



Monitoring Strategy for the Wellington Region

November 2001

Wellington Regional Council

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*Publication No. WRC/RP-G-02/04
ISBN 0909016755
www.wrc.govt.nz*

Cover design by Forsyth and Weller

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1. **Introduction**

1.1 **Purpose of Environmental Monitoring**

This strategy provides the Council with direction on how we will monitor and report on the environment in the future.

A key Council responsibility is promoting the sustainable management of natural and physical resources in the Region. Monitoring is an integral part of this responsibility. It tells us about the state of the environment and whether the community's expectations about the environment are being met. We can find out whether parts of the environment are getting better, staying the same, or deteriorating, and why these changes are occurring. The information we obtain from monitoring can be a trigger for changing and prioritising the way we manage the environment.

The aim of the strategy is to focus our monitoring on the promotion of sustainable management. Sustainable management brings together natural and physical resources and the values that people place on them. In the past we have focused on monitoring biophysical resources. The strategy reflects a change in approach because of the greater emphasis we now want to place on informing people about the findings of our monitoring. An informed and interested community will be far better placed to participate in the way we manage the environment.

1.2 **What's Old and What's New?**

Monitoring is not new to this Council. We have been monitoring air, land, water, and the coast for many years now. We already have a lot of knowledge and expertise about what to monitor and how to do it. The monitoring programmes that have been developed over many years will continue and be refined. The information they provide is essential if we are to report on the environment.

What is new is the context that we now do our monitoring within. What we need to do is pull our monitoring together and make use of the information systems that are now available, so that the information collected can help us achieve integrated management of the natural and physical resources in the Region.

We now have statutory plans which set the direction for the Council. These plans are the result of many years of consultation with the community and reflect community aspirations for the environment. They identify the objectives the community is seeking and how we will go about achieving these objectives.

It will be important during the implementation of the plans to keep people informed about whether the plans are performing as intended. We will do this by reporting the results of plan monitoring. Data gathered from monitoring can be complex, technical, and difficult for people to understand. We need to make the results of monitoring more meaningful and relevant to people and communities in the Region.

We also need to move towards a more integrated approach to monitoring. Our environmental management role overlaps with the responsibilities of other groups and organisations. We are in a position to provide people with a regional picture not

only for the environmental resources that we are primarily responsible for, but also for resources that are monitored by community groups or local and central government agencies. In particular, iwi and territorial authorities are our partners in the management of natural and physical resources.

1.3 What Will We Monitor?

Legislation¹ sets out the basic responsibilities with respect to monitoring - the Act requires the Council to monitor:

- the state of the environment in the region;
- the efficiency and effectiveness of our policy statement and plans;
- the exercise of any functions, powers or duties delegated or transferred; and
- the exercise of resource consents that have effect in the region.

State of the environment monitoring requires information to be gathered on the condition or state of the environment to detect any changes as a result of human or natural causes. State of the environment monitoring also requires gathering of information to determine the reasons for changes in environmental condition. This allows informed decisions to be made about the management of natural and physical resources.

Monitoring the effectiveness of the Council's Regional Policy Statement and regional plans involves gathering information to:

- assess the effects of policies, rules and other methods on the environment; and
- to determine the efficiency and effectiveness of the methods used to achieve any anticipated environmental results.

This allows a review of the plans' policies and methods after they have been given effect and any environmental changes detected. Plan monitoring needs to highlight what is working well and not so well within the plan. This information will lead to improved planning provisions.

The Council has delegated powers and functions to committees of Council, officers and commissioners. Monitoring the exercise of these delegated powers will help ensure consistency of decision making and the degree of satisfaction with, and appropriateness of, decisions being made.

Monitoring the exercise of resource consents will provide a measure of whether or not consents granted are achieving the desired outcomes of the plans. This monitoring is a critical component in measuring how the Council is progressing towards the goal of sustainable management.

The Council monitors resources that it has direct responsibility for. In addition, many other agencies such as territorial authorities, DoC, and MAF have environmental responsibilities and monitor these accordingly. At the regional level, the Council can help promote integrated monitoring and presentation of environmental information.

¹ Refer to Appendix One for the relevant sections of the Resource Management Act 1991, and Amendments.

Monitoring undertaken as a result of this strategy will also contribute to performance monitoring under the Local Government Act 1974 by providing information about the achievement of desired outcomes, and by indicating where future resource commitments are required to enable the Council to better meet its targets. Other relevant Acts include the Biosecurity Act 1993, Civil Defence Act 1983 and the Land Transport Act 1998.

2. State of the Environment Reporting

2.1 Introduction

State of the environment reporting gives an overview of the state of our natural environment, the pressures on it, and our responses to any changes in its state. It highlights the interconnections between people and the environment, and aims to show how the direct and indirect actions of residents, industries and visitors can impact on our environment and therefore our quality of life. This information can then provide a base for making decisions about environmental management.

In order to track changes in the environment, the Council uses indicators. Environmental indicators summarise complex information about our environment into key measures – which may be physical, biological, chemical or socio-economic – so that we can understand what is happening in the environment. We measure these indicators regularly so we can detect changes in the environment over time.

Because all parts of the environment are interrelated, we need many environmental indicators which can link together to give us a clearer picture of what can cause environmental problems. For example, we know that how we use the land affects the water quality in streams. This allows us to take appropriate actions to influence changes in land use before it's too late.

The Council's monitoring programmes are being reviewed as part of the development of this strategy. The monitoring programmes use indicators to:

- report regularly on the state of the region's environment;
- measure how well we are doing in achieving environmental goals;
- increase awareness and understanding of environmental issues; and
- prioritise environmental issues and improve decision-making.

2.2 Who is Doing What?

2.2.1 *National*

New Zealand's first national report on the state of our environment was released in October 1997. The report was produced by the Ministry for the Environment, and gave an overview of our natural environment and the pressures on it. It also highlighted the need for much better environmental information to show national trends and to provide a base for making decisions about environmental management.

As a result, the Ministry for the Environment began developing a system for reporting on the state of the environment, called the Environmental Performance Indicators Programme. Indicators are being developed which, when reported, will help track changes in the environment and assess the success of our environmental policies and laws.

The Ministry intends that the programme builds on existing monitoring by local authorities, central government agencies such as the Department of Conservation, the Ministry of Health, Ministry of Fisheries, Crown Research Institutes, and by Iwi. The indicators are being reported in two stages: 'stage one' indicators are those where

current monitoring can provide data now; and 'stage two' indicators are where there are gaps in existing monitoring, or methodologies for information collection. For example, carbon monoxide levels in the air is a stage one indicator, whereas lichen diversity/coverage as an indicator of air quality is a stage two indicator. The Ministry intends to have completed the set of stage one indicators by 2002.

2.2.2 *Regional*

The Wellington Regional Council's latest State of the Environment Report, 'Measuring Up' was published in 1999. The report gives a picture of the current state of the natural and physical resources in the Region. It also describes the responses adopted to manage these resources, and reviews our performance in achieving the environmental objectives set out in the Regional Policy Statement.

While 'Measuring Up' showed where we are doing things well and where we are doing things less well, it also highlighted that we have been unable to assess our performance in some areas because of a lack of information. As a result, and to ensure consistency with the national system of state of the environment reporting, the Council will be using the performance indicators approach to build on the monitoring already done in the Region.

2.2.3 *Territorial Authorities*

The territorial authorities in the Wellington Region are at different stages of reporting on the state of the environment, and the Regional Council and territorial authorities have done environmental monitoring work independently.

While territorial authorities do not have the same functions as regional councils, the authorities in the Region have started to work together to achieve greater co-ordination of their environmental monitoring activities. At this stage, a protocol has been established with each of the territorial authorities and the Regional Council as signatories. As a result of the protocol, a Regional Monitoring Forum has been established. The aims of the protocol are to:

- Make a commitment to open dialogue for the purposes of transferring and sharing information between parties of the Monitoring Forum.
- Foster the Integration Model² in the monitoring for the purposes of reducing time and effort expended in collecting, recording and reporting monitoring information.

The protocol should help improve communication between authorities, and result in more effective reporting on the state of the environment within the Region. As a result of the protocol, some attention has already been given to gaps and overlaps in monitoring activities between organisations. For example, in the past, each of the territorial authorities and the Regional Council worked independently to monitor coastal water quality, whereas now the coastal monitoring work of the councils is co-ordinated.

² See Appendix 2

The territorial authorities have also shown interest in co-ordinating state of the environment reporting with the Regional Council, and discussions on this are ongoing.

Action: The Council will continue to co-ordinate and attend the Regional Monitoring Forum for the purpose of achieving integrated monitoring and reporting in the Region.

2.2.4 *Iwi*

A Iwi technical workshop on monitoring was held at the Whakarongotai Marae during October this year. The workshop was seen as the beginning of a process to ensure Iwi have the opportunity to be involved in monitoring activities within the Region. This will help ensure that the principles of the Treaty of Waitangi are taken into account by the Regional Council when reporting on the state of the environment.

Key points that were raised by Iwi in the workshop are:

- The Council needs to get Iwi/hapu involved to find out what their concerns are. They also need to keep Iwi informed more regularly.
- Any indicators proposed by Iwi must be given equal weight to the Regional Council indicators. For example, in the Region's state of the environment report.
- We need to remember that Iwi monitoring would be fundamentally different to the monitoring the Council does. It would occur within a different framework, through different processes and for different purposes. For example, Iwi would not focus on chemical analysis.
- **How** things are monitored is just as important as **what** is monitored. Iwi would like monitoring to be more flexible to take into account changing seasons and environmental conditions. The process would also evolve as time went on. This sort of monitoring could not be dictated by legislation or specific guidelines.
- The Council needs to distribute its monitoring information on a regular basis, not just at the end of the year, and the information needs to be in plain language so people can understand it. The possibility of organising a couple of workshops to explain what the information means was raised.
- Compartmentalising is a problem, and instead we need to look at everything holistically. The Council tends to separate functions/activities into departments, and the departments don't necessarily talk to each other. The monitoring issue is not about any one resource, and we need to look at the entire system.
- Mauri is missing from all the things that the Council monitors. Cultural elements need to be built in (manaakitanga, kaitiakitanga, spiritual cleansing, and so on). We need to work on finding a way where the two different approaches to monitoring can complement each other.
- Both Maori and non-Maori need to see action taken as a result of the monitoring – if monitoring shows that a resource is degraded, what will be done to address this?

The following action plan has been developed as a result of the information gathered during the workshops. It has been approved by Ara Tahi for inclusion in this document.

1. *The Regional Council will aim to develop more understandable monitoring outputs.*

It was pointed out at the technical workshop that the scientific nature of Council monitoring reports mean that not everyone can understand them. In addition to using more user friendly language in its reports, Council staff will be available to discuss monitoring results, and how these can be interpreted.

2. *The Regional Council will distribute monitoring results to Iwi on a regular basis.*

The Council will follow up work done at the workshop with visits to each Iwi representative group to discuss what monitoring information Iwi would like to receive, and how frequently this can be provided. For example, 'report cards' will be developed for each resource that is monitored by the Council. The report cards will include general information about the resource, a summary of the recent monitoring results, and an explanation of what this information means. These report cards will be placed on the Council web-site, and the monitoring results updated on an ongoing basis. The report cards could then be printed out at any time, and forwarded to any interested people or groups.

The Council will continue dialogue with Iwi representatives to ensure any monitoring information received is relevant and useful, and to determine how it could be improved.

3. *The Regional Council will work towards integrated reporting.*

In response to requests by Iwi to look at the environment in a more holistic way, the Council will work towards greater integration of monitored resources in its 'annual environment' reporting.

4. *Use of stream monitoring kits.*

NIWA produce Stream Health Monitoring Assessment Kits (SHMAK) which can be used for assessing aquatic health. If Iwi are interested in using these kits, the Council will assist them to set up a monitoring programme.

5. *Development of a complementary monitoring process by Iwi*

The Council will follow up the work done at the Iwi technical workshop with visits to each of the Iwi representative groups. The meetings will be to further discuss customary indicators, how they could be monitored, areas of importance for monitoring, how the process could work, and so on. Following these meetings, another Iwi technical workshop on monitoring will be arranged for next year, to make decisions about the proposal.

6. *Integrated state of the environment reporting*

A key point that was raised in the technical workshop was that the Regional Council approach to monitoring and the Iwi approach to monitoring are quite different. However, both are important, and what we need to work out is how they can

complement one another. The suggestion was made at the workshop that all the monitoring information (Council and Iwi) be brought together at a regular forum. Such forum meetings will therefore be arranged on a yearly basis, as part of the 'annual environment' reporting process. The purpose of the fora is to gain a collective picture of the state of the environment, using both 'sets' of information.

2.2.5 *Other Agencies*

Wellington Regional Council is also working towards greater integration of environmental information, not only with the territorial authorities, but with other agencies and groups such as the Department of Conservation and the Ministry of Fisheries. Currently, most of the environmental data gathered in the Wellington Region is used exclusively within the organisations that have collected it. While some of this information will only be of interest to specialist groups, much of it, if presented in a suitable format, would also be very useful to other organisations and individuals.

Sharing information with other agencies will allow issues within the Region to be analysed in a wider context.

2.3 **What are we Monitoring?**

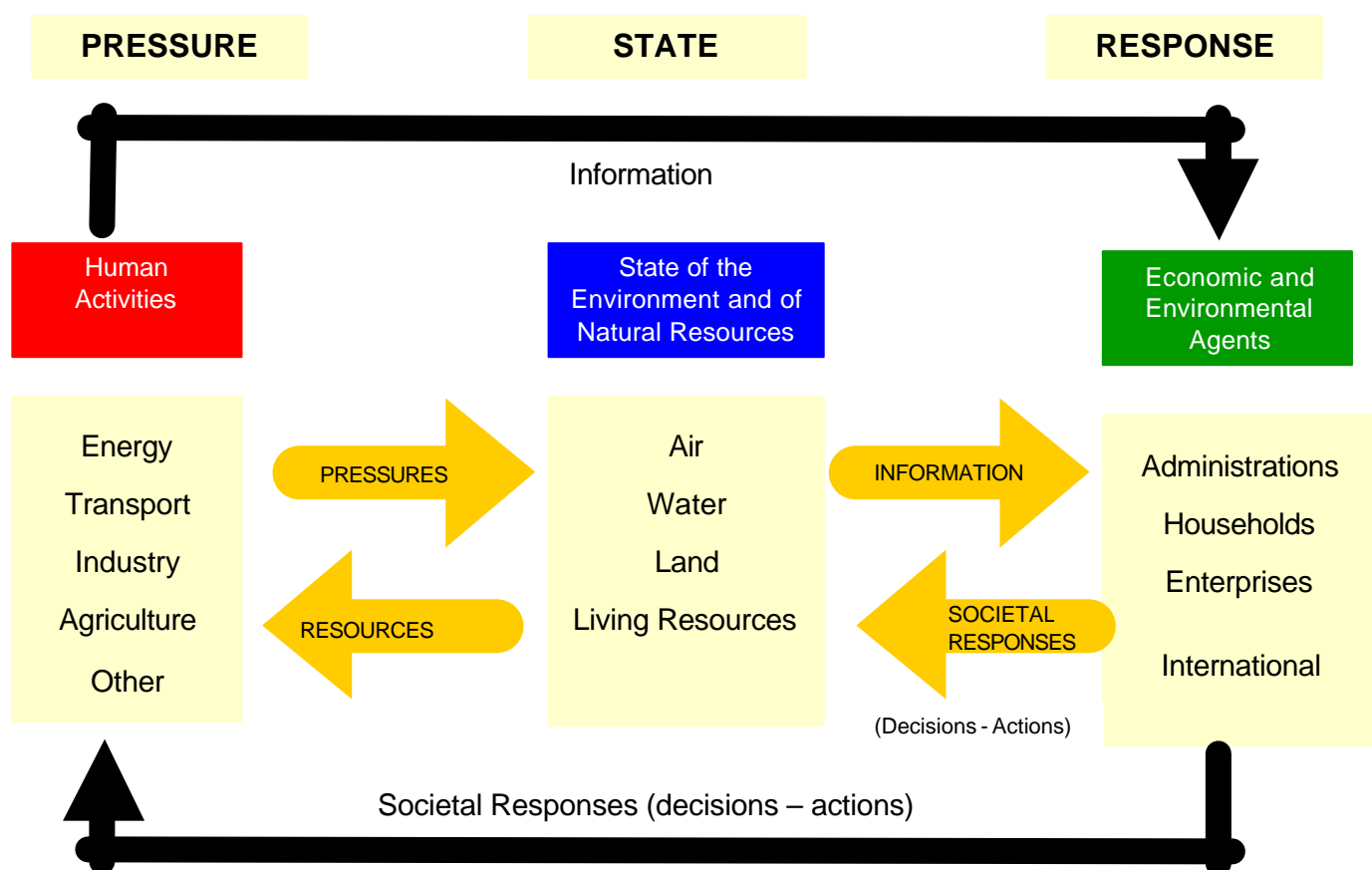
The Wellington Regional Council is reviewing its monitoring programmes, and developing a full set of environmental indicators, which will provide sufficient information to present a simple and relatively coherent picture of the state of the environment. Over time, the information gathered will contribute to raising the level of knowledge about the state of the Region's environment, increase our ability to report on environmental condition and trends, and provide the information base for more informed policy and management decisions.

The indicators used within the Region should have the ability to:

- Produce (and simplify) the most important information about the environment;
- Reduce the number of measurements required to give an 'accurate' representation of environmental conditions;
- Illustrate trends and allow comparisons;
- Ensure responses are triggered when environmental thresholds are approached; and
- Make information gathered by scientists more easily understood by the public, the media, resource users and decision-makers.

The Council has adopted the Pressure-State-Response (PSR) framework as the basis of its state of the environment reporting. This approach, developed by the Organisation for Economic Co-operation and Development (OECD), recognises that managing our environment requires a complicated form of feedback loop: human activities and natural causes exert pressures on the environment; these change the state or condition of the environment; society responds by developing or implementing policies that influence those human activities or modify natural processes; and this in turn changes the kinds of pressures (see Figure One).

Figure One: Pressure-State-Response Model



Source: Adapted from OECD

Think of what happens when we use a river for our water supply. As more people take water (a pressure), the river flow (the state) may decrease. If this decrease is deemed to be a problem, the Council may impose limits on the amount of water that can be taken (a response)³.

Indicators for regional state of the environment reporting are a subset of the National Indicators. In addition, the Council has other monitoring priorities that are not necessary for the national set.

A list of the indicators monitored by the Council can be found in Appendix Five. In addition, a list of ‘other’ indicators that will be available to the Council for state of the environment reporting can be found in Appendix Seven. These indicators are identified by MfE as part of the national environmental performance indicators programme, and the information is collected by other organisations.

Action: The Council will continue to work with the Ministry for the Environment to assist with the National Performance Indicators Programme.

³ Wellington Regional Council, 1999, Measuring Up.

2.4 Other Monitoring

There are a number of different categories of monitoring that are undertaken by Council. These include:

- (a) Resource Definition and Targeted Investigations: focus on increasing our understanding of a particular resource. For example, a targeted investigation of Porirua stream water and sediment quality was undertaken in June 2001 to help us understand why the number of macroinvertebrates living in the stream did not reflect water quality data.
- (b) Pollution Incidents: the Council responds to pollution incidents 24 hours a day, 7 days a week, requiring cleaning up or ensuring that steps are taken to resolve them. The Council records and analyses these incidents, which gives us useful data on the stresses on the environment or the pressures being placed on a resource.
- (c) Resource Consent Compliance Monitoring: ensures that resource consent holders are complying with the conditions on their consents. The results of compliance monitoring can often augment information gathered through other monitoring programmes.
- (d) Surveillance: the monitoring of compliance with the Act and with regional plans provides a measure of resource use, and is used to identify instances where resource consents are required, or where enforcement action is necessary.

3. **Plan Effectiveness Monitoring**

3.1 **Introduction**

Until recently, the Regional Council has been concentrating resources on the development of its regional policy statement and regional plans. The last regional plan became operative in October 2000, and resources are now directed to plan implementation. This monitoring strategy sets up the procedures to be used in monitoring whether or not the plans are achieving their desired outcomes. Such monitoring is critical to the regional planning process as a measure of how the Council is progressing towards the goal of sustainable management.

The objectives of plan effectiveness monitoring are as follows:

- To determine whether Council's plans are addressing the significant resource management issues necessary to promote the sustainable management of natural and physical resources.
- To determine whether the policies, rules and other methods of the plans are achieving the desired environmental outcomes in a coherent and integrated manner.
- To design and use monitoring information for the on-going development of the plans to improve efficiency and effectiveness.

The task of developing a monitoring system to detect and recognise significant change is difficult because the environment is inherently dynamic and many changes are not a direct consequence of plan implementation, but may be attributable to other factors. In addition, it can take time to recognise change. To be meaningful, the monitoring program must provide insights into cause and effect relations between actions and the anticipated environmental responses.

3.2 **The Process**

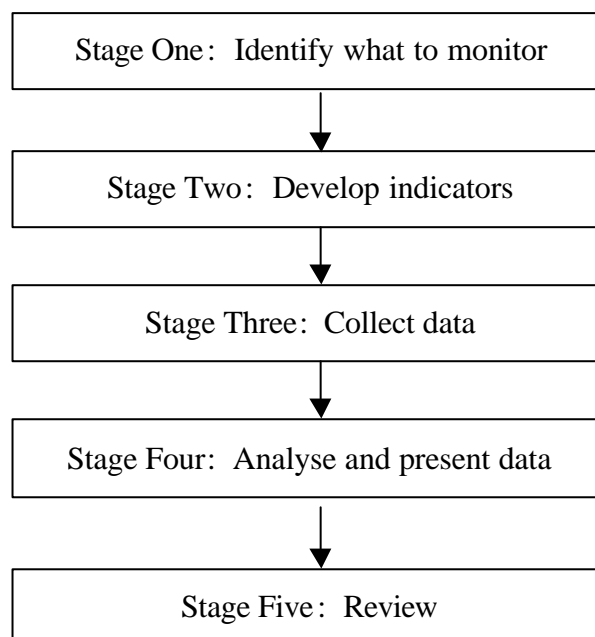
The Council is required to monitor the effectiveness of plans developed under the Resource Management Act 1991. This includes the:

- Regional Policy Statement for the Wellington Region;
- Regional Freshwater Plan;
- Regional Soil Plan;
- Regional Air Quality Management Plan;
- Regional Plan for Discharges to Land; and
- Regional Coastal Plan.

If adopted, proposals in the Resource Management Amendment bill No. 313-1 would require the results of the monitoring programme to be produced at intervals of no more than five years. This could then feed into the plan review process (plans and policy statements are required to be reviewed no more than ten years after they are made operative).

The plan monitoring process can be divided into a series of stages, which can be seen in the following diagram:

Stages of the Plan Monitoring Process⁴



Stage One: Identify What to Monitor

The possibility of looking at all the plans one at a time, and the possibility of prioritising issues for monitoring were both looked at. However, the decision was made to monitor all the objectives, policies, rules, and other methods in the plans on an ongoing basis. This approach will ensure integrated monitoring of the plans and policy statement.

Stage Two: Develop Indicators

Indicators are the specific variables or parameters that need to be measured to determine plan effectiveness. Plan effectiveness indicators will seek to measure the effectiveness of the plans policies, rules and methods by showing why changes are occurring and the results of actions taken in relation to an issue.

The indicators need to be:

- Policy Relevant – enable Council to measure progress towards the anticipated environmental results of a plan.
- Analytically Valid – must be measurable, representative of what is being assessed, have robust collection procedures and be responsive to change in the environment.
- Cost effective – the number of indicators required to be monitored is limited, existing information is used where possible, and indicators are simple and not expensive to monitor.

⁴ The process is not necessarily linear, and we may well have to return to previous stages to refine our thoughts as the process progresses. The stages are therefore indicative only.

- Simple and Easily Understood – where possible, simple and easy to interpret and clearly display the extent of the issue.

Refer to Appendix Six for a list of indicators for plan monitoring. These indicators will also be used to monitor the effectiveness of the Regional Policy Statement.

Stage Three: Data Collection

The indicators will define the specific information that needs to be collected, including information on frequency of collection, units of measurement etc. A lot of useful monitoring information is available from other organisations, and where possible this information will be utilised⁵.

Stage Four: Analyse and Present Data

The information collected will be analysed at regular intervals. Analysis of information enables one of a number of different conclusions to be made which determines the next step in the monitoring process. For example, the objectives and anticipated environmental results are, or are not, being achieved, significant changes or trends are occurring in the state of the environment, the plan may have set unrealistic policies, or current monitoring information may be insufficient to make any robust conclusions.

Stage Five: Reviewing the Policy Statement or Plans

Sections 62 and 67 of the Act require councils to review their Regional Policy Statement and regional plans. Plan monitoring provides the information to undertake this review, and is therefore an important step in continually improving the quality and performance of the plans.

Any gaps and inconsistencies in monitoring procedures will be highlighted as monitoring procedures are established and the information is analysed and presented. For this reason it is important to consider this strategy as a live document which can be added to or altered as necessary. As monitoring reports are produced, recommendations for changes to the monitoring procedures will be recorded and fed back into the strategy to ensure it continues to improve and meet the requirements of the Council.

In addition, in reviewing the plans, the following questions need to be asked of the objectives, policies, rules and other methods:

- Is it a statutory function of Council?
- Does it assist in achieving the purpose of the Act?
- What is the risk or threat associated with not dealing with the issues or achieving the outcome?
- How important is the issue to the economic and social well-being of the Region?
- Is it a national priority as expressed through the principles of the Act, national policy statements, national standards or guidelines?

⁵ Refer to Appendix 3 for a list of organisations and the data they collect.

- What is the relative importance from the perspective of Iwi or other stakeholders including government departments, other resource management agencies, resource users and the community?
- Are there any significant resource management issues missing or have any changed since the plan was made operative?
- Do the Anticipated Environmental Results (and the objectives, policies and rules) truly reflect the aspirations of stakeholders?

Action: The Council will begin to monitor plan effectiveness, using the process described above.

4. **Monitoring the Transfer and Delegation of Powers**

Section 35 of the Act, requires the Council to monitor the exercise of any powers, functions or duties delegated or transferred by it. This section of the monitoring strategy sets out the process that will be used to monitor any such transfers or delegations.

4.1 **Transfers of Functions, Powers or Duties**

Regional Councils may transfer functions, powers and duties to other public authorities (see section 33 of the Act). This includes any other local authority, Iwi authority, Government department, statutory authority or joint committee. Transfers may occur where it is agreed that the authority receiving the transfer represents the appropriate community of interest, and the transfer is desirable on the grounds of efficiency and technical or special capability or expertise. Currently there are no transfers of power in operation.

In the future, when the Council considers the transfer of powers, functions and duties, it will consider including in the transfer, the duties of section 35. This would mean that the authority accepting the transfer would also be taking on board the duty to gather information, monitor and keep records.

The Council is committed to monitoring the exercise of any functions, powers or duties transferred and where relevant, the following matters would continue to be assessed by it:

- Compliance/consistency with the Resource Management Act 1991, Regional Policy Statement, Regional Plan or other documents specified in the transfer;
- The exercise of any resource consents granted (including procedure use, hearing and pre-hearing processes, report writing, decision making, file maintenance and condition of records); and
- The state of the environment in relation to the function, power or duty.

4.2 **Delegation**

Regional councils may delegate functions, powers and duties to any committee⁶, hearings commissioner or commissioners or officer (see section 34 of the Act). The current Council delegations are listed in Appendix Four.

The exercise of any functions, powers, or duties delegated will need to be monitored to ensure we are carrying out our functions in as effective way as possible. The following matters will be considered, when undertaking this monitoring:

1. Evaluation of randomly selected Committee delegations to assess the exercise of the delegation, including:
 - Decision making process;
 - Compliance/consistency with the Resource Management Act 1991, Regional Policy Statement, Regional Plan or other documents specified; and

⁶ Committee of the Council established in accordance with the Local Government Act 1974.

- Whether the decision was made by the correct committee.
2. Evaluation of randomly selected hearings commissioner or commissioner delegations to assess the exercise of the delegation, including:
 - Compliance/consistency with the Resource Management Act 1991, Regional Policy Statement, Regional Plan or other documents specified;
 - Hearings process; and
 - Procedures and timeframes.
 3. Evaluation of randomly selected officer delegations to determine their understanding and execution of the delegation, including, where appropriate:
 - Nature of delegation - knowledge;
 - Procedure use;
 - Hearing and pre-hearing processes;
 - Report writing and decision writing;
 - Keeping, quality and correctness of records;
 - File maintenance and condition of records;
 - An assessment of training requirements and the training received in the year; and
 - Compliance/consistency with the Resource Management Act 1991, Regional Policy Statement, Regional Plan or other relevant documents.

Action: The Council will put in place procedures for monitoring any transfers or delegations of powers, functions or duties.

5. **Monitoring the Exercise of Resource Consents and Permitted Activities**

Regional councils are required to monitor the exercise of resource consents that have effect in the region (see section 35(2)(d) of the Act). Such monitoring provides a measure of whether consents granted are achieving regional plan objectives, and as a result, an assessment of how the Council is progressing towards the goal of sustainable management.

Monitoring the exercise of resource consents requires information gathering processes that recognise the Consents Management and Wairarapa Planning and Resources Departments are both an important user and an valuable provider of environmental data and information. It is important for Consents and other staff to have access to and knowledge of information for evaluation, ongoing monitoring and review of resource consents. It is also important for Consents staff to recognise that the data they hold is useful for other people. There is a need to integrate consents data, and consents compliance monitoring results into other environmental data, so that it can be used.

At present, ambient monitoring programmes within the Council tend to be largely independent of the consents management process. They have often been developed in anticipation of information needs, and sometimes lack a direct link to using or acting upon the resulting information through consents or policy. In addition, consents data, and consents compliance monitoring results are not integrated with other environmental data.

There needs to be improved information sharing between the Council monitoring programmes and the consents management process. Where such information sharing is effective, the effect of consents granted in the Region can be better assessed by Council's monitoring programmes and monitoring undertaken to gauge the effectiveness of plans.

In addition, a process will be put in place, whereby each year a number of consents granted under one of the regional plans will be selected and assessed to provide a measure of whether or not consents granted are achieving the desired outcomes of the plans. The following questions will be asked of each of the selected consents:

- Are there problems with over allocation?
- Are there any water quality problems?
- Are there air quality problems?
- How were any of these problems addressed?
- Are there other over-use problems – conflicts?
- What are the Iwi issues associated with the consent?
- What are the cumulative effects of granting the consent?
- Are the consents achieving the purpose of the Act?
- Are the consents meeting the requirements of the regional policy statement?
- Are the objectives and the anticipated environmental results of the relevant plan being achieved?
- Do we have more information about the resource now that may require changes?

Action: The Council will enhance its monitoring of consents that have effect in the Region using state of the environment and plan effectiveness monitoring results, and by establishing a process whereby a number of consents will be assessed each year to provide a measure of whether or not consents granted are achieving the desired outcomes of the plans.

5.1 Compliance Monitoring

The Council already undertakes consents compliance monitoring, to check whether consent holders are complying with the conditions on their consents. While more than 95% of consents applications are approved, most of these have some form of conditions to avoid, remedy, or mitigate adverse effects. In addition, conditions can be imposed which require consent holders to undertake monitoring of their consent at their own expense. Where a requirement for self-monitoring is imposed on an applicant, this is also audited.

5.2 Permitted Activities

There is a large number of permitted activities undertaken within the region. These activities must be monitored to gauge their effect on the environment, and to ensure that they are complying with permitted activity conditions.

While the effect of permitted activities will be reflected in the results of the Council's ambient monitoring programme, further investigation will be necessary to enable us to ascribe effects to activities. A project is underway in the Wairarapa to identify those permitted activities that have the potential for significant adverse effects. This exercise will then allow ranking of these activities, and identification of areas where monitoring should take place. Such a programme is also necessary in the western part of the Region.

Action: The Council will extend to the western part of the Region, the process aimed at identifying where monitoring of permitted activities should take place.

6. Information Management

6.1 Information Management

Further focus needs to be given to developing the data the Council gathers into useful information. The Council collects and stores data about water, air, land, the coastal environment, and so on, however, the data that is collected, where it is collected from, and how the collected data is managed, has largely been the decision of the primary collector. But resources are affected by many different pressures, and information relating to those resources and pressures must be useful and accessible to other users. For example, consent compliance monitoring data is stored separately to pollution incident data, and both are stored separately to ambient environmental monitoring data. Because of this, much data is not being used to its full potential.

To achieve integrated management of the resources we need to integrate our monitoring systems, or at least be able to integrate the information we get from the monitoring. Staff have begun a Council-wide investigation into Geographical Information System (GIS) data management. The purpose of this investigation is to determine how to change our data management so that the Council can gain maximum benefit from it.

6.2 Data Inventory

In addition to the development and management of appropriate databases, a regional inventory of data and information is required. We need to be aware of what information the Council currently holds in order to make maximum use of existing information, avoid duplication, compare existing information with identified needs and identify any gaps. Such a database would need to include:

- What was measured where, how often and by whom?
- Where the data are currently stored and in what form?
- Whether the data are available and how accessible they are?
- Who is the contact person/department knowing more about particular data?
- What data/information has been published (reports and documents)

Any such regional inventory should be developed in a way that will enable expansion to include the information held by other organisations within the Region.

<p>Action: The Council will develop a regional inventory of information held, consistent with the national system.</p>

7. Reporting

7.1 Introduction

Reporting is the mechanism by which data becomes an asset. Translating raw data into information leads to knowledge, which provides the basis for informed decision making. “Reporting is a critical part of closing the loop in the resource management process, yet traditionally has not been done well, leading to the data-rich, information poor situation that many resource managers are currently faced with.”⁷

Monitoring currently undertaken by the Regional Council is presented in annual environment reports, and a number of other technical documents. However, it is clear that in addition to these technical reports, we need to consider a full range of communications options to ensure the information reported is capable of:

- meeting the specific needs of the Council;
- feeding into district, regional and national reports; and
- meeting the needs of our regional community.

Much of the data gathered through the monitoring programmes needs to be translated into useful information for a range of audiences, and reporting requirements will vary according to the target audience. While the main users of the information gathered will be decision makers, policy analysts and local government, its outputs will continue to serve a public awareness and education role.

The broad community of users of environmental information includes:

- the general public;
- Iwi;
- natural resource planners and managers;
- local and central government decision makers;
- non-governmental organisations, environmental and community organisations;
- industry, business and professional associations; and
- educational sector, including schools and universities.

There are already dense networks of communication between the Regional Council and central government agencies, territorial authorities, industry, educators and the general public. Any new reporting process will require clear role definition and co-ordination with existing partners.

The Ministry for the Environment has been working with research consultants to identify the information required by these key audiences and to test reporting mechanisms. The results of this research have helped provide the Regional Council with direction on the most appropriate, effective and efficient means of communicating information about the environment to raise awareness and, where necessary, motivate change.

It is clear from the MfE research that there are areas of commonality between the target audiences. Although each has a different role to play in managing the health of our environment, their environmental information needs have one common thread - a strong focus on their immediate environment, be it a street, a community, a

⁷ Beanland R.A. and Huser B.A, 1999: Integrated Monitoring. A Manual for Practitioners

district or even a region. Individuals and organisations have a strong tendency to operate within their own ‘micro universe’. It is directly relevant to them, and they find it easier to be held accountable for this space they can identify with. When considering how best to disseminate monitoring information to any of the target groups, we need to ensure the information is relevant at a local level.

General Public Non-Governmental Organisations, Environmental and Community Organisations

Even in the areas in which public perceive themselves to be ‘environmentally responsive’ the majority of affirmative actions are more about *social compliance* than *social conscience*. The ‘environmental action’ currently being taken by the general public strongly suggests that apart from the already converted, many people act only when there is a penalty or an economic incentive for them to get involved, or if resources and ideas are provided to facilitate a change in behaviour. This group need directions, solutions or a ‘call to action’ in relation to an issue, **not** just information. We therefore need to ensure communication has local relevance so that people can associate with an issue in their own environment, **but** also illustrate how action in local areas impacts on a regional and national environment and demonstrate how we all have a role to play. This concept of thinking globally and acting locally is the basis for Local Agenda 21.

Natural Resource Planners And Managers/Local And Central Government Decision Makers

Detailed, technical information is needed for policy making. To be most useful when providing monitoring information to this group, the Regional Council needs to:

- seek to identify trends and relate them to local issues;
- provide context as well as information. As a regional council we are moving towards a sustainable Wellington Region, and to facilitate this, social and economic information may also have to be provided where relevant;
- demonstrate how policies are working, show where data has led to the introduction of a policy and the outcomes;
- offer a national or international context (through links to the Ministry for the Environment) but also offer data at the local level to ensure local relevance. For example, “...*this stream is not just bad, it’s actually one of the worst in the country...*”;
- use data to demonstrate what is happening here and now, serious graphs for technical people and simple visuals or graphs for others;
- hard and relevant data with details about who collected it, how it was collected and contact details to allow for verification; and
- meta data, organised information about what is available.

Timeliness of reporting is particularly important to policy makers. The Council has to be able to deliver up to date information, and this is where the website can shine through due to the nature of the information, and the high level of access to the internet by this group.

Industry (including Farmers), Businesses and Professional Associations

Industry, business and professional associations have a major influence on the health of the environment, and so form a very important audience for monitoring information. While end uses of information may differ, information needs in many

respects are very similar to the natural resource managers group (above). The MfE research found that most of this group feel that electronic information provision would be at the core of future developments, although not as stand alone infrastructure. However, there is a clear need to have other reporting mechanisms available because computers are not yet universally used.

Education Sector, Including Schools And Universities

Environmental education is a fundamental part of the Council's work. For several years the Council has recognised the importance of environmental education and there are already established networks in place for undertaking this task, including:

- 'Take Action' and 'Take Charge' - the Council's schools and industry programmes; and
- 'Take Care' - the Council's care group programme with a network of community groups around the Region.

Monitoring information can be used to both support and validate all of these programmes. It is a tool that can be used to compare and contrast the effects of different land uses, population size, climate, and so on, and provides an opportunity to using 'live' information and real issues. It also allows students and groups to quantitatively track progress of their projects and their effect on the environment.

Some of the Council supported care groups are beginning to monitor the condition of the environment themselves, with the development of SHMAK (stream health monitoring assessment kits). The monitoring information gathered by these groups will also help assist the Council gain a more comprehensive picture of the state of the Region's waterways. The Council will develop pages on its website for monitoring information gathered by care groups.

While not all schools have or want internet access for students, the internet is a strong communication tool in educational institutions. The internet offers great potential as a dynamic, living resource and is there is opportunity to 'layer' information to suit the needs of different audiences.

7.2 Reporting Products

State of the Environment Report

State of the Environment reports provide detailed information on the health of the environment. The most recent Regional Council report 'Measuring Up' was published in 1999, and was available to the public, as well as distributed to central and local government, organisations, libraries, and so on. It is also available on the Council website.

Some aspects of State of the Environment Reports include:

- They are comprehensive documents with all the issues canvassed at the same time, with the opportunity of providing a holistic view across all resources;
- All information over time is pulled together to show trends/issues thus providing comprehensive benchmark (baseline reference information);
- They track performance which shows accountability; and
- They are good basis for comparison between regions.

The size and depth of information available in such reports is considered to be both a strength and weakness. While the level of detail and the facility to compare regional information is seen in a positive light, the amount of information in such a report can make it appear a large document which in turn decreases perceptions of overall user friendliness.

Comprehensive State of the Environment reporting will be undertaken every 6 years⁸. In order to improve this reporting mechanism, the following matters will be considered:

- More connections between issues/resources;
- More focussed - a more local perspective;
- Less words, more information, and access to data improved;
- The web based document should have good search capability - more navigable as an online document;
- Increase relevance for policy decisions; and
- Need to show trends – is the environment improving or degrading?

In addition, state of the environment summary reports will be prepared yearly.

Technical Reports

Annual technical reports will continue to be prepared for internal use⁹, and to satisfy quality assurance requirements. In addition, user-friendly summaries will be prepared for publication on the web as 'report cards' (see below). Reports include:

- Water (suitability for contact recreation);
- Ambient water quality;
- Groundwater;
- Hydrology;
- Air quality;
- Incident report; and
- Land (soil quality etc).

Report Cards

Report cards are summary index cards based on each indicator or resource. They provide some background to the resource and why it is being measured, what happens if it goes above a certain level, tips on what people can do to help, the current national picture, and summary data/charts showing trend data. The target audience for this product would be the general public.

The readability and conciseness of information presented in this format is seen as positive, although links to more detailed information for those who need it are essential. For this reason, the cards would be placed on the website, so the monitoring information could be updated as regularly as possible. People could then print out the report card if they wanted to, or if they do not have access to the internet, copies could be printed out and sent to them by the Council.

⁸ To fit with the three yearly corporate planning cycle.

⁹ Although these will also be available for external use.

Issues Based Reports

Issue based reports are used to report on environmental issues important to the regional council or regional community in a meaningful way for resource management and decision making. The topics and number of reports each year is 'needs' driven, and would be available both in hard copy and electronically from the website. For example, a report on landfills and landfill monitoring may be required if this was an issue at a particular time.

This type of report would offer greater opportunities in terms of up-to-date information provision, and be useful for a wide range of groups. The reports would/could provide:

- Up to date information, relevant to current issues;
- Distribution of information while level of interest is high;
- Solutions (what can people do about it?);
- Detail at a manageable level - specific and detailed information on a given issue;
- A focus and in depth discussion on an issue; and
- An easy resource for media to pick up.

One of the key concerns is that reports might be commissioned on a reactive rather than proactive basis. It is likely that these reports would be developed in conjunction with MfE, other regional councils and territorial authorities, as and when the need arises.

Internet / Regional Council Website

Having monitoring information available on the Regional Council website gives access to a 'living library' of electronic information, with different levels of information accessed by 'drilling down'. The site should contain introduction and summary information, data, charts and graphs that can be downloaded. It could also provide links to other sites/information sources. Information presented geographically enables people to find all the information we have about a place they are interested in (for example, Pauatahanui Inlet), as well as about a resource (for example, water quality)

It is important the website 'good practice' is followed if this is to be at the core of Council's reporting suite. This means that the Council would have to ensure the site is up to date. While there is an expectation that websites will provide *more* up-to-date information than 'hard copy', at present this is not always the case. In addition, the content should be as relevant and interesting as possible, with links between local action and the regional, national and global picture

The MfE research suggests that the general public would be unlikely to seek out information on a website spontaneously – it would only appeal to serious information seekers. Ideally, interested audiences need to be alerted when changes are made to the website. Users also commented that they would like to see meta data (an inventory of what is available), notes on the frequency of updates, 'real time' information where possible, and a range of information and structure that allows users to dig down to the level they require. Background, easy reference data is also essential.

Generally speaking, web based reporting is seen as a 'one-stop-shop' and a tool that has the capability to be flexible, regularly updated and accessible to all. High levels of internet access and the relative acceptance of the internet as a tool for communication makes this an ideal reporting path for the Regional Council to pursue. However, it is important to remember:

- We cannot assume that all audiences have access to the internet, or are aware of or understand how to use the internet most effectively; and
- Website information must be updated regularly and the website managed. It is not 'brochure ware'¹⁰, it is an opportunity to provide users with 'real time' information that is more dynamic and up-to-date than published documents.

PDF files were not well liked amongst the groups involved in the MfE research. This is because documents take a long time to download, and it is not possible to gain further information by 'drilling down' in a PDF file.

The Council will work with MfE where possible to ensure links between websites remain up to date, and to ensure information and expense is not duplicated between websites. In addition, the Regional Council will publish 'real time' information on its internet site where possible.

'EnviroMail'

'Enviromail' can be used to provide target audiences with links and updates. Users sign up to the system and register their areas of interest, and the system will then alert that user to new information posted on the relevant website/page.

The concept was well liked by those involved in the MfE research who considered it to be relevant to their working styles. It was seen as an excellent way of keeping up to date and accessing information immediately, providing there is not too much information and individuals can choose what they want to be notified about. Most concerns related to getting too many email messages, in which case they would be likely to ignore or cancel subscription. 'Enviromail' is seen to be useful for most Regional Council audiences.

The key message is that the system must be well-managed. Users only want to receive information that interests them – hence the need for an option for users to select their own subjects of interest. It is possible that an occasional 'contents page' to the Regional Council website (complete with links) could be sent to subscribers to give an overview of available information. However, it is important that this would be an infrequent event (perhaps an update every 3 - 6 months).

¹⁰ Ministry for the Environment; State of the Environment Reporting – Audience Needs Analysis, Concept Development and Evaluation, Draft Research Report, August 2001

Action:

- The Regional Council will produce a State of the Environment report every 6 years to pull together all of the monitoring information, and show what trends are occurring in the regional environment.
- Annual technical reports will continue to be produced for each resource monitored.
- Summaries of these technical reports will be placed on the Council website as 'report cards' that can be downloaded.
- Annual state of the environment summaries will be produced (all resources included).
- Issue based reports will be produced in conjunction with other organisations as and when necessary.
- Regional Council Website – information about each resource monitored should be available on the Council website, with different levels of information accessed by 'drilling down'. The data should be as recent as possible, and real-time information provided where relevant.
- The Council will work with MfE where possible to ensure links between websites remain up to date, and to ensure information and expense is not duplicated between websites.
- The Council will develop pages on its website for monitoring information gathered by care groups.
- 'Enviro-mail' will be used where possible. This will allow users sign up to the system and register their areas of interest, and the system will then alert that user to new information posted on the relevant website/page.

7.3 Plan Effectiveness and Efficiency Report

Reporting the results of regional plan monitoring is important because it ensures information is available to decision makers on the efficiency and effectiveness of the regional plans. There will also be a statutory requirement to compile and make available to the public a review of the results of plan monitoring.

The information gained from the plan monitoring process is largely internally focussed, and will be used as the basis for making policy decisions within the Regional Council. For this reason, an internal report will be produced which will include the technical aspects of the review, and present a critical evaluation of the efficiency and effectiveness of the plan in achieving the anticipated environmental results¹¹. This information will prove valuable when the regional plans come up for review.

¹¹ Some of the regional plan monitoring results may also contribute to council's State of the Environment report

The external audience of plan monitoring documents is likely to be small, and includes resource users, community and interest groups and MfE. A summary report of the information gained from plan monitoring will be published, and presented on the Council website.

Action: Plan efficiency and effectiveness report will be produced for each Regional Plan, every 5 years. Summaries of these reports will be placed on the Council website, and a printed copy made available for interested groups.

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Appendix One: Statutory Responsibilities/Legislative Background

The Resource Management Act sets out the responsibilities and requirements for environmental monitoring, as follows:

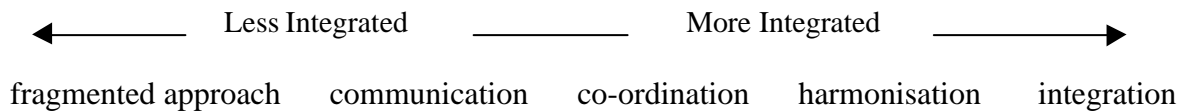
- Section 35 of the Resource Management Act sets out the Councils duty to gather information, monitor and keep records. The legislation states:
 - (1) *Every local authority shall gather such information, and undertake or commission such research, as is necessary to carry out effectively its functions under this Act.*
- Subsection (2) relates specifically to monitoring:
 - (2) *Every local authority shall monitor –*
 - (a) *The state of the whole or any part of the environment of its region or district to the extent that it is appropriate to enable the local authority to effectively carry out its functions under this Act; and*
 - (b) *The suitability and effectiveness of any policy statement or plan for its region or district; and*
 - (c) *The exercise of any functions, powers or duties delegated or transferred by it; and*
 - (d) *The exercise of resource consents that have effect in its region or district, as the case may be, -*
- Subsections (3) and (5) refer to the Councils responsibility to make information available to the public, including monitoring information:
 - (3) *Every local authority shall keep reasonably available at its principal office, information which is relevant to the administration of policy statements and plans, the monitoring of resource consents, and current issues relating to the environment of the area, to enable the public –*
 - (a) *To be better informed of their duties and of the functions, powers and duties of the local authority; and*
 - (b) *To participate effectively under this Act.*
 - (5) *The information is to be kept by a local authority under subsection (3) shall include –*
 - (k) *Any other information gathered under subsections (1) and (2)*
- Section 62(1)(i) refers to the requirement to set out the procedures to be used in a regional policy statement to monitor the effectiveness of the statement.
 - (1) *A Regional Policy Statement shall..., and shall state –*
 - (i) *The procedures to be used to review the matters set out in paragraphs (a) to (ha), and to monitor the effectiveness of the statement as a means of achieving its objectives and policies;*

- Section 67(1)(i) refers to the requirement to set out the procedures to be used in a regional plan to monitor the effectiveness of the plan:
 - (1) *A regional plan may..., and shall state –*
 - (i) *The procedures to be used to review the matters set out in paragraphs (a) to (h) and to monitor the effectiveness of the plan as a means of achieving its objectives and policies;*

NOTE: The proposed Resource Management Amendment will make for following changes to section 35 of the Act, as follows:

- (14) *Duty to gather information, monitor, and keep records --- (1) Section 35 (2) of the principal Act is amended by omitting paragraph (b), and substituting the following paragraph:*
- “(b) The efficiency and effectiveness of policies, rules or other methods in its policy statement or its plan ; and”.*
- (2)Section 35 of the principal Act is amended by inserting, after subsection (2), the following subsection:*
- “(2A) Every local authority must, at intervals of not more than 5 years, compile and make available to the public a review of the results of its monitoring under subsection (2)(b).”*

Appendix Two: Integrated Model



Going from left to right on the continuum, from a situation of less integration towards more integration, the following situations must be categorised:

1. Fragmented approach – a situation characterised by the presence of independent units with little communication amongst them;
2. Communication – there is a forum for periodic communication/meeting among independent units;
3. Co-ordination – independent units take some actions to synchronise their work;
4. Harmonisation – independent units take some actions to synchronise their work, guided by a set of explicit policy goals and directions, generally set at a higher level; and
5. Integration – there are more formal mechanisms to synchronise the work of various units which lose at least part of their independence as they must respond to explicit policy goals and directions (this often involves institutional reorganisation).

Appendix Three: Data Held By External Organisations

Agency	Type of Information Available	Charge for Information
Department of Conservation	<ul style="list-style-type: none"> • Conservation management strategies – including maps identifying species and sites • Protected natural areas programme – based on ecological districts • Ecological site database • Threatened fauna and flora • Reserve Management Plans • Recreation information for land administered by the Department of Conservation 	<p>No charge for general information</p> <p>Charge for purchase of publications</p>
Department of Health	<ul style="list-style-type: none"> • Mortality Statistics • Hospital discharges information • Cancer registrations • Customised research jobs per request 	<p>No charge for general information at an annual level</p> <p>Charge for customised jobs</p>
Statistics New Zealand	<ul style="list-style-type: none"> • Agricultural production • Building consents • Business information • Consumer spending • Demographics, including regional population projections • Employment and unemployment • International arrivals and departures • International trade • Retail trade 	<p>No charge on general and brief information requests</p> <p>Charges on customised data requests (estimates provided)</p> <p>Charge to purchase publications</p>
Historic Places Trust	<ul style="list-style-type: none"> • National Historic Places Trust Register • Waahi Tapu Site Register • Research on Local Authority protection incentives for historic protection (e.g. rates relief) 	No charge
Land Information NZ	<ul style="list-style-type: none"> • Land titles • Deposited plans • Subdivision Records 	Charges vary depending on type of request
Local iwi	<ul style="list-style-type: none"> • Sites of significance • Views on effectiveness of participation, consultation 	There may be charges, which may vary depending on the type of request
Local community groups	<ul style="list-style-type: none"> • Evidence of ‘community satisfaction’ or experiences 	
Local Chambers of Commerce/ business	<ul style="list-style-type: none"> • Evidence of impact of plan on development /business in region 	

groups		
NIWA	<ul style="list-style-type: none"> • NZ Water Resources database • NZ Climate Database • Climate research and prediction • Atmospheric modelling • Fisheries information (shared with MAF) • Oceanographic information • Urban Air Quality Database • Freshwater Fish Database 	Charges vary
NZ Fire Service	<ul style="list-style-type: none"> • Emergency incidents statistics • Incidents attended by NZ Fire Service 	No charge for basic information, but more detailed information may incur charges
Valuation NZ	<ul style="list-style-type: none"> • Statistics on property history (life cycle, age, materials, size) • Changes in capital and land values over time (in geographical areas) • Individual property details • Numbers of additional residential sites created. 	All information charged for

Appendix Four: Wellington Regional Council Register of Delegations

Section of Act	Function, Power or Duty Delegated	Delegated to (refer Schedule B)
	To exercise the Council's discretion specified or implied in the conditions of consents.	Officer Delegation B
RMA s. 22	Require a person to supply information relating to the exercise of a consent.	Enforcement Officers
RMA s. 36(3)	To require an additional charge in respect of applications for resource consents or the administration, monitoring and supervision of consents in accordance with the Council's policies.	Officer Delegation A, Section Leader Consents & Compliance
RMA s. 37(1)	To extend any time period requiring action as specified in the Act but by no more than twice the maximum time period specified in the Act.	Officer Delegation A Manager, Resource Policy
RMA s. 37(2)	To waive failure to comply with the Act in relation to the time or method of service of documents or the documents to be served in connection with any of the authority's functions.	Officer Delegation B Manager, Resource Policy
RMA s. 37(3)	To waive or require correction of any inaccuracy of information provided by any person.	Officer Delegation B Manager, Resource Policy
RMA s. 38(1)	To carry out all (or any) of the functions and powers of an enforcement officer under this Act.	Enforcement Officers
RMA s. 38(5)	To provide warrants to every enforcement officer clearly stating the functions and powers that the person concerned has been authorised to exercise.	General Manager
RMA s.42	Make a Section 42 Order for the protection of sensitive information presented at hearings	Hearings Committee, Hearing Commissioner(s)
RMA s. 91(1)	To decide not to proceed with the notification or hearing of an application for a resource consent:	Officer Delegation A
	(1) Because other resource consents are required in respect of the proposal to which the application relates; and	
	(2) It is appropriate, for better understanding of the nature of the proposal, that application for one or more other resource consents be made before proceeding further.	
RMA s. 92(1) RMA s. 92(2)	To require an applicant for a resource consent to provide further information relating to the application, including relevant explanations of alternative location or methods for undertaking the activity, the consultation undertaken, the nature of a discharge, the sensitivity of a	Officer Delegation B

	receiving environment.	
	To commission a report on any matters raised in relation to the application	Officer Delegation B
RMA s. 92(3)	To postpone either the notification of, or the hearing on, the application under the information is received.	Officer Delegation B
RMA s. 93	To exercise the Council's discretion as to the appropriate notification of applications for resource consents.	Officer Delegation B
RMA s. 94	To waive or require notification of an application in accordance with the procedures and considerations specified in this section.	Officer Delegation B
RMA s. 96 and s. 120	Authority to lodge submissions and appeals on behalf of Council in relation to resource management under any Act.	Divisional Manager, Environment; Manager, Resource Policy, Divisional Manager, Wairarapa; Manager, Planning and Resources
RMA s. 99(1)	To call pre-hearing meetings for clarifying, mediating or facilitating resolution of any issue relating to an application.	Officer Delegation B
RMA s. 100	To waive the need for a hearing unless considered necessary or the application or a person who made a submission so requests.	Officer Delegation A
RMA s. 102(1)(a)	Where two or more consent authorities jointly hear applications for resource consents, whether a joint or separate decision is to be made on those applications.	Chairperson, Environment Committee; Chairperson, Rural Services and Wairarapa Committee
RMA s. 102(3)(b)	To waive the need for a joint decision.	Chairpersons, Environment and Rural Services and Wairarapa Committees
RMA s. 103(a)	To waive the need for a combined hearing by agreement with the applicant.	Officer Delegation B
RMA s. 105 RMA s 108	To decide on the approval (or decline) of an application and the conditions of approval.	Hearings Committee Environment/Rural Services and Wairarapa Committees if no objections); Officer Delegation A (for non-notified applications only)
RMA s. 114	To determine the most appropriate manner of notifying a decision.	Officer Delegation B
RMA s. 117(2)(b)	To make a recommendation on an application to	Hearings Committee

	carry out a restricted coastal activity to the Minister of Conservation.	
RMA s. 124(b)	Exercise the Council's discretion to allow an applicant to continue to operate under an original consent under specified circumstances.	Officer Delegation A
RMA s. 125	To fix upon application a period of longer than two years before an unexercised consent lapses, subject to specified criteria.	Officer Delegation A
RMA s. 126	To cancel a resource consent not exercised for a continuous period of two years.	Environment/Rural Services and Wairarapa Committee
RMA s. 126(b)	To suspend cancellation and extend the period to expiry of a resource consent.	Environment/Rural Services and Wairarapa Committee
RMA s. 127(1)	To decide on the approval (or decline) of an application for the change or cancellation of any condition of a consent.	Hearings Committee, Environment/Rural Services and Wairarapa (if no objections); Officer Delegation A (for non-notified applications only)
RMA s. 127(3)	To make procedural decisions, as defined in sections 88 to 121, leading up to a final decision on the application for change or cancellation of any condition, as if it was a new application.	Officer Delegation B Unless specified elsewhere in this manual
RMA s. 128	To serve notice on a consent holder of the intent of Council to review the conditions of a resource consent.	Officer Delegation A
RMA s. 132(1)	To make decisions to review the conditions of a resource consent (other than duration of the consent).	Hearings Committee, Environment/Rural Services and Wairarapa Committees (if no objections); Officer Delegation A (for non-notified applications only)
	To approve into an agreement by way of consent order before the Planning Tribunal.	Chairperson, Environment Committee or Rural Services and Wairarapa Committee in consultation with the Hearings Commissioner(s) , or the Hearings Committee which heard the original consent application

RMA s. 136(2)(b)(ii)	To authorise transfer of a holder's interest in a water permit, other than for damming or diverting water, to another person.	Environment/Rural Services and Wairarapa Committees
RMA s. 138(2)	To refuse to accept the surrender of part of a resource consent where that part may compromise the integrity or implementation of the consent or lead to an adverse effect on the environment.	Environment/Rural Services and Wairarapa Committees
RMA s. 138(4)	To give notice of acceptance of surrenders to consent holders.	Officer Delegation B
RMA s. 139	To grant certificates of compliance.	Officer Delegation A, Officer Delegation B (Wairarapa only)
RMA s. 168(1)	To give notice of requirement for a designation to a territorial authority.	Landcare/Rural Services and Wairarapa Committees
RMA s. 172	To make a decision on accepting, rejecting or modifying a territorial authority's recommendation relating to a requirement.	Landcare/Rural Services and Wairarapa Committees
RMA s. 181	To give notice of alteration to a designation.	Landcare/Rural Services and Wairarapa Committees
RMA s. 182	To give notice of a removal of a designation.	Landcare/Rural Services and Wairarapa Committees
RMA s. 189	To give notice of a requirement for a heritage protection.	Environment/Rural Services and Wairarapa Committees, Chairpersons of Committees (where immediate action required)
RMA s. 201(1)	To make application for a Water Conservation Consent.	Environment/Rural Services and Wairarapa Committees
RMA s. 205(1)	To make submissions to a special tribunal appointed by the Minister for the Environment to adjudicate on an application for a Water Conservation Order.	Environment/Rural Services and Wairarapa Committees
RMA s. 209(1) RMA s. 211(c)	To make submissions to the Planning Tribunal relating to a decision on an application for a Water Conservation Order.	Environment/Rural Services and Wairarapa Committees
RMA s. 216(2)	To apply for revocation or amendment of a Water Conservation Order.	Environment/Rural Services and Wairarapa Committees
RMA s. 245(4) and (5)(b)	To approve a plan of survey in respect of land that has been reclaimed.	Council Secretary

RMA s. 299	To appeal against the decision or recommendation of the Tribunal to the High Court on a point of law.	Environment/Rural Services and Wairarapa Committees
RMA s. 316 RMA s. 320	To apply to the Planning Tribunal for an enforcement order and/or an interim enforcement order to cease or to do something which contravenes or complies with the Act, any regulations, a rule in a plan, a requirement for a designation or a heritage order, or a resource consent. (Other reasons as specified in this section.)	Officer Delegation A
RMA s. 322	To serve an abatement notice requiring a person to cease or do something that contravenes or complies with the Act, any regulations, a rule in a plan or a resource consent. (Other reasons as specified.)	Enforcement Officers
RMA s. 325A	Cancellation of abatement notice.	Enforcement Officers
RMA s. 327 RMA s. 328	To issue and effect an excessive noise direction in the Coastal Marine Area.	Enforcement Officers
RMA s. 329	Under conditions of serious temporary shortage of water in the Region, to issue a direction that the taking, use, damming, diversion or discharge of any contaminant into water be apportioned, restricted or suspended.	Chairpersons, Environment/Rural Services and Wairarapa Committees
RMA s. 330	Undertake emergency works and take preventative or remedial action for purposes specified.	Enforcement Officers
RMA s. 332(1)(a)	To go on, into, under or over any place or structure, except a dwelling house, for the purpose of inspection to determine whether or not the Act, any regulations, a rule of a plan, a resource consent, s. 10 (existing uses protected) or s. 20 (certain lawful existing activities allowed) is being complied with; or	Enforcement Officer (with written warrant)
RMA s. 332(1)(b)	An enforcement order, an abatement notice or water shortage direction is being complied with; or	Enforcement Officer (with written warrant)
RMA s. 332(1)(c)	Any person is contravening a rule in a proposed (regional) plan.	Enforcement Officer (with written warrant)
RMA s.332(1)	To issue a warrant of entry for inspection.	General Manager
RMA s. 333	Carry out surveys, investigations, tests or measurements, take samples, enter onto land (except a dwelling house).	Enforcement Officers
RMA s. 338(4)	Of decision to lay information at any time within six months after the time when the offence giving rise to the information first became known.	Officer Delegation A
RMA s. 388	Require a person to supply information relating	Enforcement Officers

	to the exercise of a consent.	
RMA Schedule I	To determine all matters of discretion relating to persons required to be notified of proposed policy statements and plans.	Manager, Resource Policy
RMA Schedule I(1)	To extend under s. 37 of the Act any time limit specified by RMA Schedule I.	Manager, Resource Policy
RMA Schedule I(5[3] and (7)	To determine the time period available for public submissions and further submissions on a proposed policy statement or plan.	Manager, Resource Policy
RMA Schedule I(8b)	To determine the date, time and place of hearing submissions to a proposed policy statement or plan.	Manager, Resource Policy
RMA Schedule I(16[2])	To make alterations to a proposed policy statement or plan where the alteration is of minor effect or is to correct minor errors.	Manager, Resource Policy
RMA Schedule I(23[1] and [2])	To require a person who has made a request to prepare or change a policy statement or plan to provide further information and, if necessary, additional information.	Manager, Resource Policy
RMA Schedule I(4)	To request a territorial authority to include an existing designation in a proposed district plan.	Departmental Manager responsible for designation
RMA Schedule I(13)	To accept or reject, in whole or in part, the recommendation of a territorial authority on a notice of requirement for designation.	Environment/Rural Services and Wairarapa Committees
RMA Schedule I(16a)	To initiate a variation to a proposed policy statement or plan at any time before the policy statement or plan is approved.	Environment Committee
RMA Schedule I(23[3])	To commission a report into a request made under clause 21 of RMA Schedule I.	Environment Committee
RMA Schedule I(24)	Add RMA Schedule I(24) to modify a request made under clause 21 of RMA Schedule I.	Environment Committee

Appendix Five: Indicators Currently Monitored by the Council

✓ = Currently Monitored

▲ = Proposed

Subject	Environmental Indicator	Status
Air		
• Air Quality	Particular matter in air	✓
	Carbon monoxide in air	✓
	Nitrogen oxides in air	✓
	Volatile organic compounds	✓
	Dust	✓
• Odour	Odour complaints	✓
Biodiversity		
• Indigenous Biodiversity	Extent of environment under protection (%)	✓
	Animal pests	✓
	Plant Pests	✓
• Key Native Ecosystems	Native, habitat specific birds	▲
	Native Vegetation	▲
	Invertebrates	▲
	Freshwater and marine ecosystems	▲
• Regional Parks	Forest health	✓
	Bird counts	✓
	Vegetation damage	✓
Coasts		
• Water Quality	Water quality for contact recreation (in conjunction with territorial authorities))	✓
	Tide levels	✓
	Temperature and salinity	✓
	Water quality	✓
	Shellfish flesh toxicants	✓

Inland Water		
• Groundwater	Groundwater levels Groundwater quality Seawater contamination of groundwater Temperature	✓ ✓ ✓ ✓
• Lakes	Lake Wairarapa only Lake Levels Water quality Trophic State Index	✓ ✓ ✓
• Rivers and Streams	River water quality Periphyton (% cover) Occurrence of native fish Macroinvertebrates Temperature Water quality for contact recreation River flows Riparian condition (pilot areas)	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓
• Wetlands	Extent of wetlands Condition of wetlands Wetland protection	▲ ▲ ▲

Land and Soil		
• Land	Areas susceptible to hill country erosion Farm-specific information (agri-base) Land Cover Contaminated sites	✓ ✓ ✓ ✓
• Soil	Soil quality Soil intactness	✓ ▲

Transport		
	Public transport patronage Traffic numbers Travel times Road accident statistics Cost of congestion	✓ ✓ ✓ ✓ ✓

Flood Protection	River bed levels	✓
	Development in flood prone areas	✓
	Effects of natural processes on physical works	✓

Social and Economic Information (Statistics New Zealand)	Population and population estimates	✓
	Births and deaths	✓
	External migration	✓
	Hospital discharges	✓
	Crime	✓
	Unemployment	✓
	Hourly earnings	✓
	Weekly income	✓
	Business locations	✓
	Sales	✓
	Net GST	✓
	CPI	✓
	Retail sales	✓
	Car registrations	✓
	Household expenditure	✓
	Building consents	✓
	Real estate sales	✓
Guest nights	✓	
Overseas cargo loaded	✓	

Appendix Six: Regional Plan Indicators

The indicators relate to consents granted/action taken after the relevant regional plans became operative.

Air Plan
<ul style="list-style-type: none"> • Number of odour complaints • Number of 'other' air quality complaints • Number of days where any aspect of air quality exceeds guidelines in each monitoring area • Non-compliance with consents • What has been implemented/what has not (non-regulatory methods) • Changes in ambient air quality – increase or decline
Coastal Plan
<ul style="list-style-type: none"> • Community perception of water quality in the CMA • Number of noise complaints received as a result of activities in the CMA • Number of complaints received regarding adverse effects of activities in the CMA • Number of complaints about vehicles in the CMA • Number of odour complaints relating to sources in the CMA • Number of complaints relating to air quality in the CMA • Number of consents granted for foreshore protection structures • Number of sites where beach nourishment is used as a means of combating beach erosion • Number of complaints regarding dust, vibration etc from sources within the CMA • Water quality • Level of compliance with conditions on stormwater and other discharges • Quantity of sewage discharged per year • Level of compliance with conditions on sewage discharges • % of new marinas and other facilities with sewage and other contaminant facilities • Number of pollution incidents • Number of unauthorised discharges • Surveillance of high risk areas for exotic species – number of new species • Number of reclamation consents issued since plan has become operative • Area of reclaimed land - reclaimed since plan has become operative • Number of redundant/illegal structures remaining in the CMA
Discharges to Land Plan
<ul style="list-style-type: none"> • Surface water quality • Groundwater quality • Soil quality • Number of complaints about discharges of agricultural effluent to land • Number of accidental discharges (all) • Number of accidental spills/discharges to land of hazardous substances

- Complaints associated with the disposal of liquid contaminants
- Number of complaints regarding aerial application of solid pesticides
- Number of contaminated sites where remedial action is being taken
- Number of 'new' contaminated sites (as opposed to have been there for years, but are not on the register)
- Number of reported incidents of dumping
- Number of illegal landfills
- Leachate monitoring (landfill)
- Complaints received about landfills (emissions etc)
- Change in residual solid waste discharged to land (in terms of 20% reduction)
- Monitoring the quality of groundwater, surface water, and coastal water in the Region
- Ambient air quality monitoring
- Analysis of complaint statistics
- On-going surveys of attitudes to the environment held by various sectors of the regional community?

Freshwater Plan

- Number of consents for structures in river and lake beds
- % of structures which are flood protection structures
- Number of derelict, unsafe and unused structures
- Number of consents granted for reclamation
- Number of consents for reclamation refused
- Number of consents granted in areas of high natural character
- Wetland Strategy (wetland improvements, reduction in wetlands, lake monitoring and need to define wetlands)?
- Water quality (also point source discharges)
- Groundwater quality (no net adverse effects)
- Some measure of discharges to land as opposed to water
- Number of accidental spills to water bodies
- Quality of stormwater discharges
- Number of times (and for how long) Lake Wairarapa minimum levels are exceeded
- Enhancement of rivers in Appendix 7 – how many?
- Change in the natural state of any water bodies which are specified as 'to be managed'
- Number of times water quality in specified water bodies is not fit for contact recreation
- Stormwater – Number of outlets, quality of discharge, compliance with conditions, water quality after mixing
- Complaints/pollution calls
- Number of discharge consents
- Discharge to 'natural state' water bodies
- Comparisons of water quality data with low flow data
- Number of times rivers were below low flow, and for how long
- Over allocation of groundwater (e.g. Number of times groundwater from the Moroa shallow aquifer has fallen below minimum level, Number of times the LHGW Zone has fallen below minimum level)
- Number of 'takes' for irrigation purposes where >350m³/ha/week is allowed

- Number of times supplementary allocation is allowed
- Number of times water shortage directions are issued
- Number of bores/takes that are permitted activities
- Number of consents granted for bores (controlled and discretionary activities)

Soil Plan

- Nature and extent of soil use in the region (and changes in this)
- Erosion rates
- Soil monitoring
- Water quality
- Loss of vegetative cover in erosion prone areas
- Increase/decrease in riparian vegetation
- Soil benchmark sites (quality monitoring)
- % of land that's erosion prone
- % of erosion prone land retired
- Where's the monitoring framework for soil health? (500 Soils project)
- Soil quality – hill country erosion/agricultural impacts
- Number of soil conservation initiatives

Appendix Seven: National Environmental Performance Indicators (Collected by Other Agencies)

Subject	Environmental Indicator	Agency Responsible
Biodiversity	Change in the extent of each land cover class Change in the extent of each land use pressure on biodiversity	DoC, MAF, MfE DoC, MAF, MfE
Marine Environment <ul style="list-style-type: none"> • Physical/Chemical • Habitats and Communities • Species • Human Health and Values • Fishing Impacts 	Confirmed marine spills by type, source and location Levels of toxic and eco-toxic contaminants in shellfish at selected monitoring sites Extent of selected marine habitats, ecosystems and environments Biodiversity condition of selected marine habitats and communities Abundance and distribution of adventive marine species Quantity and category of litter per unit area in the strand zone of beaches % of NZ coastline in public ownership Frequency, location and species of toxic and non-toxic algal blooms Area of NZ coastline by region with: legally; physically; unrestricted public access Area of NZ coastline by region with: legally; physically; unrestricted public access	MSA MoH DoC, WRC, Mfish DoC, WRC, Mfish DoC, WRC, Mfish TLAs, WRC TLAs MoH TLAs, Wellington Regional Council DoC, WRC, Mfish
Transport	Public transport use (patronage numbers; passenger km's) Traffic counts (vehicles, cycles, pedestrians) Travel time surveys Road accident data Cost of congestion Change in road congestion Change in vehicle fleet composition Change in usual mode of transport of journey to work Change in total vehicle-kms for road vehicle per year	WRC WRC, Transit NZ, TLA's WRC, Transit NZ, TLA's LTSA WRC TLA's Transfund, WRC MoT, LTSA Statistics NZ MoT, LTSA

Energy	Total primary energy supply, by energy type per yr	MED
	Total consumer energy, by energy type by sector per yr	MED
	TCE/TPES as a percentage per year	MED
	Non-renewable primary energy supply as a proportion of TPES	MED
	National average efficiency of thermal electricity generation, including co-generation (MWh/PJ)	MED
	Transport sector energy use per vehicle km travelled per year (PJ/VKT)	MoT, MED
	Commercial sector energy use per employee per year (GJ/employee)	Statistics NZ, MED Statistics NZ, MED
	Residential energy use per household (GJ/household)	Statistics NZ, MED
Industrial sector energy use as a proportion of industrial GDP (PJ/\$m)		