

I hereby give notice that a meeting of Horizons Regional Council will be held on:

Date: Wednesday, 29 April 2020
Time: 10.00am
Venue: Meeting to be held via audio visual link

REGIONAL COUNCIL

AGENDA

MEMBERSHIP

Chair	Cr RJ Keedwell
Deputy Chair	Cr JM Naylor
Councillors	Cr AL Benbow
	Cr EM Clarke
	Cr DB Cotton
	Cr SD Ferguson
	Cr EB Gordon
	Cr FJT Gordon
	Cr WM Kirton
	Cr NJ Patrick
	Cr WK Te Awe Awe
	Cr GJ Turkington

Michael McCartney
Chief Executive

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Palmerston North 4442

Full Agendas are available on Horizons Regional Council website
www.horizons.govt.nz

for further information regarding this agenda, please contact:
Julie Kennedy, 06 9522 800

CONTACTS	24 hr Freephone : 0508 800 800	help@horizons.govt.nz	www.horizons.govt.nz	
SERVICE CENTRES	Kairanga Cnr Rongotea & Kairanga-Bunnythorpe Rds, Palmerston North	Marton 19-21 Hammond Street	Taumarunui 34 Maata Street	Woodville Cnr Vogel (SH2) & Tay Sts
REGIONAL HOUSES	Palmerston North 11-15 Victoria Avenue	Whanganui 181 Guyton Street		
DEPOTS	Levin 120-122 Hokio Beach Rd	Taihape 243 Wairanu Rd		
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AGENDA

1 WELCOME / KARAKIA

2 APOLOGIES AND LEAVE OF ABSENCE

At the close of the Agenda no apologies had been received.

3 PUBLIC FORUMS: Are designed to enable members of the public to bring matters, not on that meeting's agenda, to the attention of the local authority.

DEPUTATIONS: Are designed to enable a person, group or organisation to speak to an item on the agenda of a particular meeting.

Requests for Public Forums / Deputations must be made to the meeting secretary by 12 noon on the working day before the meeting. The person applying for a Public Forum or a Deputation must provide a clear explanation for the request which is subsequently approved by the Chairperson.

PETITIONS: Can be presented to the local authority or any of its committees, so long as the subject matter falls within the terms of reference of the council or committee meeting being presented to.

Written notice to the Chief Executive is required at least 5 working days before the date of the meeting. Petitions must contain at least 20 signatures and consist of fewer than 150 words (not including signatories).

Further information is available by phoning 0508 800 800.

4 SUPPLEMENTARY ITEMS

To consider, and if thought fit, to pass a resolution to permit the Committee/Council to consider any further items relating to items following below which do not appear on the Order Paper of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended), and the Chairperson must advise:

- (i) The reason why the item was not on the Order Paper, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

5 MEMBER'S CONFLICT OF INTEREST

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

Minutes of the Extraordinary meeting of the eleventh triennium of Horizons Regional Council held at 10.30am on Tuesday 7 April 2020, via audio visual link (Live Streamed), as a result of a change in legislation due to Covid-19.

PRESENT Via audio visual link: Crs RJ Keedwell (Chair), AL Benbow, EM Clarke, DB Cotton, SD Ferguson, EB Gordon, FJT Gordon, WM Kirton, JM Naylor, NJ Patrick, WK Te Awe Awe, and GJ Turkington.

IN ATTENDANCE Via audio visual link:

Chief Executive	Mr MJ McCartney
Acting Group Manager	
Corporate and Governance	Mr C Morris
Committee Secretary	Mrs JA Kennedy

ALSO PRESENT At various times during the meeting:

Via audio visual link: Mr R Strong (Group Manager River Management), Dr J Roygard (Group Manager Natural Resources & Partnerships), Dr N Peet (Group Manager Strategy & Regulation), Ms C Morrison (Media & Communications Manager), Mr A Smith (Chief Financial Officer), Mrs K Tongs (Governance Coordinator), Mr C White (IT Application Support).

WELCOME

The Chair welcomed everyone to the meeting and invited Cr Te Awe Awe to say a Karakia.

APOLOGIES

There were no apologies.

PUBLIC FORUMS / DEPUTATIONS / PETITIONS

There were no requests for public speaking rights.

SUPPLEMENTARY ITEMS

The Chair noted Item PX2 CentrePort – Multi-User Ferry Terminal which had been distributed via the Hub as a supplementary item.

MEMBERS' CONFLICTS OF INTEREST

There were no conflicts of interest declared.

CONFIRMATION OF MINUTES

20-67

Moved

Turkington/Naylor

That the minutes of the Regional Council meeting held on 25 February 2020 as circulated, be confirmed as a correct record.

CARRIED

CHIEF EXECUTIVE'S VERBAL UPDATE

The Chief Executive provided a verbal update on Horizons Regional Council's focus to deliver essential services during the Covid-19 lockdown period and outlined that planning for Covid-19 recovery phase had begun.

20-68 **Moved** **Keedwell/Patrick**

That the Chief Executive's report be received.

CARRIED

ANNUAL PLAN 2020-21

Report No 20-51

This report provided Council with an update on the current status of the 2020-21 Annual Plan and proposed process to adopt. Following an update from Mr Smith (Chief Financial Officer) about the potential financial impact of Covid-19, Councillors agreed there was a need to revise the 2020-21 Annual Plan. An amended recommendation c. and a new recommendation d. were proposed and agreed to by Councillors.

20-69 **Moved** **Naylor/Clarke**

It is recommended that Council:

- a. *receives the information contained in Report No. 20-51;*
- b. *authorises the Chief Executive to revise the Annual Plan to reflect the social and economic condition of the region, to recognize the financial impact of COVID-19; and*
- c. *resolves to utilise the options set out in the Local Government Act, Part 6, s95 Annual Plan (2A), not to consult on the Draft Annual Plan 2020-2021 in light of the impacts of Covid-19 in the interests of public safety, time constraints, and no significant changes to the 2018-2028 Long-term Plan.*
- d. *strongly requests that the Remuneration Authority holds remuneration payments for Horizons Regional Council elected members at the 2019-2020 level and thus there should be no increase in governance salaries for the 2020-21 year.*

CARRIED

MWRC HOLDINGS LIMITED DIRECTORS APPOINTMENT

Report No 20-49

This report sought a shareholders resolution to change the current directors of MWRC Holdings Limited. Mr Smith (Chief Financial Officer) and the Chair commented on the nomination of Allan Benbow as a director and outlined his expertise and skills for the position. Members discussed the recommendations, provided their views and sought clarity as required. A request was made for recommendation e. to be taken separately. The Chair and the Chief Executive acknowledged and thanked Bruce Gordon for his leadership as a director of Holdings.

20-70

Moved

Naylor/Clarke

It is recommended that Council:

- a. *receives the information contained in Report No. 20-49;*
- b. *accepts the resignation of Bruce Gordon as a director;*
- c. *approves the nomination of Rachel Keedwell as a director of MWRC Holdings Ltd to take affect from 7 April 2020;*
- d. *accepts the resignation of Ian Wilson as a director as of 7 April 2020; and*
- f. *authorises the Chief Executive to update the companies office with the above changes.*

CARRIED

- e. *approves the nomination of Allan Benbow as a director of MWRC Holdings Ltd to take affect from 7 April 2020.*

Against: Cr Cotton

CARRIED

2020/21 RATES RELIEF OPTIONS

Report No 20-50

This report sought to update Council on potential areas for consideration to aid those ratepayers financially affected by the Covid-19 event. Mr Smith (Chief Financial Officer) introduced the item. Following discussion by Councillors, two new recommendations (b & c) were proposed.

20-71

Moved

Naylor/Patrick

It is recommended that Council:

- a. *receives the information contained in Report No. 20-50;*
- b. *instructs the Chief Executive to establish a small group of staff and councillors to explore the pros and cons of each of the options outlined in Report No. 20-50, and report back to Council prior to finalisation of the 2020-2021 Annual Plan;*
- c. *directs the Chief Executive to request Local Government New Zealand to lobby government to increase the threshold for its nationwide rates rebate scheme, both to account for the Consumer Price Index and to address hardship during Covid-19.*

CARRIED

AFFIXING OF THE COMMON SEAL

Report No 20-47

This paper reported on documents to which Horizons Regional Council's Common Seal had been affixed.

20-72

Moved

Ferguson/Cotton

That the Council:

a. *acknowledges the affixing of the Common Seal to the below mentioned documents.*

- *Warrant Card
Jack Murrell
Biosecurity Act*
- *Warrant Card
Enforcement Officer
Georgia Hodges*

CARRIED

COUNCILLORS' WORKSHOP ATTENDANCE - 19 FEBRUARY TO 17 MARCH 2020

Report No 20-48

This item noted the Councillors' Workshop Attendance from 19 February to 17 March 2020. It was noted that Cr Fiona Gordon was not present at the Climate Change workshop held on 25 February.

20-73

Moved

Ferguson/Cotton

It is recommended that Council:

a. *receives the information contained in Report No. 20-48 and Annex.*

CARRIED

RECEIPT AND ADOPTION OF COMMITTEE RESOLUTIONS AND RECOMMENDATIONS

REPORT OF REGIONAL TRANSPORT COMMITTEE MEETING - RECEIVE AND ADOPT RESOLUTIONS AND RECOMMENDATIONS - 3 MARCH 2020

20-74

Moved

Keedwell/Ferguson

That the Council receives and adopts the resolutions and recommendations of the Regional Transport Committee meeting held on 3 March 2020.

CARRIED

REPORT OF STRATEGY & POLICY COMMITTEE MEETING - RECEIVE AND ADOPT RESOLUTIONS AND RECOMMENDATIONS - 10 MARCH 2020

20-75 **Moved** **Naylor/Turkington**
That the Council receives and adopts the resolutions and recommendations of the Strategy & Policy Committee meeting held on 10 March 2020.
CARRIED

REPORT OF CATCHMENT OPERATIONS COMMITTEE - RECEIVE AND ADOPT RESOLUTIONS AND RECOMMENDATIONS - 11 MARCH 2020

20-76 **Moved** **Cotton/Keedwell**
That the Council receives and adopts the resolutions and recommendations of the Catchment Operations Committee meeting held on 11 March 2020.
CARRIED

The meeting adjourned at 12.07pm.

The meeting reconvened at 12.10pm.

PROCEDURAL MOTION TO EXCLUDE THE PUBLIC

20-77 **Moved** **Keedwell/Cotton**
THAT the public be excluded from the following part(s) of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.
This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 and section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:
CARRIED

General subject of each matter to be considered	Reason for passing this resolution	Ground(s) under section 48(1) for the passing of this resolution
PX1 Confirmation of Public Excluded Meeting held on 25 February 2020	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
PX2 CentrePort – Multi-User Ferry Terminal (Supplementary)	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.

PX3

Council / Committee to consider whether any item in the Public Excluded minutes can be moved into the public domain and define the extent of the release

The meeting adjourned to the Public Excluded part of the meeting at 12.11pm and resumed at 12.28pm.

The meeting closed at 12.29pm.

Confirmed

CHIEF EXECUTIVE

CHAIR

Report No.	20-53
Decision Required	

ANNUAL PLAN 2020-21

1. PURPOSE

- 1.1. This report is to provide Council with an update on the current status of the 2020-21 Annual Plan and proposed process to adopt.

2. EXECUTIVE SUMMARY

- 2.1. Council was set to adopt the Consultation Document and Supporting Information to the 2020-21 Consultation Document (more commonly referred to as the Draft Annual Plan 2020-21) for public consultation at its Council meeting on 24 March 2020. This meeting was cancelled in light of the COVID-19 event and the Annual Plan process suspended. At the Extraordinary Council meeting held 7 April 2020 Council authorised the Chief Executive to revise the document to reflect the social and economic condition of the region, recognising the financial impact of COVID-19. Council also resolved not to consult on the Draft Annual Plan 2020-2021 in light of the impacts of Covid-19 in the interests of public safety, time constraints, and no significant changes to the 2018-2028 Long-term Plan.
- 2.2. Options for a 0%, 1% and 2% average rates increase were presented to Council at a workshop held 21 April 2020 and management now seeks confirmation from Council on which average rate increase will be adopted for the 2020-21 Annual Plan.

3. RECOMMENDATION

It is recommended that Council:

- a. receives the information contained in Report No. 20-53.
- b. resolves that the Annual Plan for 2020-21 is either:
 - i. set at an average rate increase of 0%; or
 - ii. set at an average rate increase of 1%; or
 - iii. set at an average rate increase of 2%; or
 - iv. other as proposed by Council.
- c. authorises the Chief Executive to update the Supporting Information and Proposed Annual Plan Summary to reflect the proposed agreed average rate increase;
- d. confirms the timeframe for adoption of the 2020-21 Annual Plan.

4. FINANCIAL IMPACT

- 4.1. There is no financial impact of this item.
- 4.2. The proposed average rate increases will not be uniform across all ratepayers, particularly in those districts that have had a revaluation completed this year, namely Horowhenua, Manawatū and Whanganui.

5. COMMUNITY ENGAGEMENT

- 5.1. At the Extraordinary Council meeting held 7 April 2020 Council resolved not to consult on the Draft Annual Plan 2020-2021 in light of the impacts of Covid-19 in the interests of public safety, time constraints, and no significant changes to the 2018-2028 Long-term Plan.
- 5.2. Horizons has a communications plan seeking public feedback on the proposed 2020-21 Annual Plan. The Proposed Annual Plan Summary Document will be the primary tool to engage our communities, with the document available online as well as hard copy on request, the use of online channels, advertising and media.
 - Media releases
 - Summary Document available online or by post upon request
 - Social media posts
 - Supporting Documentation and feedback form available on Horizons' website

6. BACKGROUND

- 6.1. Council was set to adopt its 2020-21 Annual Plan for community consultation on 24 March 2020. Due to the COVID-19 Alert Level 4 response, the Regional Council meeting was cancelled and the Annual Plan process suspended. This initial Plan included a proposed average rate increase of 5.95%.
- 6.2. Most of the increases in the proposed 5.95% have been removed or funded from alternative means.
- 6.3. Increases in staff salaries, fuel and inflation have been removed.
- 6.4. There are increases in the amount of reserves usages in some areas including, Infrastructure Reserves to fund increased insurance premiums; and Biosecurity Reserves to maintain some levels of service.
- 6.5. Loan repayment periods have been extended for the One Plan and parts of the River and Drainage Schemes.
- 6.6. Rating for transport inflation and increased costs in Total Mobility has been removed.
- 6.7. Capital Expenditure for the installation of a boat ramp at Lake Horowhenua has been added with no net overall rate increase (funding reallocated within the freshwater budgets).
- 6.8. We are conscious that by revising some work programmes and using reserves and other alternatives to fund some activities to keep the average rate increase at zero this year, will put pressure on our 2021-22 Annual Plan budgets.

7. TIMELINE / NEXT STEPS

- 7.1. Once Council confirms the average rate increase for 2020-21, the Supporting Information and Annual Plan Summary Document will be updated and made available to the public.
- 7.2. Public feedback will be sought for a period of two weeks till 24 May 2020.

- 7.3. Management will collate all feedback received and present to Council for consideration.
- 7.4. Dependant on the outcome of Councils considerations of the feedback received, the final Annual Plan 2020-21 will be adopted by 30 June 2020.

8. SIGNIFICANCE

- 8.1. This is not a significant decision according to the Council's Policy on Significance and Engagement.

Adrian Smith
CHIEF FINANCIAL OFFICER

Craig Grant
GROUP MANAGER CORPORATE & GOVERNANCE

ANNEXES

There are no attachments for this report.

Report No.	20-46
Decision Required	

AMENDMENT TO TERMS OF REFERENCE

1. PURPOSE

- 1.1. This item seeks Member's approval to amend the **Terms of Reference (TOR)** for the Environment Committee, Catchment Operations Committee and Passenger Transport Committee.

2. RECOMMENDATION

It is recommended that Council:

- a. receives the information contained in Report No. 20-46 and Annexes.
- b. approves the revised Terms of Reference for the Passenger Transport Committee, with changes taking effect from May 2020.
- c. acknowledges the role of the various Public Transport Advisory Groups in providing recommendations to the Passenger Transport Committee.
- d. approves the revised Terms of Reference for the Environment Committee and Catchment Operations Committee, with changes taking effect immediately.

3. FINANCIAL IMPACT

- 3.1. There is no financial impact as a result of this report.

4. COMMUNITY ENGAGEMENT

- 4.1. This is a public item and therefore Council may deem this sufficient to inform the public.

5. SIGNIFICANT BUSINESS RISK IMPACT

- 5.1. There is no significant business risk impact.

6. PASSENGER TRANSPORT COMMITTEE

- 6.1. The **Passenger Transport Committee (PTC)** is a committee of Council established to plan, implement, monitor and review the region's passenger transport services. The PTC is made up of five regional councillors (with at least one member being from the Palmerston North constituency and one from the Whanganui constituency) and advisory members representing the region's territorial authorities.
- 6.2. The advisory members are appointed formally to the PTC but attend on an 'as required' basis and do not have voting rights.
- 6.3. A key part of the Committee's work programme is to review the existing bus services. To support this, several advisory groups have been established which are made up of elected officials and officers from Horizons Regional Council, the relevant territorial authority and the New Zealand Transport Agency as well as interest/community groups by invitation where appropriate. These groups essentially serve as a working party which provide input into service reviews, improvements and securing the infrastructure required to support

services, in turn informing recommendations to the PTC. The role of the Advisory Groups is not currently recognised in the Committee's Terms of Reference.

6.4. The Land Transport Management Act 2003 provides the framework for contracting and funding of public transport services. Of particular relevance is Section 115 (1) which specifies that:

(a) Regional councils and public transport operators should work in partnership and collaborate with territorial authorities to deliver the regional public transport services and infrastructure necessary to meet the needs of passengers:

(b) The provision of public transport services should be coordinated with the aim of achieving the levels of integration, reliability, frequency, and coverage necessary to encourage passenger growth:

6.5. A collaborative approach to service delivery is essential in a model where one body has responsibility for service contracting, management and funding and another has responsibility for the local land use planning.

6.6. The importance of public transport as part of a multi-modal transport network has become more recognised by the territorial authorities, particularly in our urban areas. As a result, the territorial authorities have become more involved and active in the local advisory groups and the work of the PTC and there is a desire for greater recognition of their view to be taken account of in our service planning and implementation.

6.7. On this basis, changes to the PTC Terms of Reference have been requested. The revised ToR are attached at Annex A. The key changes proposed are:

1. Inclusion of representatives from each of the region's territorial authorities as full voting members on the PTC.
2. Acknowledgement of the role of the Advisory Groups in reflecting local aspirations for provision of public transport services in recommendations to the Committee.

6.8. Should the changes to the ToR be approved, Horizons would formally advise each territorial authority of the changes to their representatives' status as a full voting member of the Committee. The changes would take effect from the next scheduled meeting of the PTC in May 2020.

7. ENVIRONMENT COMMITTEE and CATCHMENT OPERATIONS COMMITTEE

7.1. Both the Environment Committee and the Catchment Operations Committee currently sit bi-monthly. It is proposed that the ToR be amended for each Committee to sit four times a year.

8. SIGNIFICANCE

8.1. This is not a significant decision according to the Council's Policy on Significance and Engagement.

Ged Shirley

GROUP MANAGER REGIONAL SERVICES & INFORMATION

Craig Grant

GROUP MANAGER CORPORATE & GOVERNANCE

ANNEXES

- A Passenger Transport Committee Terms of Reference (April 2020)
- B Environment Committee Terms of Reference (April 2020)
- C Catchment Operations Committee Terms of Reference (April 2020)

PASSENGER TRANSPORT COMMITTEE

TERMS OF REFERENCE

STATEMENT OF PURPOSE

The purpose of the Passenger Transport Committee of Horizons Regional Council is to plan, implement, monitor and review the region's passenger transport services.

COMMITTEE MEMBERSHIP

The Committee consists of:

- a minimum of five regional councillors (with at least one member being from the Palmerston North constituency and one member from the Whanganui constituency);
- seven members representing the region's territorial authorities, appointed formally to the Committee:
 - one member appointed by the council to represent Horowhenua District Council
 - one member appointed by the council to represent Manawatu District Council
 - one member appointed by the council to represent Palmerston North City Council
 - one member appointed by the council to represent Rangitikei District Council
 - one member appointed by the council to represent Ruapehu District Council
 - one member appointed by the council to represent Tararua District Council
 - one member appointed by the council to represent Whanganui District Council

A quorum will consist of seven members physically present, with at least three of the members being regional councillors. All members have voting rights.

The Committee meets as required, but generally three times a year.

ADVISORY GROUPS

Public Transport Advisory Groups have been established for the Palmerston North, Whanganui and Feilding bus networks. These groups are made up of representatives elected officials and officers from Horizons Regional Council, the relevant territorial authority and the New Zealand Transport Agency, as well interest/community groups by invitation where appropriate.

The key purpose of the Advisory Groups is to be a working forum to provide input into service reviews, opportunity for improvements and securing the infrastructure to support services. Proposals may be tested through the Advisory Group before recommendations are made to the Committee.

Advisory groups may be established for other networks as required.

FUNCTIONS OF THE COMMITTEE

The committees operating functions are:

1. To investigate passenger transport needs as requested by the Regional Council and other parties.
2. To prepare the Regional Public Transport Plan (as required by the Land Transport Management Act 2003) for approval by the Regional Council.
3. To provide advice to the Regional Council on funding policy for passenger transport services in the Region.
4. To manage the provision of passenger transport services and undertake a programme of service monitoring, promotions and review.
5. To report to the Regional Council on the passenger transport activities contained in the Council's Long-term Plan.
6. To maintain a register of exempt passenger transport services (as required by the Land Transport Management Act 2003).

DELEGATIONS

The Committee has delegated authority as follows:

- i. To alter, introduce or cancel passenger transport services where increased financial implications can be met from existing budgets.

Transport staff have delegated authority as follows:

- i. To register exempt passenger transport services as required by the Land Transport Management Act 2003;
- ii. To make minor alterations to passenger transport services, where these alterations will have little implication for current passengers.

Environment Committee

Statement of Purpose

The purpose of the Environment Committee is as follows:

- To ensure, through appropriate performance monitoring and information receipt, the effective promotion of sustainable management of natural and physical resources of the Region (including science, education and regulatory matters).
- To ensure that, in the management of natural and physical resources account is taken of the principles of the Treaty of Waitangi (Te Tiriti O Waitangi).
- To monitor the implementation and progress of Biosecurity activities within the Region.
- Where delegated by Council, to develop draft Regional plans and strategies, after taking due account of public submissions, for adoption by Council.

Committee Membership

Membership of the Environment Committee consists of five to twelve elected members and sits four times a year.

This Committee may invite advisers (eg from the rural community and/or Regional Animal Health Committee) to attend relevant portions of the Committee's business.

A quorum will consist of:

- half of the members physically present, where the number of members (including vacancies) is even; and
- a majority of the members physically present, where the number of members (including vacancies) is odd.

Objectives

The operating objectives are:

- Monitor the implementation and progress of integrated management of the natural and physical resources of the Region.
- Oversee (usually through various reporting mechanisms) the implementation of the Resource Management Act by:
 - monitoring the granting of resource consents, with individuals acting as Hearing Commissioners when required;
 - maintaining oversight of compliance by resource consent holders with conditions on their resource consents;
 - promoting non-regulatory methods of implementing resource management policy;
 - monitoring the state of the environment in the Region; and
 - undertaking or supporting investigations necessary to promote sustainable management in the Region.

- Investigate opportunities to promote effective implementation of the Resource Management Act, including delegations and, where appropriate, transfer of functions.
- Monitor the implementation and progress of Biosecurity activities within the Region.
- Monitor the effectiveness of the Council's environmental plans and strategies, and recommend these for review as appropriate.
- Develop policy and plans as delegated by Council (including Regional Plans).

Delegations

The Committee has no general decision-making or financial delegations but from time to time may be given such delegations by Council for specific matters.

Catchment Operations Committee

Statement of Purpose

The purpose of the Catchment Operations Committee is as follows:

- To ensure, through appropriate performance monitoring and information receipt, the effective provision of river and drainage engineering services to the Region.
- To ensure through appropriate performance monitoring and information receipt, the effective provision of sustainable land use services to the Region.
- To ensure effective liaison with territorial authorities, scheme/catchment liaison committees and scheme ratepayers.
- Where delegated by Council, recommend to Council for its adoption, finalised draft river and drainage scheme reviews and rating proposals, after taking due account of public submissions.
- To formulate recommendations to Council in relation to sustainable land management investments.

Committee Membership

The Committee consists of five to twelve elected members and sits four times a year.

A quorum will consist of:

- half of the members physically present, where the number of members (including vacancies) is even; and
- a majority of the members physically present, where the number of members (including vacancies) is odd.

Objectives

The operating objectives are:

- Monitor the implementation and progress of river control, erosion control and drainage schemes administered by the Council.
- Monitor the development of asset management plans to ensure service levels are consistent with stakeholder expectations
- Monitor the implementation of investigations and works on non-scheme rivers.
- As delegated by Council, develop policy and plans (including scheme reviews, rating systems, scheme upgrades and new schemes).
- Approve annual sustainable land use programmes and monitor their implementation.
- Encourage establishment of Scheme and/or Catchment Liaison committees, monitor their operation and participate as appropriate.

Delegations

The Committee has no general decision-making or financial delegations, but from time to time may be given such delegations by Council for specific matters.

Report No.	20-54
Information Only - No Decision Required	

OPERATIONAL UPDATE

1. PURPOSE

- 1.1. This item provides an operational update on the Catchment Operations and Environment Committee activity.

2. EXECUTIVE SUMMARY

- 2.1. In response to the Covid-19 event Horizons' Catchment Operations and Environment Committee meetings have been cancelled in April and May 2020. This item provides an update in place of those committee meetings.
- 2.2. In place of the cancelled Catchment Operations and Environment Committee meetings in April and May, the Chief Executive and Group Managers will update on operational activity for the various areas of business that report to Catchment Operations and Environment Committee. This will include verbal updates on:
 - The organisational response to Covid-19 Alert Level 3 including the Emergency Coordination Centre (ECC) and Incident Management Team (IMT) activity by the Chief Executive and the planned activity to bring further Horizons business back online with the move back into Level 3.
 - The Catchment Operations activity including River Management and Land Management.
 - The Environment Committee activity including Environmental Education, District Advice, Biosecurity and Biodiversity, Freshwater and Partnerships, Science and Innovation and the Regulatory Activity.
- 2.3. The updates for this April Council meeting will be provided verbally and a similar update with further written material will be provided to the May Council meeting. The next Catchment Operations and Environment Committee meetings have been scheduled for 10 June 2020. The meetings for June are at this stage planned in an abbreviated form via video conference and fuller reporting is the aim for that meeting.

3. RECOMMENDATION

It is recommended that Council:

- a. receives the information contained in Report No. 20-54.

4. FINANCIAL IMPACT

- 4.1. The Covid-19 event has had a financial impact on the activities of the Catchment Operations and Environment Committee. This financial impact will be one part of the update that is provided and this will be based on the information available at this time.

5. COMMUNITY ENGAGEMENT

- 5.1. This is a public item and therefore Council may deem this sufficient to inform the public.

6. SIGNIFICANCE

- 6.1. This is not a significant decision according to the Council's Policy on Significance and Engagement.

Jon Roygard

GROUP MANAGER NATURAL RESOURCES & PARTNERSHIPS

Nic Peet

GROUP MANAGER STRATEGY & REGULATION

Ramon Strong

GROUP MANAGER RIVER MANAGEMENT

ANNEXES

There are no attachments for this report.

Report No.	20-55
Information Only - No Decision Required	

COUNCILLORS' WORKSHOP ATTENDANCE - 18 MARCH TO 23 APRIL 2020

1. EXECUTIVE SUMMARY

- 1.1. This item is to note the Councillors' Workshop Attendance from 18 March to 23 April 2020.

2. RECOMMENDATION

It is recommended that Council:

- a. receives the information contained in Report No. 20-55 and Annex.

3. SIGNIFICANCE

- 3.1. This is not a significant decision according to the Council's Policy on Significance and Engagement.

Craig Grant
GROUP MANAGER CORPORATE & GOVERNANCE

ANNEXES

- A Councillors' Workshop Attendance

HORIZONS REGIONAL COUNCIL
COUNCILLORS' WORKSHOP ATTENDANCE
(for the period)
18 March to 23 April 2020

Date / Time	Details	Councillor Attendance
14 April 20 – 10.30am	- Blue Skies LTP Workshop	Present: (via audiovisual link) Cr AL Benbow Cr EM Clarke Cr DB Cotton Cr SD Ferguson Cr EB Gordon Cr FJT Gordon Cr RJ Keedwell Cr WM Kirton Cr JM Naylor Cr NJ Patrick Cr WK Te Awe Awe Cr GJ Turkington
17 April 20 – 10.30am	- Blue Skies LTP Workshop	Present: (via audiovisual link) Cr AL Benbow Cr EM Clarke Cr DB Cotton Cr SD Ferguson Cr EB Gordon Cr FJT Gordon Cr RJ Keedwell Cr WM Kirton Cr JM Naylor Cr NJ Patrick Cr WK Te Awe Awe Cr GJ Turkington
21 April 20 – 10.30am	- Annual Plan 2020-21	Present: (via audiovisual link) Cr AL Benbow Cr EM Clarke Cr DB Cotton Cr SD Ferguson Cr EB Gordon Cr FJT Gordon Cr RJ Keedwell Cr WM Kirton Cr JM Naylor Cr NJ Patrick Cr WK Te Awe Awe Cr GJ Turkington

Public Excluded Section

RECOMMENDATION

That the public be excluded from the remainder of the Council meeting as the general subject matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

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

General subject of each matter to be considered	Reason for passing this resolution	Ground(s) under section 48(1) for the passing of this resolution
PX1 Confirmation of Public Excluded (Extraordinary) Meeting held on 7 April 2020	s7(2)(h) - the withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.
PX2 Council / Committee to consider whether any item in the Public Excluded minutes can be moved into the public domain and define the extent of the release		