

Land Use Change Process

Background: Why do we need this process?

Purpose

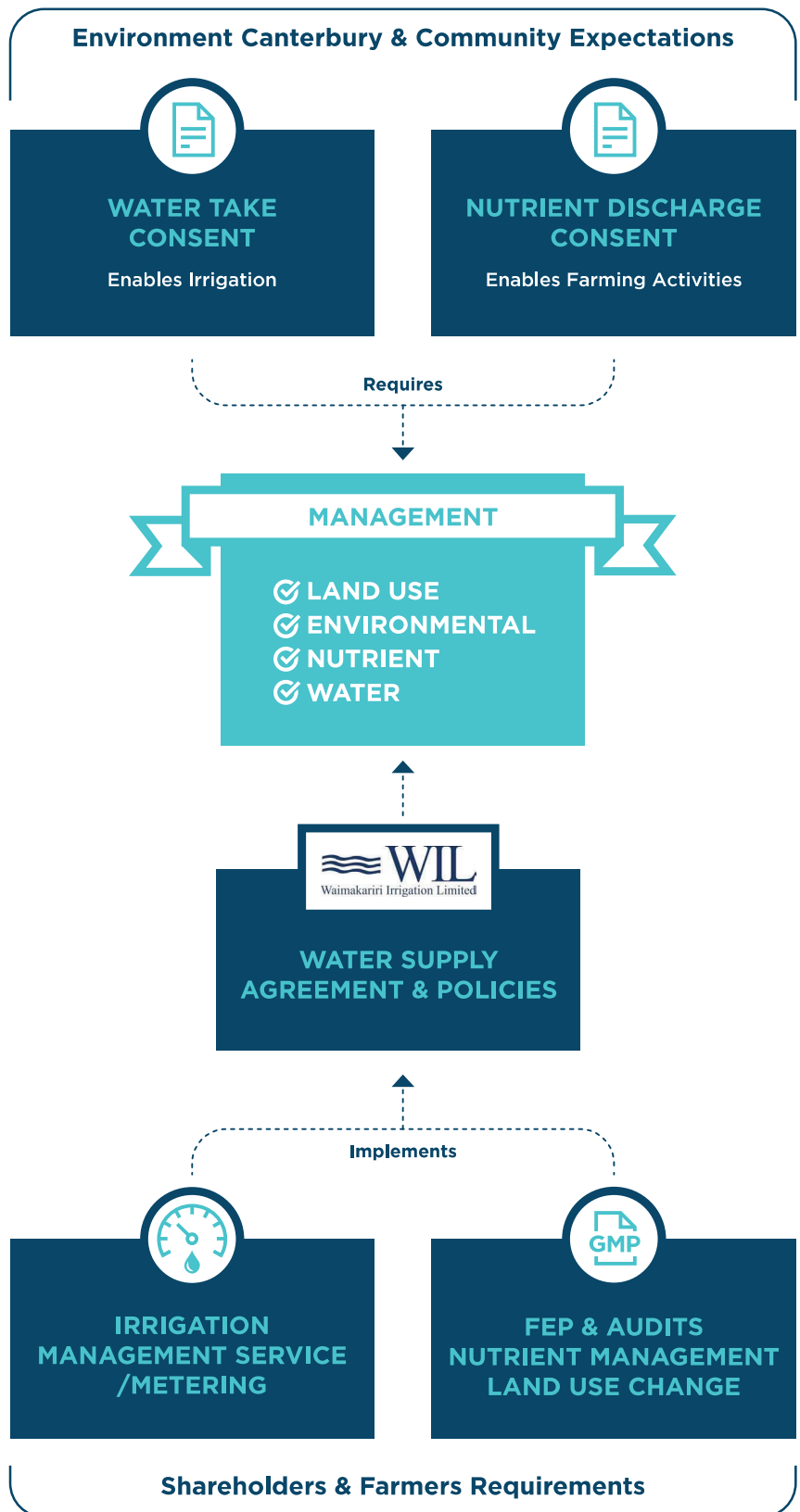
Waimakariri Irrigation Ltd (WIL) have two key consents: to take Waimakariri River water and to discharge nutrients to the environment.

These consents allow the use of water and the discharge of nutrients to enable farming activities.

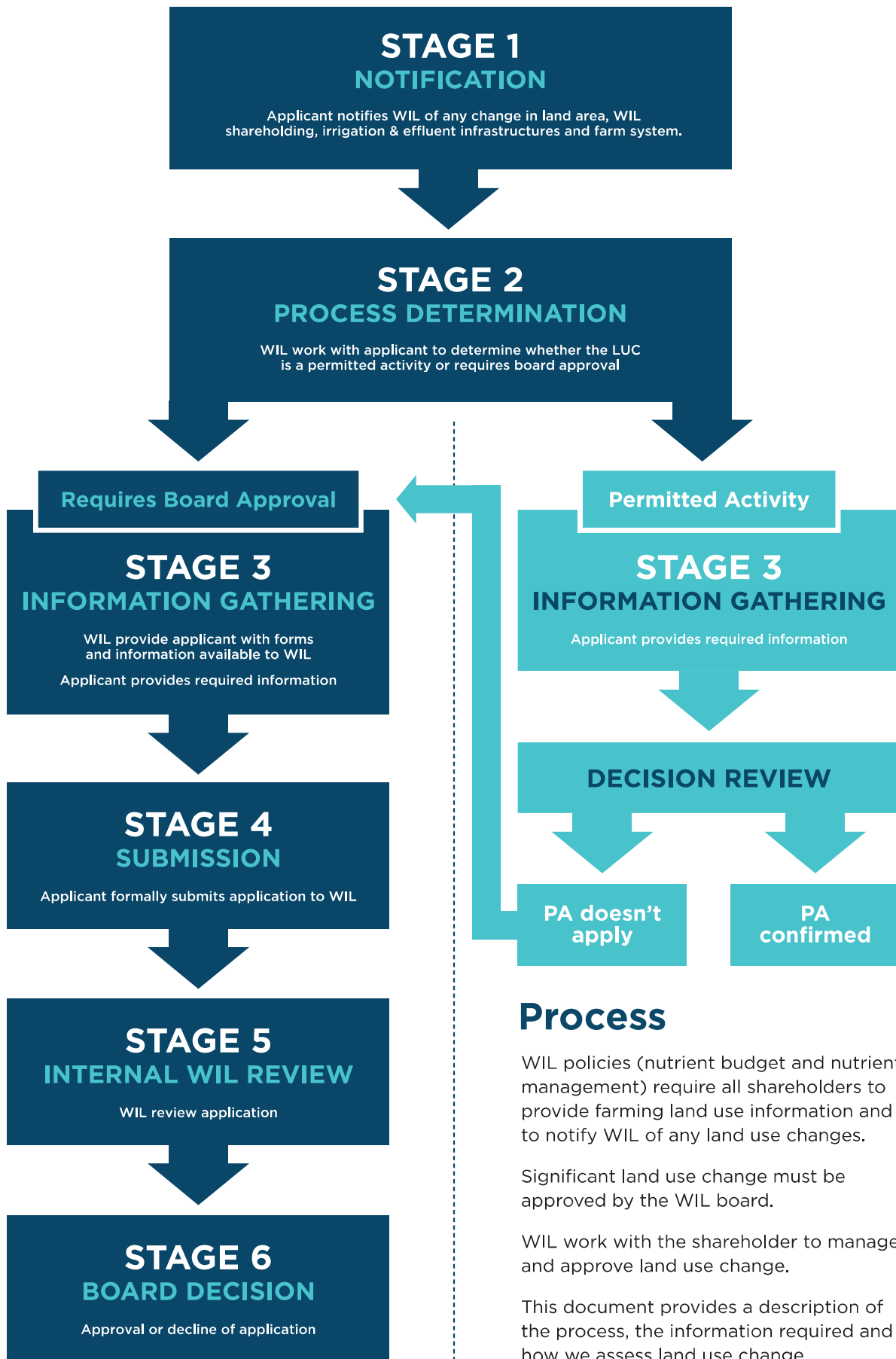
The consents are granted under the condition that WIL manages land use activities, environmental performance, nutrient loss and water use within their scheme.

WIL use a Water Supply Agreement and policies to maintain consent compliance and satisfy Environment Canterbury and community expectations.

WIL are required to report on the scheme nitrogen loss and land use changes on a yearly basis. Therefore, all land use change must be assessed by WIL to ensure compliance with the consent conditions.



Process and Stages



Process

WIL policies (nutrient budget and nutrient management) require all shareholders to provide farming land use information and to notify WIL of any land use changes.

Significant land use change must be approved by the WIL board.

WIL work with the shareholder to manage and approve land use change.

This document provides a description of the process, the information required and how we assess land use change.

Stage 1 & 2: Notification and Process Determination

WIL needs to be notified about any changes in shares, land area, irrigation area, effluent discharge consent and/or land use and farm system.

Significant land use change thresholds that require board approval are set in the Nutrient Management Policy (NMP)¹. The shareholders must ensure that their farming operation does not increase its nitrogen loss over its Nitrogen Baseline.

The table below describes the criteria whether a shareholder needs to actively contact WIL and/or requires board approval.

Before providing an application to the WIL board, the shareholder should notify and consult WIL management about the proposed changes.

Notification Trigger	Land Use Change	Communication by shareholder to WIL	WIL board approval required?
WIL shares	Reduction in WIL shares used on property	active	✓
	Increase in WIL shares used on property	active	✓
Land area	Any change in land area	active	✓
Irrigation	Change in irrigated area up to 10 ha	active	✗
	Change in application rate or volume affecting area up to 10ha	active	✗
	Change in irrigated area > 10ha	active	✓
	Change in application rate or volume affecting area > 10ha	active	✓
Effluent	Application for effluent discharge consent	active	✓
Farm system	Minor farm System Changes	passive	✗
	Major Farm System Changes ² : long-term changes in stocking rate (+/-25%), cropping area(+/-25%), milking schedule or stockholding infrastructures; increase in nitrogen loss	active	✓

¹ Access to the WIL NMP on: <https://www.wil.co.nz/wp-content/uploads/2018/10/2018-WIL-Nutrient-Management-Policy.pdf>

² Read "Farm system" on page 4 for details

Active communication requires the shareholder to contact WIL about any land use changes.

Passive communication can be received via Overseer, a Farm Environmental Plan (FEP) update or an audit report.

WIL Shares

- A shareholder is required to actively notify WIL of changes in WIL shares. This includes lease arrangements, sale or purchase.
- Board approval is required.

Land area

- A shareholder is required to actively notify WIL of changes in land area. This includes lease arrangements, sale or purchase.
- Board approval is required.

Irrigation

- A shareholder is required to actively notify WIL of any change in irrigated area or change in irrigation system that alters application rate or volume.
- A change in irrigation area or system by more than 10 ha requires board approval.

Effluent

- A shareholder is required to actively notify WIL of an application for an effluent discharge consent.
- Board approval is required.

Farm system

- Farm system changes are classified within the NMP.
- Major farm system changes need to be actively notified and include
 - any increase in nitrogen loss on a property and/or
 - long-term (more than 1 year) changes in a land use or farming system, including:
 - a change of any type of stock or stocking intensity by +/- 25% or more;
 - a change in the area where cropping (cash or fodder) is undertaken by +/- 25% or more;
 - conversion of any dairy farm to winter milking; or
 - the addition of a feedpad or cow home.
- Major farm system changes require board approval.
- Minor changes can be passively communicated with WIL (e.g. through Overseer) and do not require board approval.

³ No notification necessary when directly replacing an existing effluent discharge consent

Stages 3 & 4: Information Gathering and Submission

When applying for a Land Use Change, the shareholder is asked to provide WIL with the following documents:

- Land Use Change Application Form
- Signed Declaration
- Map of any proposed changes (see “Map requirements” for details)
- Overseer nutrient budgets showing the nitrogen loss and system changes (including mitigation activities) of the proposed scenario
- Any supporting documents

WIL is going to prepopulate some of the required fields in the LUC Application Form. The shareholder needs to confirm that this information is correct.

WIL will assist with advice and support.

Applications submitted to compliance@wil.co.nz.

Map requirements

Please provide a map of your current and proposed farm system, including

- Farm boundary
- Irrigated area and irrigation type
- Effluent area (and effluent application method?)
- Winter grazing area
- Areas of different land use (if applicable)

Include environmental risk areas

- Waterways (wetlands, riparian areas, stream)
- Sites of cultural significance.

Stage 5 & 6: Internal WIL review and Board Decision

Your application will be assessed against:

Criteria	Description
Proposed mitigation and GMP⁴ measures	Mitigation of potential risks to catchments and nitrogen loss. GMP measures to improve environmental impacts
Transition/development period risks	Short term impacts on nitrogen loss and catchment
Irrigation Management System connection	Waterforce are now monitoring water use across the WIL scheme
Shareholder history	Previous audit and farming performance, demonstration of continuous improvement of environmental compliance
Catchment risks	Risks to groundwater, surface waterways and wetlands.
WIL's Nutrient Management Policy (NMP)	Sets out the nitrogen loss and/or offset expectations
LWRP⁵ Plan Change 7	Sets out future nitrogen loss expectations
NES-FW⁶	Includes Intensive Winter Grazing, Land Use Change and Freshwater regulations

⁴ Good Management Practice

⁵ Environment Canterbury Land and Water Regional Plan

⁶ National Environmental Standards for Freshwater

WIL time frames

Once the shareholder submits a LUC application, please allow for 1 month to process the application from submission.

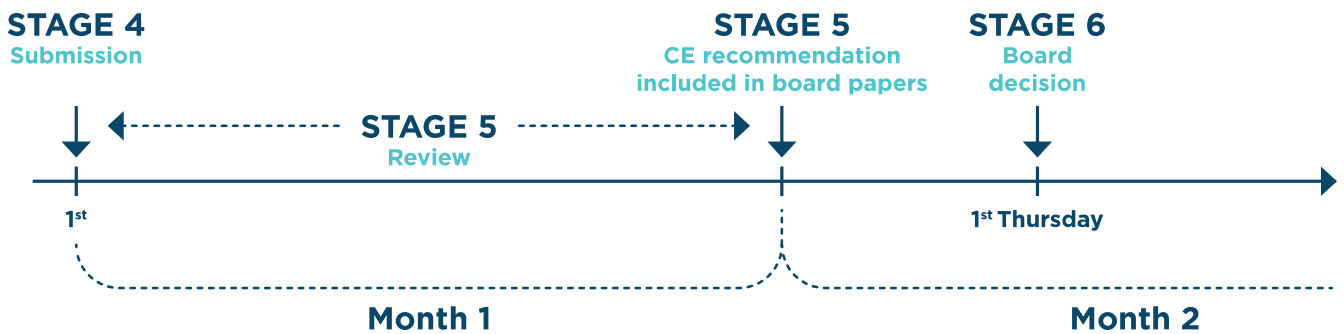
The application will be assessed by the WIL environmental manager and the CE. The applicant and their consultant will be contacted if further information and explanation is required.

Once the application has been assessed the CE includes a recommendation in the WIL board papers. Board papers are compiled one week prior to the next board meeting. Board meetings take place every first Thursday of the month.

The application is then approved or declined at the board meeting.

Notes

1. Please note that every LUC application is different and therefore, the duration of an application assessment can differ.
2. WIL will get approval from the applicant before requesting information from the applicants' advisors.
3. All applicants are required to have signed a Water Supply Agreement (WSA) and water race easements in place.



	Application Stages	Actioner	Time frame
1	Notification	Shareholder	
2	Process Determination	Shareholder/WIL	
3	Information Gathering	Shareholder/WIL	
4	Submission	Shareholder	Latest submission on 1st of a month to get board decision the following month
5	Internal WIL Review: Processing	EM/CE	Allow for 1 month to process application
	Internal WIL Review: Recommendation by CE	CE	Must be included in board papers 1 week before next board meeting
6	Board decision	WIL board	Board meeting every 1st Thursday of the next month