



Meeting of the Hawke's Bay Regional Council

Date: Wednesday 28 June 2017
Time: 10.15am
Venue: Council Chamber
Hawke's Bay Regional Council
159 Dalton Street
NAPIER

Agenda

ITEM	SUBJECT	PAGE
1.	Welcome/Apologies/Notices	
2.	Conflict of Interest Declarations	
3.	Confirmation of Minutes of the Regional Council Meetings held on 31 May and 12 & 21 June 2017	
4.	Follow-ups from Previous Regional Council Meetings	3
5.	Call for Items of Business Not on the Agenda	9
Decision Items		
6.	Adoption of the 2017-2018 Annual Plan	11
7.	Matariki Governance Structure Adoption	15
8.	Heretaunga Plains Urban Development Strategy 2016 Adoption	21
9.	Resource Management Information System Business Case	35
10.	Clifton to Tangoio Coastal Hazards Strategy Joint Committee Terms of Reference	55
11.	Recommendations from the Regional Planning Committee	65
12.	Recommendations from the Regional Transport Committee	67
13.	Recommendations from the Hearings Committee	69
14.	Affixing of the Common Seal	73
Information or Performance Monitoring		
15.	HBRC Staff Work Programme through July 2017	75
16.	Chairman's Monthly Report for June 2017	
17.	Items of Business Not on the Agenda	81

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Item 4

Subject: FOLLOW-UPS FROM PREVIOUS REGIONAL COUNCIL MEETINGS

Reason for Report

1. On the list attached are items raised at Council Meetings that staff have followed up on. All items indicate who is responsible for follow up, and a brief status comment. Once the items have been report to Council they will be removed from the list.
2. Also attached is a list of LGOIMA requests that have been received since the last Council meeting.

Decision Making Process

3. Staff have assess the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision making provisions do not apply.

Recommendation

That the Council receives the report "Follow-up Items from Previous Meetings".

Authored by:

Leeanne Hooper
GOVERNANCE MANAGER

Approved by:

Liz Lambert
GROUP MANAGER
EXTERNAL RELATIONS

Attachment/s

- [!\[\]\(54a282d3ed55c9b1ac66d6fb81d5de2b_img.jpg\) 1](#) Follow-ups From Previous Regional Council Meetings and LGOIMA Requests Received

Follow-ups from previous Regional Council Meetings

Meeting held 31 May 2017

	Agenda Item	Action	Responsible	Status Comment
1	RWSS conditions precedent	Official advice to HBRIC Ltd of Conditions Precedent as resolved 31 May	L Hooper/ J Palmer	A letter has been prepared from the Chair of the Council to the Chair of HBRIC
2	Recommendations from C&S	engage with EDS and Fish & Game NZ on the scope of a potential application to the Environment Court for a ruling on the interpretation of PC6 provisions and/or RWSS consent conditions	J Palmer	Item on 28 June Regional Council agenda
3	Recommendations from C&S	Social Media policy	E Lambert	Item on 26 July Regional Council agenda
4	Capital Structure Review – Scope & Process	Convene Capital Structure Review Advisory Panel to confirm scope & funding for the Review and initiate work	J Palmer	Panel meeting on 23 June and an update on their work programme will be provided to the July Council meeting
5	Clean Water Submission	“Swimmability” tutorial to explain what the Government’s proposing	M-A Baker	
6	Update on Havelock North Water Contamination Government Inquiry	Preparation of Stage 2 Joint Submission	I Maxwell/ E Lambert	Item on 12 July Environment and Services Committee agenda

LGOIMA Requests Received between 26 May – 20 June 2017

Request Date	Request ID	Request Status	Request Summary	Requested By
15/06/2017	OIR-17-054	Completed	1. number of properties or households in Napier not connected to a reticulated sewage system; and 2. number of properties or households in Napier built in the last 12-month period not connected to a reticulated sewage system.	John Varcoe - Everything Design
8/06/2017	OIR-17-053	Completed	All consents and AEEs for Websters Hydrated Lime Co in Hastings	Christian Lovell
6/06/2017	OIR-17-052	Active	I suggest that young water requires testing for likely toxic contaminants e.g. cadmium, heavy metals, furans, dioxins & residual pesticides in addition to micro-organisms. If these tests are already being done, reference them in results. If not, provide an indication of what is planned.	Ross McLean
5/06/2017	OIR-17-050	Completed	?? current & future drinking water security in the event of an "effluent leak" from the Roy's Hill Landfill 1. what provisions are in place to mitigate the likelihood of landfill effluent getting into the aquifer 2. What substances are currently being monitored, at what frequency & results	Ross McLean
1/06/2017	OIR-17-049	Completed	consents (last 5 years) for pivot irrigators in HB, include all water take consents (ground & surface water), commencement date, location (prefer grid references), and use = irrigation	Jack Pronger - Landcare Research
1/06/2017	OIR-17-048	Active	1. results of Affco monitoring effects of their discharge (treated meatworks & fellmongery wastewater) on fish life & the river environment and period of time the data now covers? 2. Has Affco met resource consent requirements 3. How has the intermittently blocked bar Wairoa affected their testing ? has stormwater infiltration in sewage infrastructure affected their research ? how has the Waihi dam silt affected the Affco monitoring ? are HBRC scientists able to comment on initial findings?	Ann - Wairoa Star

Request Date	Request ID	Request Status	Request Summary	Requested By
30/06/2017	OIR-17-047	Active	Data on TLA consent breaches of Wastewater discharge resource consents for the last ten years to the end of 2016 - including: 1. name of the council; 2. description of the consent & consent i.d.; 3. details of each breach including date; 4. If possible provide detail of level of breach ie. how much in excess of the limit; 5. any compliance actions taken in response. 6. any remediation ie. payment of fines; 7. any reason given for the breach-in either .csv or spreadsheet format	Kirsty Johnston -NZ Herald
30/05/2017	OIR-17-046	Active	request all email communications between Andrew Newman and Hawke's Bay Regional Council staff in the lead up to/about the decision to prosecute the Hastings District Council in November.	Victoria White – HB Today
29/05/2017	OIR-17-045	Completed	Notified decision and criteria Copy of a recent resource consent issued for a feed lot operation and copy of the relevant resource consent application and HBRC staff report	John Cheyne - Te Taiao HB Environment Forum

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: CALL FOR ITEMS OF BUSINESS NOT ON THE AGENDA

Item 5

Reason for Report

1. Standing order 9.12 states:

"A meeting may deal with an item of business that is not on the agenda where the meeting resolves to deal with that item and the Chairperson provides the following information during the public part of the meeting:

(a) the reason the item is not on the agenda; and

(b) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

Items not on the agenda may be brought before the meeting through a report from either the Chief Executive or the Chairperson.

Please note that nothing in this standing order removes the requirement to meet the provisions of Part 6, LGA 2002 with regard to consultation and decision making."

2. In addition, standing order 9.13 allows "A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion."

Recommendations

1. That Council accepts the following "Items of Business Not on the Agenda" for discussion as Item 17:

- 1.1. **Urgent** items of Business (supported by tabled CE or Chairpersons's report)

	Item Name	Reason not on Agenda	Reason discussion cannot be delayed
1.			
2.			

- 1.2. **Minor** items for discussion **only**

Item	Topic	Councillor / Staff
1.		
2.		
3.		

Leeanne Hooper
GOVERNANCE & CORPORATE
ADMINISTRATION MANAGER

Liz Lambert
GROUP MANAGER
EXTERNAL RELATIONS

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: ADOPTION OF THE 2017-2018 ANNUAL PLAN

Item 6

Reason for Report

1. This item sets out the final changes to the Annual Plan 2017-18 (AP) made subsequent to the decisions Council made at the Annual Plan Hearing meetings held on 12 and 21 June 2017 when submissions on the Consultation Document were heard. Further, to formally adopt this Plan which, as required by the Local Government Act 2002, is to be adopted no later than 30 June 2017.

Background

2. Consistent with the recent amendments of the Local Government Act 2002 (the Act) Council, at its meeting on Wednesday 29 March 2017, was not required to formally adopt the Draft Annual Plan for 2017-18. However it was required under the Act to adopt a Consultation Document which summarised any issues included in the Annual Plan that were considered to be material and significant changes to the same financial year as included in the Long Term Plan 2015-2025 (LTP). Council also approved Annual Plan accountability documents to support the Consultation document which were available on Council's website.
3. Although the Act does not require a draft AP to be issued, it does require that the final AP is to be adopted no later than 30 June 2017, the approval of the final AP being subsequent to the consultation and consideration of submissions on the Consultation Document.

Consultation

4. During the Council meetings on 12 and 21 June 2017 Council considered 137 written submissions and considered presentations from 30 submitters.
5. Subsequent to the adoption of this Plan, letters and/or emails will be sent to all submitters to communicate Council's resolutions and decisions in response to the submissions.

Changes to the Annual Plan in Response to Internal/External Submissions

6. Amendments have been made to the AP to reflect the resolutions passed and decisions made at the abovementioned Council meetings on both the internal and external submissions.

Final Financials

7. The AP financials and associated rating implications have been amended to reflect:
 - 7.1. The internal submission to the Plan which covered a number of operating and capital carry forwards of expenditure from 2016-17.
 - 7.1.1. The main issue covered in the Consultation Document addressed the extent of a rates increase. The following three options were given:
 - **Option 1:** No rates increase (preferred by 29 submitters).
 - **Option 2:** 4.8% rates increase as per LTP (preferred by 17 submitters).
 - **Option 3:** 9.88% rates increase for environmental hotspots (preferred by 56 submitters).
 - 7.1.2. Council resolved that there would be no change to the Draft Annual Plan and the 9.88% increase in rates would continue to be applied.

8. These adjustments are shown in the table below which reconciles the underlying deficit/surplus from the Consultation Document/supporting accountability documents adopted by Council on 29 March 2017, to the final deficit/surplus to be included in the AP 2017-18.

Annual Plan General Funded Surplus/(Deficit)

	Expenditure	Associated Revenue (Loans/Fees/ Reserves etc)	General Funded Surplus/ (Deficit)
2017-18 Draft Annual Plan Surplus/(Deficit)			\$10,000
Staff Carry Forwards			
Operating			
Coastal Planning	(\$40,000)	-	(\$40,000)
Strategy & Planning	(\$135,000)	-	(\$135,000)
Strategy & Planning (Energy Futures)	(\$130,000)	\$130,000	-
Regional Land Research & Investigation	(\$133,000)	\$46,550	(\$86,450)
Air Quality	(\$77,000)	-	(\$77,000)
Capital Structure Review	(\$40,000)	-	(\$40,000)
Proposed Addition to Annual Plan			
Capital Structure Review	(\$50,000)	-	(\$50,000)
TOTAL OPERATING	(\$605,000)	\$176,550	(\$428,450)
2017-18 Revised Annual Plan Surplus/(Deficit)			(\$418,450)

- 8.1. The increase in deficit for the 2017-18 year that has been brought about to reflect the carry forward of expenditure from 2016-17 to 2017-18 will be directly offset by a reduction in deficit of the same amount to the 2016-17 financial year.
- 8.2. Decisions were also made to carry forward expenditure relating to capital projects from 2016-17 to 2017-18. A summary of these are outlined in the table below.

Annual Plan Capital

	Expenditure	Associated Revenue (Loans/Fees/ Reserves etc)	General Funded Surplus/ (Deficit)
Proposed Carry Forwards			
Capital			
Bus Service Ticketing System	(\$250,000)	\$250,000	-
Science Capital	(\$150,000)	\$150,000	-
Building Capital	(\$40,000)	\$40,000	-
Forestry Capital	(\$100,000)	\$100,000	-
Total Capital	(\$540,000)	\$540,000	-

Audit of Annual Plan

9. The Act does not require that an Annual Plan be audited.

Final Annual Plan

10. Copies of the final AP documents are attached to this paper for Councillors. This Plan is still being proofread and grammar/spelling and other minor adjustments may be made.
11. The content of the final AP is divided up into three parts, being:
 - 11.1. Part 1 – Introduction (*including the Chairman/Chief Executive report*).
 - 11.2. Part 2 – HBRC Activities (*including Strategic Goals, Service Levels and Performance Targets*)
 - 11.3. Part 3 – Financial Information (*including RMA and Navigation Safety charges*)
12. Where changes have been made in the final Plan from the supporting accountability documents approved by Council on 29 March 2017, these are shown in the documents by coloured italics. It is hoped that, for the most part, this will make it easier for councillors to determine what changes have been made. However this does not apply to Part 1 as this material is new and was not included in the supporting accountability documents and in Part 3 for figures in the financial statements.
13. The in-house production and printing of the final document will commence after approval of this Plan (with changes, if any) from this meeting.
14. Under the Act, the final AP must be published no later than one month after Council's formal approval. It is envisaged that this Plan will be completed over the next few weeks and sent out by mid July 2017.

Decision Making Process

15. Council is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained in Part 6 Sub Part 1 of the Act in relation to this item and have concluded:
 - 15.1. Consultation on the Draft Annual Plan has been consistent with section 82(A)(3) of the Act which sets out the consultation that is required through the issue of a Consultation Document where there are significant or material differences between the proposed Annual Plan and the content of the LTP for that financial year to which the Annual Plan relates.

Recommendations

That Council:

1. Agrees the decisions to be made on the issues submitted to the 2017-18 Draft Annual Plan Consultation Document are made after the provisions included in section 82(A)(3) of the Local Government Act 2002 have been followed.
2. Agrees to fund the underlying deficit in the Plan, from cash operating balances which are estimated to be at a level which is sufficient to provide such funding.
3. Adopts the following resolutions pursuant to Section 12 of the Local Government Act 2002:
 - 3.1. Council raises a loan or loans or facilitate loan funding through banks to fund the borrowing set out in the 2017-18 Annual Plan for the purposes of funding clean heat/ insulation/solar hot water advances to householders, public good capital assets, systems integration programme, Hydrology/Science and investment assets. These loans to be drawn down when required to fund the approved capital programmes.
 - 3.2. Delegates to the Chief Executive, authority to negotiate and agree on the terms of the loan including:
 - 3.2.1. Any future financing needs within the overall terms of borrowing, the interest rate payable by Council.

- 3.2.2. The frequency of interest payments.
- 3.2.3. The timing of drawdown.
- 3.2.4. The institution(s) who will provide the loans.
- 3.2.5. The number of loans which will make up the borrowing.
- 3.2.6. All other terms and conditions of such loans and facilities as may be necessary in obtaining such loans and facilities in accordance with the Council's Liability Management policy to execute any agreements, documents, and certificates in respect of such loans and facilities on behalf of Council.
- 4. Adopts the 2017-18 Annual Plan in accordance with Section 95 and Section 82(A)(3) of the Local Government Act 2002, noting that the Consultation Document and supporting accountability documents issued in March 2017 for public consultation were amended:
 - 4.1. By Council at the meeting held on 12 and 21 June 2017.
 - 4.2. By Council at its meeting on 28 June 2017.
- 5. Approves, in accordance with sections 82 and 150 of the Local Government Act 2002, the resource consent and user charges as adopted in the Annual Plan supporting accountability documents issued for public consultation and amended by Council at its meeting on 12 and 21 June 2017, and today, 28 June 2017.
- 6. Instructs staff to make any necessary final amendments to the Annual Plan to reflect the changes agreed at the meetings on 12 and 21 June 2017, and today, 28 June 2017, and then to issue the published Plan in its final form.




Authored by:

Manton Collings
CORPORATE ACCOUNTANT

Approved by:

Paul Drury
GROUP MANAGER
CORPORATE SERVICES

Attachment/s

 1	2017-18 Annual Plan Part 1 Introduction	Under Separate Cover
 2	2017-18 Annual Plan Part 2 - Groups of Activities Information	Under Separate Cover
 3	2017-18 Annual Plan Part 3 Financial Information	Under Separate Cover

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Item 7

Subject: MATARIKI GOVERNANCE STRUCTURE ADOPTION

Reason for Report

1. To seek Hawke's Bay Regional Council's endorsement of the governance structure, delivery and funding model for Matariki REDS – Hawke's Bay Regional Economic Development Strategy.

Background Summary

2. The Matariki Regional Economic Development Strategy (REDS) for Hawke's Bay was launched by Government Ministers on 27 July 2016. This announcement was the culmination of nearly two years' work with broad and deep regional engagement. The strategy was developed in partnership, as aspired for in the principles of Te Tiriti o Waitangi. Matariki REDS has a vision of 'Every household and every whanua is actively engaged in, contributing to and benefiting from, a thriving Hawke's Bay economy.
3. Within the strategic framework, action 1.1 required a stocktake of the organisations involved in economic development in the region and development of a regional economic development delivery model to give effect the Matariki REDS.
4. The governance group overseeing Matariki REDS commissioned Martin Jenkins to draft a report on alternative governance structures, delivery and funding models. The Martin Jenkins report identified some options but the Matariki REDS Governance Group did not believe they provided the right framework to ensure Hawke's Bay continued to move forward and embrace the partnerships that had been developed.
5. The delivery model was further developed through engagement with key stakeholders, resulting in the model being recommended for endorsement today.

Delivery Model

6. It was agreed that the proposed structure would enable flexible governance, able to accommodate existing and future regional collective action, while at the same time allowing organisations to have an input into critical regional decision-making as appropriate.
7. The structure is also required to provide the ability for central government input to ensure that the Matariki REDS strategy is consistent with central government regional economic growth strategy intentions.
8. The proposed structure is also intended to recognise the desire to merge the functions and governance of Matariki REDS with the Regional Social Inclusion Strategy currently being developed under the auspices of the Intersectoral Leaders Forum.
9. Finally, any structural solution would provide agility, via an open and transparent governance structure, whereby access to resources by those charged with project implementation is willingly aided by those with available and appropriate skill-sets. The identified essential elements of the proposed structure are:
 - 9.1. Flexible governance arrangement
 - 9.2. Meaningful iwi and hapu participation
 - 9.3. Business engagement and participation
 - 9.4. Social and economic inclusion
 - 9.5. Robust management overview of identified projects
 - 9.6. Resourced project management and delivery function
 - 9.7. Project initiation and review structure

- 9.8. Recognition of democratic process and funding realities
- 9.9. A distributed and collaborative approach which involves all partners and agencies delivering their contributions

Social Inclusion integration

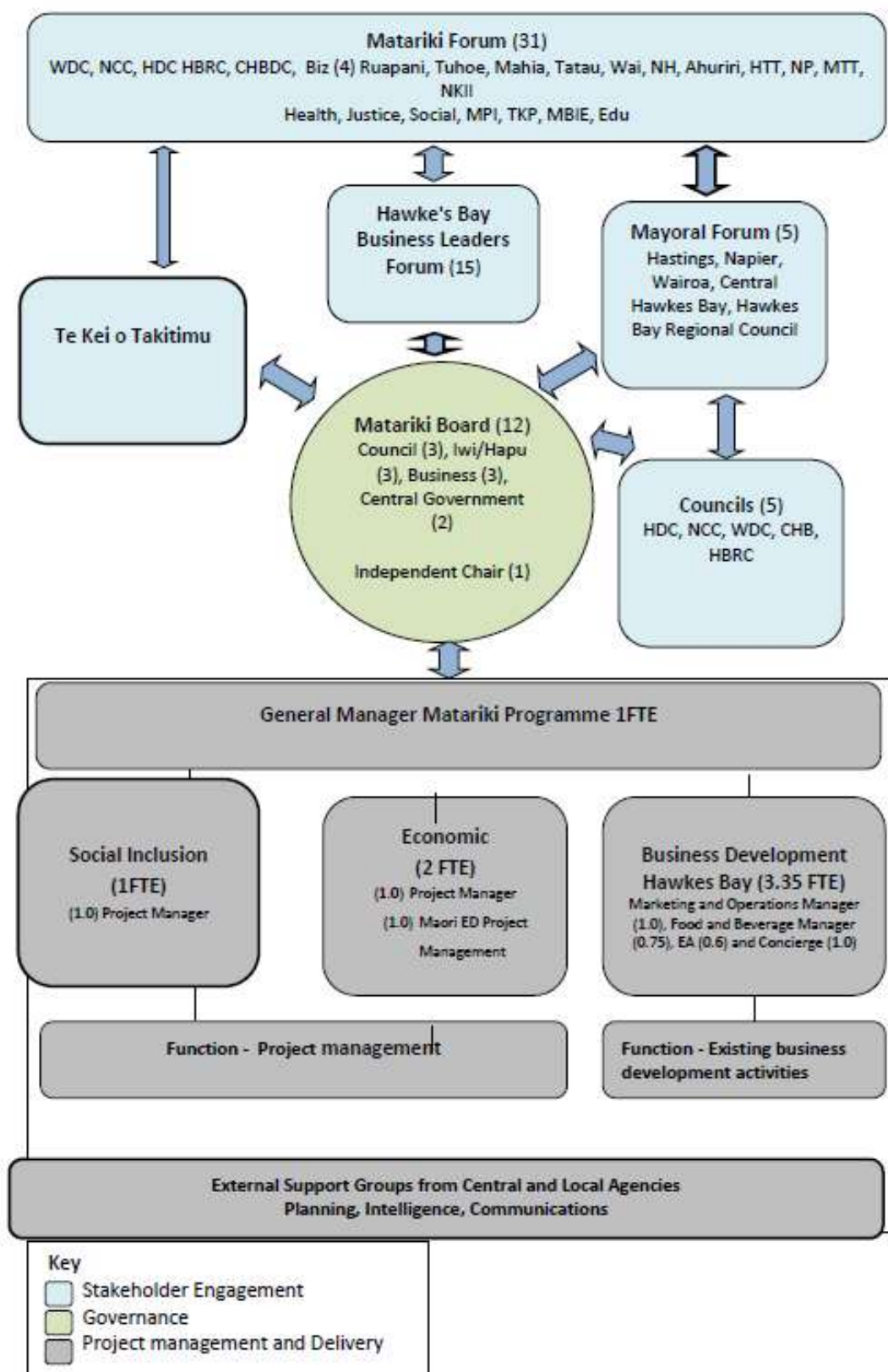
- 10. For a few years, Hawke's Bay has had two groups operating, with one focusing on economic development (Matariki REDS) and the second on improving our social outcomes (this group operates under the name LIFT).
- 11. It was recognised during this review, that by focusing on economic inclusion in the growing economy of Hawke's Bay, the opportunity to improve the lives of individuals, households and whānau is genuine and tangible. The work required to deliver this strategy requires all the partners to participate for a shared success. There is therefore an opportunity and a need to bring the components of Matariki and Social Inclusion together to drive equity across Hawke's Bay and to develop integrated pathways between projects, partnerships and results.
- 12. Social inclusion is the ability of all individuals, households, whānau and communities to participate in the economic, social, cultural and political life of the community in which they live. This means people have access to some very basic but important things including enough income to sustain an ordinary life, a safe place to live, an education, the opportunity to develop skills that are valued and services that support their health. Collectively these form the basis of the resources and opportunities to progress through life in a way that creates wellbeing for individuals, families, whānau, households and communities.
- 13. Recognising that adequate income is a significant enabler for social, cultural and civic participation, the central focus of '*Successful Together*', a social inclusion strategy for Hawke's Bay, is on economic inclusion and participation to generate improvements in social inclusion.

Structure and Representation of various Stakeholders

- 14. The proposed structure provides for the creation of an expansive group of stakeholders to provide meaningful engagement between the Matariki Board and the key stakeholder groups.
- 15. It is proposed that a Forum is created, operating under the name of Matariki Forum (see Figure 1). The establishment of this forum recognises that all stakeholders with a vested interest in the successful outcome of Matariki must be actively engaged and openly participate in project outcomes. Therefore, the ultimate objective of the Forum is to provide a sense of trust between all participating group partnership members.
- 16. The Forum will provide, via the Governance Group¹, both formal and informal communication regarding the status of Matariki projects. This Forum will meet twice a year to debate new project initiatives considered for inclusion under the Matariki umbrella.

¹ Note: The Governance Board does not report to the Matariki Forum but is responsible for regular communication updates and liaison.

Figure 1 – Proposed Matariki Governance Framework



17. The Matariki Forum consists of 31 participants encompassing councils (5), private business (4), iwi/hapu (15) and central government agencies (7). Not all of these potential group members will elect to participate within this forum, however, due to the inclusive nature of the Matariki strategy all members will initially be invited.
18. Iwi/hapu members include Rongomaiwahine (Mahia), Tātau Tātau o Te Wairoa, Ruapani, Tuhoe, Ngāti Pahauwera, Maungaharuru-Tangitū, Ngāti Hineuru (NH), Mana Ahuriri, He Toa Takitini, Ngāti Kahungunu Iwi Incorporated, Wairarapa and possibly Rangitane.

19. One of the central thrusts of the proposal is to incorporate a unified governance structure to oversee and monitor the progress being made (or not) on each of the identified projects. The process recognises the importance of ongoing coordination, communication and evolution of each project.
20. The entity responsible for the transparent communication of project progress to governors across partnership organisations is the Matariki Board. The Matariki Board will comprise up to 12 participants, including 3 participants from councils, 3 from business, 3 iwi/hapu, 2 from central government and an independent Chair (see Figure 1). It is proposed that selection of the governance board be managed by the respective stakeholder groups.
21. Other governance groups that will provide input to the Matariki Board are Te Kei o Takitimu, Hawke's Bay Business Leaders Forum, and the five councils through the Mayoral Forum.
22. Delivery of the Strategy will require the ongoing support of councils, while recognising that no one single agency will be responsible for delivery of all the strategy; requiring a networked approach. The delivery of REDS will not require councils to give up their own economic development activities, but will allow councils to leverage off REDS regional initiatives and the central Government financial support attached to many of the proposed actions. Councils will remain responsible for the continuation of economic development services to their own communities.

Transitional arrangements

23. The Matariki approach represents a further step towards a co-ordinated and collaborative approach to the delivery of economic development outcomes by a wide range of stakeholders. Since the wind-up of the ED agency, Venture Hawke's Bay, the region has established Hawke's Bay Tourism in its own right and Business Hawke's Bay (BHB) has been tasked with driving greater collaboration across all stakeholders.
24. BHB's milestone achievements have been the establishment of the Business Hub in Ahuriri, Napier as well as playing a pivotal role in the development of Matariki. Under the proposed delivery model BHB's focus, as far as this Council is concerned, is closely tied to the delivery and support of specific Matariki actions and continued management and promotion of the Business Hub.
25. The current Matariki REDS governance group was, in effect, a transitional arrangement until such time as a regional delivery model was established. A Programme Manager is currently employed, on a contract basis, to help oversee the actions and develop a reporting framework for Matariki REDS. Discussions have also occurred with Business Hawke's Bay to enable this transition to occur. It is envisaged that this new model could be in place by end July 2017.

Strategic Fit

26. Council's commitment to a regional economic development and social inclusion strategy and delivery model is aligned with the organisation's stated strategic purpose: "We work with our community and partners to protect and manage the region's precious taonga of rivers, lakes, soil, air, coast and biodiversity for enhanced environmental, economic, social and cultural wellbeing and connectivity."
27. With Council's 7 actions under the strategy reinforcing our unique resource management role together, the work of the Regional Transport Committee, and our support for improving digital connectivity throughout the region, our participation and support of Matariki does not risk being a distraction or diversion from our 'core business.'

Considerations of Tangata Whenua

28. When compared to other regional strategies and action plans, Matariki stands alone in the level of engagement and support from Iwi and Hapu. Te Kahui Ohanga o Takitimu – a collective of Ngati Kahungunu Iwi and Hapu post-settlement groups – were key partners in the development of Matariki and can take credit for the strategy's overt ambition to make an impact at an inclusive whanau level across the region.

29. Te Kahui Ohanga o Takitimu have been drivers of the proposed delivery model, have occupied a co-chair role in the interim Matariki Governance board, and will participate at a governance level within the proposed Matariki Board and in their own right alongside all councils and the proposed business leaders forum as advisors to the Matariki Board.

Financial and Resource Implications

30. Councils currently provide funding to Business Hawke's Bay and to the LIFT programme, and it is proposed that this funding remain in place to support the new delivery model.
31. There is also the opportunity to allocate funding through other funding streams, which will be developed over future months. The funding levels to Business Hawke's Bay and Matariki REDS are as shown in Table 1. Total additional funding for the new proposed structure, over and above existing funding levels, is expected to be \$88,000, including the provision of one additional resource required for the implementation of Social Inclusion (see also Table 1).

Table 1: Current cost versus proposed cost

Existing structures	BHB (000)	Matariki (000)	Additional Required	Proposed structures	Matariki (000)
Cost				Costs	
Core including Matariki	431.0	205.0		Core including Matariki	735.0
F & B	100.0			F & B	103.0
B/Hub	256.0			B/Hub	255.0
Total cost	787.0	205.0			1093.0
Total		992.0			1093.0
Funding				Funding	
Councils	335.5	135.0		Councils	470.5
Sponsor	155.0			Sponsor	155.0
MBIE*	70.0	70.0		MBIE	140.0
B/Hub (rents etc)	238.0			B/Hub (rents etc)	238.0
Other agency funding			88.0	Other agency funding	88.0
Total funding	798.5	205.0	88.0 ²	Total funding	1091.5
Total		1003.5		Total	1091.5

32. As a living document, the Action Plan is likely to change in the future as new action items are added. Individual items in the current action plan that are linked to councils will require a commitment at a future date with integration into Long Term Plans / Annual Plans via the existing council planning processes.
33. The Hawke's Bay Regional Council is responsible, as lead agency, for the delivery outcomes of 7 project actions inclusive of those actions under the Regional Transport Committee. Additionally, the Hawke's Bay Regional Council has co-lead responsibilities on a further 3 actions where the lead agency is defined as Hawke's Bay Tourism. The reporting of project progress is currently delivered to the Matariki Governance Group on a monthly basis.
34. Should the Hawke's Bay Regional Council endorse the proposed delivery model, there will be no material change to the Council's existing funding quantum currently supporting Business Hawke's Bay and the Matariki programme management functions. However, it is preferable that the funding term is extended to between 3-5 years.

² This figure represents a funding shortfall (differential between current state and the proposed structure). Assumptions include additional funding (88.0k) made available for social inclusion resource.

Decision Making Process

35. Council is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
- 35.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 35.2. The use of the special consultative procedure is not prescribed by legislation.
 - 35.3. The decision does not fall within the definition of Council's policy on significance.
 - 35.4. The persons affected by this decision are all residents of the Region.
 - 35.5. The decision is not inconsistent with an existing policy or plan.
 - 35.6. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, Council can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

Recommendations

That Council:

- 1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
- 2. Endorses the adoption of the governance structure, delivery and funding model for the Matariki Regional Economic Development Strategy (including Social Inclusion).

Authored by:

Alister King
MATARIKI PROGRAMME MANAGER

Tom Skerman
ACTING STRATEGIC DEVELOPMENT
GROUP MANAGER

Approved by:

James Palmer
CHIEF EXECUTIVE

Attachment/s

There are no attachments for this report.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: HERETAUNGA PLAINS URBAN DEVELOPMENT STRATEGY 2016 ADOPTION

Item 8

Reason for Report

1. This report is a virtual replica of an earlier briefing paper presented at the Council meeting on 29 March 2017. At that meeting, the Council opted to leave the matter 'on the table' and convene a councillor workshop to explore urban growth issues further before revisiting whether or not to adopt the earlier recommendations from the Heretaunga Plains Urban Development Strategy Implementation Working Group regarding a recent review of the Strategy.
2. This report seeks a decision from the Council to adopt the 2016 Heretaunga Plains Urban Development Strategy (HPUDS2016), with the need for this arising from the scheduled five yearly monitoring and review of the Strategy as provided for in the implementation section of the adopted HPUDS2010.
3. The joint-council HPUDS Implementation Working Group (IWG) has completed its consideration of submissions on the Draft Review document it published in 2016 and is now formally recommending that the amended strategy be adopted by the Napier City, Hastings District and Hawke's Bay Regional councils (i.e. the partner councils). Napier City Council has decided to adopt the IWG's recommendations and revised Strategy. At the time of publishing this paper, Hastings District Council were scheduled to consider those same recommendations and revised Strategy at its meeting on 22 June.
4. This report to HBRC concludes by recommending that the Council adopts HPUDS2016 in accordance with recommendations from the IWG, as the regional strategy to direct urban development from 2015 to 2045, conditional on the other two partner councils (Napier City Council and Hastings District Council) also resolving to adopt the strategy.

Background

HPUDS2010

5. Before considering the IWG's recommendations for the review, it is worth recapping on HPUDS2010. A similar recap was presented to the Regional Planning Committee meeting in February 2017.
6. HPUDS was adopted in August 2010 by the Hastings District, Napier City and Hawke's Bay Regional councils (the partner councils). The purpose of HPUDS2010 is to provide a comprehensive, integrated and effective growth management strategy for the Heretaunga Plains sub-region (refer Figure 1). HPUDS 2010 brought together the separate urban development strategies that both Hastings and Napier had in place covering the period from the 1990s through to 2015.

Figure 1 - Location Map of Heretaunga Plains sub-region



7. HPUDS 2010 takes a long-term view of land use and infrastructure and how growth will be managed in the Heretaunga Plains sub-region for the period 2015-2045. Other strategies and plans that will influence and be influenced by HPUDS include the Regional Land Transport Strategy, the Regional Land Transport Programme, each of the partner councils' growth strategies; Long Term Plans (LTPs), district plans and the Regional Policy Statement.
8. HPUDS 2010 stated vision is:

"In 2045, the Heretaunga Plains is a place where there are thriving communities, quality living environments with high levels of amenity, and where mana whenua values and aspirations are recognised and provided for, and where:

 - *There is a growing and resilient economy which promotes opportunities to live, work, play and invest.*
 - *The productive value of its soil and water resources are recognised and provided for, and sustainable use is promoted.*
 - *The urban centres of Napier and Hastings have distinct identities and provide complementary living, working and learning opportunities.*
 - *Community and physical infrastructure is integrated, sustainable and affordable."*
9. HPUDS 2010 is also founded on a series of guiding principles as depicted in Figure 2.

Figure 2 - HPUDS2010 guiding principles



10. In implementing these principles, HPUDS 2010 seeks to achieve a compact development form that was settled on by the partner councils after an initial round of public consultation. At that time, the approach to achieve compact development was explained as:

“In the move towards more compact urban form for the Heretaunga Plains sub-region, an increasing proportion of the residential growth will need to take place through intensification, by redevelopment within existing residential and rural residential areas, development is expected to transition from current development allocation levels to the following by 2045:

- 60% intensification
- 35% greenfield
- 5% of population in rural areas.

The Strategy was also developed on the basis of achieving balanced supply between Napier and Hastings.”

11. This change to a more compact form was envisaged to take the form of a transition from largely greenfields development to intensification over time. HPUDS 2010 therefore identified specific areas for greenfields development out to 2045 and seeks to limit such development largely to these areas. To protect the versatile land resource of the Heretaunga Plains, some tension in greenfields land supply is considered necessary to encourage the shift to intensification of development within the existing urban areas to meet the 60% intensification target by 2045. Table 1 shows this transition.

Table 1: Additional Households for the Heretaunga Plains 2015 – 2045 (HPUDS 2010)

Type of Development	Proposed of Additional Households [No.]			
	2015-2025	2025-2035	2035-2045	TOTAL 2015-2045
Intensification	45% [1872]	55% [1502]	60% [674]	51% [4048]
Greenfields	45% [1872]	40% [1092]	35% [394]	41% [3358]
Rural Residential	10% [416]	5% [136]	5% [56]	8% [608]
Total	100% [4160]	100% [2730]	100% [1124]	100% [8014]

12. Defined growth areas in conjunction with intensification are considered to be more efficient and cost effective from an infrastructure and servicing point of view than an ad-hoc market led approach. It ensures land use and infrastructure can be coordinated, development well planned, and growth on the versatile land of the Heretaunga Plains avoided as much as possible.
13. These defined growth areas and their potential dwelling yield have been derived by projecting the dwelling growth needs for the HPUDS study area out to 2045 as in Table 1. These projections are based on demographic information and calculate the number of greenfields, infill and rural dwellings that will be required to meet these growth needs in the ratio that achieves the preferred settlement pattern.
14. The Strategy's timeframe deliberately started from 2015 in order to provide a lead-in time for establishing policies in statutory planning documents (e.g. the Regional Policy Statement and Hastings District Plan Review). For the 2010-2015 period, existing growth strategies for Napier and Hastings continued to apply.
15. Key implementation actions that have been taken since 2010 include:
 - 15.1. Change 4 to the Regional Policy Statement to embed HPUDS policy direction
 - 15.2. Review of the Hastings District Plan and a plan change to Napier City District Plan to incorporate HPUDS policy and zoning initiative (10 years)
 - 15.3. Incorporated HPUDS in land use projections for [then] Regional Land Transport Strategy and Programme.

HPUDS Implementation and Review

16. Following adoption of the final HPUDS in August 2010, a working group (IWG) was formed to oversee its implementation. The IWG has no direct decision-making powers, but can make recommendations to the partner councils. The IWG consists of:
 - 16.1. Two elected members from each partner council
 - 16.2. Mayors of Napier and Hastings councils
 - 16.3. Chairperson of the Hawke's Bay Regional Council
 - 16.4. Chief Executives from each partner council
 - 16.5. Two representatives of mana whenua.
17. Councillors Tom Belford, Alan Dick and Fenton Wilson represented HBRC on the IWG during the last triennium which included overseeing the HPUDS2016 Review and hearing submissions on the Draft document. This triennium, the Regional Council appointed Councillors Belford, Dick and the Chairman Cllr Graham as members of the IWG. A small Technical Advisory Group (TAG) comprising senior planning staff from each of the three partner councils supports the Working Group. An updated version of the IWG's terms of reference is set out in Attachment 6 for the Council's endorsement, subject to similar endorsement from the two other partner councils.
18. HPUDS is based on a number of assumptions about future development and infrastructure trends that will likely change over the next thirty years and the Strategy is intended to adapt to changing trends over time. As such, HPUDS specifically provides that the Strategy be reviewed every five years after the results of the national census are available, to ensure that it is kept up to date and relevant. Due to the Canterbury earthquakes delaying the last census, this first five-year review programmed for 2015 was delayed until 2016.

Current Situation

19. The IWG was charged with undertaking the first regular 5-year review and recommending any changes to HPUDS back to the partner councils. The IWG split the review into three stages as set out in Figure 3.

Figure 3 - Representation of the HPUDS Review's key stages



20. The IWG commenced the review by doing a 'stock take' of a range of local and national factors which may have influenced the Strategy since 2010. Eleven separate reports were completed as part of Stage 1 reports. These reviewed the assumptions upon which the strategy was based with a particular focus on the monitoring of growth drivers and trends of the five years to 2015.

Growth Drivers and Emerging Issues

21. The population growth within the study area from 2009 – 2015, was higher than that projected in 2009 (by 1,080) due to both natural population increase (4,594) and net migration gain (1,106). This migration gain was from internal migration from other parts of New Zealand of 3,172, which more than compensated for a net overseas migration loss of 2,066. However, net migration gains have historically tended to be followed by losses, hence the long term Statistics New Zealand projections assume a migration balance.
22. Similarly, the total number of 'households' in the study area has exceeded the projections made six years ago by 545 households. In addition to population increase, this has resulted from demographic and social changes in the community which has reduced the average number of people per household from 2.6 in 2009 to 2.55 in 2016.
23. The HPUDS2016 Review therefore provided updated projections, which resulted in both population and dwelling growth increases over the 30 year period (based on the medium – high growth projection scenarios) compared to the HPUDS 2010 projections.
24. Projected household growth across the HPUDS study area for the 2015 – 2045 study period of 10,610 households is based on a Statistics New Zealand 'Halfway Medium to High' growth projection scenario. This is an increase on that projected in 2009 of 8,014 (it should be noted though that this projection was based on a medium-high projection for Napier City, but a 'middle of the road' growth projection scenario within the Hastings District). Total population growth in the area over the 2015-24 period is now projected to be 16,455, while average household occupancy falls from 2.55 to 2.38.
25. Forecast annual average GDP growth for the wider Hawke's Bay region remains at 1.5% throughout the study period to 2045 with primary industry growth and infrastructural upgrading underpinning this growth outlook. Employment is similarly forecast to grow at average annual rates of 1 - 1.5% during the study period, so industrial and commercial land requirement projections remain similar to those projected in 2009.

26. The reports completed as part of the HPUDS Review Stage 1 therefore generally confirmed that the HPUDS 2010 assumptions and directions around urban growth remain sound despite there being a slightly larger than projected increase in population during the period 2009 - 2015.
27. The updated projections result in a slight population increase over the 30 year period to 2045 and a more significant increase in dwelling growth (based on adopting the medium-high growth projections). Nevertheless this increase would still be able to be accommodated within the HPUDS identified greenfield growth areas and the infill growth projections over the long term, with some amendments (i.e. there is a sufficient buffer).

Scope of Review

28. Despite a long term level of comfort, some immediate supply issues (at Havelock North and Frimley (Lyndhurst) and potentially at Te Awa), suggested further work was needed around current greenfields supply availability issues in some locations.
29. The Market Demand report also identified that the lifestyle residential housing supply appeared to fall short of the likely total demand to the end of the 2045 study period, despite lessening demand beyond the 2020s expected with an aging population requiring better access to amenities and services.
30. After considering matters arising from the initial reporting 'stock take', the IWG agreed that the scope of this first 5-yearly review (i.e. remaining review Stages 2 and 3) would be to:
 - 30.1. consider councils' requests for alternative sites to include in the strategy and make any required or requested changes to the settlement pattern (including reconsideration of inappropriate areas for development)
 - 30.2. further investigate the rural residential land supply and regulatory responses
 - 30.3. evaluate the retirement sector and options for accommodating retirement villages
 - 30.4. update natural hazard information
 - 30.5. remove redundant or low value recommended actions from the strategy, and correct omissions and errors.
31. On this basis the IWG commissioned three further reports as follows.

Table 2 - HPUDS2016 Review Additional Reports Commissioned

Report Title
Retirement Sector Housing Demand Forecasts 2016-2045 – A report for the Heretaunga Plains Urban Development Strategy Review (2016)
Review of Rural Residential Lifestyle Sites
Alternative Greenfield Sites and Review of the HPUDS Settlement Pattern

Greenfields Sites/Settlement Pattern

32. Opus Consultants undertook an independent evaluation of the comparative suitability of residential greenfield areas (including 'Reserve' areas) put forward by the Councils for inclusion in HPUDS. They were assessed against the Regional Policy Statement's 'New Residential Greenfield Growth Area Criteria.'
33. Hastings District Council had requested that the following areas land to be considered by the IWG for inclusion in HPUDS as part of this review as follows:
 - 33.1. Brookvale as a short-medium term substitute for Arataki Extension
 - 33.2. Part Romanes Drive as a Reserve Greenfields Growth Area
 - 33.3. Part Middle/Te Aute Road as a Reserve Greenfields Growth Area
 - 33.4. Murdoch Road West as a Reserve Greenfields Growth Area
 - 33.5. Wall Road as a Reserve Greenfields Growth Area.

34. Questions about the viability of future stages of Te Awa, led Napier City Council to put forward Pirimai South as a Reserve Greenfields Growth Area.
35. The Opus review confirmed that it was appropriate to adopt the Hastings District Council's preference for Arataki Extension to be removed from the list of Greenfield Growth Areas in HPUDS (due to reverse sensitivity issues to odour from the neighbouring Te Mata Mushrooms operations) and be replaced with an area fronting Brookvale Road, Havelock North. Further to this, in responding to immediate greenfields supply availability issues the report recommended the inclusion in HPUDS of additional 'reserve' growth areas, as requested.
36. It needs to be clearly understood that 'Reserve areas' are recommended to act as stand-by replacements for the Greenfield Growth Areas. This ensures that there are identified areas available within HPUDS to 'bring on' if, as has happened with Arataki Extension, a Greenfields Growth Area proves to be inappropriate upon closer investigation. Having reserve areas that have passed preliminary 'pre-screening' and are 'on standby' should a need arise, saves the delay that would be associated with a screening assessment which would otherwise be built into the HPUDS review process to introduce a new replacement area.
37. Other circumstances where a reserve area could be advanced would be if there is a rapid and significant change in growth demand, or if for example retirement village needs cannot reasonably be met within the preferred greenfields areas. It is not however deemed necessary to have 'reserve growth areas' for every identified greenfield growth location in HPUDS, but it is prudent to have them available for the main urban areas of Napier City and Hastings District.
38. In addition, a review of 'Areas Inappropriate for Greenfields Growth' specifically identified Whirinaki and South Clive for re-consideration. The Opus report subsequently recommended two areas identified in the 'Inappropriate Areas for development' list in HPUDS 2010 be removed. These are:
 - 38.1. Clive South (an area off the end of Read Crescent between SH2 and Muddy Creek); and
 - 38.2. Whirinaki.
39. The report concluded that both areas had originally been identified as inappropriate because of servicing issues, but those big servicing constraints can be overcome. However, while both areas now warrant removal from the 'inappropriate' list, neither warranted inclusion as appropriate greenfield growth areas (or reserve areas) in HPUDS.

Rural Residential Supply

40. A specific planning analysis by Cheal Consultants revealed that there is still available zoned, but not yet developed, land supplies for rural residential development in the areas identified as being desired by the market. This conclusion however relies on ongoing subdivision to create new lots in areas of market preference, whereas the HPUDS 2010 assumption was that there was already a surplus of available lots.
41. The creation of new lots in areas of market preference may or may not happen. No action was however deemed necessary at this point in time, but future HPUDS review processes should continue to identify the supply of lifestyle residential sites and monitor whether these are becoming scarce in areas of market preference.

Retirement Sector

42. Given the increasing proportion of the population in the 65+ age group, a specific study was undertaken by EMS Limited on this form of housing and its likely demand, and whether this is likely to be by greenfields or brownfields retirement villages or infill housing (or combinations).
43. The report concluded that retirement units are likely to represent 30-40% of all future new build housing in the Heretaunga Plains sub-region between now and 2045, with half of these likely in 'traditional' retirement villages. Sites of sufficient size for this are

likely to be found primarily on greenfield land, rather than infill sites within existing urban areas.

44. As retirement housing (with associated higher housing densities) becomes an increasingly significant factor in the overall housing market, it is possible that the amount of greenfield land required for future housing development in the HPUDS study area would be reduced. As these trends develop there will be an increase in supply and potentially a reduction in demand for larger homes as these are sold by older people to help fund their entry into retirement housing. In providing for retirement villages however, there may be a need to reflect on future housing density rules and ways in which greater densities can be achieved in both greenfields and infill areas, without compromising (and ideally enhancing) the urban living environment.
45. No immediate change to the HPUDS settlement pattern was considered as a result of this report at this stage; rather what is required is an awareness that the type of homes built within the Heretaunga Plains sub-region is going to change over the study period to meet the demands of the aging population. In addition there will be a need for developers to be able to aggregate larger blocks within residential greenfield growth areas in suitable locations to accommodate retirement villages. Reserve greenfields areas could be used to provide for retirement villages if the aggregation of sufficient areas of greenfields or brownfields land proves to be too difficult in the medium to longer term.

Draft Strategy

46. The other component of Stage 2 of the Review was to prepare a draft HPUDS Review Strategy document, based on the finding of the Stage 1 reports and the abovementioned Stage 2 reports, for public consultation.
47. The redrafted HPUDS document removed the implementation actions that were either completed or deemed unnecessary (in some cases because they are being actioned through other existing programmes, plans or strategies). In addition the redrafting involved the correction of errors and omissions and incorporated amendments to the HPUDS document arising from the items discussed above.
48. Further, it was decided to separate the implementation sections out from the main strategy document so that it would be more coherent and easier to digest for external audiences. A separate Implementation Plan (Attachment 5) was produced as a companion document, which would then guide the future activities of the IWG and Council staff between the 5 year monitoring and review phases.

Public Consultation (Stage 3)

49. The third stage featuring public consultation, involved refreshing the long-established website (www.hpuds.co.nz) with the content updated in July 2016. All the 2015 – 2016 Review information, including new maps and information regarding the making of submissions is posted on that website. Full page advertisement/explanations were included in the community newspapers on 3 August 2016 and articles were also included in the Hawke's Bay Today to advise the opportunity to make submissions on a reviewed HPUDS document.
50. Notices calling for submissions were e-mailed and posted to interested parties in late July 2016. The mailing lists included the following:
 - 50.1. HPUDS Stakeholder Consultation Group; Submitters to RPS Change 4; and those who submitted on HPUDS last time (if not already in stakeholder database);
 - 50.2. Te Awa and South Pirimai landowners, including land owners within 100m of the boundaries of new areas (South Pirimai); and
 - 50.3. Arataki Extension, Brookvale and proposed Hastings District Reserve Area landowners, including land owners within 100m of boundaries of new areas (Brookvale and reserve areas).

51. That consultation phase resulted in over 50 submissions being made on the Draft Revised Strategy and a hearing being held in early October 2016. Submissions are available to view on the HPUDS website: <http://www.hpuds.co.nz/review/#sub> .
52. In terms of submission themes the following summary is provided, by location.
 - 52.1. Brookvale / Arataki Area - submissions were received:
 - 52.1.1. supporting Brookvale as a greenfields development area but seeking immediate rezoning (11 submissions)
 - 52.1.2. opposing Brookvale as a greenfields development area (1)
 - 52.1.3. supporting Romanes Drive as a reserve area (2), and
 - 52.1.4. seeking the retention of the Arataki Extension in HPUDS (1).
53. Other Hastings District Growth or Reserve Areas submissions were received in relation to:
 - 53.1. supporting and opposing Iona / Havelock Hills (4)
 - 53.2. supporting Middle Road (2)
 - 53.3. supporting Howard Street (1)
 - 53.4. supporting Wall Road (2)
 - 53.5. opposing Murdoch Road (1)
 - 53.6. mapping of Tomoana Industrial (2) and
 - 53.7. mapping of Te Awanga (2).
54. Requests for New Hastings District Growth Areas or New Reserve Areas - submissions were received requesting residential development in:
 - 54.1. Ada Street (1)
 - 54.2. Pakowhai Road (2)
 - 54.3. Clive (2)
 - 54.4. Raymond Road (3)
 - 54.5. Waiohiki (1) and
 - 54.6. Whirinaki (1).
55. Issues with Existing Growth Areas, Napier at:
 - 55.1. Te Awa (2)
 - 55.2. Taradale Hills (2) and
 - 55.3. promote infill housing (1).
56. Requests for New Napier Growth Areas / development opportunities at:
 - 56.1. Jervoistown (1)
 - 56.2. Meeanee Road (1)
 - 56.3. cnr Riverbend Road and Bledisloe Road (1) and
 - 56.4. Churchill Drive (1).
57. Another ten general submissions (or parts of submissions) were received with a variety of more general requests, notably three of them strongly support the existing strategy and either oppose or urge caution with regards to the introduction of any new areas or reserve areas.

Hearing and Recommendations

58. The IWG held hearings over two days in October last year and resolved to write to all submitters thanking them for their submissions and advising them of the IWG's recommendations in response to their submissions, together with explanations based on the officer comments as amended by the IWG at the meeting. Submitters were also be advised that final adoption of a revised HPUDS could not occur until after the local body elections.
59. The IWG have now recommended to the individual partner councils the adoption of a revised Heretaunga Plains Urban Development Strategy 2016 as amended by recommendations of the IWG as a result of submissions with such consequential amendments to the Draft Revised HPUDS 2016 as may be required to give effect to them delegated.
60. The hearings record is attached as Attachment 1, and the appendix referred to in that document is attached to this report as Attachment 2, with details of the changes recommended as a result of the submissions; the most notable of these being:
 - 60.1. Add Romanes Drive as Greenfields Growth Area back to Thompson Road in addition to Brookvale Road, with a yield of around 350 sites
 - 60.2. Remove south Clive from the list of areas classified as inappropriate for growth and identify the 4 hectares at the end of Read Crescent as being appropriate for growth (approximately 40 sites)
 - 60.3. Make reference to assessment of Raymond Road as part of Cape Coast master planning following the Clifton to Tangoio Coastal Hazards Strategy
 - 60.4. Expand Western Hills (Taradale Hills/Mission Heights) area and increase indicative yield from 350 to 600 sites
 - 60.5. Reclassify Arataki Extension as a Reserve Area and clarify the restricted circumstances for utilising "reserve areas" for development.
61. A number of consequential amendments are required as a result of these changes. All changes both primary and consequential are shown in the tracked changes version of the strategy attached (Attachment 3). Of note is the need to change the intensification targets to reflect the added yield resulting from the inclusion of Romanes Drive and expansion of the Napier Western Hills areas. While the end target percentages between Greenfields, Rural and Intensification remain the same, the transition to those targets (Refer Table 3) has been adjusted to reflect the slower intensification take up implied by the increased greenfields land expected to be made available during the earlier years of the strategy.

Table 3: revised allocation of additional residential households 2015-2045

Type of Development	2015 (%) Development	Proposed of Additional Households [No.]			
		2015-2025	2025-2035	2035-2045	TOTAL 2015-2045
Intensification	[35]	40% [2138]	51% [1706]	60% [1152]	47% [4996]
Greenfields	[40]	50% [2673]	42% [1405]	35% [672]	45% [4749]
Rural Residential	[25]	10% [534]	7% [234]	5% [96]	8% [875]
Total	[100]	5345	3345	1920	10610

National Legislative Developments

62. In recommending increases in the greenfield growth areas available and adding 'Reserve Areas' to HPUDS, the IWG gave consideration to the then impending 'National Policy Statement on Urban Development Capacity 2016' (NPSUDC), which came into effect on 1 December 2016. In short this NPS places an obligation on councils to meet demand for residential development in the following timeframes:

- 62.1. short term 1-3years (which must be zoned and serviced)
 - 62.2. medium term 3-10 years (which must be zoned and either serviced or allocated to be serviced in the LTP and
 - 62.3. long term 10-30 years (identified in plans and strategies).
63. There is a potential tension between HPUDS and the NPSUDC. HPUDS seeks to influence the nature of future urban growth (towards greater intensification of existing urban areas) while the NPSUDC seeks that current and future demand is satisfied (with current demand being for greenfield land). Just how far reaching that is will become clearer once the Ministry for the Environment has published its implementation guidance. Further examination of this issue is likely to be a focus of some further work overseen by the new IWG.
64. In the meantime, it is considered beneficial in terms of being able to progress new developments to adopt the revised HPUDS, which at least moves closer towards the NPSUDC's requirements in relation to greenfields land availability, rather than delaying matters and continuing with the current strategy in an unmodified form.

Options for decision-making

- 65. Option 1 – adopt the Heretaunga Plains Urban Development Strategy 2016 Review and Implementation Plan as recommended by the Working Group.
- 66. Option 2 – seek changes to the Strategy or request that additional work be undertaken or technical reports be prepared to be overseen by the new IWG.
- 67. Option 3 – not adopt the Heretaunga Plains Urban Development Strategy 2016 Review and Implementation Plan; refer back to the new IWG with clear reasons why the revised strategy was not adopted and instructions for further re-workings.
- 68. The preferred option is adopt the recommendations of the Heretaunga Plains Urban Development Strategy Implementation Working Group relating to the 2016 review of the Heretaunga Plains Urban Development Strategy in their entirety (i.e. Option 1).

Significance and Engagement

- 69. As discussed above the draft strategy has already been consulted on and the substantive 2010 strategy was subject to extensive consultation both prior to its preparation, as a draft document and through its subsequent incorporation where relevant in the Regional Policy Statement, City and District plan reviews and Changes and councils' Long Term Plans.
- 70. Any significant financial, operational and/or work programme activities arising out of the reviewed strategy will similarly need to be consulted on through normal resource management and asset management processes before they can be implemented.

Assessment of Options (Including Financial and Resourcing Implications)

- 71. Option 1 would provide the Council with an up to date framework to assist in the planning for urban development and infrastructure for the next 5 years of the 30 year HPUDS period. It would accord with the delegation given to the IWG to regularly monitor and review HPUDS to ensure its continued relevance and to consult with and hear and recommend changes as a result of submissions.
- 72. The IWG has considered a considerable body of monitoring information and new research to come to considered conclusions as to how HPUDS can be amended to ensure it is fit for purpose over the near term to reflect changes over the last five years. The IWG has recommended some amendments which in their view, do not detract from the essential vision and purpose committed to by the partner Councils when they adopted HPUDS 2010 and signed a *Memorandum of Agreement: Heretaunga Plains Urban Development Strategy Implementation*.
- 73. In respect of Option 2, it is open for Council to require some changes to be made to the document, or request further work. It is important to note that in the event that the Council deems it necessary for further amendments to the strategy, over and above that recommended by the IWG (other than minor editorial amendments), they will need to be

endorsed by all three partner councils before the strategy can be formally adopted. Another scenario is that the Review and IWG's recommendations be adopted as is, with additional conditions that HBRC have particular issues that would be expected to be worked through by the new IWG.

74. It is also worth noting that the strategy is a high-level directional document rather than a detailed implementation plan of each activity the partner councils do or will do to manage urban development in the Heretaunga Plains sub-region. The Strategy will however give direction for future work on intensification planning, including changes to district plans, asset management plans, development plans and future LTPs.
75. Option 3 is the opposite of Option 1. Option 3 would mean HPUDS2010 remains unchanged, despite the efforts and findings of the 2016 Review process. It would not be responsive to, nor anticipate, changing circumstances and would risk becoming less relevant in terms of meeting the strategic objectives and community outcomes it aims to achieve. The flexibility and improved residential supply buffers and mechanisms proposed will not be available to assist with a more agile response to market changes over time, nor to assist with the current supply constraints.

Decision Making Process

76. Council is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
 - 76.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 76.2. The use of the special consultative procedure is not prescribed by legislation.
 - 76.3. The decision does not fall within the definition of Council's policy on significance.
 - 76.4. The persons affected by this decision are all those persons with an interest in the region's urban development and management, particularly within the Heretaunga Plains sub-region.
 - 76.5. Options that have been considered include adopting the IWG's recommendations; or not adopting the IWG's recommendations and revised Strategy.
 - 76.6. The decision is not inconsistent with an existing policy or plan.
 - 76.7. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, Council can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision. Notwithstanding this, the 2016 Review featured an opportunity for any person to make a submission on the Draft Revised Strategy and present that submission at a hearing before the IWG held in October 2016.

Recommendations

That Council:

1. Receives and notes the "Heretaunga Plains Urban Development Strategy Review" staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
3. Receives and notes the HPUDS Implementation Working Group's:
 - 3.1. Hearing meeting record (Attachment 1)
 - 3.2. Hearing recommendation reports (Attachment 2).
4. Adopts HPUDS2016 as amended by the HPUDS Implementation Working Group

(Attachment 3) conditional on the other two partner councils (Napier City Council and Hastings District Council) also resolving to adopt the strategy.

5. Adopts, in-principle, the HPUDS Revised Implementation Plan (Attachment 5) and agrees that the HPUDS Implementation Working Group shall be responsible for overseeing prioritisation and progress on the Plan during the remainder of the 2016-19 triennium.
6. Approves the Terms of Reference for the Heretaunga Plains Urban Development Strategy Implementation Working Group for the 2016-19 Triennium (Attachment 6), conditional on the other two partner councils (Napier City Council and Hastings District Council) also agreeing to the same Terms of Reference.
7. Agrees that the HBRC's representatives on the HPUDS Implementation Working Group will encourage the IWG to:
 - 7.1. Re-prioritise Strategy implementation planning to:
 - 7.1.1. focus on actions required by HPUDS Partner Councils to give effect to the 2016 NPS on Urban Development Capacity (NPSUDC);
 - 7.1.2. review HPUDS 2016 to align with the first three-yearly assessment of housing needs as required by the NPSUDC.
 - 7.2. Accommodate new and emerging information regarding the following matters in the course of implementing HPUDs and future reviews:
 - 7.2.1. Natural hazards, in particular liquefaction, coastal erosion, coastal storm surge inundation and tsunami inundation
 - 7.2.2. Appropriateness of large-scale semi-industrial and non-rural land use activities locating on productive land.







Authored by:

Gavin Ide
MANAGER, STRATEGY AND POLICY

Approved by:

James Palmer
CHIEF EXECUTIVE

Attachment/s

 1	HPUDS Implementation Working Group Hearing Meeting Record	Under Separate Cover
 2	HPUDS Implementation Working Group Hearing Recommendations	Under Separate Cover
 3	HPUDS 2016 with Tracked Changes	Under Separate Cover
 4	HPUDS2016 Maps	Under Separate Cover
 5	HPUDS Implementation Plan	Under Separate Cover
 6	HPUDS Implementation Working Group Terms of Reference	Under Separate Cover

Subject: RESOURCE MANAGEMENT INFORMATION SYSTEM BUSINESS CASE

Reason for Report

1. This report provides the business case to support Council's implementation of replacement Resource Management software.

Options Assessment

2. The business case states the options considered for resource management information systems; namely being to continue with the current system with its inherent risks to business processes and productivity as against the option to proceed with a modern, fully integrated system to provide improved processes and productivity gains.
3. The current systems which support the resource management activities of Council have been developed in-house over 10 years ago and have come to a stage where continued support cannot be guaranteed and, further, the current systems do not provide the functionality required by the business going into the future.
4. The business case for the preferred system is attached.

Discussion

5. The business case outlines in detail the need for an updated information and technology system to support our strategic priorities and provide an improved customer service experience.
6. There is *increased and increasing customer demand* for the ability to be able to transact online anywhere, anytime and anyhow – our current systems do not provide for this. Deliverables from the new system will allow for online:
 - 6.1. Applications for, or renewal of, resource consents
 - 6.2. Submission, access and/or updating of data and information relevant to personal and business activities
 - 6.3. Payments for Council services including rates, and consent fees
 - 6.4. General or targeted notifications for urgent or significant communications
 - 6.5. Requests for information
 - 6.6. Public consultation.
7. There is an increasing demand for an updated regulatory management information system driven by *an increasing workload for both consents and compliance*. The process improvements provided by the new software ('IRIS') will improve Council's ability to ensure that its activities are substantially enhanced so the business can place increased reliance on timely delivery of information. Demands will continue to grow through:
 - 7.1. Growing expectation for regulation for land use activities, arising from the development and implementation of the National Policy Statement for Freshwater Management
 - 7.2. Growing expectation for the monitoring of permitted activities, arising from the development and implementation of the National Policy Statement for Freshwater Management
 - 7.3. Peak workloads from 2019-2023 for resource consent renewals

- 7.4. Increased expectations and requirements for resource consent monitoring and dealing with pollution incidents. Highlighted through the findings of Stage 1 of the Havelock North Drinking Water Inquiry and the need for HBRC to improve its knowledge of bore locations and carry out additional inspections.
8. The effects of the plan changes, consent renewal activity and compliance monitoring will have an impact on staffing requirements. The purchase of IRIS supports Council's strategic view of increased reliance on technology to improve business processes and the need to place increased reliance on mobile technology solutions to drive business productivity. The overall effect of the use of IRIS is increased productivity and potential cost avoidance through a reduction in the need for additional staff.
9. IRIS - the product selected following an extensive process - is described in the business case. IRIS is provided by Regional Software Holdings Ltd, a not-for-profit Council controlled organisation owned by six regional councils (Northland, Waikato, Horizons, West Coast and Southland). From an end-user perspective this provides us with support from within our sector for the establishment and implementation of the software. This is seen as advantageous to the long-term success of the product, given the investment made by these councils and their commitment to it.

Financial and Resource Implications

10. The 2017-18 Annual Plan provides \$1,100,000 for the purchase of a Resource Management Information System (RMIS) and related mobile technology.
11. The business case outlines the financial costs and benefits of the proposed system. It demonstrates that there are sufficient savings in future business costs which more than offset the per annum cost (including depreciation) of the new software system and related mobile technology.

Decision Making Process

12. Council is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
 - 12.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 12.2. The use of the special consultative procedure is not prescribed by legislation.
 - 12.3. The decision does not fall within the definition of Council's policy on significance.
 - 12.4. The affect of these improved systems will be felt by all resource consent holders in the region.
 - 12.5. The decision is not inconsistent with an existing policy or plan.
 - 12.6. The options to be considered are outlined in the report.
 - 12.7. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, Council can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

Recommendations

That Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
2. Receives and notes the Business Case for the Resource Management Information System software.

3. Confirms expenditure of \$1,100,000 as included in the 2017-18 Annual Plan for the implementation of the resource management information system software and related mobile technology and the selection of the Integrated Regional Information System (IRIS) as the resource management information system to be implemented.

Authored by:

Kahl Olsen
INFORMATION AND COMMUNICATIONS
TECHNOLOGY MANAGER

Approved by:

Liz Lambert
GROUP MANAGER
EXTERNAL RELATIONS

Attachment/s

- [!\[\]\(223f1a84e0bc2cacb9c165f716817dcc_img.jpg\) 1](#) Resource Management Information System Business Case



RMIS Business Case

A Business Case for the replacement
of HBRC's Resource Management
Information System

Table of Contents

Executive Summary.....	3
The Reason: A Need for New Technology	4
Supporting our Strategic Plan	4
Outdated technology platform	4
Increasing Customer demand to transact anywhere, anytime, anyhow.....	4
Increasing demands for an updated regulatory management information system	4
Pressure on staffing requirements	5
Business Options.....	6
Preferred Option.....	7
Selection Process	7
Preferred Product/Vendor.....	7
Expected Benefits	9
Qualitative Benefits	9
Community and Customer benefits.....	9
Organisational benefits.....	9
Quantitative Benefits.....	11
Cost-avoidance through Staff Efficiencies	11
Increased Revenue through System Efficiencies	11
Costs.....	12
Timeframes	12
Risks	13
Selection of Proposed Solution.....	13
Specification.....	13
Selection.....	13
Implementation	13
Operational and Reputational Risks	14
Appendix 1: Issues with Current Systems	15
Appendix 2: Project Deliverables	16

Executive Summary

Increased community expectations around resource consenting and compliance, together with significant advancements in digital technology and a drive towards greater efficiencies, have highlighted the need to upgrade the current systems used in-house to undertake our regulatory activities.

In its 2017/18 Annual Plan the Hawke's Bay Regional Council (HBRC) made provision for a replacement regulatory management information system (RMIS) to the sum of \$1,100,000.

The RMIS investment is needed to provide an up-to-date technology and information platform to support our strategic plan, workload arising from Plan Changes and expiring consents, and increasing requirements for information. We have worked through a structured process to define and procure a RMIS. Our identified solution is based on proven technologies developed for, and used by, other regional councils. The RMIS will provide a range of benefits, including avoiding costs and improving revenues.

Following significant consideration of various systems, staff are now in a position to identify their preferred system for purchase and use by HBRC. IRIS (Integrated Regional Information System) is the selected system. While the focus for this business case is on the use of IRIS for Council's regulatory activities it has scope to provide greater benefits for other Council activities over the short-medium term.

The purpose of this business case is to obtain Council approval for expenditure of the allocated sum for the purchase and implementation of IRIS.

The Reason: A Need for New Technology

Supporting our Strategic Plan

The draft HBRC Strategic Plan 2016-2021 makes explicit the need for effective information and technology to support our strategic priorities.

Extracts from the Draft HBRC Strategic Plan:

Our Approach:

- *Leverage new technology and data to deliver more effective and efficient services*

Technology, data and information

HBRC's ability to deliver better resource management outcomes for the region is dependent on good information. Data rich information linking person, place, resource use and environmental outcomes that can be scaled-up and down is needed to support planning and decision-making. Emerging technologies such as remote sensing and big data will transform how people experience or use the services we provide or make them cheaper or more efficient to provide but will require significant ongoing investment. Technology is an enabler underpinning all the strategic drivers..."

Outdated technology platform

Our many current systems, built in-house, are based on outdated technologies. They require 'hands-on' management to maintain data. There is no 'one version' of truth for some data. There is also limited resource to provide ongoing systems support. They do not provide a platform for meeting future needs.

Appendix 1 outlines the issues with our current platforms.

Increasing Customer demand to transact anywhere, anytime, anyhow

We are now well into the digital age where personal and business transactions can be completed anywhere, any time and from any device. Our customers now expect and demand that we provide digital channels for 24x7x365 transactions, key areas where we need to deliver value in this space include;

- Applying for, or renewing, Resources Consents;
- Submitting, accessing and/or updating data and information relevant to their personal or business activities;
- Making payments for Council services such as Rates, Consent Applications, etc;
- General or targeted notifications for urgent or significant communications;
- Requests for Information; and
- Public Consultation.

Increasing demands for an updated regulatory management information system

An increasing workload for both consents and compliance is being driven by:

- Plan changes, with an increasing expectation of regulation for land use activities, especially given the expectations arising through the development and implementation of the National Policy Statement for Freshwater Management (2014).

Plan Change 6, for example, has a significant impact as does the outcome from the Ruataniwha Water Storage Scheme (RWSS). For example, the RWSS includes 186 properties that will either be a permitted activity or require a resource consent with monitoring conditions attached. The move to Plan Change 6 and the need to manage water outcomes on a catchment basis also predicates a move to more adaptive regime with real-time demand for information. We have a new need to track permitted activities and relate information by catchment, consent and property. It will be a time of heightened expectations and accurate information will be required for both HBRC and the community.

Such demands will flow through to the TANK catchment plan changes and other catchments within the region, as the various plan changes are rolled out.

- Resource consent renewal activity – it is Council practice to, as far as possible, have a common consent duration and expiry date for resource consents within the same catchment or sub-catchment. This allows for a more holistic management of the resource upon renewal, but also places considerable pressure and work peaks for consents staff. This includes the expiry of over 2200 water consents with over 1200 of these in a five year period (2019-23) representing an increase of 60% in current workloads. There is going to be a significant increase in complexity with more sophisticated aquifer models and groundwater/surface water interactions, so the decision-making and conditions will require careful consideration.
- Compliance monitoring - In addition to a general expectation around the monitoring of resource consent compliance and dealing with pollution incidents such as the contamination of the Havelock North public drinking water network highlighted the need for HBRC need to improve records on bores and carry out additional inspections.

Demands for improvements also come in the form of increasing stakeholder, customer, and user needs and expectations to access resources and information held by HBRC. We need to make our information more available to others, both directly in the region and to satisfy national reporting requirements. HBRC officers, whether in the field or on the phone, need to be able to meet customers' expectations to have information at their fingertips.

Pressure on staffing requirements

The effects of the plan changes, consent renewal activity, and compliance monitoring will have an impact on staffing requirements. The following table shows the forecast FTE (full time equivalent) resources needed to address this:

Business Function	Current establishment FTE	Forecast resourcing	Why the FTE increase?
Consents	5.6 FTE	8.6 FTE	Increase in renewal activity and complexity in resource consenting and permitted activities
Permitted activity validation		2 FTE	Impact of imminent Plan Changes
Compliance	5 FTE	7 FTE	Increased demand for, and complexity of, permitted activities, resource consent monitoring and bore inspections

Business Function	Current establishment FTE	Forecast resourcing	Why the FTE increase?
Support services to consents and compliance	3.1 FTE	4.6 FTE	Increased support for consent tracking, contact management, compliance support (scheduling and billing)
ICT (system support, enhancements and reporting)	0.6 FTE	1.0 FTE	To support the complexity that will be compounded by the fact we have disconnected legacy systems
Total	14.3 FTE	23.2 FTE	

There will also be a flow-on pressure on delegated decision-makers and managers from these increased demands, so they will need to have well-structured information available to them to efficiently process the increased volume and complexity of required decisions. Quite simply, with the current systems these increased demands would be extremely challenging. We expect that with a new RMIS we will be able to offset some of this resourcing pressure and improve our management of this increased workload. This is included in the benefits section.

Business Options

The options are basically do nothing, develop what we have, or RMIS purchase and configuration:

Description	Analysis
1. Do nothing.	Do nothing is not a realistic option. We will not have the information resources or technologies to support our strategic and operational requirements. Our current systems are based on outdated technology. We have demands for increasing services.
2. Developing what we have. This would involve more ongoing in-house development of the current systems.	Continued in-house development, to achieve a similar functional base, would be inefficient. Our underlying contact/property model would need to be completely reworked and we do not have the staffing resources to undertake this development. If we were to fund an in-house development, it would likely cost more, take longer, provide less functionality and frustrate users. In effect, HBRC would have to fund by itself the entire investment and development made by RSHL over the previous 8 years.
3. RMIS purchase and configuration	Provides a future-focused systems platform that will enhance customer experience and staff effectiveness.

Preferred Option

Selection Process

We have been through an extensive process to select the RMIS to support the vision and our future technology needs. We released a detailed Request for Proposal and undertook an extensive evaluation process including site visits and user evaluation.

As well as detailed technical requirements, we have pursued an RMIS replacement from an outcome-vision of how we expect it will support our interactions (that accords with the draft Strategic Plan):

- **Customers and Applicants** can easily access resource information and are supported by online decision-tools. Applications are made online with have seamless electronic communication with Council throughout the application process.
- The **Resource Consent Team** receive notifications of new consent applications for timely checking. The Planner has integrated map-based views of location, consents, and resources. Expert and stakeholder input is coordinated with the consent processing. The final recommendations and decision documents workflow for electronic sign-off. At consent completion, all final documentation, invoices, future consent monitoring requirements, relevant reports and GIS layers are updated and available. All statutory requirements are met.
- Information on incidents is accurately captured from **Customers/Informants** and they receive appropriate and timely responses. The **Compliance Officer** has a dynamic, map-based, prioritised schedule of consent monitoring inspections, new consents, incidents and complaints. They can interact with landowners in the field with all supporting resource information on their device and can capture photos, drawings, and GIS records. Reports, invoices, escalations, warning letters, and enforcement actions are supported and tracked through effective workflow.
- The **Consent holder** gets prompt feedback on the inspections that have been carried out, consents status, and timely accurate and meaningful billing. They can also access timely relevant resource information that assist them in their decision-making.
- The **Public** and **Stakeholders** have open access to information. **Policy Analysts** and **Resource Modelers** can review the effectiveness of the planning and resource allocation methods. Council is proactive in communicating with its customers, stakeholders, and resource users.

Preferred Product/Vendor

We have selected IRIS (Integrated Regional Information System) as provided by RSHL (Regional Software Holdings Limited). RSHL is a Council Controlled Organisation, not for profit, owned by six Regional Councils (Northland, Waikato, Taranaki, Horizons, West Coast, and Environment Southland). The IRIS suite will improve our underlying contact location model and replace a large number of current disparate systems.

IRIS provides the foundation and functionality to support the business processes that underpin the key resource management functions of a NZ Regional Council. This includes, but is not limited to:

1. Processing resource consents;
2. Managing resource consent compliance;
3. Managing incidents (pollution, RMA incidents etc.);
4. Enforcements;
5. Land management; and

6. Biosecurity Functions.

The initial focus, and the exclusive scope of this business case and associated funding, is the core regulatory functions, namely;

1. Processing resource consents;
2. Managing resource consent compliance;
3. Managing incidents (pollution, RMA incidents etc.); and
4. Enforcements.

The initial setup, configuration and design of IRIS will take into account the high-level considerations of the wider business such as Land Management and Biosecurity but the actual delivery of these functions will be through the process of developing the 2018/28 Long-Term Plan. Other regional councils use IRIS for one or both of these functions. Having land management within the resource management information system will be particularly advantageous to Council by May 2019 when c.1000 Farm Environment Plans in the Tukituki catchment are required to be completed or alternatively resource consents sought.

The chosen system will support extensions to other functions. The RMIS will also support functions across Council. For example, improved regulatory information supports policy processes through better analysis of plan effectiveness, resource utilisation, incident management etc. It also ensures that Council is fulfilling its role as an effective steward of public records and information and making accurate information available to the public.

The advantages of IRIS are:

- Meets our requirements, specifically around the contact, location model; one-source of truth; and process-based workflows.
- A modern technology platform that enables online and mobile interactions and rationalises the number of systems and databases we have in place.
- The IRIS software is specifically designed for Regional Councils. The resulting software licence is being provided essentially for free by the shareholding Councils (the costs incurred are for configuration for HBRC, data migration etc.).
- The ongoing benefit of collegiality, efficiency and effectiveness in working with the other Regional Councils on the ongoing improvement to underlying processes, system enhancements and product functionality. We get access to Subject Matter Experts (SME's) in the other Councils to assist in the detailed configuration and discussion of ongoing development priorities of the IRIS product.
- A roadmap of development that aligns with the HBRC vision (e.g. expanding out to Biosecurity, Land Management functions etc.).

Expected Benefits

Qualitative Benefits

Investment in the RMIS:

- Supports the strategic plan view of information and technology underpinning our work.
- Provides an enterprise wide view of validated, and accurate information (“one source of the truth”).
- Assists with the current and expected workload increase through having more efficient and accurate data capture, better work flows, integrated information etc.
- Allows for enhanced productivity in the field through using mobile devices. This means we should be able to monitor increasing number of consents and activities that improves our ability to monitor environmental effects, and enhance cost recovery.
- Reduces risk in our information systems.

In addition, there is a range of specific benefits for our community/customers as well as organisational benefits.

Community and Customer benefits

- Better informed: The community is better informed about resources and the environment and resource-use impacts.
- Better decisions on resources: There is greater confidence from the community and stakeholders in the decisions made by HBRC. Stakeholders are also empowered to make local decisions on resources.
- Higher satisfaction on HBRC responsiveness: There is higher customer satisfaction from applicants, consent holders, stakeholders and members of the public interacting with HBRC from a more responsive service.
- Lower costs for applications: By having more accessible information and structured on line applications, there is a lower cost to apply for consents. Applicants also face lower costs in preparing to make applications. And the final charges to applicants are lower as HBRC are more efficient.
- Real time information and lower cost for compliance: Real time information means we can have more adaptive compliance allocation regimes.
- There is lower cost in complying through more automation.

Organisational benefits

- Faster billing and lower debt costs: the annual billing processes are completed earlier and faster. Greater upfront cash reduces the debt costs.
- Compliance: Currently compliance is billed as an end of year figure. Our large customers would like that billed during the year. This means we will improve cashflow, lowering debt costs, and will likely have more accurate billing.

Compliance will improve cost recovery as staff achieve more billable hours, accurately capture time in the field (and the office) as they work, and are able to bill in a timely manner.


- Consents: More able to fully cost recovery as time is captured more accurately and staff are working more effectively during processing. Note that HBRC are not currently meeting the recoverable target so there is an opportunity to achieve this as well through the efficiency gains.

- Recovery of costs from legal actions: Will be able to better capture recovery costs of legal actions.
- Infringements: Ability to increase infringement numbers.
- Biosecurity: Increase in Biosecurity Cost recovery from enhanced efficiency
- Operational Consents Costs: Reduction in administration costs from integrated systems, more online applications and less administration handling. Note consent renewal surge will mean this is an avoided additional cost rather than a reduction in personnel.
- Operational Compliance Costs: Reduction in administration costs from integrated systems, more accurate information, planning and scheduling delivered by the RMIS in real -time. Note the need to ensure all compliance actions, and potential for increasing consents may mean this is an avoided additional cost rather than a reduction in personnel
- Lower Data Management Costs: Time spent across Council reconciling sources of information e.g. what is consented, what is allocated, what is used, reconciling for science/analysis. This is spread across several roles through Council
- Contact management resolution: Time spent across Council checking, creating and managing contact information and lists. This is spread across several roles through Council
- Easier maintenance of ISO QA accreditation: ISO requirements expect ongoing analysis of faults and performance. RMIS will support this through better information, and clearer, better articulated and controlled processes.
- Staff satisfaction: Staff satisfaction is improved through having better tools, lower frustrations in accessing and finding information etc. This can manifest itself as a benefit for the organisation in improved customer service, lower staff turnover etc.


In relation to improving productivity in the field the following case study provides an example of benefits:

Case Study – Waikato Regional Council
Dairy Farm Inspections by mobile device based on IRIS


WRC updated its dairy farm inspections from a paper-based system to in-field data capture to a mobile device. All information, including photos and GPS points taking in the field were synced back to IRIS which generated inspection reports and letters. There was no double entry of information back at the office avoiding the risk of transcription errors. The outcome was that inspectors could more than double the number of inspections they undertook. Customers got faster feedback. The field officers also noted the quality of their interactions in the field improved as they were not juggling separate notebooks, cameras etc.



Before



After



Quantitative Benefits

Cost-avoidance through Staff Efficiencies

The table below sets out the level of cost-avoidance of 'As Is' (Do Nothing Option) versus IRIS (This Business Case) for the **forecast future resourcing** requirements.

Business Function	Current Systems	IRIS	Cost-Avoidance (\$)	Why the decrease in FTEs?
Consents	8.6 FTE	7.6 FTE	\$75,000	Efficiencies realised with IRIS will see staff more productive than they currently are; particularly around document generation, seamless access to complete information and better reporting and analysis.
Permitted activity validation	2.0 FTE	1.5 FTE	\$34,500	IRIS will provide easier access to complete and accurate data and information resulting in significant efficiencies.
Compliance	7.0 FTE	5.5 FTE	\$130,500	Due to increased efficiencies of the core systems, seamless access to complete and accurate data and information and field mobility, it is forecast that Compliance staff will be 20% more efficient.
Support services to consents and compliance	4.6 FTE	3.1 FTE	\$94,500	Due to the process automation and workflow benefits of IRIS, support services will be able to cope with the increased workload within current capacity of 3.1 FTE.
ICT (system support, enhancements and reporting)	1.0 FTE	0.75 FTE	\$26,000	The consolidation of legacy systems will result in less 'lights on' ICT support with a refocus on business support, enhancements and reporting
Total	23.2 FTE	18.45 FTE	\$360,500	

Increased Revenue through System Efficiencies

Increased Revenue through system efficiencies will be realised through the cumulative increases in cost recoveries, greater billing accuracy, infringements and timely billing. These are conservatively equated to about \$105,000 per annum as set out below.

Business Function	Assumptions	Revenue (\$)	Why the increase in Revenue?
Consents	Staff will bill 0.5 hours more per week (7.6 staff over 40 weeks * charge-out rate)	\$20,000	With efficient systems, staff are more able to fully charge their time to consents.
Compliance	Staff will bill 0.5 hours more per day (5.5 staff over 40 weeks * charge-out rate)	\$75,000	With efficient systems, staff are more able to fully charge their time to consents, less downtime/unrecoverable costs between jobs with

			information at their fingertips.
Compliance billing frequency	Compliance billings earn (or reduce debt servicing) at 3.5% interest.	\$10,000	We can bill compliance activity as it occurs rather than at year-end which improves cashflow (and is requested by customers)
Total		\$105,000	This represents about a 5% increase on projected revenue of \$2M (currently about \$1.5M)

Costs

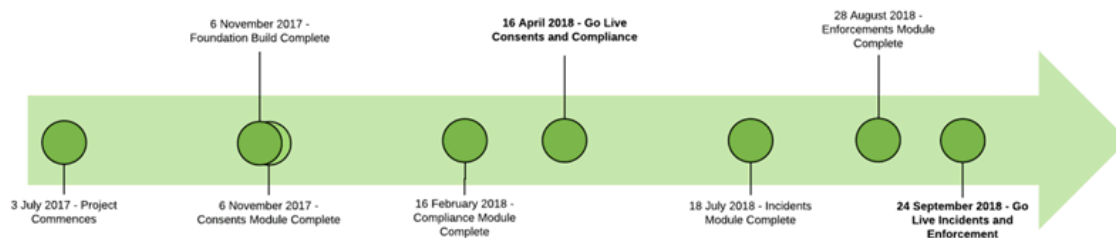
The costs of this project for both the capital one-off/up-front costs and the on-going annual operational costs are tabled below.

Expenditure Item	Capex (\$)	Loan Details	Annual Costs (\$)
Capital One-Off			
Implementation			
- External Costs	\$687,300	10 years @	\$139,000
- Internal Time	\$405,240	5% pa interest	
Total Loan Requirements	\$1,092,540		
Annual On-going OPEX			
Software Licensing and Maintenance (IRIS and Sphere)			\$172,000
Infrastructure Services			\$41,000
Total Annual OPEX (incl loan principal and interest)			\$352,000

From a financial perspective, to break even on the capital and ongoing external costs, we would need to generate quantitative benefits of about \$352,000 per annum as set out above. **The quantitative benefits set out above equate to approximately \$465,000 per annum in either cost-avoidance or increased revenue therefore resulting in an annual net cost savings/avoidance of \$115,000.**

Timeframes

The projected timeframe for this project is set out below. A more detailed list of Deliverables is attached as 'Appendix 2- Project Deliverables'.



Risks

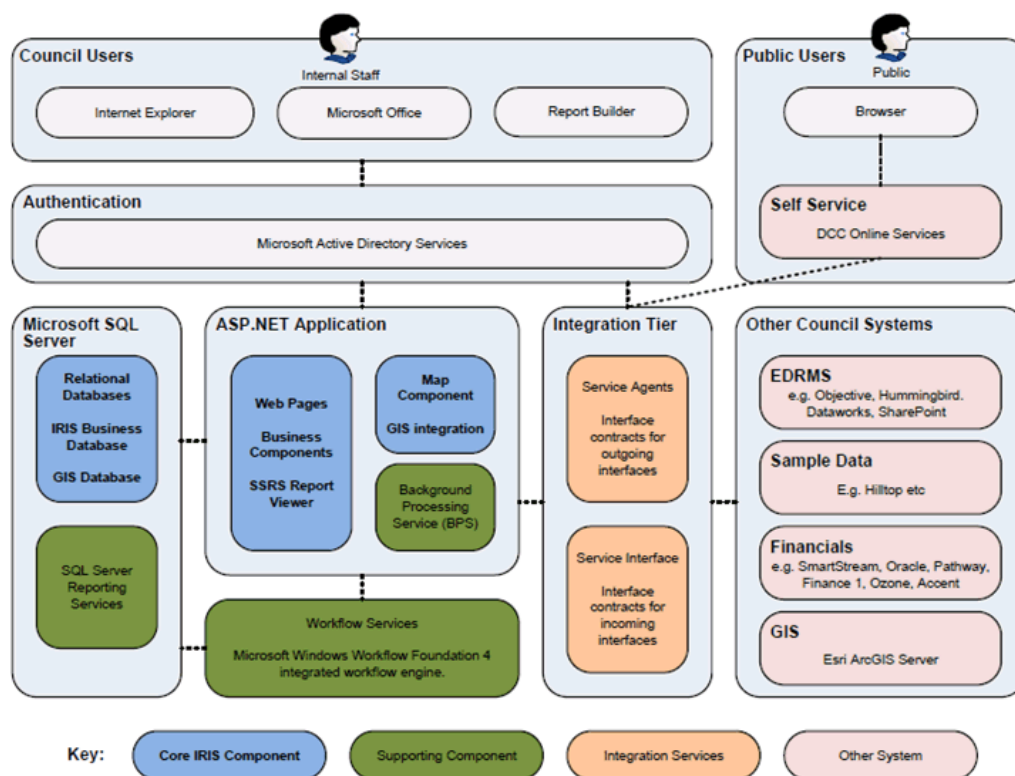
There are two broad areas of risk for Council to consider.

Selection of Proposed Solution

The first of these relates to the IT project itself, with the major risks arising from specification, selection and implementation.

Specification

Our procurement process was driven from a vision aligned to the draft strategic plan. The requirements and business processes have been outlined. We have selected a forward-looking architecture based on proven technologies that support future expectations (e.g. becoming cloud-based). The system outline is as follows:



Selection

We have been through an extensive procurement process. After developing comprehensive requirements, we undertook an open market Request for Proposal (RFP) starting in October 2016. Five proposals were received, and a shortlist of two selected for further consideration. Following presentations, clarifications and reference site visits, the evaluation team finalised its recommendation of a preferred supplier, being Regional Software Holdings Limited (RSHL).

Implementation

The RSHL proposal, includes Datacom as an implementation partner. They have carried out all other IRIS implementations to date and are experienced in the configuration of the product and have appropriate resourcing available. We have identified the internal resourcing and project management required to manage the implementation.

Operational and Reputational Risks

The second broad area of risk is the judicial or reputational risk for Council in not implementing, or delaying the implementation of, new technology for our resource management information.

An updated resource management information system will enable HBRC to be more proactive in managing risks. Our monitoring of consents needs greater focus, and there is a need to ensure timely, priority-driven action on compliance and emerging risks.

At present we face the following risks, which the new system is designed to mitigate:

- Error risk with consents - Issue (or non-issue) of a consent in error or with inaccurate conditions. May lead to legal and mitigation costs and damages against Council.
- Risk of failure to take timely monitoring/actions/prosecution - More efficiencies in compliance and incident management, and the ability to better assess priorities and risks should reduce the risk of inadequate compliance actions that can lead to environmental damage and costs for Council.
- Reputation risks from poor information - Council cannot answer questions arising from the public, stakeholders, and central government about the environment and resource use, and HBRC's use of that information.
- More effective information collation, reduces risk of failure to identify potential issues with a pollution incident or biosecurity incident that could have environmental consequences and costs to HBRC and the community.

Appendix 1: Issues with Current Systems

HBRC's current IT systems for regulatory management are a mix of technologies that have been developed and configured in-house. There are over 20 systems in use (depending on how these are categorised). While the core systems have basic functionality, they are not appropriate for the challenges we face now and into the future. From a functional perspective, the current systems have the following issues:

- Lack integrated and automatically verified contact and property management across Council. There are approximately 19 contact databases and often a new or derived contact list will be created for a new purpose. Up to 3 versions of the truth are accessed when matching addresses. Maintaining track of relationships with applicants, owners, agents, consent holders, farm management plan holders etc. is challenging.
- Some data is captured 'unverified' so could lead to errors in locations, contacts, or attributes attached to resource information. This leads to inefficiencies where we have to check and re-check underlying information when it is extracted for analytical support for policy and decision-making. There is considerable effort put into mitigating data risks, whereas the system should support selection of appropriately verified and maintained contact, address, and property information.
- Lack integrated work-flow. Paper and emails are used to progress applications, and internal decisions rather than integrated workflow that 'pushes' work, and directly records outcomes into a single system.
- Limited capability to provide mobility tools and information to our officers in the field. Our compliance officers are essentially paper-based, and return to the office to process the results of inspections. We are not able to be dynamic in our inspection scheduling.
- Have limited capability to provide online services. While additional toolsets are being deployed to enable online-forms there is not a consistent and comprehensive toolset to enable customers and stakeholders to access information online.
- Lack flexibility for implementing HBRC's complex billing requirements.
- Do not support integrated incident management for environmental incidents.
- Do not support Permitted Activities or adequately support Biosecurity and Farm Management functions.

From an IT and ongoing management perspective the current systems are not ideal:

- Our current consents application named 'Daisy' has a Microsoft Access front-end, which was a popular choice for small standalone applications. There are also 16 different other spreadsheets and functionality to support what we regard as core RMIS functions. This needs to be rationalised to a more scalable, modern IT architecture that can support future application deployment, cloud-based services etc.
- Knowledge is limited to a few people. Currently Daisy is maintained by one IT person for any maintenance and development requests which is a risk as the technology sets become obsolete, finding replacement resources would be problematic. Maintaining data and information in the system is also restricted to 1 or 2 SME's and the accuracy and integrity of information relies heavily on them. If these SME's were not in place, data sources could become duplicated or corrupted compromising the future usability of the information and system. This is a major risk of the current system.
- Does not fit with an overall strategy to minimize the amount of bespoke systems ICT current maintain that pose a risk on current and future IT infrastructure.

Appendix 2: Project Deliverables

Deliverable	Responsibility	Date
SOW Signoff	HBRC Sponsor RSHL Sponsor Datacom Sponsor	28/06/2017
Contacts, Contact Linking, Contact Groups & Locations - Solution Walkthrough, Configuration Acceptance, Data Migration signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	6/11/2017
Applications and Authorisations (Consents) - Solution Walkthrough & Configuration Acceptance, Data Migration signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	6/11/2017
Compliance Monitoring - Solution Walkthrough & Configuration Acceptance, Data Migration signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	16/02/2018
User Acceptance Testing certificate signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	10/04/2018
Go Live - Apps & Auths (Consents), Compliance Monitoring – subject to change (see Risk 6)	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	16/04/2018
Requests (Incidents) - Solution Walkthrough & Configuration , Data Migration Acceptance signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	18/07/2018
Enforcements - Solution Walkthrough & Configuration Acceptance signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	28/08/2018
User Acceptance Testing certificate signed off	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	17/10/2018
Go Live – Requests (Incidents) & Enforcements – – subject to change (see Risk 6)	HBRC SME HBRC Project Manager Supported by Datacom /RSHL	24/09/2018
Project closure	HBRC Sponsor RSHL Sponsor Datacom Sponsor	30/10/2018

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE TERMS OF REFERENCE

Item 10

Reason for Report

1. The Clifton to Tangoio Coastal Hazards Strategy Joint Committee (Joint Committee) was re-established by resolution of the Hawke's Bay Regional, Hastings District and Napier City councils at their respective first meetings following the 2016 Local Elections.
2. The Technical Advisory Group (TAG) recommended some changes to the Joint Committee meeting on 5 December 2016, to more accurately reflect how the Strategy has developed and evolved since the Terms of Reference were first confirmed in late 2014.
3. TAG advises that Hastings District Council and Napier City Council have now formally adopted these Terms of Reference within their respective Councils and this paper seeks adoption by the Hawkes Bay Regional Council.
4. This item also provides the opportunity for Councillor Beaven, as Chair of the Joint Committee, to update the Council on progress being made with the Community Panels and development of the Strategy.

Decision Making Process

5. Council is required to make every decision in accordance with the requirements of the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded:
 - 5.1. The decision does not significantly alter the service provision or affect a strategic asset.
 - 5.2. The use of the special consultative procedure is not prescribed by legislation.
 - 5.3. The decision does not fall within the definition of Council's policy on significance.
 - 5.4. The persons affected by this decision are councillors and those members of staff and the public participating in and contributing to Council and Committee meetings.
 - 5.5. The decision is not inconsistent with an existing policy or plan.
 - 5.6. Given the nature and significance of the issue to be considered and decided, and also the persons likely to be affected by, or have an interest in the decisions made, Council can exercise its discretion and make a decision without consulting directly with the community or others having an interest in the decision.

Recommendations

That Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
2. Adopts the Terms of Reference for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.

Item 10

Authored by:

**Simon Bendall
PROJECT MANAGER**

Approved by:

**Graeme Hansen
GROUP MANAGER
ASSET MANAGEMENT**

Attachment/s

- [!\[\]\(79de0df6c6ddd2d4eb74f1cc5f48ec50_img.jpg\) 1](#) Clifton to Tangoio Coastal Hazards Strategy Joint Committee Terms of Reference

Terms of Reference for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee

As at 5 December 2016

*As adopted by resolution by:
Hastings District Council 23 March 2017
Napier City Council 31 May 2017
Hawke's Bay Regional Council 28 June 2017*

1. Definitions

For the purpose of these Terms of Reference:

- **"Act"** means the Local Government Act 2002.
- **"Administering Authority"** means Hawke's Bay Regional Council.
- **"Coastal Hazards Strategy"** means the Coastal Hazards Strategy for the Hawke Bay coast between Clifton and Tangoio¹.
- **"Council Member"** means an elected representative appointed by a Partner Council.
- **"Hazards"** means natural hazards with the potential to affect the coast, coastal communities and infrastructure over the next 100 years, including, but not limited to, coastal erosion, storm surge, flooding or inundation of land from the sea, and tsunami; and includes any change in these hazards as a result of sea level rise.
- **"Joint Committee"** means the group known as the Clifton to Tangoio Coastal Hazards Strategy Joint Committee set up to recommend both draft and final strategies to each Partner Council.
- **"Member"** in relation to the Joint Committee means each Council Member and each Tangata Whenua Member.
- **"Partner Council"** means one of the following local authorities: Hastings District Council, Napier City Council and Hawke's Bay Regional Council.
- **"Tangata Whenua Appointer"** means:
 - The trustees of the Maungaharuru-Tangitū Trust, on behalf of the Maungaharuru-Tangitū Hapū;
 - Mana Ahuriri Incorporated, on behalf of Mana Ahuriri Hapū;
 - He Toa Takitini, on behalf of the hapū of Heretaunga and Tamatea.
- **"Tangata Whenua Member"** means a member of the Joint Committee appointed by a Tangata Whenua Appointer

2. Name and status of Joint Committee

¹ The Coastal Hazards Strategy is further defined in Appendix 1 to these Terms of Reference.

- 2.1 The Joint Committee shall be known as the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.
- 2.2 The Joint Committee is a joint committee under clause 30(1)(b) of Schedule 7 of the Act.

3. Partner Council Members

- 3.1 Each Partner Council shall appoint two Council Members and alternates to the Joint Committee. If not appointed directly as Council Members, the Mayors of Hastings District Council and Napier City Council and the Chairperson of Hawke's Bay Regional Council are ex officio Council Members.
- 3.2 Under clause 30(9) Schedule 7 of the Act, the power to discharge any Council Member on the Joint Committee and appoint his or her replacement shall be exercisable only by the Partner Council that appointed the Member.

4. Tangata Whenua Members

- 4.1 Each Tangata Whenua Appointer may appoint one member to sit on the Joint Committee.
- 4.2 Each Tangata Whenua Appointer must make any appointment and notify all Tangata Whenua Appointers and Partner Councils in writing of the appointment.
- 4.3 The Tangata Whenua Members so appointed shall be entitled to vote.
- 4.4 Under clause 30(9) Schedule 7 of the Act, the power to discharge any Tangata Whenua Member on the Joint Committee and appoint his or her replacement shall be exercisable only by the Tangata Whenua Appointer that appointed the Member.

5. Purpose of Terms of Reference

- 5.1 The purpose of these Terms of Reference is to:
 - 5.1.1 Define the responsibilities of the Joint Committee as delegated by the Partner Councils under the Act.
 - 5.1.2 Provide for the administrative arrangements of the Coastal Hazards Strategy Joint Committee as detailed in Appendix 2.

6. Meetings

- 6.1 Members, or their confirmed alternates, will attend all Joint Committee meetings.

7. Delegated authority

The Joint Committee has the responsibility delegated by the Partner Councils for:

- 7.1 Guiding and providing oversight for the key components of the strategy including:

- The identification of coastal hazards extents and risks as informed by technical assessments;
 - A framework for making decisions about how to respond to those risks;
 - A model for determining how those responses shall be funded; and
 - A plan for implementing those responses when confirmed.
- 7.2 Considering and recommending a draft strategy to each of the Partner Councils for public notification;
- 7.3 Considering comments and submissions on the draft strategy and making appropriate recommendations to the Partner Councils;
- 7.4 Considering and recommending a final strategy to each of the Partner Councils for approval.

8. Powers not delegated

The following powers are not delegated to the Joint Committee:

- 8.1 Any power that cannot be delegated in accordance with clause 32 Schedule 7 of the Local Government Act 2002.
- 8.2 The determination of funding for undertaking investigations, studies and/or projects to assess options for implementing the Coastal Hazards Strategy.

9. Remuneration

- 9.1 Each Partner Council shall be responsible for remunerating its representatives on the Joint Committee and for the cost of those persons' participation in the Joint Committee.
- 9.2 The Administering Authority shall be responsible for remunerating the Tangata Whenua Members.

10. Meetings

- 10.1 The Hawke's Bay Regional Council standing orders will be used to conduct Joint Committee meetings as if the Joint Committee were a local authority and the principal administrative officer of the Hawke's Bay Regional Council or his or her nominated representative were its principal administrative officer.
- 10.2 The Joint Committee shall hold all meetings at such frequency, times and place(s) as agreed for the performance of the functions, duties and powers delegated under this Terms of Reference.
- 10.3 Notice of meetings will be given well in advance in writing to all Joint Committee Members, and not later than one month prior to the meeting.
- 10.4 The quorum shall be 5 Members.

11. Voting

- 11.1 In accordance with clause 32(4) Schedule 7 of Act, at meetings of the Joint Committee each Council Member has full authority to vote and make decisions within the delegations of this Terms of Reference on behalf of the Partner Council without further recourse to the Partner Council.
- 11.2 Where voting is required, all Members of the Joint Committee have full speaking rights.

- 11.3 Each Member has one vote.
- 11.4 Best endeavours will be made to achieve decisions on a consensus basis.
- 11.5 As per HBRC Standing Order 18.3: The Chairperson at any meeting does not have a deliberative vote and, in the case of equality of votes, has no casting vote.

12. Election of Chairperson and Deputy Chairperson

- 12.1 On the formation of the Joint Committee the members shall elect a Joint Committee Chairperson and may elect up to two Deputy Chairpersons. The Chairperson is to be selected from the group of Council Members.
- 12.2 The mandate of the appointed Chairperson or Deputy Chairperson ends if that person through resignation or otherwise ceases to be a member of the Joint Committee.

13. Reporting

- 13.1 All reports to the Committee shall be presented via the Technical Advisory Group² or from the Committee Chairperson.
- 13.2 Following each meeting of the Joint Committee, the Project Manager shall prepare a summary report of the business of the meeting and circulate that report, for information to each Member following each meeting. Such reports will be in addition to any formal minutes prepared by the Administering Authority which will be circulated to Joint Committee representatives.

14. Good faith

- 14.1 In the event of any circumstances arising that were unforeseen by the Partner Councils, the Tangata Whenua Appointers, or their respective representatives at the time of adopting this Terms of Reference, the Partner Councils and the Tangata Whenua Appointers and their respective representatives hereby record their intention that they will negotiate in good faith to add to or vary this Terms of Reference so to resolve the impact of those circumstances in the best interests of the Partner Councils and the Tangata Whenua Appointers collectively.

15. Variations to these Terms of Reference

- 15.1 Any Member may propose a variation, deletion or addition to the Terms of Reference by putting the wording of the proposed variation, deletion or addition to a meeting of the Joint Committee.
- 15.2 Amendments to the Terms of Reference may only be made with the approval of all Members.

² A description of the Technical Advisory Group and its role is included as Appendix 2 to these Terms of Reference.

16. Recommended for Adoption by

16.1 The Coastal Hazards Strategy Joint Committee made up of the following members recommends this Terms of Reference for adoption to the three Partner Councils:

Napier City Council represented by Cr Tony Jeffery and Cr Larry Dallimore
Appointed by NCC resolution 2 November 2016

Hastings District Council represented by Cr Tania Kerr and Cr Rod Heaps
Appointed by HDC resolution 8 November 2016

Hawke's Bay Regional Council represented by Cr Peter Beaven and Cr Paul Bailey
Appointed by HBRC resolution 9 November 2016

Maungaharuru-Tangitū Trust (MTT) represented by Mrs Tania Hopmans

Mana Ahuriri Inc represented by Mr Terry Wilson

He Toa Takitini represented by Mr Peter Paku

Item 10

Attachment 1

Appendix 1 – Project Background

Project Goal

A Clifton to Tangoio Coastal Hazards Strategy is being developed in cooperation with the Hastings District Council (HDC), the Hawke's Bay Regional Council (HBRC), the Napier City Council (NCC), and groups representing Mana Whenua and/or Tangata Whenua. This strategy is being developed to provide a framework for assessing coastal hazards risks and options for the management of those risks for the next 105 years from 2015 to 2120.

The long term vision for the strategy is that coastal communities, businesses and critical infrastructure from Tangoio to Clifton are resilient to the effects of coastal hazards.

Project Assumptions

The Coastal Hazards Strategy will be based on and influenced by:

- The long term needs of the Hawke's Bay community
- Existing policies and plans for the management of the coast embedded in regional and district council plans and strategies.
- Predictions for the impact of climate change
- The National Coastal Policy Statement

Project Scope

The Coastal Hazards Strategy is primarily a framework for determining options for the long term management of the coast between Clifton and Tangoio. This includes:

- Taking into account sea level rise and the increased storminess predicted to occur as a result of climate change, an assessment of the risks posed by the natural hazards of coastal erosion, coastal inundation and tsunamis.
- The development of a framework to guide decision making processes that will result in a range of planned responses to these risks
- The development of a funding model to guide the share of costs, and mechanisms to cover those costs, of the identified responses.
- The development of an implementation plan to direct the implementation of the identified responses.
- Stakeholder involvement and participation.
- Protocols for expert advice and peer review.
- An action plan of ongoing activity assigned to various Members.

The Strategy will:

- Describe a broad vision for the coast in 2120, and how the Hawke's Bay community could respond to a range of possible scenarios which have the potential to impact the coast by 2120.
- Propose policies to guide any intervention to mitigate the impact of coastal processes and hazards through the following regulatory and non-regulatory instruments:
 - Regional Policy Statement
 - District Plans
 - Council long-term plans
 - Infrastructure Development Planning (including both policy and social infrastructure networks).

Item 10

Attachment 1

Appendix 2 - Administering Authority and Servicing

The administering authority for the Coastal Hazards Strategy Joint Committee is Hawke's Bay Regional Council.

The administrative and related services referred to in clause 16.1 of the conduct of the joint standing committee under clause 30 Schedule 7 of the Local Government Act 2002 apply.

Until otherwise agreed, Hawke's Bay Regional Council will cover the full administrative costs of servicing the Coastal Hazards Strategy Joint Committee.

A technical advisory group (TAG) will service the Coastal Hazards Strategy Joint Committee.

The TAG will provide for the management of the project mainly through a Project Manager. TAG will be chaired by the Project Manager, and will comprise senior staff representatives from each of the participating councils and other parties as TAG deems appropriate from time to time. TAG will rely significantly on input from coastal consultants and experts.

The Project Manager and appropriate members of the TAG shall work with stakeholders. Stakeholders may also present to or discuss issues directly with the Joint Committee.

Functions of the TAG include:

- Providing technical oversight for the study.
- Coordinating agency inputs particularly in the context of the forward work programmes of the respective councils.
- Ensuring council inputs are integrated.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Item 11

Subject: RECOMMENDATIONS FROM THE REGIONAL PLANNING COMMITTEE

Reason for Report

1. The following matters were considered by the Regional Planning Committee meeting on 7 June 2017 and are now presented for Council's consideration and approval.

Decision Making Process

2. These matters have all been specifically considered at the Committee level.

Recommendations

The Regional Planning Committee recommends that Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.

Framework for Outstanding Water Bodies in Hawke's Bay

2. Supports Option 4 as the preferred approach to the preparation of the plan change to assess and identify outstanding water bodies in Hawke's Bay; being:
 - 2.1. Identify Outstanding Water Bodies through a dedicated plan change (freshwater and the coast) by undertaking:
 - 2.1.1. Development of a comprehensive initial list comprised of named waterbodies from Draft Change 5; and those waterbodies of significance to Tāngata whenua as listed in deeds of settlement, statutory acknowledgements, treaty settlements and the Board of Inquiry decisions on Plan Change 6 to the Hawke's Bay Regional Resource Management Plan/Ruataniwha Water Storage Scheme, the Environment Court Decision on Plan Change 5 to the Hawke's Bay Regional Resource Management Plan NKII vs HBRC, and the Mohaka River Water Conservation Order decision (approx. 130 named waterbodies).
 - 2.1.2. A high level review of all waterbodies on the 'initial list', presenting the findings in a table format featuring the following value headings for each waterbody: importance to Tāngata whenua, water quality, recreation, ecology, natural features, landscape and scientific.
 - 2.1.3. Present report findings of high level review to Regional Planning Committee, together with a recommended short list of waterbodies to move through to a secondary analysis stage.
 - 2.1.4. A secondary analysis on the confirmed 'short list' of waterbodies
 - 2.1.5. Consultation with iwi authorities and district councils
 - 2.1.6. Report findings of the secondary analysis on short listed waterbodies, plus comments from consultation with iwi authorities and district councils, to Regional Planning Committee.
 - 2.1.7. Decisions made by the Regional Planning Committee on those waterbodies which are outstanding in Hawke's Bay for the purposes of the National Policy Statement on Freshwater Management
 - 2.1.8. Prepare a Draft Outstanding Water Bodies Plan Change in accordance with RPC decisions.

2.1.9. Consultation with iwi authorities and district councils

2.1.10. Present draft Outstanding Water Bodies Plan Change to Regional Planning Committee for adoption and notification.

3. Agrees that for the purposes of drafting the Outstanding Water Body Plan Change, values which can potentially make a waterbody outstanding are limited to ecological, cultural, recreational, landscape and spiritual values.
4. Agrees that in order for a waterbody to be classed as outstanding it must contain at least one value which stands out from the rest, on a national basis.
5. Acknowledges the potential risk to the policy work programme if Outstanding Freshwater Bodies are not identified in the region prior to the notification of the next catchment management plan (in accordance with Plan Change 5), however considers this risk to be minimal and is comfortable with staff not adhering to this timeframe.

OECD Environmental Performance Review and Public Perception Survey of NZ'S Environment 2016 – *Climate Change Discussion*

6. Writes to the USA Ambassador and the Minister of Climate Change to express concern regarding the USA withdrawing from the Paris Climate Accord.

Reports Received

7. Notes that the following reports were provided to the Regional Planning Committee.
 - 7.1 OECD Environmental Performance Review and Public Perception Survey of NZ's Environment 2016.
 - 7.2 June 2017 Statutory Advocacy Update
 - 7.3 June 2017 Resource Management Planning Project Update

Authored by:

Leeanne Hooper
GOVERNANCE MANAGER

Approved by:

Liz Lambert
GROUP MANAGER
EXTERNAL RELATIONS

James Palmer
CHIEF EXECUTIVE

Attachment/s

There are no attachments for this report.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Item 12

Subject: RECOMMENDATIONS FROM THE REGIONAL TRANSPORT COMMITTEE

Reason for Report

1. The following matters were considered by the Regional Transport Committee on 9 June 2017, and are now presented to Council for consideration and approval.

Decision Making Process

2. These items were specifically considered at the Committee level.

Recommendations

The Regional Transport Committee recommends that Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy and that Council can exercise its discretion and make decisions on these issues without conferring directly with the community.

Reports Received

2. Notes that the following reports were provided to the Regional Transport Committee meeting:
 - 2.1. Deputation from the Citizens Environment Advisory Centre (Mrs Crispin) (*residents' issues with HB Expressway*)
 - 2.2. Review of Regional Land Transport Plan Strategic Direction - Problem Descriptions (*resolved approval of RLTP sections 4 and 5 amendments*)
 - 2.3. Verbal presentation from John Wright, Hastings District Council (*Whakatu Arterial*)
 - 2.4. NZTA Central Region - Regional Director's Report for June 2017
 - 2.5. Road Safe Hawke's Bay Report
 - 2.6. June 2017 Public Transport and Transport Manager's updates

Authored by:

Anne Redgrave
TRANSPORT MANAGER

Approved by:

Liz Lambert
GROUP MANAGER
EXTERNAL RELATIONS

Attachment/s

There are no attachments for this report.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: RECOMMENDATIONS FROM THE HEARINGS COMMITTEE

Item 13

Reason for Report

1. The Terms of Reference for the Hearings Committee (attached) was considered by the Hearings Committee on 6 June 2017, and is now presented to Council for consideration and approval.

Decision Making Process

2. This item was specifically considered at the Committee level.

Recommendations

The Hearings Committee recommends that Council:

1. Agrees that the decisions to be made are not significant under the criteria contained in Council's adopted Significance and Engagement Policy, and that Council can exercise its discretion and make decisions on this issue without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
2. Adopts the amended Terms of Reference for the Hearings Committee.

Authored by:

Leeanne Hooper
GOVERNANCE MANAGER

Approved by:

Liz Lambert
GROUP MANAGER EXTERNAL
RELATIONS

Attachment/s

- [1](#) Hearings Committee Terms of Reference as at 6 June 2017

Hearings Committee Terms of Reference

(adopted 28 June 2017)

1. Pursuant to Section 34(1) of the Resource Management Act (RMA) the Hawke's Bay Regional Council delegates the following functions, powers and/or duties under the RMA¹:
 - 1.1. To hear and make decisions on applications arising out of the Council's regulatory responsibilities on:
 - 1.1.1. notified applications where submissions have been made and submitters wish to be heard;
 - 1.1.2. reviews of conditions (s.128) where consent holder and/or submitters wish to be heard;
 - 1.1.3. notified applications where submissions have been made and where the Committee considers it necessary to hold a hearing;
 - 1.1.4. objections to decisions made under delegated authority by staff, where they wish to be heard (s.357);
 - 1.1.5. where the staff recommendation is to decline any application for reasons other than inadequate information;
 - 1.2. To determine other related discretionary process matters that may be associated with a hearing such as waivers of time, as appropriate under the Resource Management Act 1991.
 - 1.3. To hear and make decisions on objections against costs under Section 36(6) of the Act and objections to the levying of Financial Contributions under Section 108 of the Act.
 - 1.4. To hear and make decisions on lapsing of consents under Section 125 of the Act where Council Policy directs, or staff elect not to make a decision under delegated authority, or where a decision of an officer acting under delegated authority is subject to an objection.
 - 1.5. The appointment of Hearings Committee members or independent commissioners to a Hearing Panel to undertake the functions set out above in 1.1 to 1.4 pursuant to s 34A RMA and the appointment of the Chairperson of the Hearing Panel.
2. Pursuant to section 82 of the Biosecurity Act (BA) the Hawke's Bay Regional Council delegates the following functions, powers and/or duties under the BA:
 - 2.1. To hear and make decisions on submissions received on any statutory documents prepared by Council which have been subject to a formal submission process under the Biosecurity Act.
 - 2.2. To authorise the resolution and settlement of appeals and references through formal hearings or mediation before the Environment Court or any other judicial body which relate to the preparation of any statutory documents prepared under the Biosecurity Act by the Council and to either generally or from time to time delegate to officers the authority to resolve and settle appeals and references through formal mediation.
3. Pursuant to section 83 and Schedule 7 (clause 32) of the Local Government Act 2002 the Hawkes Bay Regional Council delegates the following powers, duties and functions under the LGA:
 - 3.1 to hear submissions and to decide and/or make recommendations to the Council on a proposal that is subject to a special consultative procedure.
 - 3.2 to delegate the functions under 3.1 to other subordinate decision making bodies, or to an officer of the Regional Council.

¹ NOTE: For the avoidance of doubt, the Hearings Committee is not delegated the functions, powers and duties to hear and make decisions on submissions made in relation to a proposed plan, policy statement, plan change or variation under the RMA. Such functions, powers and duties are delegated to a Panel of accredited RMA hearings commissioners appointed by the Council on an as needed basis, based on recommendations from the Regional Planning Committee.

4. The Hawke's Bay Regional Council delegates to the Hearings Committee Chairperson and Council Chairperson, the ability to appoint Hearings Committee members or Independent Commissioners to a Hearing Panel to undertake the functions set out above in 1 and 2 above and the appointment of the Chairperson of the Hearing Panel.

Members:	<p>Up to five elected "RMA Making Good Decisions" accredited Members of Council; being:</p> <ul style="list-style-type: none"> - Councillors Paul Bailey, Peter Beaven and Rick Barker <p>And up to four "RMA Making Good Decisions" accredited members of the Maori and/or Regional Planning Committee as nominated by the Chair of those Committees; being:</p> <ul style="list-style-type: none"> -
Hearing Panel Composition:	<p>The Hearing Panel sitting to make decisions relating to 1. and 2. above shall comprise any combination of:</p> <ul style="list-style-type: none"> - The Chairperson sitting alone - Up to three members of the Hearings Committee - Up to five accredited Commissioners - If considered advisable in any particular case by the Chairman of the Hearings Committee, a member of the Council's Maori Committee. - Also, when appropriate, the Chairman of the Standing Committee when hearings directly relate to policy originating from that Committee.
Chairman:	<p>The Hearing Panel Chairperson has a Casting vote.</p> <p>An "RMA Making Good Decisions" Accredited member of the Committee as elected by the Council being:</p> <ul style="list-style-type: none"> - Peter Beaven
Deputy Chairman:	<p>A member of the Committee as elected by the Council being:</p> <ul style="list-style-type: none"> - Paul Bailey
Meeting Frequency:	As is required
Quorum:	The Chairman of the Hearings Committee plus one other member of the Hearings Committee or the Chairman of the Regional Council
Staff Executive:	Group Manager External Regions and/or Group Manager Asset Management
Qualifications:	In accordance with s39B all persons appointed to a Hearing Panel shall be accredited, except that where there is a group, and over half of all the persons in the group are accredited and there are exceptional circumstances that do not provide the time or opportunity to ensure that all persons in the group are accredited.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: AFFIXING OF THE COMMON SEAL

Item 14

Reason for Report

1. The Common Seal of the Council has been affixed to the following documents and signed by the Chairman or Deputy Chairman and Chief Executive or a Group Manager.

		Seal No.	Date
1.1	Leasehold Land Sales		
1.1.1	Lot 45 DP 10078 CT C1/972 - Agreement for Sale and Purchase - Transfer	4119 4121	30 May 2017 15 June 2017
1.1.2	Lot 1 DP 16975 CT J3/781 - Agreement for Sale and Purchase	4120	6 June 2017
1.1.3	Lots 19 & 20 DP 921 CT B3/1140 - Agreement for Sale and Purchase	4122	15 June 2017
1.1.4	Lot 36 DP 14223 CT F4/147 - Agreement for Sale and Purchase	4123	16 June 2017

Decision Making Process

2. Council is required to make every decision in accordance with the provisions of Sections 77, 78, 80, 81 and 82 of the Local Government Act 2002 (the Act). Staff have assessed the requirements contained within these sections of the Act in relation to this item and have concluded the following:
 - 2.1 Sections 97 and 88 of the Act do not apply
 - 2.2 Council can exercise its discretion under Section 79(1)(a) and 82(3) of the Act and make a decision on this issue without conferring directly with the community or others due to the nature and significance of the issue to be considered and decided
 - 2.3 That the decision to apply the Common Seal reflects previous policy or other decisions of Council which (where applicable) will have been subject to the Act's required decision making process.

Recommendations

That Council:

1. Agrees that the decision to be made is not significant under the criteria contained in Council's adopted Significance and Engagement Policy and that Council can exercise its discretion and make this decision without conferring directly with the community and persons likely to be affected by or to have an interest in the decision.
2. Confirms the action to affix the Common Seal.

Authored by:

**Diane Wisely
EXECUTIVE ASSISTANT**

Approved by:

**James Palmer
CHIEF EXECUTIVE**

Attachment/s

There are no attachments for this report.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

SUBJECT: HBRC STAFF WORK PROGRAMME THROUGH JULY 2017

Item 15

Reason for Report

1. The table below is provided for Councillors' information, to provide them with an indication of issues and activities of interest over the next couple of months in each area of Council.

Group	Area of Activity	Activity Status Update
External Relations	Community Engagement	<ol style="list-style-type: none"> 1. July monthly focus: Pest management 2. Our Place Country – region wide rural distribution 3. Leaders Briefing newsletter 4. Public planting events at Karamū, Whakatu and Tūtira 5. HBRC LEAF fund applications open
	Transport	<ol style="list-style-type: none"> 6. Year-end subsidy claims and reporting for NZ Transport Agency across all areas of subsidised transport activity. 7. Work with the 8 other councils in the regional consortium to implement the new bus ticketing system. 8. Preparation of the Regional Land Transport Plan 2018 continues. All councils in the region must submit initial funding bids for 2018-21 transport activities to the NZ Transport Agency by mid-August.
	Governance	<ol style="list-style-type: none"> 9. Admin associated with publication and distribution of Council's decisions on submissions and the 2017-18 Annual Plan. 10. Continued support for adoption of updated Regional Planning Committee and Maori Committee Terms of Reference and Maori Charter 11. Receipt, registration and collation of LGOIMA requests 12. Initiate Representation Review
	Consents	<ol style="list-style-type: none"> 13. Significant applications in process/pending <ol style="list-style-type: none"> a. Te Mata Mushroom discharge to air - notified - 318 submissions received plus 3 late submission) b. HBRC - gravel extraction. Ngaruroro river consent on hold 4 others still to be lodged c. Port of Napier new berth, deepening channel – in pre-application stage. d. PanPac ocean discharge due to be lodged 14. Staff preparing information for Havelock North BOI – Stage 2 15. Staff assisting with RWSS condition 12A Declaration to Environment Court. 16. Resource Management Information System (RMIS) implementation
	Compliance	<ol style="list-style-type: none"> 17. Resource Management Information System (RMIS) implementation. 18. Ongoing follow up and identification of insecure and abandoned bores in the region. 19. Follow up on reports of contaminated bores from scientific sampling, in conjunction with the work being done on the region-wide survey of shallow groundwater quality – undertaken by the Science Group.

Group	Area of Activity	Activity Status Update
Resource Management	Hydrology	20. Installation of rising bubble method gauging at Tutaekuri-Waimate stream. 21. Install Water Quality Sondes at selected sites 22. Collect, analyse and archive Water, Rain and Climate data. 23. Calibrate and maintain instruments at all SOE sites. 24. Update remaining loggers to GDSP communication pathway.
	Surface Water Science	To support the TANK plan change process: 25. The Heretaunga Plains SOURCE model (of surface water flows) is being recalibrated. This model will be integrated with the groundwater model and scenarios will be run for water management scenarios 26. A draft report on Heretaunga Springs will be reviewed in July. This report will quantify gains and losses of stream flow to groundwater on the Heretaunga Plains
	Groundwater Science	To support the TANK plan change process: 27. The groundwater model has been recalibrated and will be used for predictive modelling of options to manage stream depletion in the Heretaunga Plains. This includes augmentation of lowland streams from groundwater during periods of low flow 28. The groundwater model will also be used for evaluating long-term sustainability of the groundwater resource in terms of the effects of allocation on groundwater levels and drawdown impacts 29. The Heretaunga groundwater nutrient transport model will be calibrated using the NeSI supercomputer cluster during June/July and will then be available for scenario modelling 30. A draft report on the region-wide survey of shallow groundwater quality will be reviewed in July
	Water Quality and Ecology	31. Developing a toolbox of planting configurations that would achieve effective shading under different bank and channel geometries 32. Objectives and options for Clive and Karamu being considered via TANK stakeholder discussions 33. Maintenance and fill-in planting of shading trial sites, along with development of weeping willow pole trial along Louisa drain 34. LAWA update for rivers and lakes is on track 35. US interns have arrived and will be helping with monitoring riparian plantings and identifying fish barriers 36. Discussions on Whakaki with and without FIF funding 37. Investigating water quality trends in Taharua 38. Evaluating data collected following a series of sewerage spill events post cyclonic weather 39. Investigating water quality patterns around potential winter hotspots such as tile drain discharges and feedlots

Group	Area of Activity	Activity Status Update
Resource Management	Marine & Coastal Science	<p>40. Several compliance and consenting work requests for activities occurring in the coastal marine space, including controlled sewage overflows, and stormwater assessments.</p> <p>41. Sediment monitoring to be undertaken late June/early July with a focus on soft-sediment community associations.</p> <p>42. Support TANK stakeholder discussions around estuarine health.</p> <p>43. Discussions on Ahuriri Estuary management with, and without FIF funds.</p> <p>44. Working with Land Science to develop a programme of work for Ahuriri Estuary.</p> <p>45. HBMaC Group Meeting in July to discuss draft strategy.</p> <p>46. Continued support for NCC stormwater team, and TANK Stormwater working group.</p> <p>47. Continued lead agency role in the redevelopment of LAWA 'Can I Swim Here?' module.</p>
	Air & Climate Science	<p>48. Roadside air quality monitoring of traffic related pollutants is underway during July and August.</p> <p>49. Monitoring of ambient concentrations of arsenic and lead at Marewa Park continues.</p>
	Land Science	<p>50. S-map (new regional soil data base/soil map) continues to be rolled out in to northern Hawke's Bay</p> <p>51. SedNetNZ (Sediment model) now completed for region and being review</p> <p>52. Annual soil quality monitoring report under review before presentation to RPC</p> <p>53. Regional wetland inventory 2017 survey</p> <p>54. Regional wetland summary report under review before presentation to RPC</p> <p>55. Regional peat/organic soil characterisation project under development</p> <p>56. Regional ecosystem mapping and prioritisation project ...</p> <p>57. Frost flat (northern Mohaka catchment) survey under development</p>
	Land Management	<p>58. Significant work is currently being undertaken by staff to ensure the standards of FEMP's being done in the region are as good as they can be. The team are currently working closely with 5 providers to lift standards and an external consultant to develop a formalised accreditation process.</p> <p>59. With Tukituki regulatory deadlines looming in just over 12 months Council will notice a shift in key messaging to landholders from "Here to Help" to more compliance oriented.</p> <p>60. Whakaki Sustainable Land Use Project will be undertaking interviews in July with the community to better understand how Central Government funding can be aligned to best effect to achieve the overarching objectives for the catchment.</p> <p>61. There is another Porangahau Stream & Maharakeke priority catchment community to be held in July.</p>

Group	Area of Activity	Activity Status Update
Strategic Development	RMA Planning	<p>62. Next TANK Collaborative Stakeholder Group meeting scheduled for 27 July.</p> <p>63. Announcements from Special Tribunal for the Ngaruroro/Clive Rivers Water Conservation Order application are anticipated in July.</p> <p>64. July staff reports to RPC likely to include:</p> <ul style="list-style-type: none"> a. Overview of recent amendments to the RMA by the Resource Legislation Amendment Act. b. Overview of matters arising from RWSS Review for plan change 6 implications. <p>65. Coordinating HBRC's involvement and interests in 25+ applications within Hawke's Bay coastal marine area to High Court and/or Crown for recognition of customary associations under the Marine and Coastal Area (Takutai Moana) Act 2011.</p> <p>66. Strategic Plan - Revising the Strategic Plan to reflect direction provided at June Council workshop. Consultation with RPC tangata whenua representatives and the Maori Standing Committee. Adoption at July Council meeting.</p>
	Economic Development	<p>67. Matariki Governance Group seeking Council's support of proposed delivery model for the Regional Economic Development Strategy.</p> <p>68. Participation in UNESCO gastronomy designation application (2018) opportunity.</p> <p>69. (Placeholder) – Capital Structure Review. Finalisation of Scope and Terms of Reference and other actions arising from inaugural meeting of review panel in late June.</p>
Asset Management	Engineering	<p>70. Draft Works Group Asset Maintenance Contract completed. Finishing 2016/17 works maintenance programme.</p> <p>71. Gravel Management Plan and Code of Practice resolve outstanding issues to avoid need to go to a formal hearing.</p> <p>72. Awapuni Lagoon modelling for GDC.</p> <p>73. Waipaoa Stopbank consent application and contract documents for GDC</p> <p>74. Flood hazard study for Otene / Ruahapia.</p> <p>75. Flood hazard study for Howard St HDC growth area.</p> <p>76. Iona triangle flood and drainage study and other flooding/drainage issues for HDC.</p> <p>77. Wharerangi Stream flood modelling.</p> <p>78. Levels of service for Meeanee catchment, drain capacity through Napier City.</p> <p>79. Upgrades to HBRC flood forecasting system.</p> <p>80. Ngaruroro levels of service hydrological update.</p> <p>81. Complete coastal profile monitoring report.</p> <p>82. Continue with river assets condition and risk assessment.</p>

Group	Area of Activity	Activity Status Update
Asset Management	Open Spaces	<p>83. Facilitating community plantings on the Karamu Stream, Waitangi, Pakowhai, Tutira and Pekapeka Regional Parks. These are being well advertised on HBRC's website and social media. Good public attendance.</p> <p>84. Waitangi Estuary Enhancement progressing per plan. Additional 12 Pou being installed on the compass 21st June. Boardwalks being installed presently. Whitebaiter access road construction underway. Colenso signage in draft. Additional funding received for celestial compass from HDC and NCC.</p> <p>85. Pakowhai Regional Park dog agility equipment being installed.</p> <p>86. Richmond Road carpark construction progressing in conjunction with Hastings District Council.</p> <p>87. Tutira mai nga iwi project, planting day, Saturday 15th July. Starting time to be advised.</p> <p>88. Pukahu concept plan completed. (St Georges Rd Karamu Access)</p> <p>89. HBLASS first workshop on HB open space shared services completed. Report to HBLASS board due 4th September.</p>
	Biosecurity / Pest Management	<p>90. Regional pest plan discussion document submissions will be received and collated.</p> <p>91. Discussions with Zero Invasive Predators on a possum eradication trial in Hawkes Bay will continue</p> <p>92. Seventeen individual research projects across biodiversity and biosecurity are due for completion within the Cape to City research programme.</p> <p>93. Cape to City initial predator control continues with a ratio of 5-6 feral cats caught for each mustelid within the control area</p> <p>94. Preparation for the national conference "Transforming Biodiversity – Challenging the Boundaries" in Napier continues with registrations open</p> <p>95. Regional rabbit blood sample (15 sites) and night count line monitoring (20 sites) will be underway.</p>
	Coastal Project	<p>96. This project is progressing well, with workshop 6 of 10 completed with the Northern panel and workshop 7 of 10 completed for the Southern panel.</p> <p>97. To date the project has involved an introduction and establishment of TOR's, site visits, technical presentations and knowledge gathering, public feedback sessions, identifying solutions and pathways and is currently up to the options evaluations stage.</p> <p>98. A range of other concurrent work is also being carried out on Cultural Values, Social Impact and Funding options.</p> <p>99. This phase of the project is timed for completion by the end of September 2017.</p> <p>100. A separate verbal update on this project will be provided at the meeting</p>
Operations		<p>101. The primary work focus over the next month is the seasonal planting programme of exotic and native plantings within the various flood control and drainage schemes, regional parks and public access areas.</p> <p>102. A project of scale will be the construction of boardwalks within the Waitangi wetlands.</p>

Decision Making Process

2. Council is required to make every decision in accordance with the Local Government Act 2002 (the Act). Staff have assessed the requirements in relation to this item and have concluded that as this report is for information only and no decision is required, the decision making requirements of the Act do not apply.

Recommendation

That Council receives the *HBRC Staff Work Programme through July 2017* report.

Authored by:

Drew Broadley
COMMUNITY ENGAGEMENT AND
COMMUNICATIONS MANAGER

Steve Cave
ASSET MANAGER OPEN SPACES

Sally Chandler
COMMUNITY ENGAGEMENT
COORDINATOR

Gary Clode
MANAGER REGIONAL ASSETS

Nathan Heath
ACTING MANAGER – LAND
MANAGEMENT

Dr Andy Hicks
TEAM LEADER - WATER QUALITY AND
ECOLOGY

Leeanne Hooper
GOVERNANCE MANAGER

Gavin Ide
MANAGER, STRATEGY AND POLICY

Dr Kathleen Kozyniak
PRINCIPAL SCIENTIST CLIMATE & AIR

Campbell Leckie
MANAGER LAND SERVICES

Dr Barry Lynch
PRINCIPAL SCIENTIST / TEAM LEADER -
LAND

Anne Redgrave
TRANSPORT MANAGER

Dr Jeff Smith
TEAM LEADER/PRINCIPAL SCIENTIST –
HYDROLOGY/HYDROGEOLOGY

Thomas Wilding
SENIOR SCIENTIST

Approved by:

Graeme Hansen
GROUP MANAGER
ASSET MANAGEMENT

Liz Lambert
GROUP MANAGER
EXTERNAL RELATIONS

Iain Maxwell
GROUP MANAGER
RESOURCE MANAGEMENT

Tom Skerman
ACTING STRATEGIC DEVELOPMENT
GROUP MANAGER

James Palmer
CHIEF EXECUTIVE

Attachment/s

There are no attachments for this report.

HAWKE'S BAY REGIONAL COUNCIL

Wednesday 28 June 2017

Subject: ITEMS OF BUSINESS NOT ON THE AGENDA

Reason for Report

1. This document has been prepared to assist Councillors note the Items of Business Not on the Agenda to be discussed as determined earlier in Agenda Item 5.

1.1. ***Urgent*** items of Business (*supported by tabled CE or Chairpersons's report*)

	Item Name	Reason not on Agenda	Reason discussion cannot be delayed
1.			
2.			

1.2. ***Minor*** items (*for discussion only*)

Item	Topic	Councillor / Staff
1.		
2.		
3.		