

# CATLINS INTEGRATED CATCHMENT GROUP

## DRAFT TERMS OF REFERENCE

### 1. PURPOSE OF THE CATLINS INTEGRATED CATCHMENT GROUP

The Catlins Integrated Catchment Group (CICG) is being formed to collaboratively develop a Catchment Action Plan (CAP) for the Catlins Freshwater Management Unit (FMU). The Catlins FMU is shown in Figure 1.

The CICG will make effective recommendations to Council for endorsement. It is not a delegated decision-making body of the Council nor is it a committee under the Local Government Act 2002.

The formation of the CICG represents the ORC's commitment to working in partnership with iwi, the community and with stakeholders to co-design the CAPs. The primary focus of the CICG is to develop a CAP that builds on the strong foundation of work and engagement that is already happening in the Catlins and develop a vision that meets the aspirations of the Catlins community. The vision will be for the entire catchment (including the land, biodiversity, estuarine and marine habitats) and will therefore be broader than the freshwater vision in the Regional Policy Statement, but consistent with the RPS vision. The group will need an understanding of the environment, socio-economic values and the ability to incorporate the deep connections that mana whenua have to the land.

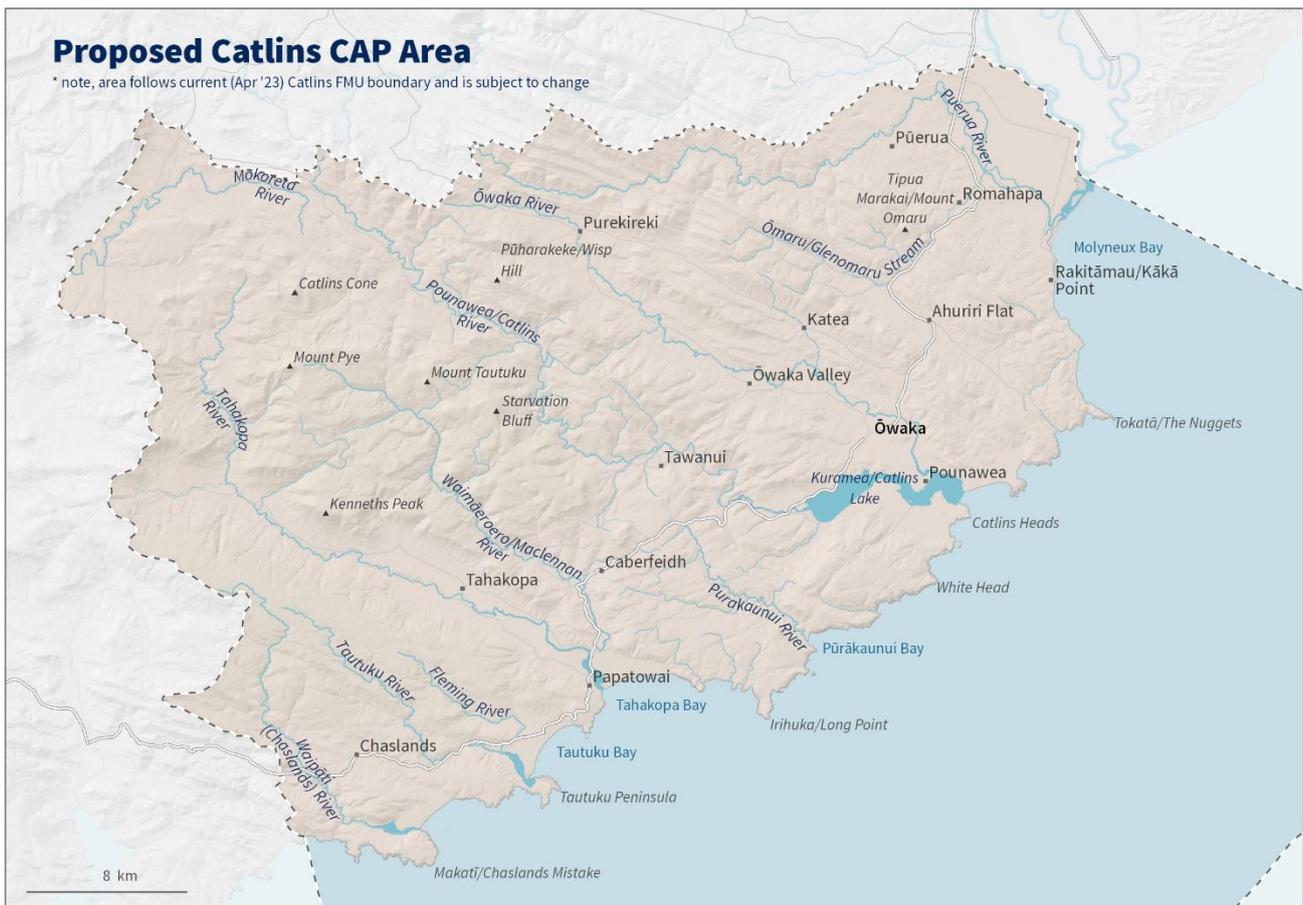


Figure 1. Proposed Catlins CAP Area

## 2. WHAT IS A CATCHMENT ACTION PLAN?

A Catchment Action Plan (CAP) is a non-regulatory (or voluntary) plan for the management and conservation of an entire catchment(s). It consolidates and builds on actions that are already taking place in the catchment and can serve as a focus for new actions and projects. Although the catchment, or watershed, is the unit of area used to design a CAP, the actions described in the CAP can cover areas other than freshwater including terrestrial, estuarine, and marine ecosystems, land and soils, and human values (including mahika kai and wāhi tūpuna values). The CAP can also refer to regulatory (or mandatory) actions that may need to be taken to achieve environmental outcomes required by legislation (such as regional plans). The Catchment Action Plan must be consistent with the relevant statutory requirements.

Successful CAPs are designed by iwi, the community, and stakeholders for their place. They are supported in this work by the ORC, government, territorial authorities, and subject experts.

The CAP will need to be endorsed by Otago Regional Council but is not limited to matters covered by Council.

## 3. RESPONSIBILITIES OF THE CATLINS INTEGRATED CATCHMENT GROUP

The CICG is responsible for co-developing the CAP for the Catlins FMU. This work will include:

- Committing time and effort to attend and participate in monthly meetings (including 4-5 CAP co-design workshops) for the duration of the CICG.
- Coming to the meetings and workshops prepared, making sure to have studied all the background material provided.
- Bringing their knowledge and experience to the work.
- Being an ambassador for the CAP within the community or their organisation.

The CICG members are not responsible for organising or carrying out the actions suggested in the CAP. The CICG may continue into the implementation phase of the CAP, however this will be determined at the completion of the CAP.

## 4. MEMBERSHIP OF THE CATLINS INTEGRATED CATCHMENT GROUP

Members of the Catlins Integrated Catchment Group will consist of up to 15 members who will be appointed by the ORC, on recommendation of the ICM Working Group.

### Composition of the CICG

The CICG is a Catlins-based group that aims to have a predominance of its participants “local or connected” to the Catlins.

### Diversity

Furthermore, it will aim to include diversity in terms of:

- geographical representation of the region
- communities of interest
- age and gender.

### Experience and knowledge for the CICG

Members of the CIGG will be sought on their experience, knowledge and understanding of issues and activities within the Catlins that allows them to contribute to the CAP co-design process.

CIGG will aim to cover a range of experience and knowledge including:

- Environmental management – conservation, restoration, rehabilitation, planning or legislation
- Biodiversity – flora and fauna species, populations, or communities within the Catlins
- Freshwater – hydrology, quality, aquatic species, processes
- Estuaries and/ or marine ecosystems – processes, species
- Land and soils management – health, productivity, rehabilitation, stabilisation
- Historic heritage
- Mātauraka Māori
- Community and networks in the Catlins area
- Socio-economic assessment or evaluation – e.g. social science, economics background
- Agricultural systems
- Forestry practices
- Tourism (relevant to the Catlins)
- Government processes and practices – local, regional and/ or national.

Note: the group will be able to call on technical expertise, so CIGG members do not need to be experts in all these areas.

### **Practical Criteria**

Members of the CIGG will also be selected on their capability to contribute successfully to the CAP co-design process. They will be a person who is:

- Able to explain their views clearly and listens to other people
- Able to seek common ground and focus on solutions
- Able to commit to participate in monthly meetings (including 4-5 workshops)
- Constructive and practical
- Open to different viewpoints
- Able to consider and contribute to discussions.

### **Tangata Whenua**

There are defined roles for tangata whenua on the CIGG to reflect the principles of the Treaty of Waitangi. Representation on the group will reflect connections to the Catlins. Representation for Papatipu Rūnaka and subsequent appointment of members will be determined by those Rūnaka with interests in the area. A representative of beneficial owners of Māori land may be appointed in addition to this.

Defined roles for tangata whenua does not preclude individuals who are tangata whenua being appointed in a non-defined role.

### **Government**

There are also defined roles for ORC, as the facilitating organisation and regulatory authority and LINZ and DOC as significant government landowners in the Catlins.

## 5. GENERAL

### **Chairperson**

A chairperson for the CIGG will be appointed by CIGG members at the first meeting. The Chairperson will be the primary spokesperson for the group including with the ICM-WG chairperson, the ORC's ICM staff and the media.

The role of the Chairperson is to:

- Motivate and lead the CIGG to achieve its objectives and deliverables within the agreed timeframes
- Ensure a fair and equitable group process
- Foster an atmosphere of enquiry, respect, open-mindedness, and group learning
- Identify risks and work with the ORC's ICM staff to mitigate risks and issues as they arise in a timely and outcome focused manner
- Ensure the CIGG members operate within the Terms of Reference.

### **Media**

The group will determine who should speak to the media or what communications will be published. This process will be supported by the ORC's Communications Team.

### **Term of appointment to the CIGG**

The work will begin on appointment of members. At the conclusion of the development of the CAP, the Group will be asked to make a recommendation for ongoing implementation to the ORC. The ORC will determine if the CIGG will continue with the implementation and coordination of the CAP.

### **Quorum**

Ideally CIGG participants can attend all meetings and workshops which will be organised to suit the majority of members. However, a quorum of minimum two-thirds members must be present (online or in person) to run a meeting / workshop.

### **Non-attendance and vacancies**

If a CIGG member or their alternate does not attend three meetings in a row, they may be replaced. If this occurs, or if there are other vacancies on the group, these will be referred to the ICM Working Group who will recommend appointments to the ORC as replacements.

### **Alternates and additional participants**

If a participant who is representing an organisation or is chosen by iwi is unable to attend, they can send an alternate to ensure that this expertise is present in the room. If an alternate is being proposed, this should be advised as early as possible.

It may be appropriate for additional participants to be present for CAP development workshops. This can be decided by a consensus decision of the CIGG. However, additional participants will not have decision making or voting rights.

**Decision Making**

Decisions will be made by consensus where possible. A vote can be called by the group where consensus is not reached. In the event of a tied vote, the matter will be further discussed until consensus can be reached.

**Dispute Resolution**

Disputes will be referred to the ICM Working Group for resolution.

**6. CAP DEVELOPMENT WORKSHOPS**

The CICG will be using an internationally recognised method for biodiversity and resource conservation project design and collaboration called Conservation Standards (CS). CS has been designed to tackle large, complex, and urgent environmental problems and places the community and principles of co-design at its heart. The CS co-design process takes place over 4-5 staged and facilitated full-day workshops where the community and experts collaborate to design their project. The CICG will be facilitated and supported by technical expertise from the ORC.

It is important that all members participate in all workshops wherever possible.