



## Office of Hon Dr Nick Smith

**MP for Nelson**

Minister for the Environment

Minister for Climate Change Issues

Minister for ACC

12 7 MAY 2010

Dame Margaret Bazley  
Chairperson of the Commissioners  
Environment Canterbury  
58 Kilmore Street  
PO Box 345  
CHRISTCHURCH 8140

Dear Dame Margaret

We are writing to set out the outcomes and goals that we expect the Commissioners to achieve while in office.

As set out in the Environment Canterbury (Temporary Commissioners and Improved Water Management) Act 2010, the Commissioners constitute the governing body of Environment Canterbury and must perform all the functions, responsibilities, and duties, and exercise all the powers, of the governing body.

The Commissioners must also comply with the Terms of Reference of 22 April 2010. These set out Ministers' expectations, and section 4 states that the Government intends to set specific outcomes and goals for the Commissioners.

This letter establishes those outcomes and goals. It is the Commissioners' responsibility to determine how best to achieve those outcomes and goals.

### **Outcomes**

By October 2013, we expect the following outcomes to be achieved:

- Canterbury's natural resources are effectively managed in an integrated, comprehensive and forward-looking manner, within a robust regional planning and policy framework;
- Environment Canterbury's institutional arrangements are fit for purpose and effectively support the regional planning and policy framework, and the discharge of all the Council's functions, responsibilities and duties;
- Environment Canterbury has durable and collaborative relationships with Canterbury's territorial authorities, iwi and other key stakeholders; and

- Environment Canterbury has effectively carried out all its functions as a regional council and met all its statutory obligations, including those committed to in its annual plan and long-term council community plan.

## **Goals**

To meet the outcomes, the Commissioners must complete the following goals.

### *Planning*

By 31 July 2010 the Commissioners will provide Ministers with a plan for governing Environment Canterbury. This will set out:

- the scope of matters to be dealt with during the term of appointment and the priority to be given to tasks and decisions, and key milestones for each goal;
- arrangements for operating as the governing body of Environment Canterbury, e.g., appropriate delegations, structures, roles and membership of any Council committees that reflect the number of Commissioners appointed;
- arrangements for the Commissioners to work collaboratively with Canterbury territorial authorities, Te Rūnanga o Ngāi Tahu and other key stakeholders, including a process for seeking advice from Canterbury mayors and councils, and for consulting with the Canterbury community; and
- arrangements for the Commissioners to build on the collaborative work and implementation of the Canterbury Water Management Strategy.

The plan should specify timelines and processes for the following:

- making decisions on the Natural Resources Regional Plan;
- making recommendations on the Hurunui River Water Conservation Order;
- reviewing Environment Canterbury's institutional arrangements and implementing the findings; and
- working with the Canterbury territorial authorities to develop and implement the Canterbury Water Management Strategy.

### *Resource management*

The Commissioners are required to achieve the following goals in relation to resource management:

- decisions on the Natural Resources Regional Plan will be notified by December 2010;
- the Hurunui River Water Conservation Order process is completed to the point of recommendations to Ministers within the 2010/11 financial year; and

- consents and other reporting requirements are met within statutory deadlines, and Environment Canterbury consistently rates within the top five of all regional councils.

### *Environment Canterbury's institutional arrangements*

The Commissioners are required to review Environment Canterbury's institutional arrangements. This should include a fit for purpose assessment of the Council's Planning and Consenting Directorate and legal functions. The Commissioners should then implement the review's findings.

### *External stakeholders*

The Commissioners are required to develop and implement processes and approaches for working collaboratively with Canterbury territorial authorities, Te Rūnanga o Ngāi Tahu, the Canterbury Water Management Strategy Steering Committee, and other key stakeholders. The Commissioners are also required to complete a new Triennial Agreement as soon as is practicable following the 2010 local government elections.

### *Advice to Ministers of the Crown*

The Commissioners are required to advise Ministers in due course about the following matters:

- whether a review of Canterbury's public transport arrangements is required; and
- institutional arrangements that support water management in Canterbury.

### **Monitoring arrangements**

The Commissioners must provide a quarterly report to the Minister for the Environment and the Minister of Local Government outlining:

- progress on the matters set out in the Terms of Reference and this letter (where the Commissioners have advised Ministers of timetables, as required above, they should make future reports against those timetables); and
- any issues the Commissioners consider should be brought to the attention of Ministers.

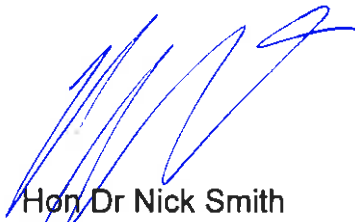
The report should be provided within 20 working days of the end of each quarter.

### **Relationship management**

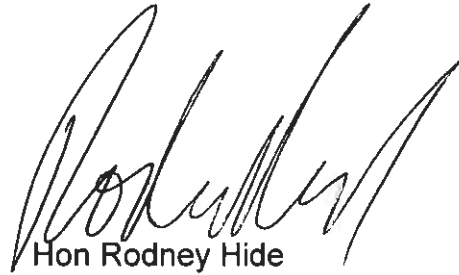
The Commissioners will maintain a "no surprises" policy and inform Ministers well in advance of any material or significant events or issues that could be considered contentious or attract wide public interest, whether positive or negative.

The Commissioners should arrange to meet with the Minister for the Environment and the Minister of Local Government every 12 months. This will be an opportunity for the Commissioners to outline progress with meeting their goals, and discuss current and future issues relating to their work. Ministers expect the first meeting to take place in the second half of 2010.

Yours sincerely



Hon Dr Nick Smith  
**Minister for the Environment**



Hon Rodney Hide  
**Minister of Local Government**