

Our Reference: A1060617

20 March 2024



**The Members
Mataura Catchment Liaison
Committee**

Notice of Meeting

The **Annual General Meeting of the Mataura Catchment Liaison Committee** will be held on **Friday, 5 April 2024** at the **Gore RSA, 12 Bowler Street, Gore at 1.00 pm**. Afternoon tea will be provided following the meeting.

Agenda

1. Welcome and Introductions
2. Apologies
3. Terms of Reference (attached)
4. Confirmation of Minutes of meeting - 21 February 2023 (attached)
5. Matters arising
6. Appointment of Committee – Chairman, Vice Chairman and Membership
7. Chairmans Report
8. Financial report – 2023/24 and proposed 2024/25 (attached)
9. Catchment report
10. General:
 - a. Long-Term Plan 2024-34
 - i. Infrastructure Strategy 2024-54 – *Randal Beal*
 - ii. Proposed Rates Review – *Tanea Hawkins*
 - iii. Submissions and other matters
 - iv. Consultation information
 - b. Showcasing Environment Southland in the Mataura
 - c. Murihiku Slow the Flow and Upper Mataura Pilot Project

- d. Maitaura Catchment Group Grants initiative (attached)
- e. Gravel Extraction

11. Meeting closes – *Afternoon Tea to follow*

After the meeting Environment Southland staff will be available to answer questions and discuss matters of interest.

Hugh Gardyne
Chairman

Enclosed for your information:

- | | |
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| 1. Terms of Reference | (Page 3) |
| 2. Minutes of the 21 February 2023 meeting of the Maitaura Catchment Liaison Committee | (Page 6) |
| 3. Financial report | (Page 11) |
| 4. Maitaura Catchment Group Grants initiative letter | (Page 14) |
| 5. List of members | (Page 15) |

Terms of Reference

Mataura Catchment Liaison Committee

Reporting to

The Community

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

Objective

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

Catchment Liaison Committees role:

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

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

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

Standard operating Procedures (16/09/2020)

Membership

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

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

The larger membership and the Sub-Committee/Technical advisory group have the ability to co-opt and are generally open to any ratepayer.

Representation from interest groups and industry groups where appropriate.

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

Appointment process

Nominations are to be sought at the Annual General Meeting.

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

Each committee member reflects the interests of a wider group within the community and preferably have the skills, experience and knowledge to relay information between the (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.

**Minutes of the Maitara Catchment Liaison Committee
Annual General Meeting, held at RSA,
12 Bowler Avenue, Gore on
Tuesday 21 February 2023, at 2.00 pm.**



Present:

Mr B Watt	(Maitara)
Mr H Gardyne	(Maitara)
Mr J Gardyne	(Maitara) <i>left at 3.27 pm</i>
Mr G Scott	(Maitara)
Mr B McLeod	(Maitara)
Mr S Dyer	(Maitara)
Mr R Wilkins	(Maitara)
Mrs P Wilkins	(Maitara)

In Attendance:

Ms C Andrews	(MPI)
Mr G Saunders	(MPI)
Ms T Clarke	(Thriving Southland)
Ms R Kelly	(Stuff)
Cr J McPhail	(Environment Southland)
Cr P McDonald	(Environment Southland)
Cr A Gibson	(Environment Southland)
Cr J Pemberton	(Environment Southland)
Mr R Beal	(Catchment Operations Manager)
Mr D Connor	(Team Leader, Catchment)
Mr J Turnbull	(Works Supervisor)
Mr C Cartwright	(Works Supervisor)
Ms S Grey	(River Engineering Officer)
Mr L Mutton	(Project Engineer)
Mrs E Kini	(Personal Assistant – Minutes)

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

Mr B Watt welcomed the attendees to the meeting and spoke to his Chairman's Report, a copy of which has been retained on file (A887113).

2 Apologies (*Nga Pa Pouri*)

Resolved by Consensus:

Moved Cr Gibson, that apologies were recorded on behalf of Chairman N Horrell, Mr P Hulse, Mr J English, Mr R Parata, Mr B Wilkins and Ms S Crooks.

Carried

Environment Southland is the brand name
of Southland Regional Council

3 Terms of Reference

Discussion was held with regards to the consideration to the reference of soil conversation in the Terms of Reference, a review to amend the wording to this effect will be taken under consultation by Environment Southland staff.

4 Confirmation of Minutes of meeting of 27 May 2022

Resolved:

Moved Mr B McLeod, seconded Mr H Gardyne, that the minutes of the Mataura Catchment Liaison Committee Annual General Meeting held on 27 May 2022 be confirmed as a true and accurate record.

Carried

5 Matters Arising

It was noted that any matters arising from the minutes would be addressed via the reports to the meeting.

6 Appointment of Committee and membership

Mr Connor assumed the Chair. Mr Connor called for nominations for the position of Chair of the Mataura Catchment Liaison Committee.

Resolved:

Moved Mr J Gardyne, seconded Mr B McLeod that Mr H Gardyne be elected to the position of Chairman of the Mataura Catchment Liaison Committee.

Carried

Mr Gardyne assumed the Chair and called for nominations for Vice Chair. No nominations were received.

Mr Gardyne called for nominations for the Mataura Catchment Liaison Committee.

Resolved:

Moved Mr McLeod, seconded Mrs Wilkins that Mataura Catchment Liaison Committee comprise of all those members present at the meeting today, together with any apologies.

Carried

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

Mr Connor and Mrs Hawkins spoke to the Works Programme and Draft Budget for the 2023/24 year presentation slides, and the Draft Budget as circulated in the agenda, noting the following:

- Current work programme for 2022/23
- Asset Management Programme, ongoing inspection of stopbanks.
- Land drainage, Riverworks and Spraying
- Team working in the Climate Resilience projects.
- Future work relating to aging willows, and determining additional funding to cover management of this.
- Flood Channel C (Gorge Road) requires upgrade and modification, redesign of flood control gate.

Discussion on stopbank inspection programme including breakdown of defects affecting stopbanks.

- Provided details and specifics on requirements of bylaws and suggestions to make the bylaws more specific, examples were provided in discussion.
- 2010 was the first bylaw and was updated in 2020. There is a process to be worked through, including public notification.
- Stopbanks are over private land and are considered a community asset.
- Work Programme would need a specific work programme to replace the top soil/silt as asked. Nothing has been done to date, can be done if that is what the Committee require.
- Still waiting for LIDAR information, the aerial information has been received.
- Gravel Management discussion - as gravel builds up gravel islands develop, vegetation locks them in and cuts down the channel, and if the river is particularly low enough, it can be perceived as gravel build-up. Overall the cross section of Mataura and Oreti is not showing build up.
- Waikaka River flow data, to be followed up with Environment Southland hydrologist.
- Provided an update on the Consents currently in progress.
- Advised ‘Drop in’ sessions are being held regarding work on the stopbank at Mataura township.
- Contractors used are providing/submitting competitive rates.

Mrs Hawkins spoke to the Draft Budget for the 2023/24 year presentation slides, and the Draft Budget as circulated in the agenda, noting the following:

- Substantial increase to costs in the past two years the offset to this in an increase investment income.
- Budgeted 4% on the Mataura Catchment reserve fund balance.
- Rate increase recommendation of 6.6% for 2023/24.

Discussion occurred regarding a Water Quality Plan, as part of an integrated catchment approach, to then endeavour to obtain funding.

Resolved:

Moved Mr Watt, second Mr J Gardyne, that the budget be approved, including draft budget costs increase of 7%.

Carried

8 Catchment Report

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:

- Thanks was given to the Catchment team for progressing the Mataura True Left Bank work, due for completion in April.
- 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.
- Clarified the definition of slowing the water down, different interpretations were tabled.
- Discussion regarding the need for strategic management of gravel, including extraction and addressing erosion issues occurred, noting that removal is only a part of the issue.

9 General

Progress update on Rates Review

Mrs T Hawkins provided a PowerPoint presentation on a progress update of the Ratings Review, noting the following:

- Insurance
 - o Increase in Insurance costs
 - o A number learnings from the 2020 Flood.
 - o Increased insurance cover as identified as under insured as a result of 2020 Flood claims.
 - o Insurance is more expensive and more difficult to obtain.
- Disaster Reserves Fund not growing as fast as expected.
- Looking across the region, 34 to 37 different rating categories in Mataura, with two different rating methods - riverworks and drainage (riverworks being more complex).
- Draft a proposal detailing the different ways of “cutting the cake” within the rates structure providing three or four options of how it could be done, in consultation with each Catchment Liaison Committee.
- Provided an overview of the other Catchments rating structure/categories.

- Commencing the rates review with Mataura as a trial.
- General rate of riverworks/flood protection is 30%, of the remaining 70% the targeted rates of F Class is 28% with A – E being 42%.
- Extended invitation to the Committee to forward suggestions/recommendations as part of the consultation process.

Environmental Challenges facing Murihiku Southland

Ms Crack and Ms Raymond talked to presentation slides (a copy of the presentation will be kept on file) including:

- Provided an overview of the Catchment Integration team - who they are and what they do including:
 - o Riparian planting advice – what and how to plant.
 - o Pilot for Freshwater Farm Plans
 - o Enviroschools
 - o Pollution and forestry education and compliance.
 - o Working with Federated Farmers regarding winter grazing
 - o Land Management Advice and Information
 - o Forestry
 - o Planting plans similar to riparian plants, more sheltering plants
 - o Assistance with Environmental Farm plans
 - o Projects include Intensive Winter Grazing, working with partners and communities
 - o Southland Riparian Planting Project – working with Catchment Operations team

9 Termination

Mr Gardyne thanked all who had made presentations today and extended further thanks to staff members: Mr Beal, Mr Connor, Mr Cartwright and Mr Turnbull, Ms Grey, and to Councillors in attendance including the new Councillors Mr Gibson and Pemberton.

As there was no further business, the meeting was closed at 4.14 pm.

The 2022-23 year could be considered as a more normal year for the Mataura catchment in terms of having no major floods resulting in damage.

During September the 21st through to 24th 2023, rainfall of between 70 to 100mm over 24 hours was recorded throughout Southland. This caused flooding in many of the small tributaries, major waterways and lower lying areas. This was recorded in the Mataura Catchment as a 10 year return period event. Since this flood the work programs in the river corridors have been steady with a mix of service requests for erosion, willow maintenance, along with repair/follow up of stopbank defects.

Land Drainage

The land drainage in 2022-23 year was a big year in terms of inspection and maintenance. It requires the budget to be built up over a 3 year period in order to undertake work. Some 247km of drainage networks received service. During the current 2023-24 year we have been upgrading "Flood Channel C" and Gorge Road gates, both of which are land drainage flood control systems on the lower Mataura. Note, we are having to build the budget up and then we are subsequently spending the budget easily with work still remaining. This will mean a drop in service levels if we don't receive more land drainage budget in the future.

Gravel Management

Challenges with gravel movement and aggradation from previous floods which result in erosion, and build-ups continues in some areas. The catchment team continues to support the majority of resource consent applications for gravel extraction throughout the catchment. ES continues to work on the development of a Gravel Management Strategy in conjunction with stakeholder groups.

Climate resilience projects

In 2022-23 year, the true left stopbank of the Mataura River at Mataura was upgraded after engineering advice highlighting concerns. This involved keying rock riprap in along the toe of the stopbanks to stop undercutting/erosion. This work has been completed under budget. Work on the true right stopbank in Mataura above the freezing works has been completed during the 2023-24 year under budget.

A significant gravel deposit downstream of the Mataura bridge was causing erosion issues on the true right bank of the Mataura township. A decision was made in conjunction with the landowners Hokonui Runanga to remove the material and use it where possible for stopbank bulk fill at Ontario Street stopbank rebuild in Gore. The Ontario Street stopbank some 500m in length has now been completed in Gore.

Trees along River street in Gore were removed from the stopbanks in April 2023. The follow up stump removal has nearly been completed at the writing of this report. This work will come in under budget.

Work is continuing on strengthening the Wyndham stopbanks and is due to be completed in April 2024.

The 2022-23 budget highlights that most work activities have come in around or under budget apart from \$203,963 highlighted in structure maintenance. This is due to money being utilised for river modelling, geophysics, engineering reports, and cross sectional data. This money is to be reimbursed from the Mataura leasehold land reserve.

The draft budget costs for the 2024/25 year are highlighted in the table below for your consideration.

All sums exclude GST

River Works		2022/23 Budget	2022/23 Actual	2023/24 Current Budget	2024/25 Draft Budget
		\$	\$	\$	\$
Revenue	Rates - General	355,113	495,709	383,773	-
	Rates - Separate	996,444	990,662	1,065,895	1,088,788
	Local Contributions Received	-	15,000	25,000	26,375
	Investment Income Allocated	4,000	10,140	9,596	9,594
	Other External Income	-	63,270	-	-
	Insurance Recoveries	-	35,134	-	-
Income total		1,355,557	1,609,914	1,484,264	1,124,757
Expenditure	Cost of Works Insurance	22,104	26,087	30,000	32,705
	Fairway Spraying	154,649	154,613	165,474	168,800
	River Works	783,257	766,539	838,085	884,090
	Channel Maintenance	-	3,334	-	-
	Urban Floodways	30,250	18,369	32,368	21,100
	Structure Maintenance	30,578	234,541	32,718	-
	Stopbank Inspections	-	4,524	17,120	18,062
	Cost of Works Miscellaneous	-	2,057	-	-
	Depreciation Expense	8,850	-	8,850	-
	Floodwarning	56,596	56,592	56,596	-
	Support Costs	269,273	482,651	303,053	-
Expenditure total		1,355,557	1,749,306	1,484,264	1,124,757
Transfer from Reserves		-	219,300	-	-
Net Movement		-	79,909	-	-

Land Drainage		2022/23 Budget	2022/23 Actual	2023/24 Current Budget	2024/25 Draft Budget
		\$	\$	\$	\$
Revenue	Rates - General	28,836	33,359	32,323	22,447
	Rates - Separate	253,723	252,251	277,957	202,019
	Investment Income Allocated	5,800	11,059	12,948	8,604
Income total		288,359	296,669	323,228	233,070
Expenditure	Channel Maintenance	171,146	266,269	188,935	212,283
	Structure Maintenance	-	11,492	18,500	20,787
	Cost of Works Miscellaneous	-	3,317		
	Support Costs	117,213	52,508	115,793	-
Expenditure total		288,359	333,587	323,228	233,070
Net Movement		-	36,918	-	-

Carry-Forwards	
Opening Balance at 1 July 2022	\$563,609
Net movement as above	\$42,990
Closing Balance 30 June 2023	\$606,599
2024/25 Funding	
Income from Interest	\$18,198
Income from Local Contributions (LINZ)	\$26,375
Income from General Rates	\$22,447
Income from Separate Rates	\$1,290,807
Total Budgeted Funding 24/25	\$1,357,827
(2023/24 Separate Rates \$1,343,852)	
Lease Area Reserves	
Mataura Lease Area Balance as at 30 June 2023	\$2,871,237
Disaster Reserve	
Balance Disaster Reserves at 30 June 2023	\$1,395,122
Estimated interest received	\$41,854
Forecast Disaster Reserve at 30 June 2024	\$1,436,975

MATAURA CATCHMENT GROUP GRANTS INITIATIVE.

Dated 1 March 2024.

to: Ella Lawton Catchment CLC and LTP and Stakeholder Leader.

The Matura Catchment Group Grants (MCGG) Initiative was instigated to improve communications between MCLC and the Community Catchment Groups (CCG), and to encourage investment in projects that would complement the MCLC activities.

It expressly intended to not be onerous or restrictive but also satisfy audit requirements of ES. I have advocated for THRIVING SOUTHLAND to have a template for the CCG's to have some structural uniformity between the groups. Also to provide integrity around any applications. Presently the CCG organise themselves as they deem suits there own communities so that uniformity doesn't exist.

Applying for the MCGG needs to be similar as applying to the Lottery Board or the Community Grants. Basics are a CCG constitution, a budget, a proposal, a time-frame and an annual report to the MCLC AGM, to qualify for ongoing assistance. With none of these no assistance possible. The funding that was set at \$5 000 per application was when just 5 CCG were operating, now there are 20 groups. A review of the level of assistance is necessary and discussed at the next AGM of the MCLC, April 2024.

I envisaged the better communication between the entities was going to be the catalyst that would encourage community representatives to, and eventually onto, the MCLC and effectively ensure the MCLC succession plan. Any assistance via the MCGG's Initiative could be viewed as "seed" capital and groups encouraged to leverage off that with additional contributions from industry or other sources of grants, for projects they wish to pursue.

To date one application was received and I understand was scuttled by ES Science Group and the MCLC knew nothing about it. This is a MCLC initiative and we need to be involved and informed in future. If this initiative gets high-jacked and frustrated by one of the many groups within ES the MCLC will walk away.

Given the increase in Matura CCG's we need to include the item on the MCLC Agenda at the forth-coming AGM with the discussion to consider whether a cap on total funding, eg: \$25 000 - \$50 000 per annum and applications of up to \$5 000 are considered alongside the funds available and either distributed, or carried over to the next year of applications.

To satisfy our requirements of openness and transparency the presentations you refer to are best to be included on the MCLC Agenda so our membership are fully informed and can influence the direction of travel of what remains an important way forward for the MCLC and the community we serve.

Hugh Gardyne - Chairman.

**Mataura Catchment Liaison Committee List of Members
at 29 May 2023**

Name
Hugh Gardyne, Chair, Mataura Liaison Committee
Stephen Dyer
James English
Cr John Gardyne (GDC rep)
Bruce McLeod
Bevin Watt
Brendan Wilkins
Ray Wilkins
Pam Wilkins