

Our Reference: A1060611

21 March 2024

**The Members
Te Anau Catchment Liaison
Committee**

Notice of Meeting

The **Annual General Meeting of the Te Anau Catchment Liaison Committee** will be held on **Thursday, 28 March 2024** at the **Distinction Hotel, Te Anau at 10.00 am.**

The meeting will be followed by a light lunch.

Agenda

1. Welcome
2. Apologies
3. Terms of Reference (attached)
4. Minutes of meeting of 23 February 2023 (attached)
5. Chairs Report
6. Matters arising
7. Appointment of Committee and membership
8. Financial report – 2023/24 and proposed 2024/25 (attached)
9. Catchment report

10. General Business

- Showcasing the catchment. Presentation by ES Catchment Integration.
- Long -Term Plan 2024-34
 - Infrastructure Strategy 2024-54 – Randal Beal, Manager Catchment Operations
 - Proposed Rates Review – Tanea Hawkins, CFO
 - Other matters
 - Consultation information

11. Meeting close.

After the meeting Environment Southland staff will be available to discuss matters of interest. There will be a focus on providing information relating to the Long-Term Plan 2024-34.

Barry Taylor

Chair, Te Anau Basin Liaison Committee

Enclosed for your information:

- | | |
|---|------------------|
| 1. Terms of Reference | <i>(Page 3)</i> |
| 2. Minutes of meeting 23 February 2023 of the Te Anau Catchment Liaison Committee | <i>(Page 6)</i> |
| 3. Financial report | <i>(Page 12)</i> |
| 4. List of members | <i>(Page 15)</i> |

Appendix 1: Terms of Reference

Catchment Liaison Committee (Name of individual 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 (catchment name) 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 3 normal committee members. The size of each quorum can change at an Annual General Meeting, on November 1 2020 the following applies: *Aparima Catchment Liaison Committee – 6; Oreti Catchment Liaison Committee – 4; Mataura Catchment Liaison Committee – 3; Makarewa Catchment Liaison Committee – 3; Te Anau Catchment Liaison Committee – 3; Waiau Catchment Liaison Committee – 5; Waimatuku Catchment Liaison Committee – 3; Waituna Catchment Liaison Committee - 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.

Appendix 2:
Minutes of the Te Anau Catchment Liaison Committee
Annual General Meeting, held at Te Anau Club,
Pop Andrews Drive, Te Anau on
Thursday 23 February 2023, at 9.55 am



Present:	Mr B Taylor	(Te Anau) (<i>Chair</i>)
	Mr R Willet	(Te Anau)
	Ms G Bell	(Te Anau)
	Ms M Carter	(Te Anau)
	Mr M Slee	(Te Anau)
	Mr H Slee	(Te Anau)
	Mr D McGibbon	(Te Anau)
	Mr S Cranstoun	(Te Anau)
	Mr C Deaker	(Te Anau)
	Mr J Turner	(Te Anau)
	Mr G Johnston	(Te Anau)
	Mr G McGregor	(Te Anau)
	Mr C Hughes	(Te Anau)
	Mr L Helm	(Te Anau)
	Mr G Anderson	(Te Anau)
	Mr S Botting	(Te Anau)
	Mr L Thomson	(Te Anau)
	Ms M Bruce	(Te Anau)
	Mr R McClean	(Te Anau)
	Mr H McClean	(Te Anau)
	Mr P McDonald	(Te Anau)
In Attendance:	Mr B Jarvie	(Fish & Game)
	Mr J Breach	(Ministry for Primary Industries)
	Mr R Hodson	(Waiau Trust)
	Cr P Evans	(Environment Southland)
	Cr J McPhail	(Environment Southland)
	Cr E Roy	(Environment Southland)
	Mr R Beal	(Catchment Operations Manager)
	Mr P Pollard	(Team Leader, Catchment)
	Mr M Harvey	(Works Supervisor)
	Ms E Lawton	(Team Leader, Catchment Integration)
	Ms J Agate	(Land Sustainability Officer)
	Mrs E Kini	(Personal Assistant – Minutes)
	Ms M Geldenhuys	(Personal Assistant)

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

Chair Mr Taylor welcomed attendees to the meeting and provided the following Chair's Report:

- Acknowledged the good attendance at the meeting and the impacts that Cyclone Gabrielle that have occurred. Noted that Mr P Pollard is travelling to the North Island to support the recovery. This is a good opportunity to receive information first hand of the devastation.
- Advised there is nothing significant to report, kept up with maintenance, and is frustrated at the speed with which matters are happening or being addressed.
- Has had good contact with the Department of Conservation, spraying has decreased due to the reduced subsidy. Commencing trials in this area.
- Thanked and acknowledged Chris Hughes, Max Slee and Hayden Slee for their time and effort.
- Rates review will be discussed in the meeting, most unfair rating system around, everyone will be informed before it happens.

Resolved:

Moved Mr B Taylor, seconded Mr M Slee that the Chair's Report be noted.

Carried

2 Apologies (*Nga Pa Pouri*)

Resolved:

Moved Cr Evans, seconded Mr Turner that apologies for absence be recorded on behalf of Mr O Buckingham, Mr D McGregor, Cr P McDonald Chairman N Horrell, Mr P Hulse, Cr L Ludlow, Mr L Pullar, Mr S James, Mr N Fraser, Mrs K Fraser, Mr P Marshall and for lateness on behalf of Cr E Roy.

Carried

3 Terms of Reference

There was no discussion on this topic.

4 Confirmation of Minutes of Meeting of 10 June 2022

Noted that the incorrect location of the meeting was shown on these minutes. They are to be amended to show that it was held at the Te Anau Golf Club.

Resolved:

Moved Mr H Slee, seconded Mr C Hughes that the minutes of the Te Anau Catchment Liaison Committee Annual General Meeting held on 10 June 2022 be amended as discussed and confirmed as a true and accurate record.

Carried

5 Matters Arising

There were no matters arising from the minutes.

6 Appointment of Committee and membership

Cr McPhail assumed the Chair. Cr McPhail called for nominations for the position of Chair of the Te Anau Catchment Liaison Committee.

Resolved:

Moved Cr P Evans, seconded Mr H Slee that Mr B Taylor be elected to the position of Chairman of the Te Anau Catchment Liaison Committee.

Carried

Mr Taylor resumed the Chair and called for nominations to the Te Anau Catchment Liaison Committee.

Resolved:

Moved Mr B Taylor, seconded Mr G Johnston that membership of the Te Anau Catchment Liaison Committee comprise of attendees and apologies for the meeting today.

Carried

The meeting noted that Mr B Taylor, Mr C Hughes, Mr H Slee and Mr M Slee are the action group.

7 Financial Report – 2022/23 and proposed 2023/24

Mr Pollard spoke to the draft budget for the 2023/24 year presentation slides, and the draft budget as circulated in the agenda, noting the following:

- Budget expenditure similar to previous year, with exception of stopbank insurance, which has increase significantly.
- Miscellaneous Works, in 2021 was \$4,000, but had increased to \$21,000 in 2022.
- Discussion on fairway spraying, budgeted \$150,000.00 Department of Conservation has awareness this Committee is not there to assist all the time.
- Clarification sought regarding the Committee's contribution to vegetation control, agreed/confirmation 50% of Department of Conservation's contribution, with Land Information New Zealand contributing \$40,000.00.
- Department of Conservation advised it does not have funding for grazing work.
- Trials to commence in the next few months, the Department of Conservation has been advised that if the Whitestone is first, other rivers also need to be factored in as well.
- Discussion regarding rock transfer pile.
- Whitestone track rock reimbursement from Waka Kotahi NZ Transport Agency, confirmed the reimbursement has been paid and allocated.
- Financial Information provided to Mr Taylor will be presented to Council and Committee Liaison Chairs every three months.
- Discussion occurred regarding the proposed rate increase for 2023/24.

Resolved:

Moved Mr H Slee and seconded Mr Dowling that the budget for 2023/24 remain the same as provided for the 2022/23 year, with no increase.

Carried

8 Catchment Report

Mr P Pollard the presented Catchment report and talked to his PowerPoint slides, the report is available on file, noting the following:

- Whitestone trial taking place and is able to be viewed.
- Trial of sheep grazing on river to see how this impacts the integrity of the floodbanks. Groundwater testing will be conducted to ensure there are no implications from the trial that end up in the river.
- Discussed multiple options for managing weeds, broom and gorse including different options such as a cut and carry type operation.
- Discussion regarding use of fertiliser and grazing cattle next to rivers and possible impacts to water quality.

Mr R Beal provided a PowerPoint presentation on the Future Climate Change Predictions and spoke to his slides. A copy of the presentation slides are available on file, noting the following:

- Presentation of three areas of work in progress:
 - o Rates Review
 - o Infrastructure Strategy review – a 30 year document.
 - o Committee feedback relating to what does the Committee want to be included in the Infrastructure strategy for the next 30 years.
- Climate Change data was presented in relation to increased rainfall predictions and impacts on rivers and floodbanks.
- Discussion regarding Strategic Gravel Management including extraction and addressing erosion issues.
- Discussion regarding asset infrastructure within New Zealand, and the need for an Infrastructure Management Group for Southland with other agencies.
- Recommendation of a system to encourage farms/landowners to take/utilise 200 m of gravel free of charge, encourage people to use gravel, controlling where it comes from. Further recommendation to encourage farmers to build retention dams on the land. This to be taken to Catchment Chairs Liaison Meeting.
- Extend invitation to NZ Transport Agency to the next Catchment meeting.
- Discussion regarding removal of gravel from the Whitestone River bridge and consents restrictions.

8 General

Progress Update on Rates Review

Mr R Beal provided a PowerPoint presentation on a progress update of the Ratings Review, noting the following:

- Increased of costs, however more income to offset the costs.
- A rates review is underway – Mataura and Te Anau to commence first.
- Two rating methods – riverworks and drainage.
- More equitable and fair system – takes time to administer, Environment Southland also want a less complicated system.
- General rate contributes 30% of the remaining 70%, F Class contributes 28% and A – E Class combined, contributes 42%.
- Utilising external third parties and the wider communities for recommendations and ideas.
- Rivers Manager SIG engaged Tonkin and Taylor to prepare a report called “Hiding in Plain Sight”. The report details the return on investment for every \$1.00 invested in flood protection assets produces a benefit/return of \$55.00.

Other

Catchment Integration Update

Ms Lawton and Ms Agate introduced themselves and provided a brief update on who they are and the Catchment Integration projects currently working on. Encouraged landowners/farmers to contact them for assistance with riparian planting or any other initiatives in the Te Anau basin.

Minutes

Requested that the minutes be printed out and put in the library in Te Anau prior to the meeting. They need to be distributed earlier.

Pest Control

Information was requested by Mr J Turner on pest control. He sought a written response advising the following:

- Who is in control in relation to pest management of possums, rabbits and Canadian geese?
- Total amount of money collected from ratepayers for Biodiversity and Pest Control?
- How the money is spent?

9 Termination

As there was no further business, the meeting was closed at 12.02 pm.

Appendix 3: Draft Budget Te Anau Basin Catchment Rating District 2024/25 (Compiled by Paul Pollard, Team Leader)

The beach skimming work on the Whitestone and Upukerora Rivers has been extended following the success of the initial trial work on the Whitestone. A number of beaches on the Whitestone have been identified as being suitable for skimming and will be progressively programmed for work once the relevant processes with other stakeholders groups are worked through.

Clearance work has recently been completed on the SH 94 bridges over the Whitestone and Mararoa Rivers. The work was carried out by McGregor Concrete who are taking the gravel away which offsets the cost. An elevated grass and weed covered beach below the Mararoa bridge has been stripped and the material removed from the floodway at the same time and the cost of this work is being split between NZTA and the rating district.

A recent inspection flight was carried out on the Basin Rivers. There has been a considerable build-up of young broom in the Mararoa and Upukerora Rivers and sections of the Whitestone. The current budget has meant the program is limited to 75 – 100 ha per annum and is insufficient to meet the required work. Unfortunately neither of the two crown agencies are able to contribute any more than they previously have been which means the weed problem will continue to worsen.

The grazing trial being promoted for the Whitestone has stalled. The main sticking point being the rules in the Regional Water Plan which state that stock access needs to be restricted to flowing water and other sensitive areas. In the case of the Whitestone this would mean having to fence off the river edge especially where there are beaches, which is impractical.

The annual inspection of the Whitestone flood banks has highlighted two significant issues. The first is willow trees that were planted along the riverside toe of the flood bank to provide protection to the flood bank during the 80's & 90's. These trees are all mature now and are shading the banks which restricts the grass growth. A good sward of grass over a flood bank is important to withstand a bank full flood and bare patches of bank are a potential failure point. Council contractors are pushing the trees back as budgets allow but there are kilometres of trees involved which will take several years to complete.

The other problem is the grass cover itself which is rank and un-grazed in places where there aren't trees shading the bank. Long rank grass isn't the best cover for flood banks and ideally the grass should be grazed with sheep or mowed. However this isn't easy in the Whitestone River because the flood banks were constructed on marginal strips originally, which lay outside of the adjacent properties title boundary. When the Conservation Act came into being, stewardship of these strips was given to the Dept of Conservation and grazing basically ceased. Unless the current issues that have stalled the grazing trial can be resolved and agreement reached with DOC to permit grazing on the berm areas the only options are to mechanically mow the banks or stick with the current unmaintained situation.

Effect of inflation on works

Catchment rate increases had been kept to a minimum for some time. Last year, staff advised increasing river works operational budgets that will be directly affected by increasing machinery hire costs such as channel maintenance, tree planting and structure maintenance. Inflation has continued, putting pressure on budgets again. It is recommended that budgets be increased again allowing work to continue at the same level it has been, or allow for some building of reserves.

All sums exclude GST

River Works		2022/23 Budget	2022/23 Actual	2023/24 Current Budget	2024/25 Draft Budget
		\$	\$	\$	\$
Revenue	Rates - General	107,459	63,818	107,459	-
	Rates - Separate	206,679	206,618	206,679	358,251
	Local Contributions Received	54,000	73,808	54,000	56,970
	Investment Income Allocated	5,000	11,482	11,292	10,545
Income total		373,138	355,727	379,430	425,766
Expenditure	Cost of Works Insurance	2,072	3,902	5,850	6,330
	Fairway Spraying	150,000	58,801	150,000	158,250
	River Works	196,385	145,412	208,000	219,440
	Channel Maintenance	-	14,203	-	-
	Fence Maintenance	-	-	4,000	4,220
	Stopbank Inspections	-	4,406	4,000	4,220
	Cost of Works Miscellaneous	26,702	2,120	28,700	33,306
	Depreciation Expense	1,000	-	1,000	-
	Support Costs	39,158	57,693	42,471	-
Expenditure total		415,317	286,536	444,021	425,766
Net Movement		42,179	69,191	64,591	-

Land Drainage		2022/23 Budget	2022/23 Actual	2023/24 Current Budget	2024/25 Draft Budget
		\$	\$	\$	\$
Revenue	Rates - General	1,706	1,135	1,706	1,896
	Rates - Separate	15,356	15,352	15,356	17,066
	Investment Income Allocated	4,400	6,696	7,156	5,722
Income total		21,462	23,183	24,218	24,684
Expenditure	Channel Maintenance	19,203	6,824	21,969	24,684
	Support Costs	2,259	4,525	2,274	-
Expenditure total		21,462	11,349	24,243	24,684
Net Movement		-	11,834	25	-

Carry-Forwards	
Opening Balance at 1 July 2022	\$461,198
Net movement as above	\$81,025
Closing Balance 30 June 2023	\$542,222
2024/25 Funding	
Other Income including Gravel	\$56,970
Income from Interest	\$16,267
Income from General Rates	\$1,896
Income from Separate Rates	\$375,317
Total Budgeted Funding 24/25	\$450,450
(2023/24 Separate Rates \$222,035)	
Disaster Reserve	
Balance Disaster Reserves at 30 June 2023	\$381,201
Estimated interest received	\$11,436
Forecast Disaster Reserve at 30 June 2024	\$392,637

Appendix 4:
Te Anau Catchment Liaison Committee List of
Members at 29 May 2023

Name
Barry Taylor, Chair, Te Anau Basin Liaison Committee
Chris Carran
C R Deaker
Andrew Feierabend
Katie Fraser
Nick Fraser
Graeme & Joy Gunn
Bill Jarvie
Graham Johnston
Paul McDonald
Dave MacGibbon
Duncan McGregor
Grant McGregor
Laurie Ngakai
Logan Pullar
A Scott
M Scott
Hayden Slee
Max Slee
David Smith
Phil Smith
Lincoln Thomson
J Turner
D Wright