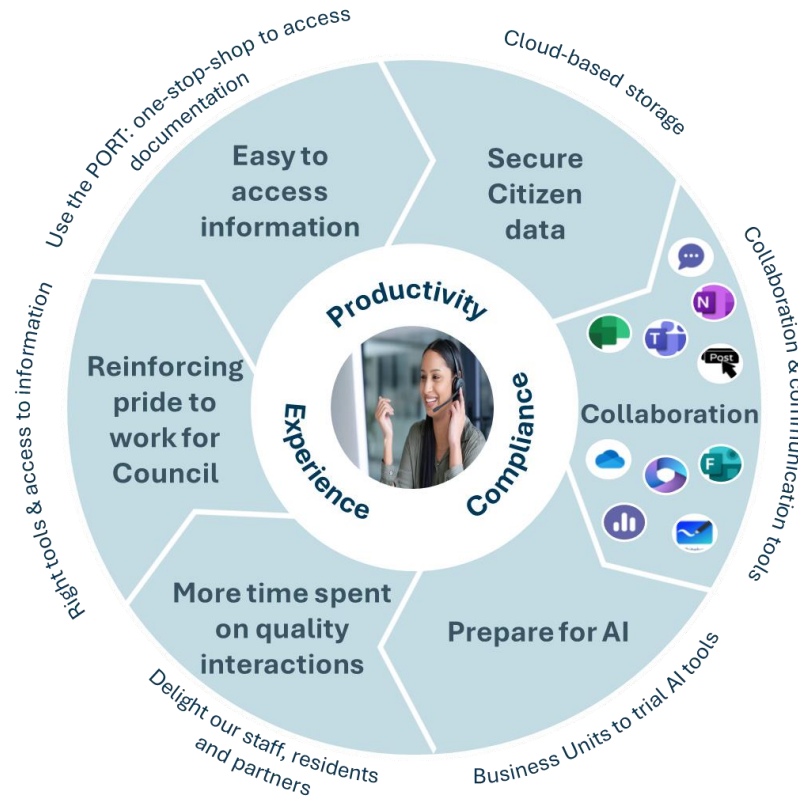
Benefits

- Further reduces risk of drowning
- Supports our lifeguards



Digital Investment – Modern Workplace (New ways of working)

06



Before

- Staff challenges with finding information
- Risk to Public Records Act compliance
- Impacts LGOIMA requests
- Barriers to collaboration
- Risk of data privacy issues

Now

- Document management system
- Collaboration tools
- Preparation for AI
- New process
- Staff training
- Change management

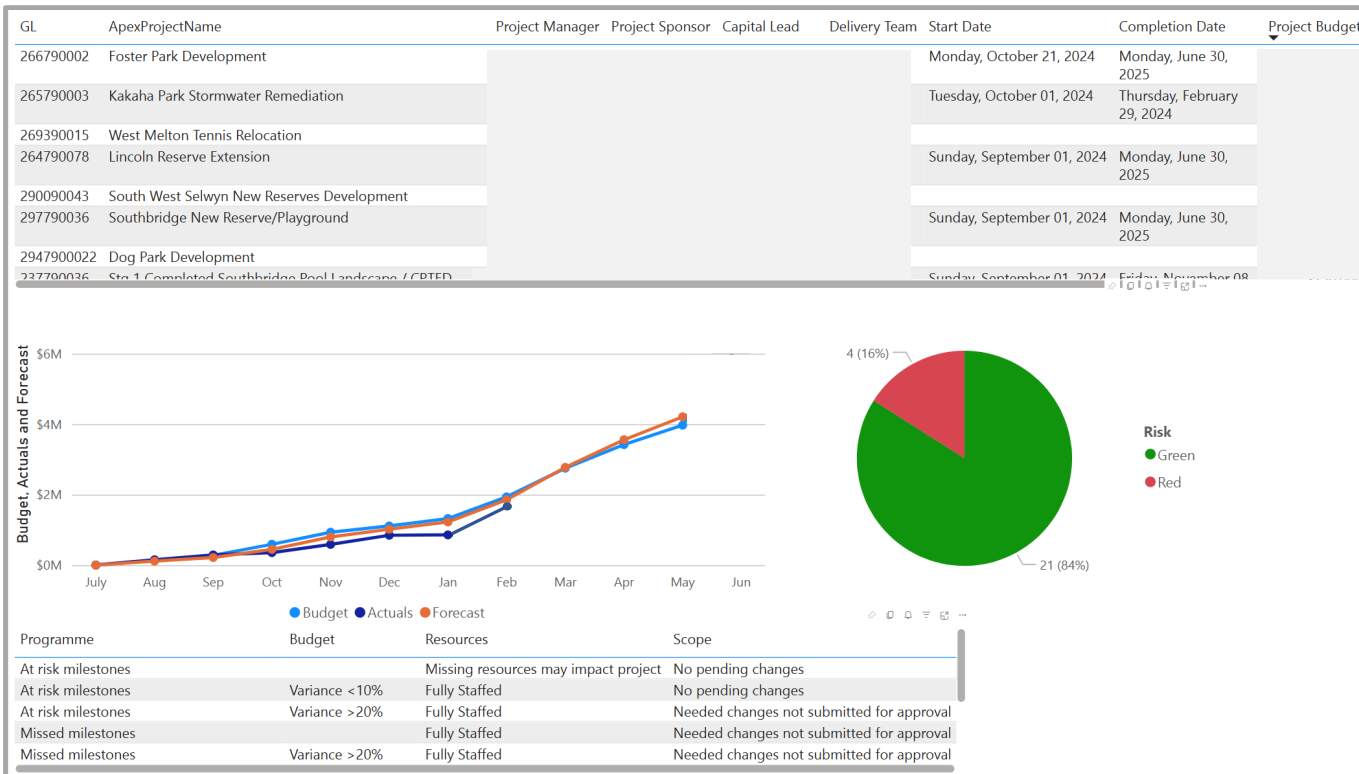
Benefits

- Reduces risk to Public Records Act compliance
- Reduces risk to data privacy issues
- Supports LGOIMA compliance
- Staff efficiency (find info faster)
- Collaboration easier



Capital Works Tools

07



Before

- Limited centralised view of portfolio
- Challenges with Annual Plan and LTP budgets

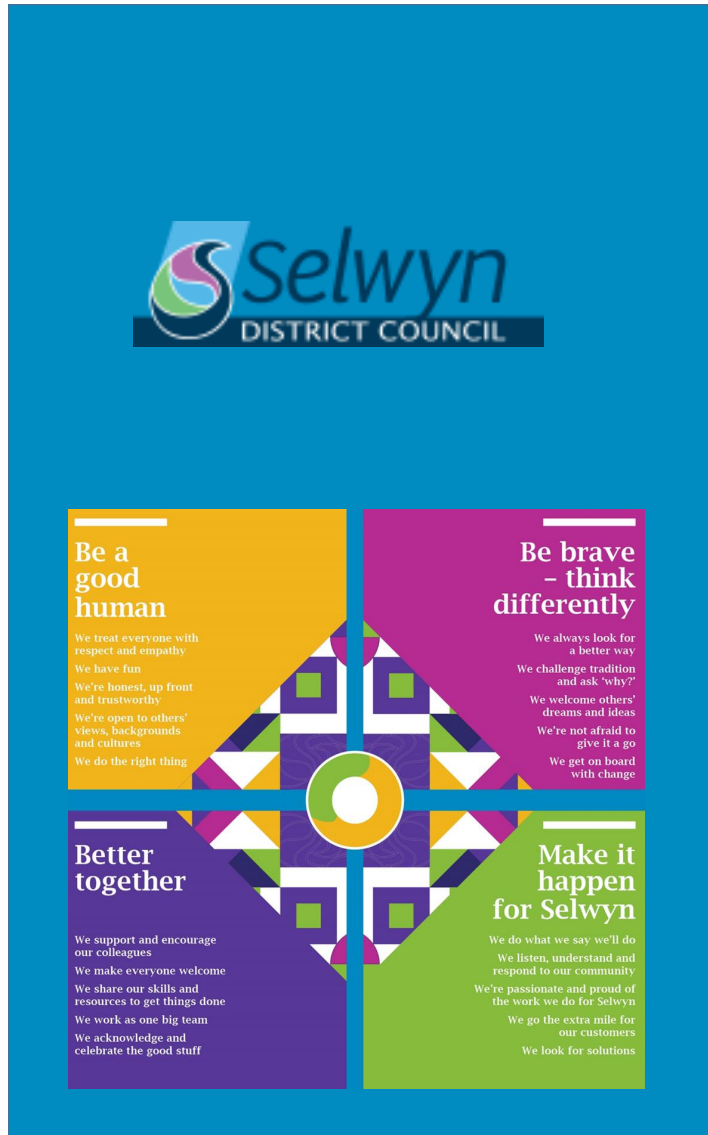
Now

- APEX 2.0
- New process
- Staff training
- Change management

Benefits

- Up to date view of portfolio drives better decision making
- Less time spent developing budgets





Thank you

REPORT

TO: Council

FOR: Council Meeting – 19 March 2025

FROM: Chief Executive Officer

DATE: 5 March 2025

SUBJECT: **LOCAL GOVERNMENT ELECTIONS 2025 SELWYN DISTRICT COUNCIL - ORDERING OF CANDIDATE NAMES ON VOTING DOCUMENTS**

RECOMMENDATION

'That Council resolves that the names of the candidates at the 2025 triennial Selwyn District Council elections and any subsequent by-elections until further notice, are arranged on voting documents in random order.'

1. PURPOSE

The purpose of this report is to present to Council the options available for the conduct of the 2025 local body elections, and to seek confirmation that the candidate names are to be shown in random order on the voting documents used at this election.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

The Local Electoral Act 2001 sets out the procedure to be followed for the local body elections held every three years.

3. HISTORY/BACKGROUND

Clause 31(1) of the Local Electoral Regulations 2001 allows the Council to decide whether the names of candidates in the local elections are to be arranged on the voting documents in alphabetical order of surname, pseudo-random order or random order.

In the absence of any Council resolution approving another arrangement, the candidate names must be arranged in alphabetical order of surname.

The features of each arrangement are described below:

Arrangement 1 – Alphabetical Order of Surname

This is the order Council has used for elections prior to 2016 and is self-explanatory. One of the weaknesses of using this method is the perception that candidates listed in the top half of any alphabetically ordered list received an electoral advantage. The

limited research carried out on this issue in both New Zealand and international elections has confirmed the possibility of advantage for candidates listed in the top part of any alphabetically ordered list. As the recommendation of candidate order is one of the few remaining decisions elected members are required to make on the election process, more local authorities are moving away from using this method to remove that perception of bias.

Arrangement 2 – Pseudo-Random Order*

Under this arrangement, the candidate names for each issue are placed in a hat (or similar receptacle), mixed together, and then drawn out of the receptacle, with the candidate names then being placed on all voting documents for that issue, in the order in which they were drawn, ie all voting papers will have the same mixed order of candidate names.

While this method provides an element of randomisation, the fact that candidate names would still be ordered in the same order on all voting papers still leaves the opportunity of perceived advantage for those names appearing at the top of the list. Adoption of the full random order would remove this perception.

*(*Note: although the term 'pseudo-random order' is used in the Local Electoral Regulations to describe this arrangement, this is a somewhat imperfect description, in that the term 'pseudo random' is understood by mathematicians and/or information technology specialists to have quite a different meaning.)*

Arrangement 3 – Random Order

Council resolved to use this option for the 2019 and 2022 triennial elections, with no reported adverse effects. Under this arrangement, the names of the candidates for each issue are shown in random order on each and every voting document, utilising printing software that facilitates this process.

Historically, there have been additional costs charged for printing and processing voting papers for councils that have adopted the random order of candidate names. However, with software advancements, this is no longer the case.

With the removal of any cost penalty, more councils are adopting to order the candidate names on their voting documents in random order. All other territorial local authorities in the Canterbury region and Environment Canterbury adopted the random order option for their 2022 elections and are expected to do so again for 2025.

4. PROPOSAL

Selwyn District Council has used random order of candidates' names at the last four local elections, i.e. 2013, 2016, 2019 and 2022.

Other Canterbury councils, including Christchurch City, Ashburton, Waimakariri, Timaru and Hurunui also used random order of candidates' names during local elections.

Across New Zealand, in 2022 73% of territorial authorities used random order, 24% used alphabetical and 3% used pseudo-random.

It is proposed that random order of candidates' names is retained for the 2025 and any subsequent by-elections until further notice.

5. COMMUNICATIONS AND ENGAGEMENT OVERVIEW

Our elections campaign will begin on 1 April. The campaign will include a mix of print (media releases and public notices), print collateral (newspaper adverts, posters, pre-election report, staff protocols, and candidate handbooks), digital collateral (social media posts, digital paid advertising, digital screens, and videos), and in-person events (drop-in sessions for candidates, pop-ups at markets and local events).

The voting period begins on 9 September 2025. Nominations will be called for in the period of 4 July 2025 to 1 August 2025, with nominations closing at 12 noon. Election day is Saturday 11 October 2025 with voting closing at 12 noon. (Refer Appendix A for a timeline).

6. OPTIONS

The Council has three options available to it:

Option 1 – adopt the recommendation provided by staff;

Option 2 – adopt but with amendments;

Option 3 – decline to adopt the recommendation.

7. VIEWS OF THOSE AFFECTED / CONSULTATION

Consultation is not required for this report.

8. FUNDING IMPLICATIONS

Funding for the 2025 Selwyn District Elections is budgeted for.



Sharon Mason
CHIEF EXECUTIVE OFFICER

2025 Local Government Election Timetable

After 1 February 2025	Declaration of Electoral Officer and Deputy Electoral Officer, and Electoral Officials
1 March - 30 April	Ratepayer Roll Enrolment Confirmation Letters and Forms Sent to existing ratepayers
1 March - 3 July	Preparation of Ratepayer Roll
1 April - 31 May	National Public Notice of Ratepayer Roll Qualifications and Procedures
10 April (Thursday)	Last day for LGC Determinations
11 April (Friday)	Last day for EC to send out information about the MEO
<i>18 – 21 April (Friday -Monday)</i>	<i>Public Holiday - Easter</i>
<i>25 April (Friday)</i>	<i>Public Holiday – ANZAC Day</i>
29 April (Tuesday)	Electoral Commission (EC) test data sent to EOs
By 30 May (Friday)	Candidate Handbooks and key dates on council websites
<i>2 June (Monday)</i>	<i>Public Holiday - King's Birthday</i>
9 June (Monday)	EC Enrolment Update Campaign commences
18 June (Wednesday)	Check It Electoral Roll closes with Electoral Commission
<i>20 June (Friday)</i>	<i>Public Holiday – Matariki</i>
24 June (Tuesday)	Receive Preliminary Electoral Rolls from EC
24 June to 2 July (Tuesday-Wednesday)	Compile Preliminary Electoral Roll
25 June (Wednesday)	First public notice completed and booked with ad agency
By 30 June	Order of Candidate Names Resolution (optional)
30 June (Monday)	Nomination forms, Preliminary Rolls completed, and all documents dispatched to Councils
3 July (Thursday)	Public Notice of Election – Prelim Roll inspection, close of nominations and electoral roll (First Public Notice of Election)
4 July (Friday)	Nominations open/Roll Open for Inspection
11 July	Māori electoral option suspended until polling day (can't switch rolls from now on)
18 July (Friday)	Deadline for publishing of Council Pre-election Report
By 31 July (Thursday)	Appointment of JPs by Electoral Officers
1 August (Friday)	Nominations Close (12 noon), Electoral Roll Closes
1 to 8 August	Votext entry of candidate details - design of voting documents, progressive signoffs
By 6 August (Wednesday)	Public Notice of Candidates, order of names, special voting places – on council websites (Second Public Notice of Election)
By 8 August (Friday)	Receive final Electoral Roll from EC
8 August to 8 September	Final Postal Sort Data to mail house, print voting documents – progressive signoffs
By 31 August	Ratepayer Roll insert with rates notice
5 September (Friday)	EO certifies final roll – final rolls distributed by EO
By 9 September (Tuesday)	EC letter sent to electors on Unpublished Roll
9 September to 22 September	Delivery of Voting Documents Commences
22 September (Monday)	Last day for delivery of Voting Documents
9 September to 11 October	Voting Period - Roll Scrutiny, Vote Processing, Special Voting Period
11 October 2025 (Saturday)	Election Day - Voting Closes at Noon
	Progress Results available as soon as practicable after close of voting
11 – 16 October	Official Count – process special votes
16 October (Thursday)	Official Result Declaration
16 October to 19 October	Public Notice of Official Declaration of Election Results – on council websites
December 2025	EO Debrief Forum
Mid December 2025	Return of Election Expenses Forms

REPORT

TO: Council

FOR: Council Meeting – 19 March 2025

FROM: Chief Executive Officer

DATE: 11 March 2025

SUBJECT: **DISESTABLISHING / DISCHARGING OF A COMMITTEE OF COUNCIL
– WESTVIEW SPECIAL FUND COMMITTEE**

RECOMMENDATION

‘That Council resolves to disestablish the Westview Special Fund Committee with effect from the day of this council meeting, being 19 March 2025.’

1. PURPOSE

The purpose of this report is to request Council to disestablish the Westview Special Fund Committee with immediate effect, as a result of a recommendation from the Committee to Council to do so.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

Schedule 7 (30)(5a) of the Local Government Act stipulates that ‘a local authority may discharge or reconstitute a committee’.

Should Council resolve not to disestablish the Committee it would be discharged at the end of this triennium, in accordance to Schedule 7(3)(7), which notes that ‘a committee, subcommittee, or other subordinate decision-making body is, unless the local authority resolves otherwise, deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the triennial general election of members next after the appointment of the committee, subcommittee, or other subordinate decision-making body.’

3. HISTORY/BACKGROUND

The Westview Special Fund Committee was established in 2020 as a committee of council. The purpose of the Committee was to administer a fund following the sale of land in Darfield. The funds were to be distributed to projects within the township of Darfield. The committee membership was made up of community members and Hawkins Subdivision Malvern Community Board members, with Councillor Mugford having been the chair since its inception.

Since 2020, the Committee managed 5 rounds of funding applications, spending more than \$1.1m on approximately 50 projects. The projects included a variety of items, for example, roof repairs, CCTV protection, a vehicle for the foodbank, a Sports Development Programme for Darfield High School, playground upgrades, squash court upgrades; and many others.

At its last meeting on 3 February, the Committee received their last update from staff and unanimously granted the remainder of the funds to the Darfield Bike Park. The Committee also directed staff to prepare a media release on the success stories of the process and this is currently being finalised. The Committee unanimously agreed to recommend to Council that it be disestablished.

4. **PROPOSAL**

With no further funding available for distribution, the Committee have no need to meet again. Staff will remain in contact with the (former) members, as projects wind up their activities.

5. **OPTIONS**

The Council has two options available to it:

Option 1 – adopt the recommendation provided by staff (preferred);

Option 2 – decline to adopt the recommendation, resulting in the Committee automatically being discharged on the coming into office of the new Council after the 2025 local government elections, unless otherwise resolved at the time.

6. **VIEWS OF THOSE AFFECTED / CONSULTATION**

The request to be disestablished was unanimously decided at the last meeting of the Westview Special Fund Committee. No further consultation is required for this report.

7. **FUNDING IMPLICATIONS**

Not applicable.



CHIEF EXECUTIVE OFFICER

REPORT

TO: Council

FOR: Council Meeting – 19 March 2025

FROM: Chief Executive Officer

DATE: 10 March 2025

SUBJECT: **CENTRAL PLAINS WATER JOINT SETTLOR COMMITTEE – Terms of Reference**

CENTRAL PLAINS WATER TRUST – Annual Sustainability Report

RECOMMENDATION

‘That Council:

- 1) endorses the revised Central Plains Water Joint Settlor Committee Terms of Reference; and*
- 2) receives for its information, the Annual Sustainability Report of the Central Plains Water Trust.’*

1. PURPOSE

The purpose of this report is to seek endorsement from Council for the Central Plains Water Joint Settlor Committee (JSC) Terms of Reference. The Terms of Reference of the JSC require any decision-making, including amending its TOR, to be approved by both settlor councils.

In addition, the CPW Trust Annual sustainability report is attached for the information of Council.

2. HISTORY/BACKGROUND

The Joint Settlor Committee has prepared a Terms of Reference (Attachment 1) for the Committee and recommends that the Council approve. As there has been no previous Terms of Reference, this document establishes the framework for the Committee’s operations. The Terms of Reference was reviewed and approved by the Committee at its first meeting this year on 28 February 2025. The meeting cycle will remain at six monthly or by agreement. Current members of the committee are as follows:

- Councillors Lydia Gliddon (Chairperson) and Nicole Reid (SDC)
- Councillors Pauline Cotter (Deputy Chairperson) and Mark Peters (CCC)
- Staff in attendance include SDC Financial Controller and CCC Performance Advisor with secretarial support from SDC.

- The CPWT Chairperson and / or Trustees are usually invited to attend the meetings.

Council should also note that the JSC is in the process of working with the Trust to review and amend its Statement of Intent which will come to Council for endorsement at a future meeting.

In relation to the CPW Trust Annual Sustainability Report (Attachment 2), it should be noted that the current version is a vast improvement on previous years. It is concise and user-friendly and has been produced by the Trust in collaboration with the Company's communications team. This report is to be published on CPWT's website for public information.

3. **PROPOSAL**

It is proposed that Council receive and endorse the revised Terms of Reference of the Joint Settlers Committee and receive for information, the Trust's Annual Sustainability Report.

A handwritten signature in blue ink, reading "Oat Mason", is positioned above a horizontal dashed line.

CHIEF EXECUTIVE OFFICER

Central Plains Water (CPW) Joint Settlor Committee – Terms of Reference

The Central Plains Water Joint Settlor Committee (the JSC) shall be a joint committee of Christchurch City Council and Selwyn District Council as settlors.

Chair:	To be elected by the JSC after Settlor Councils appoint members.
Deputy Chair:	To be elected by the JSC after Settlor Councils appoint members.
Members:	Four members, two each from Christchurch City Council and Selwyn District Council.
Quorum:	Two, one from each Council
Meeting Cycle:	Six monthly or by agreement
Delegations Powers:	As per section 3 of the TOR
Reporting Officer:	One staff member from each Council

1. Purpose

The Central Plains Water Trust (the Trust) was created by a Deed of Declaration of Trust and was incorporated under the Charitable Trusts Act 1957 for the purpose of creating a charitable trust for the benefit of the present and future residents of Selwyn District and Christchurch City.

2. Responsibilities

The Settlor Councils will have the following responsibilities:

Review the performance of the Trust;

Review any suggested changes of emphasis in future work plans or objectives, including -

- Review of the annual sustainability report
- CPWT annual report
- Statement of intent review
- Appoint trustees to the CPWT, considering a need for balanced representation including mana whenua, environmental protection agencies and farmer interest groups.

3. Delegations

The JSC does not have any decision-making powers. All recommendations must be the consensus of the JSC and be presented to the respective Settlor Councils for approval. Both Councils must approve for the recommendation to be passed.

4. Composition/Membership

Membership is determined by appointment from SDC and CCC after triennial local body elections. The committee shall consist of a maximum of four members - two elected members each from Selwyn District Council and Christchurch City Council. A staff member of from each council can sit alongside appointed members.

The Chair and deputy chair are to be elected after appointments are made and must be elected members. The power to discharge a member of the Committee and to appoint another member, may only be exercised by the appointing Council.

5. Meetings

Six monthly or by calling an extraordinary meeting. Secretarial duties and venue will be provided by Selwyn District Council. Online meetings are available. Quorum for a meeting is two members, one from each council. Meetings are open to the public, with minutes and meeting times on Council website.

6. Reporting

The JSC will report back to respective councils at least annually.

7. Good Faith Negotiations

In the event of any circumstances arising that were unforeseen by the Settlor Councils at the time of entering into this Agreement or in the event of a dispute in any way relating to this Agreement the Councils will negotiate in good faith to resolve that dispute or to add to or vary this Agreement in order to resolve the impact of those unforeseen circumstances in the best interests of:

- a) the Councils represented on the Committee considered together; and
- b) the Canterbury community represented by the Councils considered

Terms of Reference Review Process

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

TERMS OF REFERENCE REVIEW TABLE

Date of review	Status / summary of changes made
28 February 2025	TOR established
	Adopted by Settlor Councils

CPW **TRUST.**
FACILITATING SUSTAINABLE WATER.

2024

CENTRAL PLAINS WATER TRUST.

Sustainability Report

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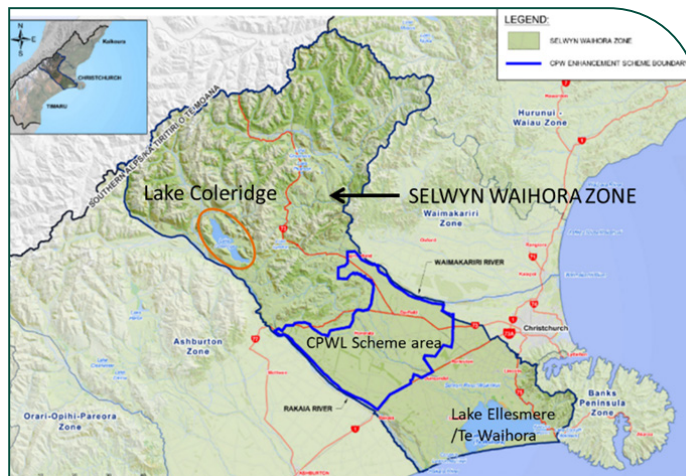
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THE TRUST'S ROLE IN MONITORING PERFORMANCE

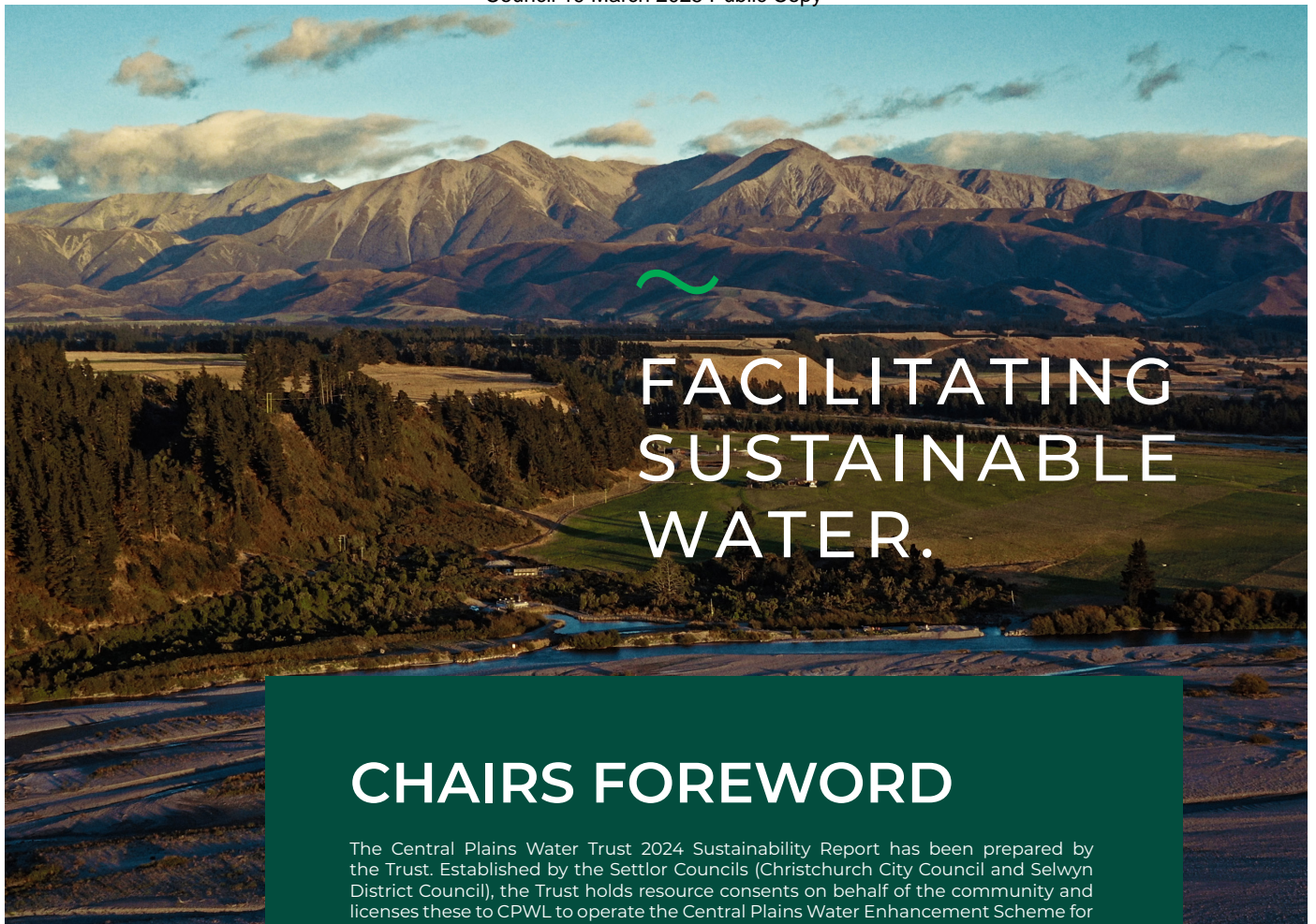
Central Plains Water Trust (the Trust) is actively developing a plan to align with the strategic initiatives of Central Plains Water Limited (CPWL).

THIS PLAN WILL FOCUS ON:

- Defining desired ecosystem health outcomes tied to measurable indicators (e.g., nutrients, *E. coli*).
- Tracking trends in wildlife survey data (e.g., birds, reptiles, native fish) conducted by or on behalf of CPWL.
- Creating a photographic catalogue of critical species to educate stakeholders.
- Expanding highlights of the Near River Recharge project and presenting measurable data on its performance and global significance.
- Assessing the number of actions required to achieve environmental targets, including evaluating project impacts over time.
- Investigating the cost-effectiveness of current mitigation strategies and identifying what works best and why.
- For the target of a 30% nitrate-N reduction, determining:
 - The number of samples required to detect changes within 5, 10, or 20 years.
 - The distribution of lag times between actions and measurable improvements.
- Evaluating progress toward surface and groundwater quality goals in preparation for the scheme's consent review by Environment Canterbury in 2047.
- Exploring how CWPT can assist in securing consent beyond 2047.



CPWL Scheme area.



FACILITATING SUSTAINABLE WATER.

CHAIRS FOREWORD

The Central Plains Water Trust 2024 Sustainability Report has been prepared by the Trust. Established by the Settlor Councils (Christchurch City Council and Selwyn District Council), the Trust holds resource consents on behalf of the community and licenses these to CPWL to operate the Central Plains Water Enhancement Scheme for its shareholders.

The Trust's objective is to promote sustainable development of the region's water resources, supporting agricultural and horticultural diversity in the Central Canterbury Plains while fostering ecological, social, and recreational values across the region.

To achieve this, the Trust regularly reports to the Settlor Councils and keeps their representatives informed about the performance of CPWL. It also reports on the conditions and outcomes outlined in the Statement of Intent set by the Settlers' representatives.

Among the Trust's key goals is promoting the long-term sustainability of the region's water resources. Through its oversight role, the Trust ensures that CPWL builds and maintains resilient, intergenerational infrastructure while striving for efficiency and leveraging data for continuous improvement.

One of the main requirements of the Trust's oversight is the production of a Sustainability Report, which consolidates data to assess progress against environmental targets. This report provides an independent analysis of the scheme's effects and performance across various metrics derived from resource consent conditions and CPWL's strategic documents.

This year, the Trust evaluated CPWL's strategic goals and developed action plans to align and assess the performance of the two key initiatives with the Trust's objectives (*Strategic Initiatives*). A work plan is currently being developed around these actions.

STRATEGIC INITIATIVES

The Trust has assessed alignment with CPWL's 100-Year Strategy (see *Table below*) and is actively exploring how elements within this strategy can inform the development of a comprehensive action plan. This will guide the Trust in advancing its commitment to promoting sustainable development of the region's water resources.

INTERGENERATIONAL INFRASTRUCTURE	We build and sustain resilient intergenerational infrastructure striving for efficiencies and leveraging data for continuous improvement.	TRUST'S ROLE AND ACTIONS
CLIMATE RESILIENCE	Engage with regional leaders (industry and regulator) to co-develop a climate resilience strategy (water/energy/food/transport).	1. To participate, engage and reflect the sector's view on climate resilience over the next 100 years.
SUSTAINABILITY	Raise the bar by driving continuous climate resilience and best practice to deliver environmental benefits and enhancements.	
CULTURE	Quantify the environmental benefits of CPWL Scheme as: <ul style="list-style-type: none"> Groundwater vs Surface water usage data Reduction in N lost below the root zone Area of land managed under CPWL Farm Environment Plans Utilisation of soil moisture monitoring. 	2. Check the quality of data gathering and reporting aligns with community needs. 3. Champion the collection, stewardship, and use of environmental data in an accessible datahub.
BENEFITS	<ul style="list-style-type: none"> Identify community and shareholder benefits. UNSDG reporting. 	4. Identify community and stakeholder needs. 5. Help identify appropriate metrics for UNSDG reporting.
PERFORMANCE	<ul style="list-style-type: none"> Percentage of A grade audit results. Bird Surveys. Water quality and water quantity data and trends. Develop and implement performance software to improve water take oversight. CPWL report on scheme performance against Selwyn Waihora Zone Implementation Plan. 	6. Check the quantity and quality of environmental performance meets community and stakeholder needs and recommend changes if needed. 7. Monitoring of collected Biodiversity information. 8. Align performance to actions taken via Farm Environment Plans to give shareholder confidence that actions are leading to water quality improvement.

THE BENEFITS OF CENTRAL PLAINS WATER LIMITED

Central Plains Water Limited (CPWL) supplies sustainable water to support agriculture, cropping, and seed production across 45,000 hectares of Canterbury farmland, enabling diverse farming, and strengthening food production.

CPWL prioritises environmental stewardship, monitoring water use and adhering to strict resource consents. By collaborating with regulators and observing to high environmental standards, CPWL ensures sustainable water management for future generations.

IMPACT 1:

50–70
Million m³
Annually

With CPWL's provision of water, farmers have ceased abstracting 50–70 million m³ of groundwater annually from central Canterbury aquifers.

IMPACT 2:

29%
Less
Nitrogen

29% reduction of nitrogen below the plant root zone from CPWL farms.

IMPACT 3:

\$364
Million

In 2024, CPWL contributed \$364 million to Canterbury's GDP and generated 2045 jobs for the Canterbury region, while supporting many local community projects*

IMPACT 4:

100%
FEP'S

100% of CPWL shareholder farms have a FEP. CPWL supply irrigation to 45,000 hectares, but manages the FEP's for 71,000 hectares of shareholders' land.

Source:
2024 BERL report.

CPWL'S IMPACT ON ECONOMIC GROWTH

Recent analysis by the AgriBusiness Group Ltd highlights the impact of CPWL irrigation. On 23,564 hectares of former dryland, irrigation has nearly doubled beef production, increased grain yields by a third, and boosted milk output from 34 million to 475 million litres annually, driving regional economic growth.

WITHOUT
CPWL
WATER



33.89

Million
Litres
Milk

0.86

Million
Kilograms
Beef

9.41

Million
Loaves
Bread

WITH
CPWL
WATER



475.46

Million
Litres
Milk

2.08

Million
Kilograms
Beef

12.29

Million
Loaves
Bread

NET GAIN
FROM CPWL
SCHEME



441.57

Million
Litres
Milk

1.22

Million
Kilograms
Beef

2.88

Million
Loaves
Bread

Source:
The AgriBusiness Group Ltd.

A large, high-quality photograph of a white bird, possibly a booby, in flight. The bird is shown from the side, with its wings spread wide, revealing the intricate structure of its feathers. It has a sharp, dark beak and a bright, yellowish eye. The background is a deep, solid blue, which makes the white bird stand out prominently. The lighting is soft, highlighting the texture of the feathers.

MONITORING PERFORMANCE

CPWL engages an Avifauna Ecologist to monitor bird populations around the Rakaia and Waimakariri River intakes. Conducted annually from September to February, these surveys identify breeding birds, ensuring the protection of these ecologically significant treasures for future generations.



Photo Credits: Peter Langland,
Vaughan Morsiey, Rob Lawrence

BIRD SURVEYS: Safeguarding Avian Treasures

Within the scheme area, particularly around the operational zones near the Rakaia and Waimakariri River intakes, CPWL is committed to safeguarding colonies of key avian species. These include the South Island pied oystercatcher (Tōrea), black stilt (Kaki), pied stilt (Poaka), wrybill (Ngutuparore), banded dotterel (Pohowera), black-billed gull (Tarāpuka), white-fronted tern (Tara), and black-fronted tern (Tarapirohe).

All surveyed bird species are classified as either nationally threatened or at risk, highlighting their ecological significance and the need for monitoring.

IMPACT 1:

Through meticulous bird surveys, CPWL track and record breeding bird numbers and nesting colonies. Each CPWL finding is carefully mapped to inform strategies.

IMPACT 2:

CPWL takes active steps to minimise disturbances and enhance breeding conditions, supporting population stability for these species.

All these birds are considered taonga species holding deep cultural, spiritual, historical, and traditional significance.





Photo Credits: Peter Langland,
Vaughan Morsley, Rob Lawrence

SIGNIFICANT IMPACT

Lake Ellesmere/Te Waihora

Established as part of consenting requirements, the CPWL EMF, Lake Ellesmere Te Waihora Environmental Management Fund, and Lake Ellesmere Te Waihora Sea Openings Fund have played a pivotal role in creating intergenerational gains from the mountains to the sea ki uta ki tai.

Lake Ellesmere/Te Waihora is a coastal treasure, fed by the Selwyn River, lowland streams, and the regional groundwater system. Recognised as a wetland of international significance, it holds immense cultural and ecological value as a taonga.

IMPACT 1:

Through the CPWL EMF, Lake Ellesmere Te Waihora Environmental Management Fund, and Lake Ellesmere Te Waihora Sea Openings Fund CPWL has contributed **\$350,000** to restoration initiatives, with an additional **\$160,000** allocated for facilitating lake openings—a vital practice in maintaining the lake's ecosystem.

SEA OPENINGS:

Lake openings are carefully timed to support seasonal fish migrations. Tuna (eels) migrate between April and June, while species like flounder, whitebait, and sea-run trout enter the lake from September to October. Salmon runs occur from late November through March.

COMMUNITY IMPACT:

These efforts support traditional food-gathering practices, such as collecting swan's eggs, and help maintain the lake's ecological balance. Managing water levels prevents wetland margins from drying in summer and mitigates flooding risks that can impact land, drain networks, and infrastructure.



FARM ENVIRONMENT PLANS

Farm Environment Plans (FEP'S) are a requirement under discharge consent CRC165686. The FEP is audited, these audits assess whether farms are achieving Good Management Practice (GMP). Farms that receive an A or B grade benefit from an extended audit interval.

Each CPWL farm must maintain an up-to-date FEP, the template that the FEP is on (not the completed farm FEP itself) must be approved by the Canterbury Regional Council's Chief Executive.

All CPWL farms are audited by an independent auditor, separate from the farm's advisors or preparers of the FEP. The auditor must assess the farm's compliance with GMP and assign a grade based on their confidence in the farm's performance. If any aspect of the FEP receives a low or medium rating, the auditor outlines the necessary actions and deadlines for improvement. Failure to meet these actions by the next audit results in an automatic C grade.

IMPACT 1:

All CPWL shareholders maintain an FEP.

IMPACT 2:

99.3% of these plans have received an A or B grade from independent auditors, demonstrating GMP is being implemented in a timely manner (as defined by Environment Canterbury).

FARM AUDIT GRADES

Farms with an A or B grade must be re-audited within 12 months if the farm manager or the farming system changes, such as conversions between different operations (e.g., dairy to cropping) or the introduction of new livestock types (e.g., deer or wintering dairy cows).

A GRADE:

The farm is compliant and achieving GMP, with the next audit due in 4 years.

B GRADE:

The farm is compliant and on track to achieve GMP, with the next audit due in 2 years.

C GRADE:

The farm is non-compliant and not achieving GMP, with the next audit due in 12 months.

D GRADE:

The farm is in serious non-compliance, with the next audit due in 6 months.

CPWL NUTRIENT TARGETS AND BUDGETS.

Nitrogen loss below the root zone across our FEP management area has reduced by 29% since 2015, demonstrating the positive impact of land management at scale.

As part of the Canterbury Land and Water Regional Plan (Plan Change 1), the Selwyn Waihora Water Zone Committee, with input from the community, developed a package of actions including restricting the agricultural nitrogen load losses from the catchment. For farms in the Selwyn Waihora catchment, further reductions were required from 1 January 2022.

A nutrient budget is a modelled calculation of a farm's nitrogen losses. Nutrient budgets are updated each year to show a trend and to understand how each farm's nitrogen loss has changed compared with nitrogen losses for the period 2009–2013 (or when the farm commenced irrigating, if later).

The amount a farm must reduce their nitrogen loss by is based on their land use. In total, CPWL shareholder farms have reduced nitrogen loss below the root zone by 29% compared to pre-scheme nitrogen loss. A wide range of farming practices have been implemented to enable this reduction.

The most significant impact comes from good management practices such as:

- Reducing fertiliser use.
- Improving effluent management.
- Improving irrigation practices.

IMPACT 1:

29% Less nitrogen lost below the root zone compared to pre-CPWL

IMPACT 2:

Through the Environmental Management Fund, CPWL has accessed grants enabling farmers to access Ballance MitAgator farm maps. These maps improve on Overseer modelling by identifying critical areas of nitrogen, phosphorus, sediment, and E. coli loss, allowing targeted, cost-effective mitigation actions. Data shows that targeted actions are seven times more cost-effective than untargeted approaches (Figure 1)¹.

EXAMPLE MITAGATOR NITROGEN RISK MAP

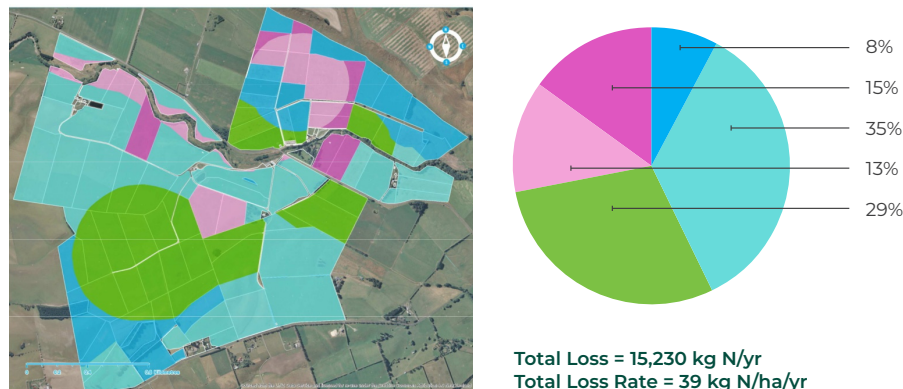


Figure 1 Map of the risk of nitrogen loss rates.

(Green = Very Low. Light Blue = Low. Blue = Medium. Light Pink = High and Pink = Very High. Corresponding to rates of 0-8, 8.1-16, 16.1-24, 24.1-32, and >32, respectively).

SURFACE AND GROUND WATER

Monitoring surface and groundwater quality is essential to understanding the environmental impact of the CPWL. By collecting extensive data and analysing trends, the scheme provides insights into key water quality indicators, identifies areas requiring action, and supports sustainable water management across the region.

IMPACT 1:

CPWL has conducted nearly 3,500 water samples across 60 ground and surface water sites since 2014. This extensive monitoring is designed to assess the scheme’s impact on water quality and trigger necessary actions.

IMPACT 2:

Nitrate-N concentrations exceeding trigger concentrations for further investigation were observed in four bores within stage one of the scheme. These concentrations are within the range seen prior to the scheme's operation, but statistical evaluation is limited due to insufficient data. Additional data collection is underway to establish (at least) five-year medians for the remaining scheme areas.

IMPACT 3:

Groundwater nitrate-nitrogen trends over the past decade show most concentrations are increasing at a rate comparable to those monitored by Environment Canterbury. Detailed trend likelihoods are presented in Table 1.

Table 1:
Likelihood of Increasing or Decreasing Trends in Groundwater Nitrate-Nitrogen Concentrations (2014–2024) ².

CONCENTRATION (mg L ⁻¹ Nitrate-Nitrogen)	ENVIRONMENT CANTERBURY WELLS (%)	CPWL WELLS (%)
VERY LIKELY INCREASING	42%	45%
LIKELY INCREASING	16%	20%
INDETERMINATE	20%	5%
LIKELY DECREASING	11%	10%
VERY LIKELY DECREASING	21%	20%
NUMBER OF WELLS	19	20

IMPACT 4:

Anecdotal evidence suggests improved groundwater quality in the last five years in bores beneath the oldest parts of the scheme. A breakdown of short-term trends is provided in Table 2. Trends are not to be considered certain owing to the brief time span of analysis (5 years), the strong likelihood of climatic variability and the influence of lag times.

Table 2:
Short-Term Trends in Groundwater Nitrate-Nitrogen Concentrations (5-Year Analysis)².

CONCENTRATION (mg L ⁻¹ Nitrate-Nitrogen)	2014–2024 (%)	2014 –2019 (%)	2019–2024 (%)
VERY LIKELY INCREASING	45%	55%	10%
LIKELY INCREASING	20%	15%	5%
INDETERMINATE	5%	15%	25%
LIKELY DECREASING	10%	10%	15%
VERY LIKELY DECREASING	20%	5%	45%
NUMBER OF WELLS	20	20	

IMPACT 5:

Median nitrate-nitrogen concentrations at ten riverine sites exceeded concentrations designed to trigger further investigation and action.

IMPACT 6:

In Lake Ellesmere/Te Waihora, mid-lake chlorophyll-a concentrations and the Trophic Lake Index score exceed trigger levels, indicating the need for further investigation into potential causes.

NEAR RIVER RECHARGE:

Delivering climate resilience in Selwyn/Waihora

The Selwyn Waihora water zone extends from the alpine rivers and high country of the Waimakariri Basin and Lake Coleridge to the wetlands of Te Waihora/Lake Ellesmere. The vision for the zone is to protect its alpine rivers and high-country values, restore the mauri of Te Waihora, and support a prosperous land-based economy.

The Near River Recharge (NRR) project is a globally unique innovation designed to replenish declining groundwater resources in the Selwyn Waihora area. The project supports climate resilience and ensures sustainable water management in one of Canterbury's most critical regions.

Most Canterbury Plains rivers and streams sit on a large bed of leaky gravel, naturally recharging connected aquifers when flowing. The NRR project enhances this process by channelling clean water through constructed leaky basins during periods of low river flow.

CPWL's run-of-river water supply has significantly reduced reliance on groundwater abstraction, with shareholders switching to run-of-river water and in doing so achieving reductions of 50–70%. This shift has allowed streams across the region to flow more consistently, reducing pressure on groundwater resources.

Supported by government environmental agencies, local schools, and CPWL, the NRR project has not yet been utilised, it stands as a tool for future climate resilience. Strategic native plantings further enhance biodiversity, creating a healthier ecosystem.

Through the CPWL Educational Grant, students from Greendale School have been using the NRR as an extension of their classroom. Initiatives like hands-on monitoring of freshwater invertebrates, supported by Enviroschools.



Students from Greendale school gathering data on invertebrate numbers in the Selwyn River NRR.

LAG TIMES

UNDERSTANDING LAG TIMES AND TRENDS

Lag times—the delay between implementing farm practices and detecting changes in water quality—play a crucial role in monitoring and managing the environmental performance of CPWL.

Trends in nutrient concentrations, such as nitrate-N, provide valuable insights into where action is needed. Increasing trends signal areas for intervention, while improving trends reinforce the value of good practices.

However, using trends to detect CPWL's impact can be challenging due to variations caused by dry or wet years and lag times in groundwater and surface water responses. Tools are now available to assess lag times and whether the number of samples collected is sufficient to determine changes despite natural variability ³.

UNDERSTANDING THE EFFECTS OF TIME LAGS

For instance, reducing nitrate-N concentrations by 30% may take over 30 years to become evident in deeper bores, where lag times are long. In contrast, many of the scheme's shallower bores have shorter lag times, meaning changes could be detected sooner. An example is shown in Figure 2, illustrating the likelihood (80%) of detecting a 30% reduction target over 10 years with seasonal sampling in groundwater.

Efforts should focus on:

1. Determining the age of water in shallow bores to better estimate lag times.
2. Ensuring sufficient samples are collected to meet stakeholder expectations regarding nutrient reductions within acceptable timeframes.

TYPICAL REDUCTIONS

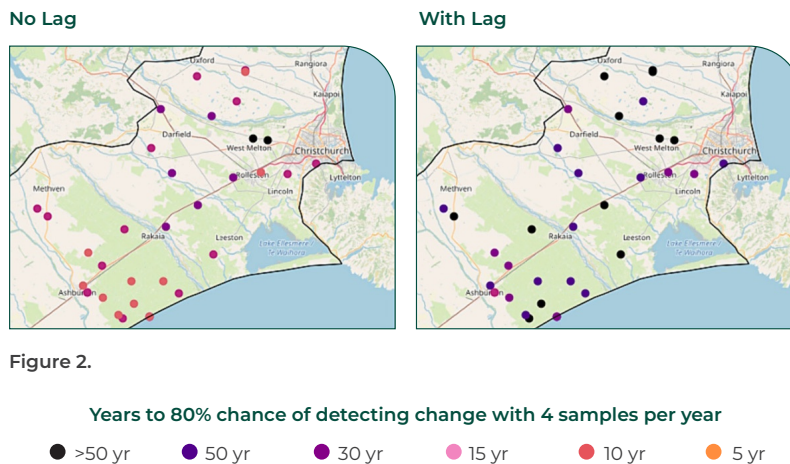
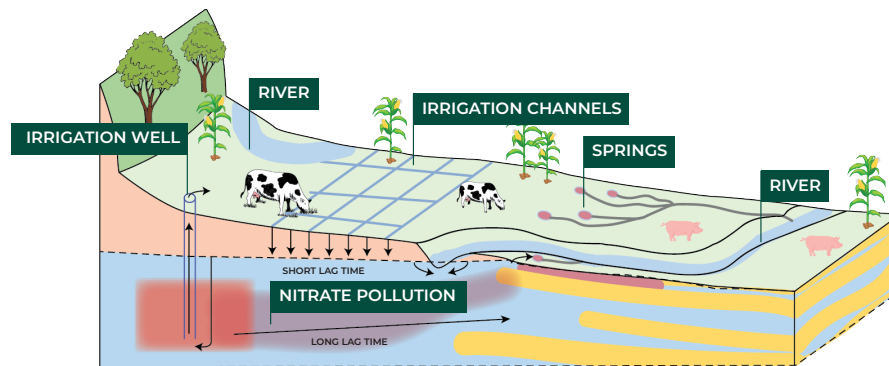


Figure 2.

LINKING DATA TO FARM ACTIONS

These insights are critical for guiding actions outlined in FEP'S. By monitoring, implementing, and evaluating these plans, farm actions can be linked improvements in catchment water quality. This helps farmers understand when positive changes in water quality can be expected and ensures transparency in performance reporting.



Graphic adapted from Rotiroti et al.⁴.

ENVIRONMENTAL MANAGEMENT FUND

The Environmental Management Fund is administered and overseen by an independent committee appointed for this purpose. The committee is made up of representatives of Selwyn District Council, Environment Canterbury and Community interests. The committee is Chaired by ex-Trustee Olive Webb and each year considers a number of applications to make meaningful environmental enhancements to the area. In 2023-24 there were 12 grants made from applications received. In total \$92,852.87 was distributed. These grants were spread geographically across the Selwyn area with community groups such as Ta Ara Kakariki and Canterbury Gliding Club and many individual farmers being successful.



REFERENCES

1. McDowell, RW (2014) Estimating the mitigation of anthropogenic loss of phosphorus in New Zealand grassland catchments. *Sci. Total Environ.* 468-469, 1178-1186.
2. Rutter, H (2024) CPW: Additional Nitrate Analysis. 19 p. Lincoln Agritech, Lincoln, New Zealand.
3. Dumont, M, Etheridge, Z, McDowell, RW (2024) Determining the likelihood and cost of detecting reductions of nitrate nitrogen concentrations in groundwater across New Zealand. *Sci. Total Environ.* 927, 171759.
4. Rotiroti, M. et al. Groundwater and surface water nitrate pollution in an intensively irrigated system: Sources, dynamics and adaptation to climate change. *Journal of Hydrology* 623, 129868 (2023).

ADDITIONAL INFORMATION:

Central Plains Water Limited 2024 Annual Report
<https://cpwl.co.nz/resource-centre/company-resources/>

Annual Ground and Surface Water Monitoring Report 2022/2023
<https://cpwl.co.nz/resource-centre/company-resources/>

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RESOLUTION TO EXCLUDE THE PUBLIC**Recommended:**

'That the public be excluded from the following proceedings of this meeting. The general subject matter to be considered while the public is excluded, the reason of passing this resolution in relation to the matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Minutes	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	
2.	CORDE Statement of Intent FY26-28			

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1	protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)
1, 2	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)

2 *that appropriate officers remain to provide advice to the Committee.'*

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