

Manager – Water and Land

Horopaki | Context

Kaunihera Taiao ki Waitaha | Canterbury Regional Council, also known as Environment Canterbury, is the Regional Council for the largest region in Aotearoa/New Zealand, covering an area of 44,500 square kilometres, with a population of approximately 700,000.

As a regional council, we are responsible for managing natural resources including air, soil, water and land. We work in partnership with mana whenua Ngāi Tahu to protect the health of our environment to ensure a sustainable and prosperous future for our region.

The region's evolving environmental and political context means we will continue to be agile and adaptive, as we respond to regulatory and environmental changes.

Our mahi (work) is organised around the delivery of our three core services:

- Environmental Regulation and Protection
- Community Preparedness and Response to Hazards
- Public Transport

We are guided by our strategic drivers (pou):

- Putting the community and our customers at the heart of everything we do
- Growing our relationship with mana whenua into a true partnership
- Maturing our governance model and understanding of our political environment
- Removing pain for our people (and customers) by improving our systems and processes.

Our mahi is also underpinned by our values:

- Kaitiakitanga (stewardship)
- Pononga (integrity)
- Manaakitanga (people first)
- Whanaungatanga (collaboration)
- Māiatanga (can do).

Aronga | Purpose

The purpose of this role is to lead the functions accountable for the management of water and land across Canterbury through the development of key partnerships and stakeholders involved in managing water and land, and the delivery and monitoring of progress of agreed approaches and initiatives to achieve integrated catchment management objectives as they relate to the management of water and land. The role will ensure the organisation is meeting its obligations under the statutory framework for managing water and land under the Resource Management Act 1991, and the position of the Land and Water Regional Plan in that framework.

As a people leader, this role will provide engaging and dynamic leadership, integrating operational and functional alignment to drive high performance and deliver quality services to our communities, in line with our values, strategies, ways of working and Long-Term/Annual Plan commitments.

This includes thinking about organisation-wide interests and impacts when interacting with customers or when planning activities and expenditure, collaborating inside the organisation to achieve the desired culture, making sound business decisions and taking ownership of leading and managing our people.

Ngā Haepapa | Accountabilities

This role will:

- Focus on operational implementation across a 1-to-3-year horizon of water and land management service delivery, and manage operational deliverables for the section, working collaboratively with peers in the Science and Strategy and Planning groups.
- Lead and contribute to the coordinated approach with strategy partners, and across regional boundaries where necessary, including Ngāi Tahu, Councils, Territorial Local Authorities, Department of Conservation, and other agencies, engaging where appropriate with stakeholder and conservation groups to further Environment Canterbury's water and land management goals and outcomes.
- Implement, maintain, and monitor the organisational approach to being a good partner by supporting and enabling our water and land functions, and contribute to the range of work programmes to be used effectively to achieve Environment Canterbury's water, land, and Tuia organisational outcomes.
- Design, implement, and monitor an annual sectional work programme to achieve the operational deliverables set by the General Manager Catchment Implementation, and in conjunction with the Director Operations.
- Oversee water and land management initiatives and projects on Environment Canterbury owned land and engage with landowners, community groups, Ngāi Tahu, local and central government agencies, and other stakeholders to progress project planning and collaboratively contribute to implementation and achieving the desired outcomes.
- Contribute to operational input into the Long-Term Plan (LTP), annual plans, Resource Management Act plans, and appropriate submissions is reflective of outcomes and initiatives and informed by advice, experience, and relationship understanding from a water and land management perspective.
- Ensure Environment Canterbury is fulfilling its Resource Management Act duties and functions relating to our water and land management, including providing technical advice on resource consents, enforcement matters, and plan changes.
- Be accountable for the effective delivery of programmes, initiatives, and actions to achieve agreed targets through:

- o Developing regional water implementation capability within Service Delivery teams to achieve consistency of approach and high level of performance.
 - o Leading the design and support of community engagement initiatives to achieve behaviour change objectives, as agreed under the zone focused work programme.
 - o Responding to customer enquiries with technical information that encourages the adoption of good management practices, in partnership with relevant Council staff, industry groups, and/or other affiliated organisations.
 - o Interpreting and communicating implications to and for the community, and any impacts that policy may have on farmers, primary industry, and communities.
 - o Analysing, providing specialist technical expertise, and leading the resolution of complex issues and regional activity and coordinate organisational response to national initiatives and projects.
 - o Leading cross-organisational teams and technical experts to deliver on programmes and projects that implement a specific Resource Management Strategy, including supporting and mentoring kaimahi on resource management matters related to programmes of work or project deliverables.
 - o Working collaboratively to ensure internal systems and processes support successful implementation, including facilitating systems and process improvement or modification, and reporting on projects and Resource Management Strategy outcomes.
- Develop, implement, and maintain an integrated operational performance reporting system, (including appropriate mechanisms, systems, processes, and tools) that monitors key measures and reports on progress against performance indicators.
 - Develop and maintain strong working relationships with stakeholders who have statutory requirements and work with other managers in the Operations group to ensure collaboration on stakeholder relationship.
 - Collaborate with other leaders within the Operations group and across the organisation to achieve alignment and consistency in our interactions with the community to ensure the delivery of cross-functional activity and resolution of complex issues.
 - Champion delivery excellence, customer orientation and a solution focus in leading, developing and managing Team Leaders to embed a high-performance culture, ongoing capability build, positive change and operational excellence.
 - Lead the development of budgets, project, and resource plans in line with section and organisational requirements, while managing and monitoring allocated expenditure, to ensure adherence to budgets.
 - Deliver external contractor operational management in line with organisational requirements to ensure optimal use of resources.

- Collaborate in the building of organisational systems using a Systems Leadership Theory approach to providing consistent social processes for the staff/kaimahi working throughout the organisation and ensure the applicable organisational systems work cohesively with linked systems and effectively achieve community outcomes.
- Contribute to resolving challenges that arise from transitioning to a new and ongoing way of operating, ensuring appropriate accountability and removing barriers.
- Maintain a comprehensive level of awareness of, and compliance with, resource management legislative and operational standards, and ensure the relevant certifications are kept current.
- Champion behaviours within the teams that puts the community and stakeholders at the heart of everything we do.
- Lead, coach, mentor, and develop direct reports, while supporting them to create a high performing and engaged workforce through:
 - o Creating a clear vision, direction, and priorities, harnessing the energy, commitment, and creativity of direct reports to deliver business outcomes.
 - o Developing and maintaining strategies, annual plans and work programmes to deliver a fit for purpose function.
 - o Encouraging kaimahi to develop their te ao Māori confidence.
 - o Taking appropriate and proactive actions to reward and recognise performance and address poor performance or behavioural matters.
 - o Maintaining an overview of workload to ensure resources are sufficient to deliver on agreed programmes of work.
 - o Ensuring the ongoing development and growth of kaimahi (team members) capability by leading and developing direct reports through regular performance reviews, coaching and feedback to create a high performing, engaged and aligned culture, seeking advice from GM or People and Capability where required.
- Work with direct reports to identify, secure, and maintain the right resource allocation and mix of skills to support current and emerging issues and projects.
- Ensure communications and enquiries are managed in a timely and professional manner and when authorised, act as the media spokesperson on technical matters and programme progress, including providing updates or material to Environment Canterbury Communications and Engagement staff as required.

Toitū Te Tiriti | Treaty Partner Excellence

- Deliver outcomes that underpin and give effect to achieving Ngāi Tahu cultural and environmental aspirations, including but not limited to, mahinga kai and revitalisation programmes.
- Connect with our Ngāi Tahu partner to ensure understanding of Ngāi Tahu aspirations and priorities so that there is genuine input and contribution, which can be considered in mahi programme development and prioritisation.
- Demonstrate openness and courageousness in approaching issues and in co-design of processes and systems, supporting thought leadership that can give effect to the progression of the partnership.
- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within Waitaha/Canterbury and Te Rūnanga o Ngāi Tahu, to demonstrate our commitment to recognise and provide for the kaitiaki/responsibility Ngāi Tahu has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision-making processes, effective engagement and development of existing working relationships.
- Support the organisation's cultural capability journey, leading by example and identifying clear priorities, expectations, and development opportunities for individual capability; planning and aligning work to support organisational cultural capability across all aspects of delivery.

Hauora me te Marutau | Health and Safety

The health, safety and wellbeing of our kaimahi and community is a priority for the Council, and we proactively implement robust health and safety practices. People leaders' responsibilities include:

- Understand the health and safety and risk obligations that rest with this position and act at all times to ensure accountabilities are met.
- Maintain a safety-focused culture where health, safety and wellbeing are at the heart of decision making for kaimahi and the communities within which we operate.
- Maintain an enquiring mind, undertake due diligence and apply knowledge of best practice to ensure a detailed understanding of any risks kaimahi may face in their mahi and ensure these are appropriately removed or mitigated.
- Ensure awareness of and compliance with legislative and operational standards, and that relevant certifications are maintained.
- Ensure methods are in place to recognise and celebrate best practice and safety innovation.
- Provide opportunities for team involvement, education, and genuine participation in safety matters.
- Ensure methods are in place for all kaimahi, contractors and suppliers to be appropriately inducted and certified to carry out tasks safely.
- Ensure any organisational audit and assurance programme is undertaken as required and results are acted upon and regularly reviewed.

- Ensure processes are in place to communicate, consider and respond to information about health and safety.
- Take a planned approach to identify, analyse and manage risks within the section.
- Ensure regular monitoring and reviews are undertaken of risk controls and their effectiveness in relation to legislation, regulations and guidelines, organisational policies, procedures and our code of conduct.

Hononga ā-Mahi | Working Relationships

Kai rō Kaunihera | Within the organisation

How we interact with each other to build and maintain relationships across Operations and the wider organisation.

- Reporting to the General Manager to ensure delivery on the accountabilities of the role.
- Provide leadership to, and management of, direct and indirect reports.
- Form and maintain robust working relationships with section managers and team leaders in the wider Operations Group as well as the Groups of Science, Strategy and Planning, Communications and Engagement, and Corporate and Public Transport Services who have kaimahi supporting delivery or contributing to associated processes.
- Advocating for Water and Land teams by engaging with the wider workforce to improve mutual understanding of roles and contribution.
- Actively engaging in the senior leadership team to collaborate with other senior leaders and kaimahi to ensure alignment of strategy, projects, policies, processes, and systems to deliver the best results.
- Mentoring and developing the capability of direct reports to increase their ability to deliver through others.
- Accountable to champion the work of Tuia Te Herenga across the programmes of work within Compliance.
- Accountable to work with the Te Pou Whakahangai to be a Treaty partner of excellence.

Kai waho i te Kaunihera | Outside the organisation

- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within Waitaha /Canterbury and Te Rūnanga o Ngāi Tahu.
- Demonstrate Council's commitment to recognise and provide for the kaitiaki responsibility Ngāi Tahu has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision making processes, effective engagement and development of existing working relationships.

- Accountable to maintain positive working relationships, including regular connection and collaboration with Nga Rūnanga, in relation to the delivery of work in Regulatory Implementation
- Developing and leveraging relationships with key people and organisations throughout Aotearoa New Zealand to ensure industry alignment, connection with the community and leadership of shared opportunities to achieve Environment Canterbury's strategic outcomes.

Ngā Herenga Motuhake | Special Conditions

As a regional council, we have a specific requirement to provide a civil defence function for Waitaha. Kaimahi are required to be available to assist, support or be associated, as reasonably required, with any Civil Defence emergency or any exercise organised in relation to this function.

Additionally, all kaimahi are expected to assist, support and respond, as reasonably required, to any event where the Business Continuity Plan is activated.

- From time to time, as required, this role will require work outside of normal work hours to represent Environment Canterbury at meetings and events with partners, other agencies, and the community.
- As required, the role involves travel within the region and beyond to attend meetings and relevant conferences or activities.

Māngai Whakahaere | Delegations and Authorities

Where specified, this role has delegated authority to make decisions in accordance with Council-approved delegations, and authority for decision making in accordance with policies and guidelines for financial, people management and media-related activities.

Additional specific delegations may be given by the Chief Executive to the Chief People Officer on people and safety matters from time to time.

Ngā Āheitanga | Capabilities

Tohu Mātauranga | Qualifications

- Bachelor's degree qualification (or higher) in a related speciality (e.g. Resource Management, Environmental Planning, Natural Resource Management, Water Science and Management, Civil Engineering, Natural Resources Engineering) that has relevance to the role.

Significant experience (10+ years) in a relevant operational delivery and leadership role may be acceptable in lieu of these criteria.

Mātau ā-wheako | Experience

- At least 7 years' experience working in land and catchment management in relation to the Resource Management Act and other associated legislation, preferably with a regional council.
- A minimum of 5 years of experience and demonstrated knowledge of, and experience in, business and management practices, including operational planning, resource allocation, and coordination of people, projects and resources.
- Experienced in working with stakeholders including landowners, iwi and community groups, and proven ability in managing expectations.
- Advanced level of knowledge of NZ resource management legislative requirements and rules.
- Proven ability to oversee the management of project activities and budgets including all phases of contract management for the provision of services.
- Financial management expertise, including risk management, budgets, fiscal plans and forecasting skills and appropriate use of delegated authority.
- Proven ability to develop and nurture strong relationships with staff/ kaimahi, stakeholders and tangata whenua, and influence senior leaders across the organisation.
- Strong communication and facilitation skills and the ability to navigate robust discussions to achieve mutually agreed outcomes or actions.
- Demonstrated skills and experience in leading and managing others including recruitment, motivating, directing, and developing people.
- Experience in facilitating multi-disciplinary groups to reach conclusions by working collaboratively and influencing appropriately.
- Commitment to and an understanding of te ao Māori, awareness of the evolving obligations under the Treaty of Waitangi, together with experience of applying this in a workplace setting.

Ngā Pūkenga Matatau | Core Competencies

Specific behaviours at the Senior level sit beneath each of the following organisational competencies.

Customer Focus	Ensuring that the customer perspective is a driving force behind decisions and activities. Initiating and maintaining relationships inside and outside the organisation.
Business Acumen	Using an understanding of the organisation's position to contribute to effective strategies and tactics by using economic, financial and industry information. Thinking from the ratepayers' perspective.
Achieving Outcomes	Translating strategic priorities into operational reality; aligning communication, accountabilities, resources, internal processes and

	ongoing measurement systems to ensure that strategic priorities yield measurable and sustainable results.
Leading Change	Identifying and driving organisational and cultural changes needed to adapt strategically to changing demands, technology, and internal initiatives; using new approaches to improve results by transforming organisational culture, systems, or services.
Common Purpose	Working towards a compelling view of the future by engaging with the organisation's vision; understanding and aligning to the common purpose.
Building Capability	Attracting, developing, engaging, and retaining talented individuals allowing the organisation to meet current and future organisational challenges. Sharing authority, responsibilities and decision making to enable individuals to stretch their capabilities and accomplish strategic priorities.

The above statements are intended to describe the general nature and level of work being performed; they are not an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. From time to time the incumbent will be required to accept and carry out other duties.

Band / Grade	Position Code	Last Updated
21	OPERWLD.001	[...]

I agree to undertake the responsibilities detailed in this job description:

Ingoa | Name:

Waitohu | Signature:

Rā | Date Signed: