

Otago Catchment Leaders Forum with NZ Landcare Trust & Otago Catchment Community



OTAGO CATCHMENT
COMMUNITY INC



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NGĀ MATAPOPORE WHENUA

Thanks to our Funders ...



Otago
Regional
Council



Ministry for the
Environment
Manatū Mō Te Taiao

Ministry for Primary Industries
Manatū Ahu Matua



Whakataka te hau
ki te uru
whakataka te hau
ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
E hī ake ana te atakura
He tio, he huka, he hau hū
Tihei mauri ora!

Cease the winds from the west
Cease the winds from the east
Let the breeze blow over the land
Let the breeze blow over the ocean
Let the red-tipped dawn come with a sharpened
air
A touch of frost, a promise of a glorious day



Overview

| | |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9 45 | Introductions, housekeeping, aim of the day Catchment Group "around the room" Stakeholder and Industry Introductions |
| 10 55 | Morning tea |
| 11 15 | OCC Update NZLT Update '22 Events Generator – Successes > '23 Events Generator ORC Catchments Team Update MPI On Farm Support Team Update |
| 12 30 | Q & A ; evaluation of this event; photo of us (That's you!) |
| 12 40 | Lunch |
| 13 15 | OCC AGM |
| 13 45 | Ice time – CURLING! |
| 15 00 | Afternoon tea, home |

One speaker from each group share

- Name of Group you are representing
- One Highlight from your past 12 months
- What's coming up for your group



Industry & Stakeholder Introductions



Take a break

Morning Tea



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OCC Reflecting back to look forwards

Overview of OCC projects, group funding and partnerships - past 12 months.

Looking forward: the next 12 months for OCC and the catchments community.



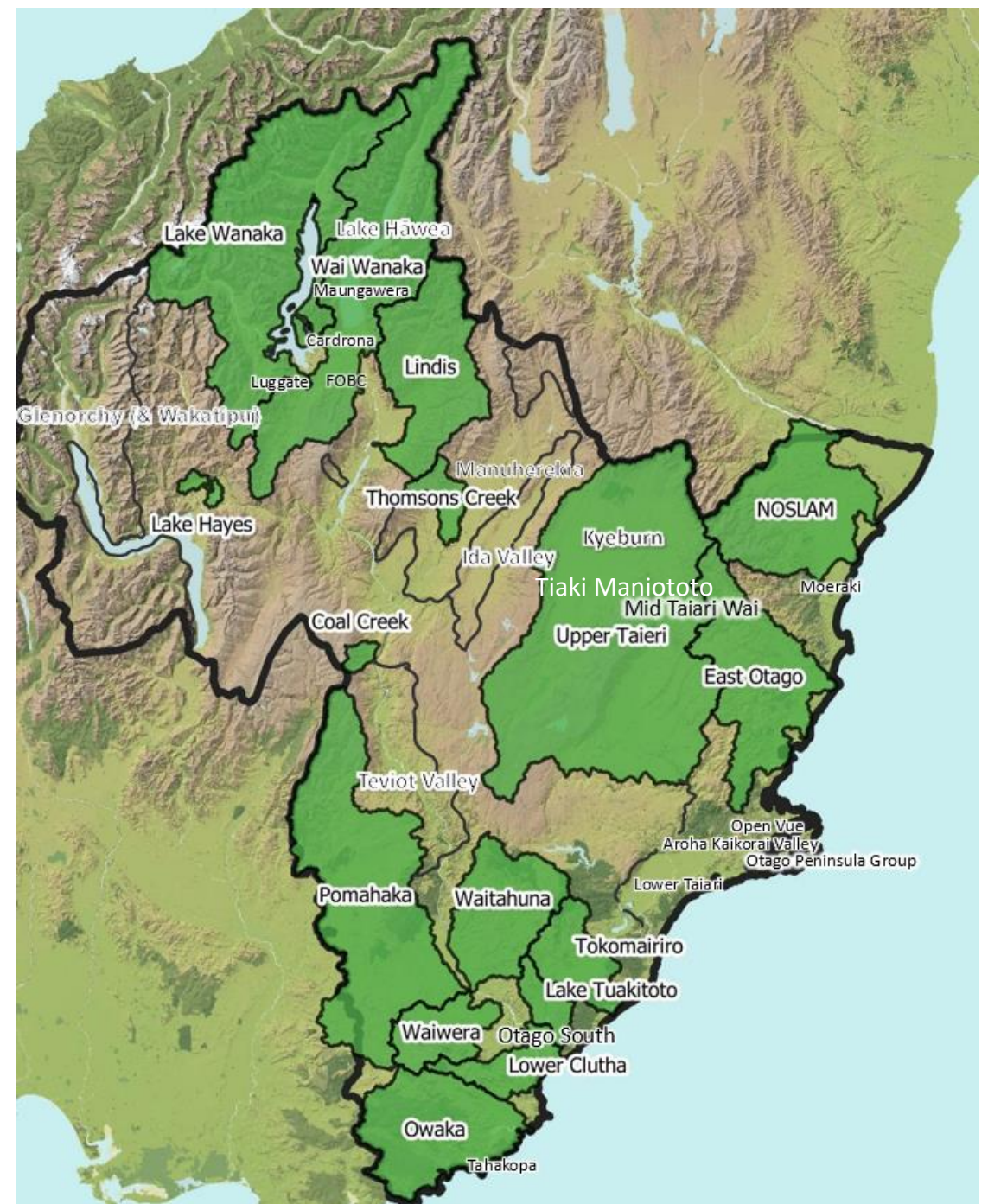
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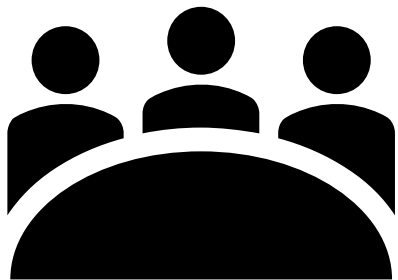
OCC 2022-'23

Distribution of Groups who have received support from OCC

- 1800+ group members
- 25 Catchment and Water care groups in Otago



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OCC Reflecting back

- 280+ events and meetings across Otago
- 100+ events and meetings supported by OCC
- 13 events hosted by OCC
- 14 group workshops facilitated by OCC



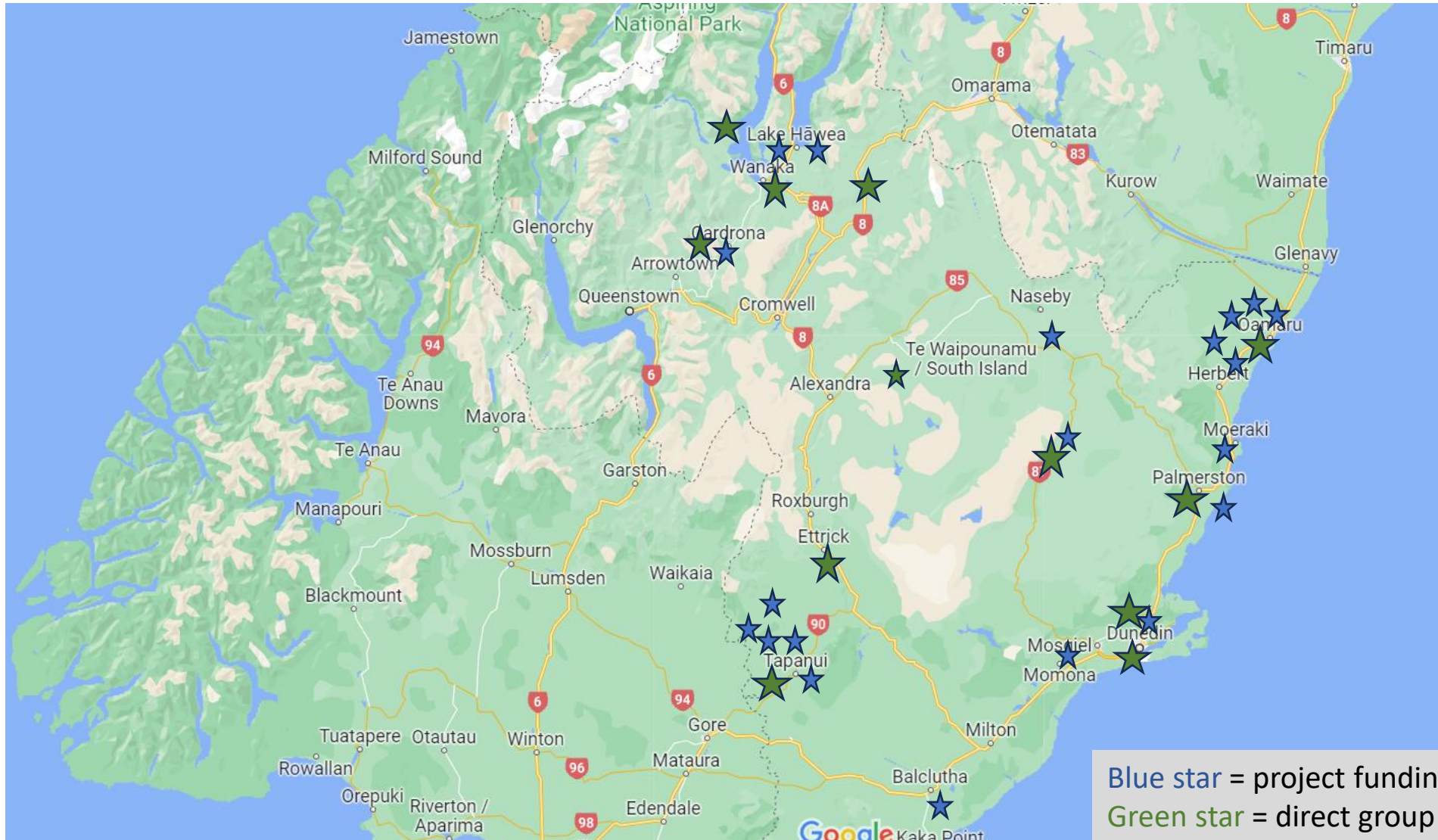
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OCC Funding 2022-'23

Groups who have received funding from OCC



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Blue star = project funding
Green star = direct group funding

OCC Support to Groups has resulted in...

- \$137,425 Direct Group Fund
- \$79,524 Catchment Project Fund
- Supporting 11 Administration and coordination roles
 - Allowing for:
- Catchment Group events – education, wellbeing, strategy, technology
 - Including:
- Community Planting
- Accessing Experts
- Driving momentum in groups





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- Dr David Norton – Introduction to biodiversity
- Sam Gibson – Catchment Scale Predator Control & Catchment Response to Adverse Events
- MPI/OCC - rural extension services coordination & planning





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- Group Support – Facilitation services – vision, values and action planning
- Events coming up –
 - Biodiversity Credit System,
 - Catchment Groups; wetlands – farm and catchment scale design
 - Governance and committee training/support
- Funding; accessing expertise; connecting the dots





Mid Taieri Wai 2022/23

- Stream health expert, monitoring and equipment.

Teviot Catchment Group

- Sediment, P focus (fencing, planting, stock crossings).

\$10,000 for Otago

Next round opens May 2024

Volunteer opportunities for Westpac staff





Access to Experts

Assisting with knowledge and understanding of freshwater policy by connecting Iwi, Catchment & Community Groups, and Council to experts.

\$10,000,000 available until June 2025

<https://www.access2experts.net.nz/>



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Beca



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Aotearoa Catchment Extension (ACE)

Registrations from September, first module April 2024

- Online learning, knowledge hubs, communities of practice.
- Content
 - Freshwater Management
 - Strategic Leadership
 - Integrated Farm to catchment-scale planning
 - GMP, mitigation tools and technology
 - Monitoring and evaluation
 - Storytelling and engagement

Seeking 12-14 Participants for Otago





Catchment Map accurate for your group?
Public contact details accurate?

2022 Events generator - What you told us you wanted to do, and what has happened....

| | | | |
|--------------------------------------|--|-------------------------------|--|
| Soil your Undies | | Wetland Planting | |
| Wellness event with Matt Chisolm | | Riparian planting workshop | |
| Coffee and doughnuts wellbeing | | Community Engagement | |
| Planting and stream health events | | Seed Raising | |
| Winter grazing (& consents workshop) | | Biodiversity event | |
| Understanding waterway health | | Winter grazing and farm plans | |
| Willow control | | Galaxiid & E-dna work | |
| Dung Beetles | | Fish Passage | |

- Governance training – committee/office bearer roles
- Monitoring – how are our projects affecting change
- Mental health
- “pitch-in” event idea generator
- Catchment mapping plan workshop,
- Land management units
- Funding for groups
- Carbon credits for natives (Sam Mander)
- Trees for Bees
- farm forestry opportunities
- regional survey of significant bush areas (David Norton or Wildlands)
- Natural vs constructed wetlands – effectiveness, consenting restrictions, opportunities to access
- ORC consent fund
- Bunds and sediment traps
- Mini conference for Otago – combining some of the events listed above.
- ORC-led; science, river management planning (including gravel extraction)



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Supporting Catchment Groups: Event Brainstorm

Soil Health

Stream Health

Experts/Speakers

Innovation &
Technology

Constructed
wetlands

Trees for hill
erosion

Group roles &
responsibilities

Sheet 1: Event Ideas Library

*Wish List for what you'd love
to see /do / host in your
catchment group*

Sheet 2: Support for groups functions

*Tell us what support you need as a
group to function well*

Sheet 3: Events in the Pipeline

*Planned events for 2023/
2024
Opportunity for added
support, collaboration and
sharing*

YOUR CHANCE TO SHARE YOUR THOUGHTS

Super Quick Feedback

- **What would you like from this kind of event next time?**
- **What worked?**
- **Anything else?**



Lunch

Is your group on the catchment map?

Are the contact details correct?

Any events, speakers, expertise requests for 2023?



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A.G.M. 2023



**AGENDA FOR THE ANNUAL GENERAL MEETING OF THE OTAGO CATCHMENT COMMUNITY
INCORPORATED BEING HELD ON TUESDAY 25th JULY 2023, AT 1.15 PM IN NASEBY AT THE
NASEBY CURLING CENTRE**

1. **Welcome** – Hanna Stalker (Chair)
2. **Apologies**
Gavin Palmer (ORC), Gary Kelliher, Andrew Noone, Mandy Bell, Lloyd McCall,
3. **Interests Register**- update (APP1)
4. **Minutes** confirmed from the previous year’s AGM, held on 29th July 2022 (APP2)
5. **Matters Arising**
6. **Correspondence**
ODT advertising x2, Email to Members and Stakeholders, Accountant – PKF Dunedin
Sarah Jamieson - letter of resignation (email dated 06/07/2023)
Motion to accept Sarah’s resignation and thank you for her work on the committee,
especially around processes and contracts for OCC.
7. **Documents for Reference**
- **OCC Standing Orders (APP3)** – change to Interests Register (Section 12) (refer below)
Motion to move that we adopt the changes to The Interests Register in the OCC Standing
Orders.
8. **Reports**
Chairpersons Report
Move the Chairpersons Report to be adopted.
9. **Treasurer’s Annual Financial Report** (Draft Annual Accounts) (APP4)
Move to be adopted (NB Final Accounts will be moved at a Committee/Governance
Meeting)
Honorariums
Motion to move that Committee Members on the OCC excluding the ORC Representative,
will receive an Honorarium to acknowledge their work and time on the committee
calculated at \$2000 maximum for each member per current financial year and \$4000
maximum for the Chairperson per current financial year.
(see previous minutes for more information)

10. **Confirm Memberships** (as listed APP5)
11. **Subscriptions** Move the annual subscription of \$0
12. Nominations of committee members
Confirmation of ORC appointed member (at first Committee Meeting)

Currently there are 3 nominations for Committee members. These are:-

- North/East Otago (Katie Barns – Current Treasurer)
- South/West Otago (Simon O’Meara)
- Central Lakes (Randall Aspinall – Current Vice Chair)
- Manuherikia/Maniototo/Taieri (TBC)

Committee Make-up

This committee then has the power to co-opt 3 other members, one of which needs to be associated with a Catchment Group. This, along with the election of Office Bearers, will be voted and moved at the first committee meeting.

Our current Committee Appointed Catchment Group Representative is Hanna Stalker (Chair) who is on a 3-year term, which will effectively carry on through this year and next.

Our other current 3 co-opt members (who don’t need to be associated with a Catchment Group but are all appointed based on skills offered/required) are Lloyd McCall, Craig Simpson and Sarah Jamieson.

OCC intend to continue with the appointments of Lloyd and Craig but as Sarah is now stepping down, if anyone else is interested in joining OCC, we would be interested in hearing from you.

NB *In our OCC Standing Orders it states, “they are not appointed for a specific term however their appointment should be reconsidered at each AGM”.*

13. Any other Business

Constitution Changes – Incorporated Society Act Changes
Support – from Lawyers – Galloway/Cook/Allan & OCC – What do Catchment Groups need?

INTEREST REGISTER



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For 2022-2023

| Name of governing group member | Description of interest | Has the governing group been notified? | Date of disclosure | Steps taken by the governing group for dealing with the conflict | Governing group member actions to address the conflict |
|---------------------------------------------------------------|-----------------------------------------------|----------------------------------------|-----------------------------|----------------------------------------------------------------------------|--------------------------------------------------------|
| Camille McAtamney | Administration Position - OCC | Y | 12 th April 2022 | Camille left the meeting | Refer 12 April 2022 Committee Minutes |
| Craig Simpson Katie Barns Lloyd McCall Hanna Stalker | All part of Catchment Groups applying for DGF | Y | 30 th May 2022 | Each member refrained from voting on their DGF Application | Refer 30 May 2022 Committee Minutes |
| Katie Barns Sarah Jamieson | Part of Catchment Groups applying for DGF | Y | 16 June 2022 | Both members refrained from voting on their DGF Application | Refer 16 June 2022 Committee Minutes |
| Katie Barns | EO Catchment Group | Y | 21 March 2023 | Members will refrain from voting if their disclosed Interest is a conflict | Refer to Committee Minutes – March 2023- June 2023 |
| Hanna Stalker | Moeraki Catchment Group | | | | |
| Bryan Scott | Otago Regional Council | | | | |
| Lloyd McCall | ORC, Pomahaka WC, OSRC | | | | |
| Sarah Jamieson | Luggate CG, B&L Farmer Council, B&L ERG | Y | 21 March 2023 | Members will refrain from voting if their disclosed Interest is a conflict | Refer to Committee Minutes – March 2023- June 2023 |
| Simon O'Meara | Pomahaka Water Care Group | | | | |
| Randall Aspinall | Wanaka Catchment Group | | | | |
| Craig Simpson | Coordinator OSRC, Pomahaka WCG, Owhiro CG | | | | |
| Sarah Jamieson | Facilitator Options & Quotes | Y | 21 st Feb 2023 | Members will refrain from voting if their disclosed Interest is a conflict | Refer to Committee Minutes – February 2023 |
| Sam Dixon Anna Robinson Camille McAtamney | Contract Discussions | Y | 16 th May 2023 | The 3 Contractors left the meeting. | Refer to Committee Minutes – May 2023 |



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MINUTES OF THE ANNUAL GENERAL MEETING OF THE OTAGO CATCHMENT COMMUNITY INCORPORATED BEING HELD ON FRIDAY 29th JULY 2022, 2.45 PM IN ALEXANDRA AT THE ALEXANDRA COMMUNITY CENTRE

Meeting started 2.55 pm

WELCOME: Randall Aspinall (Vice-Chair) 2.55pm

PRESENT: R Aspinall, C McAtamney, S Dixon, A Robinson, N Foote, K Barns (Zoom), C Simpson, L McCall, H Stalker, H Stratford (Zoom), S Scurr, I Anderson, J Perry, P Kane, S Scott, H McFarlane, S Stevens, P McCall, S O'Meara, J Gregory (Zoom), G Kennedy, T Orchardson, P van Klink, B Quirey, K Wilson, A Forbes, L Summers, A Sutton, K Duthie and R Begg.

APOLOGIES: Bryan Scott, Sandra Campbell, Tilly Hasselman, Haines Allison, Libby Cauldwell, Simon Park, Anita Gawe, Chris Arbuckle, Amanda Hasselman, Austin Gardner, Anne-Marie Wells, Nancy Latham, Lyndon Strang, Andrew Noone, A Sutton, S Jamieson, J Brand, T Burburough, S Perkins, R McDiarmid, C Kavazos and B McNally.

Moved: R Aspinall/Seconded: C McAtamney
Carried

CONFLICTS OF INTEREST:

Register- update (APP1)
As attached – Conflicts of interest recorded during previous meetings.

MINUTES OF THE LAST MEETING: (APP2)

It was moved that the minutes of the previous year's AGM, held on 13th July 2021 be accepted as a true and correct record.

Moved: L McCall/Seconded: H Stalker
Carried

MATTERS ARISING:

None

CORRESPONDENCE (In & Out):

Emails, FB posts, advertisements – ODT, FB, Annual Accounts from PKF, Nomination for OCC (South-West Otago)

DOCUMENTS FOR REFERENCE:

OCC Standing Orders (APP3)

Changes accepted and will be made to main document
see change – Point 8 Regional/Territorial

REPORTS: Chairpersons Report – see attached

Randall read out Katie's Report.
It was moved that the Chairpersons Report be adopted.

Moved: R Aspinall/Seconded: C Simpson
Carried

Treasurer's Annual Report – see attached

It was moved that we adopted the Annual Financial Report for Year ended June 2022.

Moved: R Aspinall/Seconded: K Wilson
Carried

CONFIRM MEMBERSHIPS: (as listed APP4)

Change Poolburn to Ida Valley Catchment Group Inc.

SUBSCRIPTIONS:

It was moved that the annual subscription remain at \$0.

Moved: L McCall/Seconded: S Stevens
Carried

NOMINATIONS OF COMMITTEE MEMBERS:

Confirmation of ORC appointed member – at first Committee Meeting.

The current Committee members elected by member Catchment Groups last year that will remain on the Committee for 2023 are:-

North/East Otago - Katie Barns

Central Lakes - Randall Aspinall

Manuherikia/Maniototo/Taieri - Hamish Stratford

South/West Otago - Nomination – Simon O'Meara

The nomination for South/West Otago was unopposed.

This committee then has the power to co-opt 3 other members, one other of which needs to be associated with a Catchment Group. This, along with the election of Office Bearers, will be voted and moved at the first committee meeting.

GENERAL BUSINESS:

It was discussed whether an Honorarium should be changed to Recognition or a Koha.

Honorarium – **Recommendation from the Committee:** -

Recognition is an important part of Succession Planning for acknowledgement of work and value of time that the Committee give to OCC.

Overall agreement that the Chairpersons Honorarium/Recognition should be significantly more.

Honorarium/Recognition will be calculated at \$100 for a Zoom Meeting and \$400 for Face-Face (3 a year). This will total \$2000 for each Committee Member and \$4000 for the Chairperson (excluding ORC Representative).

This will be made as a one-off Yearly Payment to each member.

Members voted and were happy for Committee to make decision at the first general meeting.

It was moved that Committee Members on the OCC excluding the ORC Representative, will receive either an Honorarium/Recognition or Koha to acknowledge their work and time on the committee calculated at \$2000 for each member and \$4000 for the Chairperson.

Moved: K Wilson/Seconded: S Scott
Carried

Kate Wilson commented that ORC is very grateful for all the work that OCC is continuing to do with Catchment Groups throughout Otago.

Members also commented that they appreciate ORC's continued support and funding.

Meeting finished 3.30 pm

OCC Standing Orders Addition (in blue) - Interests Register

12) Interests Register

All members of the Committee are to declare any interests that may be deemed or seen to be a conflict of interest. *These can be identified as either Major conflicts or Minor conflicts:*

- *Major Conflict – when the individual (or CG they are a member of) receives income, financial support or direct in-kind support from the organisation being discussed*
- *Minor Conflict – where the individual (or CG they are a member of) has a general association with the organisation being discussed and occasionally collaborates or receives support*

A Minor Conflict should be identified and recorded however the Committee member can still take a full part in discussions and decision making.

If a Major Conflict is identified that Committee member:

- 1. Should declare it before any discussions begin.*
- 2. Should not vote on the issue.*
- 3. Will have speaking rights limited primarily to answering questions on background, details etc.*

*Any **new** interests are to be updated at all governance meetings.*



Statement of Financial Performance

Otago Catchment Community Incorporated
For the year ended 30 June 2023

'How was it funded?' and 'What did it cost?'

| | NOTES | 2023 | 2022 |
|----------------------------------------------|-------|----------------|----------------|
| Revenue | | | |
| Grant Revenue | 1 | 515,000 | 370,000 |
| Total Revenue | | 515,000 | 370,000 |
| Expenses | | | |
| Volunteer and employee related costs | 2 | 15,517 | - |
| Costs related to providing goods or services | 2 | 392,643 | 214,463 |
| Other expenses | 2 | 5,619 | 3,676 |
| Total Expenses | | 413,779 | 218,139 |
| Surplus for the Year | | 101,221 | 151,861 |

Profit and Loss

Otago Catchment Community Incorporated For the year ended 30 June 2023

2023

| | |
|------------------------------------|-------------------|
| Gross Profit | - |
| Other Income | |
| Grant Income | 515,000.00 |
| Total Other Income | 515,000.00 |
| Operating Expenses | |
| Accountancy Fees | 3,119.46 |
| Advertising | 2,026.57 |
| Audit Fees | 2,500.00 |
| Bank Charges | 80.00 |
| Catchment Group Events | 20,984.78 |
| Catchment Group Funding - No GST | 38,097.83 |
| Catchment Group Funding - with GST | 79,217.06 |
| Computer Expenses | 158.23 |
| Conference Expenses | 9,412.71 |
| Contractor - GST | 196,088.39 |
| Contractor - No GST | 14,120.00 |
| General Expenses | 4,327.95 |
| Governance Training | 1,500.00 |
| Insurance | 1,550.00 |
| Mileage - Committee Members | 1,743.00 |
| Mileage Reimbursement GST | 20,104.85 |
| Mileage Reimbursement No GST | 619.37 |
| Office Expense | 3.89 |
| Printing & Stationery | 425.84 |
| Staff Training | 126.09 |
| Subscriptions | 2,056.53 |
| Travel Local | 216.52 |
| Wages & Salaries | 15,300.00 |
| Total Operating Expenses | 413,779.07 |
| Net Profit | 101,220.93 |

Statement of Financial Position

Otago Catchment Community Incorporated
As at 30 June 2023

'What the entity owns?' and 'What the entity owes?'

| | NOTES | 30 JUN 2023 | 30 JUN 2022 |
|---------------------------------------------------------|-------|----------------|----------------|
| Assets | | | |
| Current Assets | | | |
| Bank accounts and cash | 3 | 430,663 | 238,729 |
| Debtors and prepayments | 3 | - | 67,749 |
| GST refund due | | 469 | 1,337 |
| Total Current Assets | | 431,132 | 307,815 |
| Total Assets | | 431,132 | 307,815 |
| Liabilities | | | |
| Current Liabilities | | | |
| Creditors and accrued expenses | 4 | 45,407 | 23,310 |
| Total Current Liabilities | | 45,407 | 23,310 |
| Total Liabilities | | 45,407 | 23,310 |
| Total Assets less Total Liabilities (Net Assets) | | 385,725 | 284,504 |
| Accumulated Funds | | | |
| Accumulated surpluses or (deficits) | 5 | 385,725 | 284,504 |
| Total Accumulated Funds | | 385,725 | 284,504 |



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OCC MEMBERS 2023

Pomahaka Watercare Group Inc

East Otago Catchment Group Inc

Lindis Catchment Group Inc

Manuherikia Catchment Group Inc

North Otago Sustainable Land Management Group

Ida Valley Catchment Group Inc

Otago South River Care Inc

Teviot Water Care Group

Upper Taieri Wai Inc

WAI Wānaka Inc Trust

Wānaka Catchment Group Inc

Friends of Bullock Creek

OpenVue

Cardrona Catchment Group

Aroha Kaikorai

Mid Taieri Wai

Thomsons Catchment Group

Whakataukī

**Te toto o tetangatahe kai, teorangao tetangata, he
whenua, he oneone**

While food provides the blood in our veins, our health is
drawn from the land and soils

