

MEETING OF THE FINANCE AND AUDIT COMMITTEE

TO THE CHAIRPERSON AND MEMBERS
OF THE COMMITTEE

MEMBERSHIP OF THE COMMITTEE

Cr Bob Kirk (Chairperson)

Cr Carole Evans
Cr Pat Harrow
Cr Jo Kane

Cr Alec Neill
Cr Eugenie Sage
Cr Kerry Burke (ex officio)

A meeting of the Committee will be held on
Tuesday, 14 April 2009 at 9.00 a.m.

VENUE: Council Chamber
First Floor
Pegasus Building
58 Kilmore Street
CHRISTCHURCH

BUSINESS: As per Order Paper attached.
Agendas are available on our website three days prior to the date of the meeting -
<http://www.ecan.govt.nz/About+Us/Council+Info/Committee+Agendas.htm>

Dr Bryan Jenkins
CHIEF EXECUTIVE

**RECOMMENDATIONS IN REPORTS ARE NOT TO BE TAKEN
AS COUNCIL POLICY UNTIL ADOPTED BY THE COUNCIL**

58 Kilmore Street,
PO Box 345,
Christchurch,
Telephone: (03) 365-3828,
Fax: (03) 365-3194
Website: www.ecan.govt.nz



COMPLIANCE WITH LOCAL GOVERNMENT ACT 2002 DECISION-MAKING REQUIREMENTS

Except as below, a statement of compliance and a completed decision checklist is required for any agenda item on a council committee or the council recommending that a decision be made. This will be the responsibility of the person signing off the agenda item.

The compliance statement and checklist will not be used for:

- Recommendations that information be received or that the Council make a decision.
- Decisions taken under the Resource Management Act 1991 or the Biosecurity Act 1993 in relation to resource consents, decisions required when following the procedures set out in Schedule 1 of the Resource Management Act 1991, other permissions, submissions on plans, or references to the Environment Court.
- Decisions taken to proceed with enforcement procedures under various primary or secondary legislation or regulations, including procedures under the Resource Management Act 1991, the Biosecurity Act 1993, the Local Government Act 2002, and Environment Canterbury Bylaws.
- Administrative and personnel decisions that are entirely internal to Environment Canterbury.
- Other decisions where the procedures to be followed are set out in Legislation.

COMPLIANCE STATEMENT

The council committee (or the council) must formally certify that:

- (a) It is satisfied that it has sufficient information about the options and their benefits and costs, in terms of the region's social, economic, environmental and cultural well-being and the effects on community outcomes, bearing in mind the significance of the decisions.
- (b) It is satisfied that it knows enough about and has given adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decision.

INFORMATION CHECKLIST

(a)	A Statement of the Proposed Decision
(b)	A Statement of the Objective of the Proposed Decision and the Issue or Problem being addressed
(c)	A list of all reasonably practicable options, (including doing nothing).
(d)	For each option in (c): An evaluation of the Benefits and Costs, in terms of the region's social, economic, environmental and cultural well-being.
(e)	For each option in (c): A statement of the extent to which community outcomes would be promoted or achieved in an integrated and efficient manner.
(f)	For each option in (c): A statement of the Impact, if any, on Environment Canterbury's capacity to undertake its statutory responsibilities
(g)	If the Proposed Decision is a significant decision in relation to land or a body of water, a statement of how Maori values have been taken into account
(h)	A Statement of significant inconsistencies, if any, with any Existing Policy, Plan or Legislation arising from the Proposed Decision.
(i)	A statement how the views and preferences of affected or interested persons have been given adequate consideration during the definition of the problem or issue, the objective, the assessment of options and the development of the proposed decision, including the particular contribution of Maori to the decision-making process.

Notes:

The significance of proposals and decisions determines how much time, money and effort is put into exploring and evaluating options and obtaining the views of affected and interested parties. The significance of proposals and decisions is determined through reference to criteria contained in the policy on significance.

The policy on significance together with Section 76 of the Local Government Act 2002 set out the Council's requirements in relation to decisions. Some decisions can only be made through the Long-Term Council Community Plan, or after the Special Consultative Procedures set out in the Act have been used, (refer to the policy on significance and the Act).

All decisions of Environment Canterbury are subject to the decision-making requirements of section 76 of the Act unless inconsistent with specific requirements of other legislation.

**ENVIRONMENT CANTERBURY
FINANCE AND AUDIT COMMITTEE**

ORDER PAPER

1. APOLOGIES
2. CONFLICTS OF INTEREST
3. MINUTES OF MEETING – 10 FEBRUARY 2009
4. MATTERS ARISING

MATTER FOR RECOMMENDATION TO COUNCIL

5. TRI – ANNUAL REPORT

6. PUBLIC EXCLUDED
 - 6.1 MINUTES OF PART OF THE MEETING HELD 10 FEBRUARY 2009 AND MATTERS ARISING
 - 6.2 EXERCISE OF DELEGATION
7. EXTRAORDINARY AND URGENT BUSINESS
8. NOTICES OF MOTION
9. NEXT MEETING – 12 May 2009

ENVIRONMENT CANTERBURY
FINANCE AND AUDIT COMMITTEE

**MINUTES OF THE MEETING HELD IN THE COUNCIL CHAMBER,
ENVIRONMENT CANTERBURY, 58 KILMORE STREET,
CHRISTCHURCH, ON 11 FEBRUARY 2009 AT 9.05 A.M.**

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6. PUBLIC EXCLUDED
7. EXTRAORDINARY AND URGENT BUSINESS
8. NOTICES OF MOTION
9. NEXT MEETING – 10 March 2009

PRESENT

Crs E M Sage (Chairperson), T K Burke, P C R Harrow and J M Kane

IN ATTENDANCE

Crs J T Demeter, B S Murray and R M G Tindall.

MANAGEMENT AND OFFICERS PRESENT

Dr Bryan Jenkins (Chief Executive), Jill Atkinson (Director Regional Programmes), Neil Pilbrow (Manager Corporate Programmes) and Louise McDonald (Administration Officer).

1. APOLOGIES

Resolved

That in the absence of the Committee Chair and Deputy Chair, Cr Eugenie Sage be elected to preside at this meeting, pursuant to Standing Order 2.3.2.

Cr Kane/Cr Burke

Cr Sage assumed the chairs and apologies were received from Crs Evans, Kirk and Neill.

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. MINUTES OF MEETING – 10 DECEMBER 2008

Resolved

That the minutes of the meeting held on 10 December 2008, as circulated, be confirmed as a true and correct record, and be adopted.

Cr Kane/Cr Burke

4. MATTERS ARISING

There were no matters arising from the minutes.

5. TRI-ANNUAL REPORT: 1 JULY 2008 TO 31 OCTOBER 2008

Neil Pilbrow introduced this report; the Tri-Annual Report, Progress on Projects and Levels of Service for the period 1 July 2008 to 31 October 2008.

A request was made for more information regarding the change to the level of service for project 0476 Aids to Navigation – Harbours, in relation to the additional cost of replacing damaged channel markers at Motunau.

It was agreed to recommend a wording change to project 0631 (Canterbury Strategic Water Study) with the Level of Service to read “Managing an integrated water resource study that investigates the future of water management across the Canterbury region, including community engagement on agreed water futures, and associated technical investigations.”

Recommended to the Council

- (a) ***That the progress made on project levels of service detailed in the “Tri-annual Report, Progress on Levels of Service 2008/09 July – October” be noted by the Council.***
- (b) ***That the following changes to the levels of service for the projects, as outlined in the report, be approved by the Council:***
- ***0476 Aids to Navigation - Harbours***
 - ***0459 Stock Effluent Disposal Sites***
 - ***0483 Cycleway Development***
 - ***0264 Hazardous Waste Working Party & Canterbury Waste Joint committee***
 - ***0611 Regional Hazardous Waste Management Strategy Implementation***
 - ***0624 Industrial Pollution Prevention***

- **0599 Regional Agrichemical Collection**
- **0261 G/Water Investigations, Drilling & Testing**
- **0631 Canterbury Strategic Water Study (as amended)**

Cr Kane/Cr Burke

6. MEETING WITH PUBLIC EXCLUDED

Resolved

That the public be excluded from the following part of the proceedings of this meeting, namely:

Minutes of 10 December 2008 Meeting and Matters Arising

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution 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:

<i>General subject of each matter to be considered</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under section 48(1) for the passing of this resolution</i>
<i>Minutes of 10 December 2008 Meeting and Matters Arising</i>	<i>That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.</i>	<i>Section 48(1)(a)</i>

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 7 of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) – Section 7(i).

Cr Kane/Cr Burke

The meeting went into public excluded session between 10 am and 10.01 am.

8. EXTRAORDINARY AND URGENT BUSINESS

There were no extraordinary or urgent business.

9. NOTICES OF MOTION

There were no notices of motion.

10. NEXT MEETING – 11 MARCH 2009

UNCONFIRMED

CLOSURE

The meeting closed at 10.02 a.m.

CONFIRMED

DATE _____ CHAIRPERSON

AGENDA ITEM NO: 5.	SUBJECT MATTER: TRI-ANNUAL REPORT: 1 NOV 08 – 28 FEB 08
REPORT: Finance and Audit Committee	DATE OF MEETING: 14 April 2009
FILE REFERENCES:	PORTFOLIO: all PROJECT: OUTPUT:
REPORT BY: Helen Sellwood Manager Finance	ENDORSED BY: Wayne Thomas Director Finance and Corporate Services

PURPOSE

- To receive the Tri-annual Report for the period 1 November 2008 to 28 February 2009;
- To recommend to the Council changes to project levels of service and budgets.

ATTACHMENTS

Tri-annual Report Progress on Project Levels of Service 2008/09 November to February.

BACKGROUND

The purpose of the Tri-annual Report is to highlight portfolios' achievements and to bring to the Council's attention issues affecting delivery of project levels of service as set out in "Project Levels of Service and Funding 2008/09", the companion to the Annual Plan.

This report covers the four month period November 08 to February 2009.

The report lists projects where levels of service are "not on track" or a change the level of service is being recommended.

PROGRESS ACHIEVED

The following table summarises progress made on levels of service in the four month period from 1 November 08 until the end of February 09.

Level of Service Progress		
Achieved already	4	2%
"On track" to be completed by 30 Jun 09	220	93%
"Not on track"	11	5%
	235	100%

CHANGES TO LEVELS OF SERVICE

From time to time, circumstances arise that can adversely affect work programmes, such that approved budgets may no longer be realistic or levels of service may no longer be relevant. Changes to the levels of service are being recommended for nine projects- some to adapt to changed circumstances, others to clarify wording. The proposed changes and details of the underlying reasons and are contained in the report.

Clean Heat

- 0391 Clean Heat Programme

Regional Land Transport

- 0472 Policy Development

Water Quality, Quantity and Ecosystems

- 0300 Waimakariri River and Catchment RP
- 0308 Opihi River and Catchment RP
- 0764 Consent Reviews Water

ADJUSTMENTS TO BUDGETS

Just as changing circumstances can render delivery of originally planned levels of service nugatory, the original budgets may no longer be adequate, or may now be greater than required. Recognising this, a four-monthly budget review has been implemented and, where the changes are significant, budget adjustments are recommended to the Finance and Audit Committee for recommending to the council.

This is the first such review and details are included in the Tri-annual Report for the November 08 to February 09 period.

The table below sets out a summary of the changes:

Project Name	From	\$	To	\$
Building & Consent Authority Regulation - Dams	General Reserves	(109,000)	068304	109,000
Funds are required to cover a short fall in income until ECan becomes an accredited and registered authority (March) ; and to cover the extra work in setting up and implementing Regulation 17 of the Building Act.				
Biosecurity Act s100 – Chilean Needle Grass	General Reserves	(40,000)	075103	40,000
Council 20 th December approved \$95,000 over three years to deal with this pest.				
	Total	(149,000)		149,000

RECOMMENDATION TO THE COUNCIL

(a) That the progress made on project levels of service detailed in the “Tri-annual Report, Progress on Levels of Service 2008/09 November – February” be noted by the Council.

(b) That the following changes to the levels of service for the projects, as outlined in the report, be approved by the Council:

- 0391 Clean Heat Programme
- 0472 Regional Land Transport Policy Development
- 0300 Waimakariri River and Catchment RP
- 0308 Opihi River and Catchment RP
- 0764 Consent Reviews Water

(c) That the following list of budget adjustments, as outlined in the report be approved:

Name	From	\$	To	\$
Building & Consent Authority Regulation	General Reserves	(109,000)	068304	109,000
Biosecurity Act s100 – Chilean Needle Grass	General Reserves	(40,000)	075103	40,000
	Total	(149,000)		149,000

TRI-ANNUAL REPORT
Progress on Projects and Levels of Service
2008/2009 November - February

COUNCIL REPORT

File: PR 2C/93

Report prepared by:
Section Managers

Number of LoS's				LoS Status Counts		
Portfolio	original	new	active at end of period	already achieved	on track	not on track
Air Quality	15	0	15	0 0%	15 100%	0 0%
Coastal Environment	23	0	23	0 0%	22 96%	1 4%
Democratic Process: Corp Comms & Council Processes	20	0	20	0 0%	19 95%	1 5%
Emergency Management	8	0	8	0 0%	8 100%	0 0%
Energy	5	0	5	0 0%	5 100%	0 0%
Hazards	16	0	16	0 0%	15 94%	1 6%
Land	31	0	31	0 0%	30 97%	1 3%
Navigation Safety	4	0	4	0 0%	4 100%	0 0%
Pests and Biosecurity	36	0	36	1 3%	33 92%	2 6%
Public Passenger Transport	16	0	16	0 0%	15 94%	1 6%
Regional Land Transport	9	0	9	1 11%	7 78%	1 11%
Waste, Hazardous Subs and Contaminated Sites	20	0	20	2 10%	17 85%	1 5%
Water Quality, Quantity and Ecosystems	32	0	32	0 0%	30 94%	2 6%
	235	0	235	4	220	11

Number of Project Outputs					Output Status Counts		
Portfolio	original	new	cancelled or deferred	active at end of period	already achieved	on track	not on track
Air Quality	54	21	3	72	9 12%	60 83%	3 4%
Coastal Environment	81	3	3	81	11 14%	70 86%	0 0%
Democratic Process: Corp Comms & Council Processes	125	0	6	119	14 12%	103 87%	2 2%
Emergency Management	10	0	0	10	1 10%	8 80%	1 10%
Energy	18	1	2	17	4 24%	13 76%	0 0%
Hazards	94	13	3	104	3 3%	100 96%	1 1%
Land	104	13	11	106	16 15%	88 83%	2 2%
Navigation Safety	5	8	2	11	0 0%	11 100%	0 0%
Pests and Biosecurity	64	10	7	67	3 4%	63 94%	1 1%
Public Passenger Transport	90	3	2	91	1 1%	89 98%	1 1%
Regional Land Transport	31	5	7	29	4 14%	24 83%	1 3%
Waste, Hazardous Subs and Contaminated Sites	58	5	6	57	5 9%	51 89%	1 2%
Water Quality, Quantity and Ecosystems	232	29	16	245	23 9%	193 79%	29 12%
	966	111	68	1009	94	873	42

Portfolio Manager/Convenor Linda Kirk

Portfolio Highlights	
1	Emissions Inventory for Small Towns drafted and sent off for peer review by MetroVanCouver. Christchurch 2006 Emissions Inventory has been published as Report R08/70 and the Timaru Projections has been published as R08/90.
2	Recent Christchurch air quality trend analysis indicates a sharp decline in concentrations from 2006 onwards, with a possible slowing of that decline in 2008, which confirms that Christchurch could not meet the National Emissions Standards (NES) between now and 2013 without serious regulatory input.
3	Environment Court decision received 12 December 2009 confirms a winter ban on the use of open fires and 15 year old non-complying burners from 1 April to 30 September each year. Options for making this part of the Plan operative and associated enforcement options and communications will be workshopped with Council on 12 March 2009.
4	Recommendations from the Hearing Committee on Variations 11 and 12 - Rangiora and Kaiapoi - were notified on 13 December 2009. One appeal to Variation 11 (Rangiora) has been received. No appeals to Variation 12 (Kaiapoi) were received.
5	Six submissions and two further submissions were received on Variation 13 - Ashburton. A hearing committee has been appointed by Council and includes two ECan Councillors and one Ashburton District Councillor. Hearing expected in April 2009.
6	Council workshop on 28 January 2009 provided direction that they would like to continue with consultation with respect to Timaru urban issues and these will be taken to Council for a resolution at its March meeting. Two meetings with the Washdyke Working Group have occurred. The next is May 2009.
7	'First block' of mediation topics (load shedding, and domestic provisions) are nearly complete and the 'second block' of mediation topics (intensive farming and odour; industrial and trade; hazardous air pollutants; abrasive blasting; local adverse effects; and burning of buildings for fire fighting purposes) started in February 2009.
8	Clean Heat Project: Completed conversions to 28 February 2009 - Christchurch = 13,578 (date 2009) out of 26,464. Registrations/completions from 1 July-28 February 2009: Waimakariri = 186 registrations with 61 completions (aiming for 1,200 conversions); Ashburton = 105 registrations with 14 completions (aiming for 840 conversions); and Timaru = 377 registrations with 64 completions (aiming for 1,400 conversions).
9	Testing of an air pollution control device was undertaken on 18 December 2009, which ECan paid \$14,000. Awaiting final results.

0385 - Clean Heat Timaru

Director Kenneth Lawn
 Section Manager Mike Gaudin
 Parent Leader Mike Gaudin
 Progress to date Year To Date Completions:
 LineTrust = 38
 EnergyWise = 0

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
1	Assisting people through the Clean Heat Project to convert to cleaner forms of home heating	240 conversions	30 Jun 09	New project established after the year started.

0386 - Clean Heat Waimakariri

Director Kenneth Lawn
 Section Manager Mike Gaudin
 Parent Leader Mike Gaudin
 Progress to date Year To Date Completions:
 Loan = 20
 MainPower = 40
 EnergyWise = 0

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
1	Assisting people through the Clean Heat Project to convert to cleaner forms of home heating	240 conversions	30 Jun 09	New project established after the year started.

0387 - Clean Heat Ashburton

Director Kenneth Lawn
 Section Manager Mike Gaudin
 Parent Leader Mike Gaudin
 Progress to date Year To Date Completions:
 Loan = 15
 Healthy Homes = 2

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
1	Assisting people through the Clean Heat Project to convert to cleaner forms of home heating	240 conversions	30 Jun 09	New project established after the year started.

0391 - Clean Heat Programme

Director Kenneth Lawn

Section Manager Mike Gaudin

Parent Leader Mike Gaudin

Progress to date Year To Date Completions:

Full = 462

Subsidy = 288

Loan = 287

Rental = 300

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
2	Assisting people through the Clean Heat Project to convert to cleaner forms of home heating	3,639 conversions	30 Jun 09	Currently all Clean Heat work is included under one overall project. This is to be split so that each town can be managed and reported separately.

Current Level of Service				
1	Assisting people through the Clean Heat Project to convert to cleaner forms of home heating, to meet the National Environmental Standard	3,639 Christchurch homes, 280 Timaru Homes, 240 Kaiapoi & Rangiora Homes, 168 Ashburton Homes	30 Jun 09	

Portfolio Manager/Convenor Justin Cope

Portfolio Highlights	
1	Planning for Seaweek events 1-8 March 2009 completed.
2	Coastal geomorphological surveys for the Christchurch coast, Northern Pegasus Bay and Kaikoura completed.
3	Monthly water quality sampling in Akaroa Harbour which started in July continues - with associated water quality and quantity sampling of discharging streams to assess influence of streams on harbour water quality.
4	The University of Canterbury were contracted to map the sediments and bathymetry of Akaroa Harbour - fieldwork has been completed
5	The Avon-Heathcote Estuary Ihutai Trust GIS is now online through the Trust website. It contains over 145 separate layers of data with continual additions as new research becomes available from a wide range of research providers. This resource appeals to members of the public with an interest in the estuary, scientists and students.
6	Only one significant and three very minor oil spills have occurred in the last four months. This continues a trend of very low numbers of spill incidents this year. This is partly due to fewer larger foreign fishing vessels refuelling at Lyttelton.

0681 - Permitted Activities Compliance Monitoring - Coastal Environment

Director Kim Drummond

Section Manager Vikki Wilmore

Parent Leader Brett Aldridge

Progress to date This work is waiting the outcome of the proposed variation of the Regional Coastal Environment Plan to permit structures in the Coastal Marine Area.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Monitoring permitted activities for compliance in accordance with procedures manual	all notified permitted activities	all year	Although permitted activity monitoring is carried out as notified, most coastal permitted activity monitoring involves the rules associated with occupation of the Coastal Marine Area. Specifically, undertaking an audit of all structures within the Coastal Marine Area in Canterbury. This work has been placed on hold pending the outcome of Variation 14 to the Regional Coastal Environment Plan which seeks to change the status of occupation of certain activities from discretionary to permitted.

Portfolio Manager/Convenor Josie McNee

Portfolio Highlights	
1	There has been a focus across the Council on the detailed budget for 2009/10 and the 2009-19 Long Term Council Community Plan process. Preparing and designing the document has involved a team effort with Finance, External Relations and many other staff members.
2	ECan was represented at the Waitangi Day celebrations at Okains Bay, with the chief executive taking the wero(challenge) from the Tangata Whenua on behalf of the manuhiri(visitors). Over 3000 people attended.
3	Pre-consultation on funding proposals in the LTCCP, including water management cost recovery, a UAGC, and a compliance administration charge, was conducted throughout the region. Meetings were held with a range of stakeholder groups and consent holders. Consent holder meetings were held in Dunsandel, Ashburton, Timaru and Culverden, with stakeholder meetings involving a range of ECan staff members.
4	Major media liaison issues have included Chilean Needle Grass and Phormidium.

0277 - Plan Implementation and Effectiveness Monitoring Systems

Director Jill Atkinson

Section Manager Andrew Willis

Parent Leader Kirsty Johnston

Progress to date

- The prioritisation tools component of output 1 has been developed and used for the LTCCP budgeting exercise. The remainder of output 1 has not been progressed to date. A change in output 1 has been proposed.
- The RPS indicators project (output 2) has been initiated.
- The integrated monitoring strategy (output 3) was approved by Directorate in the last financial year but its implementation has been delayed. Work on these outputs has been delayed by the relevant staff being diverted to the LTCCP project.

Once the LTCCP work is completed (end March 2009) progress can be made on these outputs.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Developing and maintaining systems to monitor the implementation and effectiveness of policy documents	1 database system	all year	Staff on this project were seconded to work on the LTCCP strategic planning project (principally Kirsty Johnston). As such, progress on this project has been delayed. Work is anticipated to recommence in April 09.

Emergency Management

Portfolio Manager/Convenor Jon Mitchell

Tri-annual report on progress

Portfolio Highlights	
1	Emergency management involvement in support to recovery from floods in Hurunui, Waimakariri Districts.
2	Emergency Response Coordination training delivery continues to grow, enhancing response capabilities across the region.
3	Initial meeting of Environment Canterbury sections with emergency response roles held to commence development of more consistent approaches.

Portfolio Manager/Convenor **Linda Kirk**

Portfolio Highlights	
1	Draft Regional Statement of Opportunities for Energy being completed by New Zealand Centre for Advanced Engineering (CAENZ).
2	Draft Energy Demand Reduction paper for internal staff/EECA comment prepared.
3	Met with EECA in December who have offered funding to produce a Regional Energy Strategy by 30 June 2009.

Portfolio Manager/Convenor Helen Grant

Portfolio Highlights	
1	We completed initial floodplain modelling for Temuka township and are now working on further scenarios/refinements.
2	We have commenced floodplain investigations and modelling for the Halswell floodplain.
3	We have written evidence for the Urban Development Strategy RPS variation re Kaiapoi area flood hazard.
4	All corrective actions for Building Consent Authority (Dams) accreditation have been cleared and we have a full suite of signed contracts with our technical leaders and processing consultants. International Accreditation New Zealand have completed their assessment and made a recommendation to their international panel that ECan be offered accreditation. We expect to hear the results of this within the next two weeks.
5	We are working closely with the contractors and owner with regards to the urgent works being carried out to repair the Benmore Irrigation Canal collapse. It is likely that the ECan Building Consent Authority will be required to assess and issue a Certificate of Acceptance for this work.
6	The Valetta stopbank resource consent hearing has been held. We have submitted our right of reply and are currently awaiting the commissioners' decision.

0683 - Building & Consent Authority Regulation - Dams

Director Kim Drummond
 Section Manager Vikki Wilmore
 Parent Leader Brett Aldridge

Progress to date Work on compiling the Dams Register has commenced. Ecan has received accreditation from IAnz and is now in the final stages of applying to be registered as a Building consent authority with the Department of Building and Housing. Until we become a registered BCA and receive applications we have no cost recovered work.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Ensuring dams and appurtenant structures are designed, constructed and maintained in a safe and sustainable manner	All dams on dams register	all year	Require \$79,000 (for period ending Feb 09) Require \$30,000 (forecasted for period ending June 30 09) To date we have under recovered in revenue due to the inability to process consents and recover fixed costs until ECan became an accredited and register Building Consent Authority. We will receive accreditation from IANZ and registration as a BCA early March. However we require funds to progress the large amount of work required in setting up and implementing Regulation 17 (Building ACT) Funding will be requested via the Council from reserves

Portfolio Manager/Convenor Christina Robb

Portfolio Highlights	
1	Officer Report on submissions to RPS Proposed Change 1 (Development of Greater Christchurch) sent to submitters and Hearing Panel. Comprises work by eleven officers (from ECan, CCC, Selwyn, Waimakariri and NZTA) consultants and legal counsel.
2	Wetland sites for this year management programme have been identified and decisions made on funding contributions.
3	The first Canterbury Biodiversity newsletter has been produced to support the regularly updated Canterbury biodiversity website.
4	A working party has been established for a Canterbury Restoration Day planned in October.
5	Signs were installed at Lake Tekapo Regional Park in time for summer holidays. These signs had the effect of establishing the park on the ground, inviting the public to use the area and helping visitors to get around
6	Kaiapoi Island Trail Bike Park redeveloped to provide car parking and separate secure areas for families, beginners, intermediate and advanced riders.
7	Restoration Plan for Poynter Nature Reserve commenced with about 2500 New Zealand seedlings planted along the walking track.

0652 - Resource Consent Processing - Land

Director Donald Rule

Section Manager John Boraston

Parent Leader John Boraston

Progress to date Statutory timeframes for all applications are being met 55-60% of the time for the year to date across all portfolios. This is an improvement from 25% a year ago. Application volumes have fallen approx 1/3 in twelve months with a predicted decline over the rest of the year. 50 - 65% of Land portfolio activities (9% of total) are being processed within statutory timeframes. Process improvement consultants have been utilised to independently review section processes. Revised processes are currently being implemented and are intended to improve timeframe performance and cost effectiveness. In the short term the costs of doing this work has increased overheads, and therefore reduced margins on charged hours. In addition investment in additional training has further reduced margins.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Making decisions on resource consent applications	surveyed customer rating exceeds 80% positive	decisions made within statutory timeframes	Approx 50% of Land portfolio activities (9% of total) are being processed within statutory timeframes. This is an improvement from the beginning of the period.

Portfolio Highlights	
1	Contracted boating safety patrols are winding down with the peak boating season largely over. After a slow start before Christmas, presumably due to a hang over from fuel prices, boating activity has been as high as ever, with large numbers of watercraft of all kinds reported in the Waitaki Lakes, Akaroa and Kaikoura. Fortunately we have not had any of the major accidents which have happened elsewhere.
2	Another laid up charter fishing vessel has been sold and left Lyttelton, which is the very last of the elderly vessels to leave. This has eliminated concerns about such ships being left to become derelict and ending up the Regional Council's responsibility.
3	Only one significant and three very minor oil spills have occurred in the last four months. This continues a trend of very low numbers of spill incidents this year. This is partly due to fewer larger foreign fishing vessels refuelling at Lyttelton.

Portfolio Manager/Convenor Ray Maw

Portfolio Highlights	
1	Council approved a small-scale management programme for the eradication of Chilean Needle Grass from the region. Approval allows a control programme to be implemented and access to specified administration powers contained in Part 6 of the Biosecurity Act 1993.
2	Nassella Tussock – over 350 properties of the 876 properties known to contain nassella infestations within the Hurunui zone have been inspected. Of these 57 properties did not comply resulting in 54 Notices of Direction being served. All properties outside the Hurunui zone known to contain nassella tussock infestations have been inspected.
3	Rabbit spotlight counts show that rabbit numbers are increasing in 9 of the 11 pest districts.
4	The rook count found 9 rooks remaining in Canterbury down from 10 in the previous year and 5500 in 1992.
5	A new wallaby population has been found on the eastern shores of Lake Pukaki. This population is outside the wallaby containment zone as specified in the RPMS.

0614 - Regional Pest Management Strategies

Director Jill Atkinson

Section Manager Linda Kirk

Parent Leader Stephen Hall

Progress to date Projects on track with the exception of the report on the operational plan. Overall budget will be underspent because of staff position vacant for several months. G&S phasing is an issue.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Preparing an operational plan for 2008/09, reporting on the implementation of the 2007/08 operational plan, and providing advice on biosecurity and pest management issues	1 operational plan; 1 operational plan report	2008/09 op plan 30 Sept 08; 2007/08 op plan report 30 Nov 08; advice all year.	For the 2007/08 operational plan report - Still awaiting cross-checking of financial summaries by Biosecurity Manager and Finance Manager will be completed by end of May 2009.

0751 - Biosecurity Act Section 100

Director Kim Drummond

Section Manager Graham Sullivan

Parent Leader Gemma Bradfield

Progress to date Ashburton and South Canterbury Purple Loostrife sites all inspected and controlled. D.O.C have almost completed their control programme. CCC have contractor working on their sites. Very few new sites reported this season to date. Eradication work has begun for Chilean Needle Grass outbreak.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Undertaking surveillance and control of unwanted organisms	as notified	all year	Require \$40,000 Council of Dec 09 approved additional spending of \$95,000 over 3 years for the eradication of Chilean Needle Grass. \$40,000 will be needed in 2008/09. To be funded from General Reserves

Portfolio Highlights	
1	Year to date (to end of January) patronage for Timaru is 17.7% higher than this time last year. Greater Christchurch patronage is up 6.8% than at this time last year.
2	The Timaru Metro Strategy review was initiated, with a presentation to Timaru District Council. The Timaru passenger transport advisory group also held it's first meeting as part of the process.
3	SuperGold card use continues to grow, with 1 in 5 trips in Timaru were made using the SuperGold card, which provides free off-peak travel.
4	Council agreed in January to the fitting of bike racks to buses on 10 new services commencing in November 2009.
5	Council agreed to the use of gross contracts with incentives for upcoming contracts commencing in November 2009.

0464 - Passenger Services Contract Payments

Director Kenneth Lawn
 Section Manager Wayne Holton-Jeffreys
 Parent Leader David Stenhouse

Progress to date Higher than expected expenditure is due to level of NZTA indexation as a result of high fuel prices, this will be offset in part by revenue clawback from July 1 2008 fare rise and reduced indexation (for the December 08 quarter) in March 2009. Fare revenue clawback has commenced. March indexation has now been received and the effect on contract payments has not been as significant as expected. The year end estimate is now that code will be approx \$1.5 million overspent at year end. Level of service is on target.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Paying operators for passenger services	12 payments per contract	monthly	NZTA indexation for the December quarter has not resulted in the expected level of decrease in Contract Payments. This is associated with a change that Statistics NZ have made. Council officers are currently attempting to get NZTA to revise the indices to better reflect the downward diesel price movement in the quarter. If the indices are not changed it is expected that the code will be overspent at year end by between \$1.5 million and \$2 million. NZTA will fund 50% of this amount but the remaining 50% will be required to be funded from PT Reserve.

Portfolio Highlights	
1	A working group structure below the regional transport committee was convened, in order to ensure full representation of regional views. Active passenger transport users, freight and general road users are represented.
2	The Regional Transport Committee approved a draft regional land transport programme for public consultation.
3	The regional transport committee continued to investigate local gap funding options, reviewing opportunities for PPP's, tolling and fuel levies.
4	An investigation into potential regional fuel levies was completed.
5	The draft Greater Christchurch Travel Demand Management Strategy and Action Plan went to public consultation.
6	Preliminary work into the development of an accessibility measurement tool for public transport planning was completed, allowing proportion of households with access to PT and activity centres to be measured as land use development takes place.

0472 - Regional Land Transport Policy Development

Director Jill Atkinson
 Section Manager Jill Atkinson
 Parent Leader Robert Woods
 Progress to date

The Regional Land Transport Programme development is proceeding well. Increase in G&S expenditure coming soon for printing and advertising and an independent report to establish the requirements for a review of the Regional Land Transport Strategy. Development of the regional cycle network has proceeded well and progress has been made ahead of schedule. Submissions were made on CCC projects (City Mall proposal) and on NZTA draft road user rule relating to bus stops. The remainder of this budget will be expended on working with LGNZ on submissions and on LTCCP submissions.

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
2	The Regional Transport Committee and the Transport Officers Group are maintained, and transport policy is developed.	10 meetings, 1 renewed RLTS, 1 RLTP	30 Jun 09	Number of meetings of the RTC needs updating.
Current Level of Service				
1	Maintaining the Regional Land Transport Committee and the Transport Officers Group, and developing transport policy	3 meetings, 1 renewed RLTS	30 Jun 09	

0483 - Cycleway Development

Director Wayne Thomas
 Section Manager Ross Campbell
 Parent Leader Ross Campbell
 Progress to date

Construction postponed while investigation of alternative route proposed by community group completed.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
The section of the Christchurch to Little River cycleway on ECan land is built	3.75km cycle trail	30 Jun 09	Construction postponed while investigation of alternative route proposed by community group completed.

Portfolio Manager/Convenor Darren Patterson

Portfolio Highlights	
1	Targeted agrichemical collections have been completed in the Ashburton and Waimakariri districts. Planning for the collections in the Timaru and Selwyn districts has been completed and the collections will be carried out in March.
2	A draft tender document was prepared for the supply and installation of water meters, dataloggers, data collection and data transfer in the Rakaia-Selwyn zone. The document will be revised by a review panel of farmers and Irrigation New Zealand, then workshopped with potential tenderers prior to the formal release of the tender.
3	138 business sites have received a Pollution Prevention Guidelines (PPG) site assessment.
4	A promotional video has been developed for the Pollution Prevention Programme and is being used to encourage businesses to participate.
5	The Spill Kit Discount Scheme has been relaunched to give an increased discount of 15% to PPG participants.
6	Hazardous substance monitoring report has been produced. It collates information on hazardous substance storage within the region.
7	Assessments of the domestic hazardous waste drop offs have been completed and recommended improvements sent to the operators.
8	Focus of HAIL identification project turned toward Wiamakariri District and Christchurch City. WDC investigation is following standard procedures while CCC is coupled with current stormwater catchment study.
9	Bankside Former WWII Fuel Depot site remediation poised to commence. ECan has participated in project planning and contractor selection. Post remediation investigation funded by MfE Contaminated Sites Remediation Fund.
10	Listed Land Use Registry (LLUR) Category Update has facilitated the finalisation of many LLUR site files which have fallen dormant due to past lack of appropriate category to assign to them. Six external auditing consultants have been tendered to expedite the process of ensuring database is current.
11	Contaminated Sites Team has recently been consulted by multiple Land Developers initiating large scale residential development projects on potentially contaminated land. Their early involvement of the "Team" signals a recognition of the significance of potential impacts to human health and the environment by contaminated land.

0666 - Resource Consent Processing - Waste Hazardous Substances and Contaminated Sites

Director Donald Rule

Section Manager John Boraston

Parent Leader John Boraston

Progress to date Statutory timeframes for all applications are being met 55-60% of the time for the year to date across all portfolios. This is an improvement from 25% a year ago. Application volumes have fallen approx 1/3 in twelve months with a predicted decline over the rest of the year. 50% of Wastes portfolio activities (1% of total) are being processed within statutory timeframes. Process improvement consultants have been utilised to independently review section processes. Revised processes are currently being implemented and are intended to improve timeframe performance and cost effectiveness. In the short term the costs of doing this work has increased overheads, and therefore reduced margins on charged hours. In addition, investment in additional training has further reduced margins.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Making decisions on resource consent applications	surveyed customer rating exceeds 80% positive	decisions made within statutory timeframes	50% of Hazardous Substances portfolio activities (1% of total) are being processed within statutory timeframes.

Portfolio Manager/Convenor Christina Robb

Portfolio Highlights	
1	The Canterbury Water Management Strategy was frequently referred to at an Irrigation Forum held in December 2008 with Government Ministers. MAF are providing a staff person and possibly funding to assist with the strategy. Hurunui, Waimakariri and Selwyn District Councils and Department of Conservation have all provided staff to work on the strategy. The steering group held a 1.5 day workshop to prepare for upcoming stakeholder and public consultation. The final strategy will be recommended to the Mayoral Forum in August.
2	A draft tender document was prepared for the supply and installation of water meters, data loggers, data collection and data transfer in the Rakaia-Selwyn zone. The document will be revised by a review panel of farmers and Irrigation New Zealand, then workshopped with potential tenderers prior to the formal release of the tender.
3	A report outlining draft Waipara river and tributaries environmental flow regimes was released for public comment.
4	The Groundwater Resources Section released two reports - An inventory of aquifer test data in the Canterbury Plains - and Adaptive Management of Groundwater in the Rakaia-Selwyn Groundwater Zone.
5	Environment Canterbury submitted on the Proposed National Policy Statement for Freshwater Management and the applications for a Water Conservation Order for the Hurunui River
6	The Regional Environment Report was released. Chapter 2 Surface Water Quantity, Quality and Ecosystems, and Chapter 3 Groundwater contain an overview of the regions water resources, management processes and environmental outcomes.

0300 - Waimakariri River & Catchment RP

Director Donald Rule

Section Manager John Glennie

Parent Leader Luisa Magalhaes

Progress to date Investigation work is on track to make recommendations on the timing and scope of any review of environmental flow conditions. A draft plan change is programmed to be submitted to Council for approval for notification by end of May 2009

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
2	Reviewing planning provisions for managing water in the Waimakariri Catchment	1 plan change 1 report and recommendation	30 Jun 09	These projects are not variations to proposed NRRP, but are part of an ongoing review of the Waimakariri River Regional Plan.
Current Level of Service				
1	Providing natural resources policy and planning advice in relation to water, including: reports and advice to the Council that may lead to variations; officer report preparation and presentation; reports and recommendations on policy approaches to specific issues including environmental flow regimes for various rivers to be brought into Chapter 5 by way of variation	1 variation	30 Jun 09	

0308 - Opihi River & Catchment RP

Director Donald Rule

Section Manager John Glennie

Parent Leader Lynda Murchison

Progress to date Work is progressing on a report on the scope the work needed for the full review of the operative plan.

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
2	Reviewing the planning provisions for managing surface water in the Opihi Catchment.	1 report on data required next financial year.	30 Jun 09	Parent LoS does not reflect the programme for the Opihi Catchment which is not due for review until 2010. New LoS is provided for 2009-2010 year.
Current Level of Service				
1	Providing natural resources policy and planning advice in relation to water, including: reports and advice to the Council that may lead to variations; officer report preparation and presentation; reports and recommendations on policy approaches	1 notification	30 Jun 09	

to specific issues including environmental flow regimes for various rivers to be brought into Chapter 5 by way of variation			
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0399 - Integrated Catchment Management

Director Jackie Curtis

Section Manager Phil McGuigan

Parent Leader Judith Earl-Goulet

Progress to date Considerable progress is being made assisting three communities in implementing their non statutory plans. Some recent highlights of activities have included the submission of Wetland funding for Waihao Wainono Water Users Society and their preparations to host a community event at Waihao Box during Seaweeek in 2009. The Orari River ICM group have been addressing weed control in the catchment and drafting a Code of Conduct for river users. The Upper Waitaki project sees the development of a newsletter (CommonGROUND)but the scoping exercise is being held over until the next financial year while staff are seconded to other parts of Council.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Developing non-statutory management plans, that manage integration of resource use at a catchment level, for specified areas	all items on the annual action list	30 Jun 09	Five of the seven ICM programme outputs will be achieved. One ICM programme, Ashley, has been superseded by work towards a regional park in the area. The Upper Waitaki output will not be achieved as the staff member has been seconded to work on the Canterbury Strategic Management Strategy.

0659 - Resource Consent Processing - Water

Director Donald Rule

Section Manager John Boraston

Parent Leader John Boraston

Progress to date Statutory timeframes for all applications are being met 55-60% of the time for the year to date across all portfolios. This is an improvement from 25% a year ago. Application volumes have fallen approx 1/3 in twelve months with a predicted decline over the rest of the year. 60% of Water portfolio activities (79% of total) are being processed within statutory timeframes. Process improvement consultants have been utilised to independently review section processes. Revised processes are currently being implemented and are intended to improve timeframe performance and cost effectiveness. In the short term the costs of doing this work has increased overheads, and therefore reduced margins on charged hours. In addition, investment in additional training has further reduced margins.

LoS "Not on track"			
Description	Quantity	Timeliness	Reason Level of Service is "Not on track"
Making decisions on resource consent applications	surveyed customer rating exceeds 80% positive	decisions made within statutory timeframes	60% of Water portfolio activities (79% of total) are being processed within statutory timeframes.

0764 - Consent Reviews - Water

Director Donald Rule

Section Manager Tania Harris

Parent Leader Tania Harris

Progress to date A change to the quantities in the level of service has been requested to show that there will not be reviews completed for National Environmental Standards or Plan implementation in this financial year. Also there has not been a decision on the next zone for review so 200 reviews in the Waimak Selwyn zone will not be achieved. An increase in the staffing levels would be needed to achieve more than 600 reviews in 12 months. Overspend in advisory budget has been the result of implementing cluster groups and holding cluster meetings. With the decision hearings on the RS reviews being set back another round of cluster meetings may be required before June 09 and will further extend the budget. If the next 'zone' for review is identified prior to June 09 then further advisory will be spent in beginning consultation and increase the overspend. However, the total budget for project is underspent at this time. Revenue will not be realised until RS reviews are decided and can be invoiced which is estimated to be August 2009 and not in this financial year.

Recommended change to Level of Service				
No	Description	Quantity	Timeliness	Reason
2	Consents that are causing adverse environmental effects or are inconsistent with an operative rule in a plan, or a National Environmental Standard, are identified and reviewed	600 Rakaia-Selwyn	30 Jun 09	Rakaia Selwyn reviews have been delayed. No decision has been made on the next zone for review. No reviews have been implemented for NES or Plan implementation.

Current Level of Service

Water Quality, Quantity and Ecosystems

Tri-annual report on progress

1	Identifying and reviewing consents that are causing adverse environmental effects, or are inconsistent with an operative rule in a plan, or a National Environmental Standard	600 Rakaia-Selwyn, 200 selwyn-Waimak, 110 plan related, 100 NES for human drinking water	30 Jun 09	
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AGENDA ITEM NO: 7	SUBJECT MATTER: PUBLIC EXCLUDED
REPORT: Finance and Audit Committee	DATE OF MEETING: 14 April 2009
FILE REFERENCES:	PORTFOLIO: PROJECT: OUTPUT:
REPORT BY: Louise McDonald Administration Officer	ENDORSED BY:

MEETING WITH PUBLIC EXCLUDED

That the public be excluded from the following part of the proceedings of this meeting, namely:

- 7.1 Minutes of 10 February 2009 Meeting and Matters Arising
- 7.2 Exercise of Delegation

The general subject of the matter to be considered while the public is excluded, the reason for passing this resolution 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	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Minutes of 10 February 2009 Meeting and Matters Arising	That good reason exists for not discussing the matter with the public present and is not outweighed by the public interest.	Section 48(1)(a)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 7 of that Act which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) – Section 7(i).