

Our Reference: A1187686

25 November 2024

The Members
Waimatuku Catchment Liaison
Committee

Notice of Meeting

The **Annual General Meeting of the Waimatuku Catchment Liaison Committee** will be held on **Monday 25 November 2024** at the **Waimatuku Hall, Waimatuku at 9.30 am - 11.30 am**. Light refreshments will be available.

Agenda

1. Welcome
2. Apologies
3. Terms of Reference (attached) Page 2
4. Confirmation of Minutes of the 4 April 2024 meeting (attached) Page 5
5. Matters arising
6. Chairperson's report
7. Committee and Membership -- see list of members (attached) Page 9
8. Catchment report (attached) Page 10
9. Financial report – 2023/24, update on 2024/25, and proposed 2025/26 (attached)
10. General Business:
 - Future work programme
 - i. Update on rating review Page 11
 - ii. Climate resilience projects update Page 27
 - iii. Asset Inspections/defects update
 - Bylaw review process
 - Gravel Update

Colin Hitchcock and Alan Fraser
Co-chairs

Terms of Reference

Waimatuku Catchment Liaison Committee

Reporting to

The Community

The Regional Services Committee, Southland Regional Council (or "the Council")

Objective

To be a connection between the catchment community, its rating district and the Council to effectively manage the catchment's natural resources, and assist the Council to maintain better communications.

Catchment Liaison Committees role:

1. be an advisory group that provides a leadership role in integrated catchment management, developing and supporting projects with agreed principles and structures through which competing interests in natural resources can be discussed.

Areas of opportunity are in: water quality and quantity, soil health, river management, land drainage, land management that affects water and flood planning;

2. report to the Council on project initiatives and budgets for projects and maintenance works, including advice on the financial overview of budgets and reserves;
3. make recommendations on behalf of the community to maintain and improve the state and management of the catchment and its environment, with any decisions resting with the Regional Council in terms of its statutory obligations;
4. provide advice to the Council on behalf of the rating district for the annual work programme for these projects, including long-term work programmes, maintenance works, river and flood planning and special projects;
5. provide advice to the Council on the development of any plan or strategy in their catchment;
6. reflect the opinion of the whole catchment, complaints or other matters relating to individual ratepayers must be redirected to the Council.

Standard operating Procedures (16/09/2020)

Membership

Public membership is limited to ratepayers including lessees (or their representative) who own land within the catchment. Membership of industry, non-government-organisations and government organisations that do not own land in the catchment is limited to scope of work.

A Sub-committee or Technical Advisory Group may be appointed at the AGM to deal with specific matters and feedback on financial expenditure when required.

The larger membership and the Sub-committee/Technical Advisory Group have the ability to co-opt and are generally open to any ratepayer.

Representation from interest groups and industry groups where appropriate.

Environment Southland will appoint its own representative with the agreement from the committee.

Appointment process

Nominations are to be sought at the Annual General Meeting.

Key considerations will be ensuring Committee interest and geographic balance to enable productive dialogue to occur.

Each committee member reflects the interests of a wider group within the community and preferably have the skills, experience and knowledge to relay information between the Waimatuku Catchment Liaison Committee and different sectors within the community.

Governance

Chairperson

The group will select a Chair and/or Co-Chairs from amongst its members. The Chair will ensure a fair and equitable group process and be responsible for fostering an atmosphere of respect, open mindedness and group learning.

Quorum

A quorum shall include the Chair or Deputy Chair and a total of at least three normal committee members. The size of each quorum can change at an Annual General Meeting. At 1 November 2020 the following applied:

Waimatuku Catchment Liaison Committee quorum - 3

Meeting Frequency

Meet with the relevant Environment Southland staff and/or Councillors when necessary with one Annual General Meeting and workshops and additional meetings as required.

The Chair and/or Co-Chairs will represent their committee at combined liaison meetings and workshops.

Collaborative Decision-making

A credible commitment to the collaborative decision making process by the individuals and organisations involved is required. Decisions will be based on majority voting but consensus should be sought where possible, with the Chair/Co Chairs holding a casting vote.

Principles of Participation

All members of the committee agree to participate in the following ways:

- contributions are made without prejudice – i.e. nothing said within the group may be used in subsequent planning or legal processes except for any recommendations or agreements reached by the group;
- members to show respect for others views and avoid promoting discord within the group;
- any public statements by the group are to be agreed by the group and made through an agreed spokesperson;

- members of the group are expected to support decisions and recommendations reached by consensus by the group in subsequent public discussions;
- the Chair is responsible for fostering the principles of participation and is expected to be respected as a leader in their role.

**Minutes of the Waimatuku Catchment Liaison
Committee Annual General Meeting, held at
Waimatuku Hall, Waimatuku
Thursday 4 April 2024, at 09.30 am.**



Present: Mr C Hitchcock (chair)
Mr A Fraser (deputy chair)
Mr G Allison
Mr MJ McGimpsey
Mr R Millar
Mr A Strang
Mr T Strang

In Attendance: Sue Allison
Chairman N Horrell (Environment Southland)
Cr P McDonald (Environment Southland)
Mr P Pollard (Environment Southland)
Mrs E Lawton (Environment Southland)
Mrs A Meade (Environment Southland)
Mrs N Bulling (Environment Southland)
Ms K Brown (Environment Southland)
Mrs T Hawkins (Environment Southland)
Mrs T Adendorff (Environment Southland)
Ms M Geldenhuys (Personal Assistant – Minutes)

1 Welcome and Chairman's Report (*Haere mai*)

The Chairman welcomed all attending the meeting and gave a brief update of the past year 2023-2024.

2 Apologies (*Nga Pa Pouri*)

Resolved:

Moved Mr G Allison, seconded Tony Strang, that apologies for absence be recorded on behalf of Mr M Strang, Mr E Templeton, Cr J McPhail, Mr C McKenzie and Mrs F Young.

Carried

3 Terms of Reference

The attached Terms of Reference (ToR) is a guideline to the Committee and currently not a final version. In result of what happens through the LTP, this document's design will be altered to line up with the purpose of the Committee and discussed at the next AGM.
Request to include soil conservation to the areas of opportunity.

4 Confirmation of Minutes of Meeting of 24 February 2023

Resolved:

Moved Mr A Fraser, seconded Mr C Hitchcock, that the minutes of the Waimatuku Catchment Liaison Committee Annual General Meeting held on 24 February 2023 be confirmed as a true and accurate record.

Carried

5 Matters Arising

Mr C Hitchcock visited the Waimatuku mouth and noted that the direction of the flow has changed more to the south. High tide causes cut outs, some of the sand dunes are washed away, and getting closer to new river farms. Question asked what is the possibility of opening the mouth?

This is not an easy task and will be a costly approach. Request to investigate the mouth as a committee and to determine what the best solution would be. Mr P Pollard mentioned as this falls under the Coastal Marine area, consent for work to be done to the mouth would be required from Coastal Marine.

Step one: Mr C Hitchcock will arrange a meeting between the committee and Environment Southland staff to visit the mouth.

6 Appointment of Committee and membership

Nominations was called by Cr P McDonald for the position of Chairman for the Waimatuku Catchment Liaison Committee. Noted that the appointment of the Chairman of the Waimatuku Catchment Liaison Committee was biannual and would be on the agenda for the 2025 AGM.

Resolved:

Moved Mr A Strang, seconded Mr A Fraser that Mr Colin Hitchcock be elected as Chairman of the Waimatuku Catchment Liaison Committee.

Carried

Agreed by consensus:

Membership of the Committee was then called for; and agreed that those present, together with all those who had lodged apologies for the meeting, and those on the list for Committee Members, should constitute the members of the Committee.

Resolved:

Moved Mr A Strang, seconded Mr T Strang that the Committee comprise the members present, those who had recorded apologies, and those who are listed as Committee members that was circulated with the agenda of the meeting.

Carried

7 Financial Report – 2022/23 and proposed 2023/2024

Mrs T Hawkins presented and spoke to the Draft Budget, highlighted and proposed the following:

Transfer to Aparima (part funding of the stop bank) \$9,213 – to be included in the draft 2024/25 budget.

Resolved:

Moved Mr A Fraser, seconded Mr T Strang that Waimatuku Catchment Liaison Committee approve the proposed 2024/25 Works Programme and Budget for the Waimatuku Catchment Rating District, conditional to include the ‘Transfer to Aparima’ amount of \$9,213 to the 2024/25 budget.

Carried

8 Catchment Report

Mr P Pollard spoke to the draft budget 2024/25 and discussed the increase to the channel maintenance, reason being to keep up with inflation and the fund changes due to Aparima not included in the 2024/25 budget.

Mrs T Hawkins spoke to the draft LTP budget, out for consultation, highlighting the following key points:

The policy assumptions and policy changes now support the cost to the 2024/25 draft budget. Proposed that staff budget is shared across the different drain areas, as it is hard to budget individually.

9 General

Presentations:

Mrs A Meade spoke to the Biosecurity and Biodiversity presentation.

Mrs N Bulling spoke to the Catchment presentation.

Mrs E Lawton spoke about the Murihiku slow the flow project.

Mrs T Hawkins spoke to the LTP 2024–2034 presentation.

All presentations will be retained on file.

10 Termination

As there was no further business, the meeting closed at 11:43 am.

**Waimatuku Catchment Liaison Committee List of
Members as at July 2024**

Name
Colin Hitchcok, Chair Waimatuku Liaison Committee
Bruce & Susan Allison
Graham Allison
Les J & CM Cowan
John Dowdle
Alan Fraser
Nicol Horrell (Chairman)
Ken Kennedy
Peter McDonald (Councillor)
Murray McGimpsey
Clarke McKenzie
Ross McKenzie
Richard Millar
Terry O'Meara
Ruth Prankerd
John Smith
Alister Strang
Matthew Strang
Tony Strang
Euan Templeton
Fiona Young

[Click here to enter the name of your report](#)

Waimatuku Drainage District

		Actual 2023/24	Budget 2023/24	Budget 2024/25
		\$	\$	\$
Opening surplus at 1 July 2023		35,209	35,209	54,621
Revenue	Rates - General	5,090	8,171	5,447
	Rates - Separate	62,814	62,604	49,024
	Investment Income Allocated	2,404	2,640	1,056
		<u>70,308</u>	<u>73,415</u>	<u>55,527</u>
Expenditure	Channel Maintenance	27,480	42,057	46,314
	Transfer to Aparima Rating District	9,213	9,213	9,213
	Direct & Support Costs	14,203	22,145	-
		<u>50,896</u>	<u>73,415</u>	<u>55,527</u>
Closing surplus as at 30 June 2024		54,621	35,209	54,621



**For now &
our future**

Funding of Community Resilience Review

Why did we undertake a council wide rates review?

To enable us to more effectively respond to a changing climate

Our compelling case for change

The current catchment rating system did not ;
support co-ordinated investment in regional resilience
allow region wide management of the river network
align with new methods and tools needed

The system of rating was a tool developed in the past to fund past work methods and infrastructure.

The benefits calculated and rated for have changed.

The recent approach is to focus more on overall community outcomes and well beings.

Parts of Flood control and resilience management and rating that we addressed

1. Funding of Riverworks (River Management)

Commitment to the CLC's and the Capacity Building project – 2018
Review the equity/benefits/cost of the classification system

2. Funding of Flood Infrastructure – Kanoa projects

No rating policy in place for new flood infrastructure

3. Funding of increased spend on deferred maintenance – defects program

No rating policy for funding floodbank maintenance

4. Funding of increased investment in staff capability and capacity for planning, managing flood resilience and flood forecasting, modelling, with a region wide approach

5. Funding of ICM, non-structural solutions – Slow the flow, soft engineering solutions

6. Funding of – Biosecurity and Land sustainability, appropriateness of using land value in 2023

We followed the required processes

Investigate and consider per Section 101(3) Funding Needs Analysis Process
Engagement and Consultation
Decision Making Process post hearings
Revenue and Financing Policy
Rates Setting Process

Our approach was guided by our financial principles which suggest our rates are affordable, equitable and certain

Plus, our method of rating needs to be

Transparent
Flexible
Fit for Purpose
Future focused



Funding Safe and Resilient Communities

We concluded with a “Funding Needs Analysis” that includes Flood protection and control as part of council’s significant activity, “Safe and Resilient Communities”.

Our work on Natural Hazards, Climate Change and Emergency Management all sit in this same group.

All but River management and Land Drainage, are funded 100% by General rate

Safe and Resilient Communities

Flood Protection & Control

This activity delivers a range of services designed to protect people, property and livelihoods. These services are:

Catchment Planning.	100% General rate
River Management.	50% general rate / 50% targeted rate moving to 100% capital value rate
Flood Infrastructure Investment. (capital)	100% region wide targeted rate on capital value
Land Drainage.	10% general rate / 90% targeted rate

- Natural Hazards and Climate Change** 100% General rate
 (includes planning, advice and response)

- Emergency Management and Response** 100% General rate

What do the Flood protection rates include now?

Flood Protection & Control

Catchment planning
rate

River management
rate

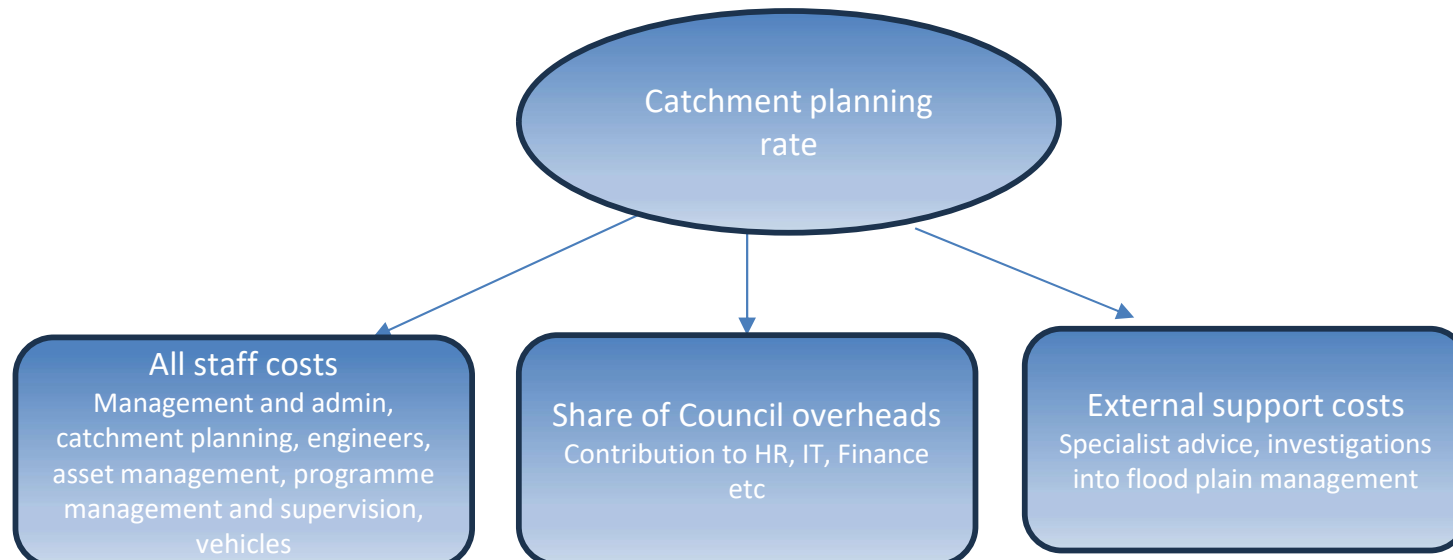
Flood Infrastructure
rate

Land drainage rate

Catchment Planning rate

Implements approaches to the use of land and water resources. It addresses community needs arising from whole of catchment resource use (e.g. gravel), plans and polices and community resilience needs arising from adverse weather.

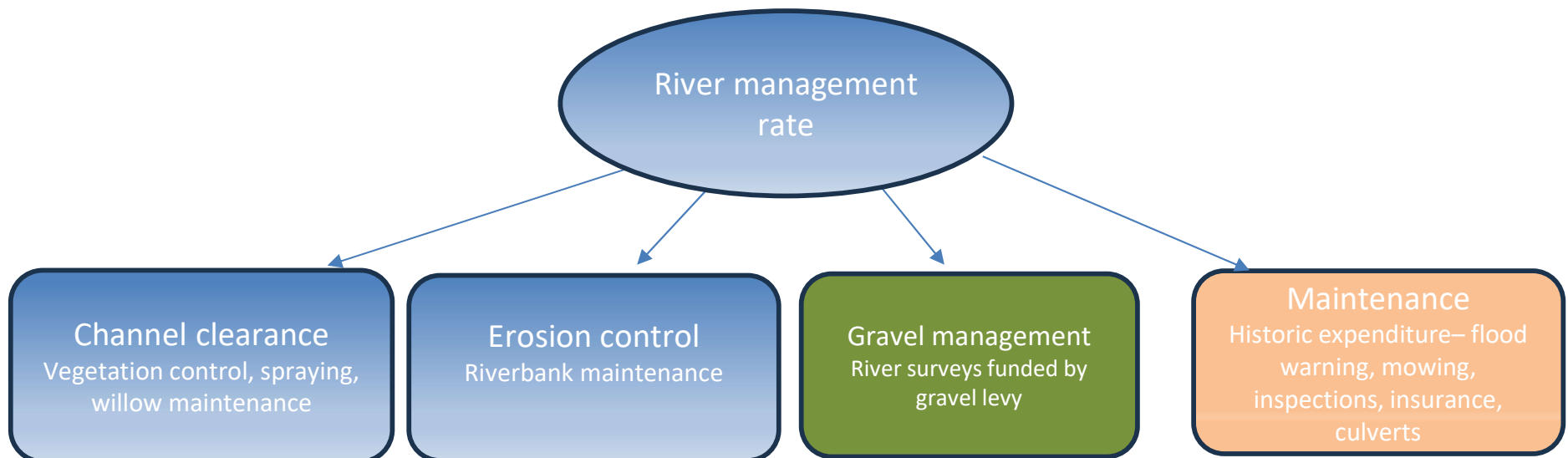
For example, managing the catchment works programmes, planning future mitigation, nature based solutions, asset management, and supporting Catchment Committees.



River Management rate

Operations services designed to maintain rivers to protect people, property and livelihoods.

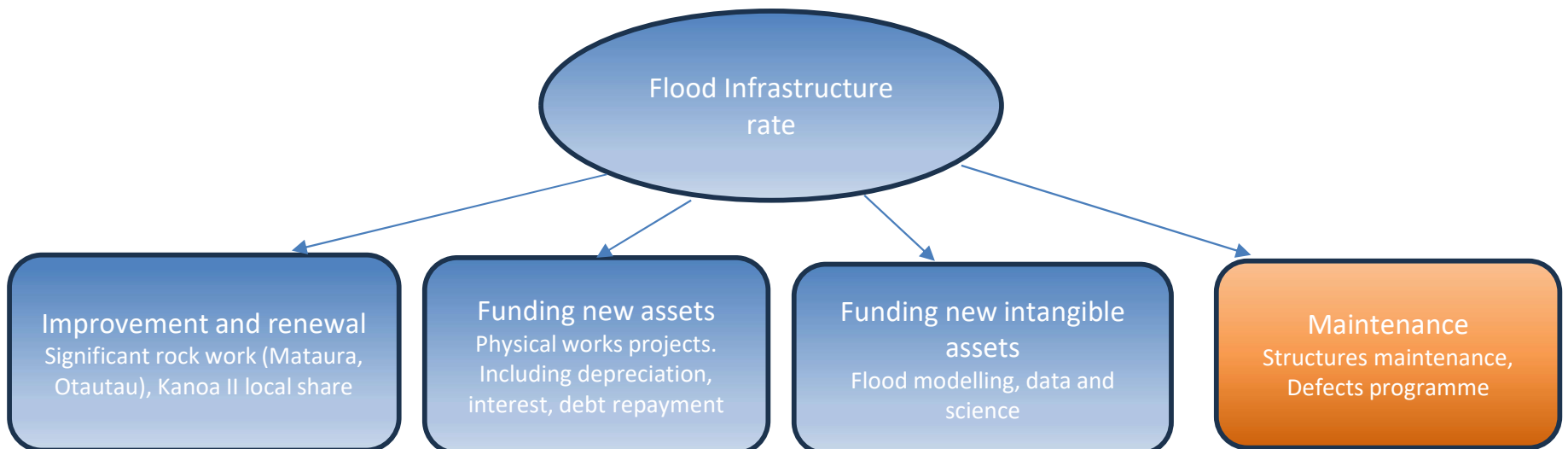
The services include routine maintenance to ensure adequate fairway width, enhancement work to improve access and monitoring stability and alignment of rivers, through river cross section surveys, gravel surveys etc.





Flood Infrastructure Investment rate

Activity delivers new and improved “assets” to mitigate consequences of adverse weather events.

Flood infrastructure investment delivers new construction, the improvement and renewal of existing assets and the maintenance of flood protection assets



We ended up with the following decisions (page 126 LTP Revenue & Financing Policy)

1. Funding of Riverworks (River Management)
Agreed on capital value basis, increased gen rate % share, Waiau remains same delayed completion until further consultation in 2024.25 
2. Funding of Flood Infrastructure – Kanoa projects
Agreed new region wide rate on capital value – Flood Infrastructure Investment rate – partly funded by Leasehold land surpluses 
3. Funding of increased spend on deferred maintenance – defects program
Included in new Flood Infrastructure rate – partly funded by reserves in first 4 years 
4. Funding of increased investment in staff capability and capacity for planning, managing flood resilience and flood forecasting, modelling, with a region wide approach
All staff and overheads included in Catchment Planning activity, 100% general rate 
5. Funding of ICM, non-structural or soft engineering solutions
Included in Catchment Planning activity, 100% general rate 
6. Funding of – Biosecurity and Land sustainability
Agreed to transition to capital value over 2 years 

What were the important outcomes we achieved ?

Valuable discussions across the community on the importance of flood resilience

Significant increase in funding for flood resilience through the LTP

- increased investment in staff capacity and capability

- \$500k per annum funding for deferred flood bank maintenance, increasing over time

- \$1.2m per annum (3 years)for flood modelling to inform Floodplain Management design

- \$8m of capital investment in Years 2 & 3

New rating policies to support the above were developed and agreed.

- The new rating policies “share the cost of integrated flood plain management” more evenly across the region.

Council responded to the cost of living crisis and requests from submitters, by using reserves to reduce the proposed rate increase and implementing a transitional rate change policy over 2 years.

The final rates impact by rates category

Land use	Increase rate % proposed in CD	Final rate % increase
Residential	27%	17%
Rural	12%	6%
Commercial	65%	32%
	23%	13%

Councils' decision during deliberations, to use reserves to reduce rates, resulted in a rate increase of 13% vs the proposed 23%.

The introduction of a transition proposal for the rate policy changes, reduced the impact on ratepayers with higher capital values, those not paying catchment rates and those paying very little for land sustainability and biosecurity.

The final rates impact by rating districts

Rating districts	Increase rate % proposed in CD	Final rate % increase
1745 - Aparima Rating District	13%	7%
1750 - Invercargill Rating District	27%	15%
1755 - Makarewa Rating District	16%	8%
1765 - Mataura Rating District	13%	7%
1770 - Oreti Rating District	12%	9%
1775 - Te Anau Rating District	24%	18%
1800 - Waiau Rating District	31%	16%
No River Rate	51%	25%
Grand Total	23%	13%

The rural rating districts, already paying substantial rates for catchment, land sustainability and biosecurity rates, saw lower overall increases.

Ratepayers outside current catchments, “No River Rate”, had a rate increase of 25% overall, compared to the proposed rate increase of 51% for the same group.

The final rates impact by capital value across the region

All ratepayers Environment Southland					
Property value	% of properties	Average total rates 2024.25	Average increase \$	Average per week \$ incr	Average increase %
<\$450,000	55%	\$ 290	\$ 14	\$ 0.27	5%
\$450,000 - \$649,000	20%	\$ 425	\$ 59	\$ 1.13	16%
\$650,000 - \$849,000	9%	\$ 540	\$ 87	\$ 1.68	19%
\$850,000 - \$1,049,999	4%	\$ 655	\$ 123	\$ 2.36	23%
\$1,050,000 - \$1,249,999	2%	\$ 773	\$ 148	\$ 2.85	24%
> \$1,250,000	10%	\$ 3,114	\$ 377	\$ 7.26	14%
	100%	\$ 647	\$ 73	\$ 1.41	13%

- 84% of all properties had a rate increase of < \$1.68 per week
- The median property, \$450,000 had a rate increase of \$0.63 cents per week
- Individual rate changes varied dependent on location and land value /capital value

Council decisions impacting catchment rates, surpluses and reserves

1. The movement of staff and overhead costs from River Management and Land Drainage activities to Catchment Planning, removed \$1.3m of annual costs from targeted rates.

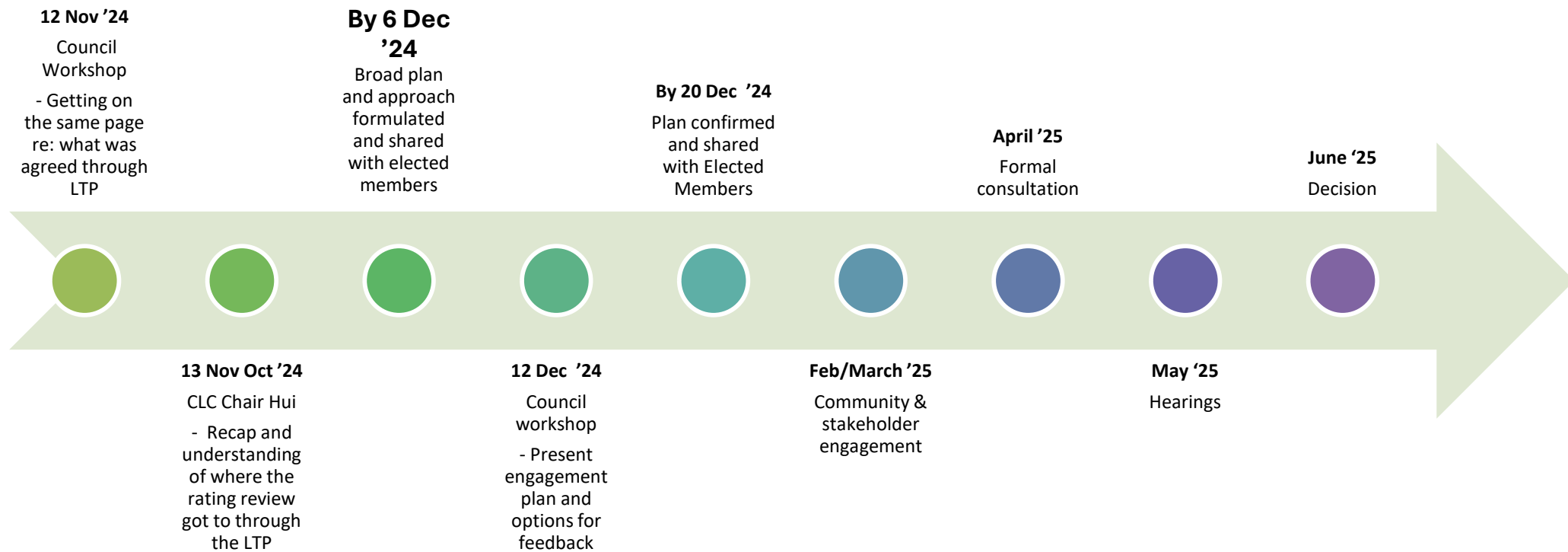
2. Council resolved to use \$450,000 per annum of leasehold surpluses to partly fund the new Flood Infrastructure activity.

3. Council resolved to clarify that river and drainage reserves generated within a catchment would remain in that catchment.

4. After consultation with Catchment Liaison committees, council resolved to use Lease hold reserves as shown, within the first 4 years of the LTP.

Table 1: Reserve use in Years 1 to 4 of the Long-term Plan					
Reserve type	Proposed use in \$000k (variance from Consultation Document)				
	Year 1	Year 2	Year 3	Year 4	Total
Lease Area Reserves					
Ferry Road	300	275	200	75	850
Ōreti		100	100	75	275
Mataura	220	300	250	100	870
Waihōpai			100	50	150
Otepunī			100	100	200
Accumulated Surpluses					
Biosecurity	200	200	200	100	700
Land sustainability	200	200	200	100	700
Asset Reserve	6	237	186	374	803
TOTAL	926	1,312	1,336	1,074	4,548

Phase 2 Rating Review – Proposed timeline





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Climate Resilience Projects Update

Climate Resilience Projects

- Te Anau - \$500k for improving the integrity of the flood banks and the hydraulic efficiency of the flood fairway (project has 2yr timeline)
- Aparima - \$500k for improving the integrity of the Otautau flood banks and improving the hydraulic efficiency of the flood fairway (project has 1yr timeline)
- Oreti - \$5 million for improving the integrity of the true left flood banks and improving the hydraulic efficiency (project has 3 years' timeline)

Projects

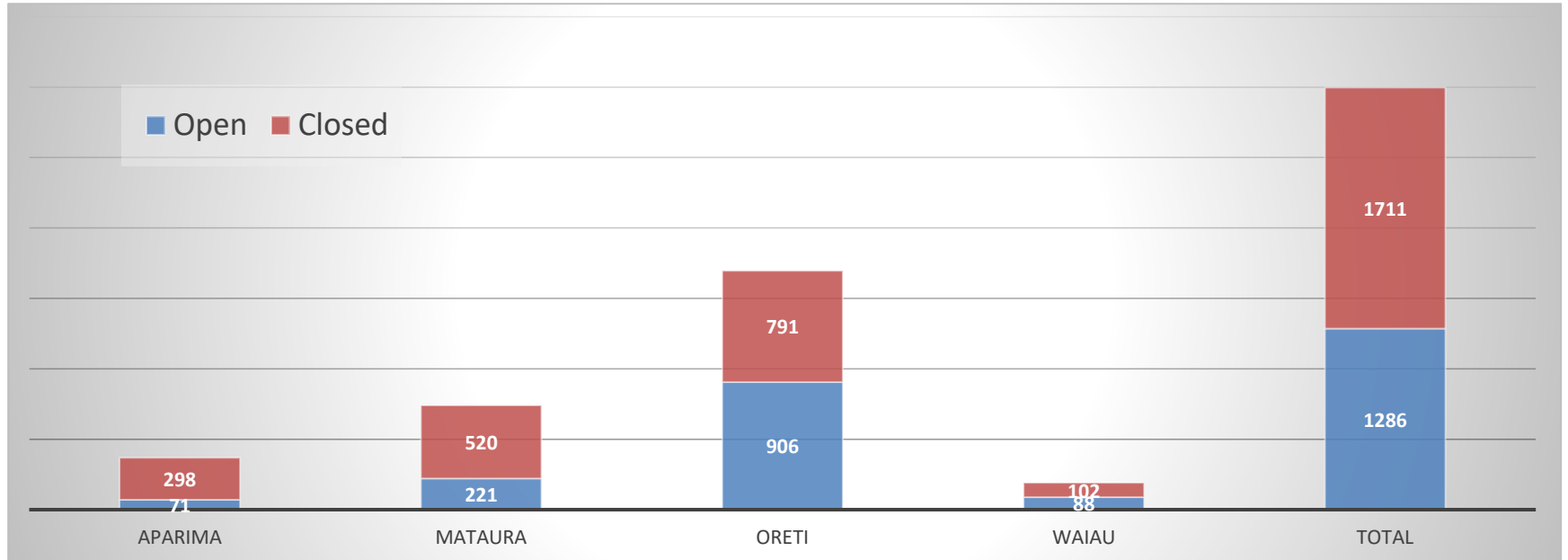
- Mataura Catchment flood bank repair budget \$220k - Mimihaui flood bank at Wyndham.
- Waimumu flood bank west of Mataura township has toe erosion. Looking at options of moving flood bank back and rock lining the toe.
- Oreti Catchment flood bank repair \$330k budget allocated to fix defects.
- Waituna flood bank stabilisation work \$45k budget land-owner to match.
- Invercargill garden/trees/stump removal off banks \$70k.



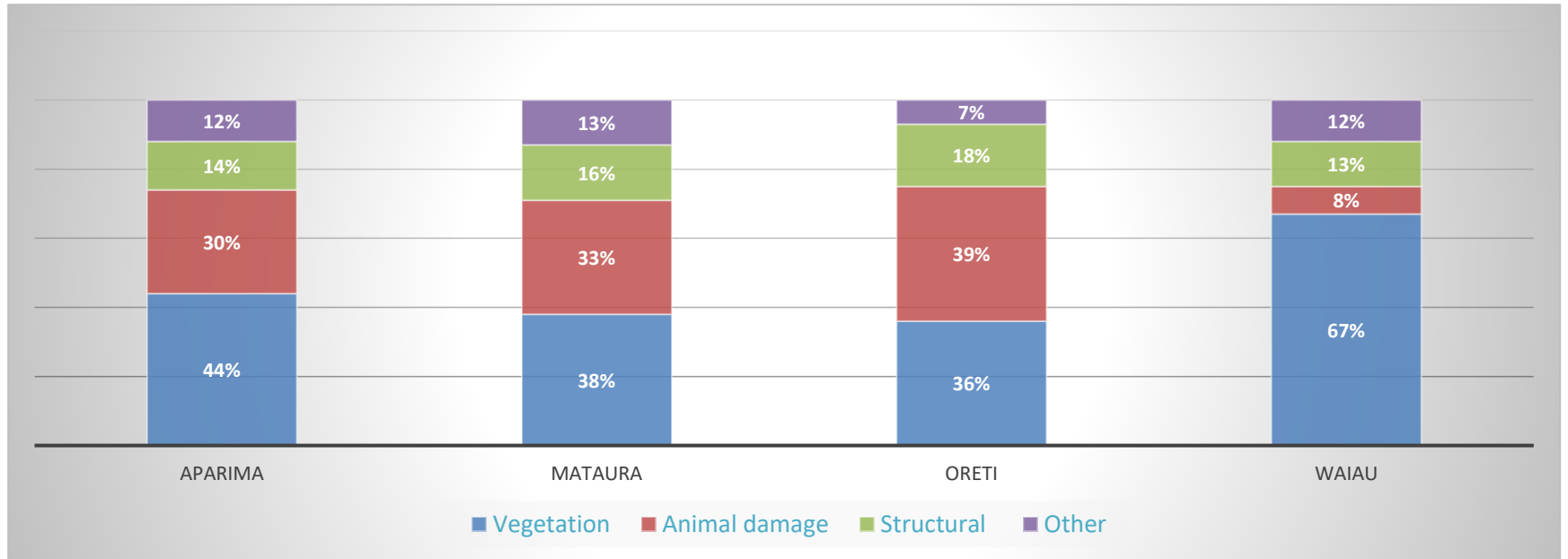
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Asset Inspections/Defects Update

Flood bank defects update



Main defect type





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Gravel Update

Towards Strategic Gravel Management

- *Towards Strategic Gravel Management* is a technical working report to inform the discussion on Southland's gravel management approach. It 'outlines a series of scientifically led strategic principles and recommendations that should underpin and inform gravel management in Southland's rivers'.
- <https://www.es.govt.nz/environment/hazards-and-protection/gravel-management-in-southland>

Report Recommendation	Environment Southland action to December 2023	Environment Southland (ES) action to November 2024
<p>The need for reliable information on the gravel load of Southland’s rivers to create gravel budgets.</p>	<p>Bathymetric LiDAR has been piloted on the Mataura. Additional funding is needed and has been requested through the 2024-27 Long-Term Plan.</p>	<p>Funding was secured. ‘Southland Rivers Geomorphic Assessments - a framework and Mataura River example’ are due mid-2025, including gravel budgets.</p>
<p>The need for a holistic approach to gravel management.</p>	<p>ES is transitioning work to have an integrated catchment focus. The draft Long-Term Plan suggests the use of Integrated Floodplain Management Plans to understand all possible options for reducing flood risk.</p>	<p>Case studies are being used to engage expertise across different disciplines. The purpose of the case studies are to develop a risk-based approach to flood risk management, which will guide river management options development and analysis.</p>
<p>Further studies on how channels respond to vegetation lock-up in Southland and the viability of using gravel management options intended to ‘unlock’ channels include bar top (beach) skimming.</p>	<p>The report highlights several trials already carried out by ES. Further trials are being planned, including a focus on ecological values.</p>	<p>A consent for a reach on the Lower Oreti is being progressed.</p>
<p>In the long-term, allowing the river room to erode will increase the geomorphic and habitat diversity in the river corridor and improves resilience in the face of increased flood magnitudes.</p>	<p>Floodplain management will create the opportunity to explore options for re-engaging the floodplain.</p>	<p>Re-engaging floodplain is one of the mitigation options being explored through the Murihiku Slow the Flow Project. This mitigation option that could be explored in collaboration with the community.</p>
<p>A collaborative approach to problem-solving.</p>	<p>In early 2024 ES invited the ‘Gravel Working Group’ to recommend steps towards strategic gravel management.</p>	<p>The Gravel Working Group has held four meetings since February. The group includes representatives from ES, Te Ao Mārama, Fish & Game, Department of Conservation, Southland District Council, and Catchment Liaison Committee Chairs.</p>
<p>A phased approach is needed, and communities will need time to appreciate and understand the changes in practice.</p>	<p>Staged approaches are being planned for both freshwater management and the floodplain management plans. Community engagement is fundamental to this approach, and ES is committed to working with the community to identify and implement solutions. <small>Page 35</small></p>	<p>A Gravel Management Strategy will be drafted in 2025 providing short, medium and long-term options for gravel management. The strategy’s first phase will refer to ES’s management options related to flood risk. This will be shared with the community for further discussion.</p>