



## Minutes of a meeting of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee

**Date:** 12 May 2023

**Time:** 10.08am

**Venue:** Council Chamber  
Hawke's Bay Regional Council  
159 Dalton Street  
NAPIER

**Present:** Cr J van Beek (HBRC) Chair  
Cr H Browne (NCC)  
Cr A Corban (HDC)  
Cr M Dixon (HDC)  
Cr X Harding (HBRC)  
T Hopmans (Maungaharuru Tangitū Trust) *online from 10.34am*  
Cr K Price (NCC)  
Cr A Redstone (HDC)  
Cr N Simpson (NCC)

**In Attendance:** C Dolley – Group Manager Asset Management  
S Bendall – Traverse Environmental  
H Bosselmann – NCC  
D Cull – Strategy and Governance Manager  
M Thomsen – HBRC  
M Clews – HDC  
P Martin –Senior Governance Advisor  
A Doak –Governance Advisor

## 1. Welcome/Karakia /Apologies

The Chair welcomed everyone; Mark Clews opened the meeting with a karakia.

### Resolution

CLI35/23 That the apologies for absence from Councillor Charles Lambert and Evelyn Ratima (Mana Ahuriri Trust) be accepted.

Van Beek /Simpson  
CARRIED

## 2. Conflict of interest declarations

There were no conflicts of interest declared.

## 3. Clifton to Tangoio Coastal Strategy Joint Committee Terms of Reference

Simon Bendall introduced the item, which was taken as read.

It was noted that the document included changes that had already been adopted by the Councils (in red text), and additional changes recommended by TAG (in blue text) to bring the terms of reference up to date.

### Resolutions

That the Clifton to Tangoio Coastal Strategy Joint Committee:

1. Receives and considers the *Clifton to Tangoio Coastal Strategy Joint Committee Terms of Reference* staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Hawke's Bay Regional Council's adopted Significance and Engagement Policy, and that the Joint Committee can exercise its discretion and make decisions on this issue without conferring with the community, in the form of recommendations to the partner councils for confirmation.
3. Accepts the Terms of Reference (following) inclusive of all amendments.
4. Recommends that each of the Partner Councils adopts the updated Terms of Reference by resolution.

Redstone/Browne  
CARRIED

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

*As adopted by resolution of:*

Hastings District Council, --- 2023  
Napier City Council, --- 2023  
Hawke's Bay Regional Council, --- 2023

1. Definitions  
For the purpose of these Terms of Reference:
  - 1.1 **Act** means the Local Government Act 2002
  - 1.2 **Administering Authority** means Hawke's Bay Regional Council
  - 1.3 **Coastal Hazards Strategy** means the Coastal Hazards Strategy for the Hawke Bay coast between Clifton and Tangoio
  - 1.4 **Council member** means an elected representative appointed by a Partner Council
  - 1.5 **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
  - 1.6 **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.

- 1.7 **Member** in relation to the Joint Committee means each Council Member and each Tangata Whenua Member.
- 1.8 **Partner Council** means one of the following local authorities: Hastings District Council, Napier City Council and Hawke's Bay Regional Council
- 1.9 **Tangata Whenua Appointer** means:
  - 1.9.1 The trustees of the Maungaharuru-Tangitū Trust, on behalf of the Maungaharuru-Tangitū Hapū
  - 1.9.2 Mana Ahuriri Incorporated, on behalf of Mana Ahuriri Hapū
  - 1.9.3 Heretaunga Tamatea Settlement Trust, on behalf of the hapū of Heretaunga and Tamatea
- 1.10 **Tangata Whenua member** means a member of the Joint Committee appointed by a Tangata Whenua Appointer.
2. Name and status of Joint Committee
  - 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 three Council members and one alternate to the Joint Committee.
  - 3.2 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.
  - 3.3 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 Clifton to Tangoio Coastal Hazards Strategy Joint Committee as detailed in Appendix 2.
6. Delegated authority
  - 6.1 The Joint Committee has the responsibility delegated by the Partner Councils for: Guiding and providing oversight for the key components of the coastal hazards strategy including:
    - 6.1.1 The identification of coastal hazards extents and risks as informed by technical assessments
    - 6.1.2 A framework for making decisions about how to respond to those risks
    - 6.1.3 A model for determining how those responses shall be funded; and on a plan for implementing those responses when confirmed
  - 6.2 Considering and recommending a draft strategy to the [Hawke's Bay Regional Council](#) for public notification and consultation
  - 6.3 Advocating for and/or advancing the objectives of the Strategy by submitting on and participating in processes, including but not limited to:
    - 6.3.1 Council long term plans
    - 6.3.2 Council annual plans
    - 6.3.3 District and regional plan and policy changes
    - 6.3.4 Reserve management plans
    - 6.3.5 Asset management plans
    - 6.3.6 Notified resource consent applications
    - 6.3.7 Central Government policy and legislation

- 6.4 Investigating and securing additional sources of funding to support strategy implementation.
7. Powers not delegated  
The following powers are not delegated to the Joint Committee:
- 7.1 Any power that cannot be delegated in accordance with clause 32 Schedule 7 of the Local Government Act 2002
- 7.2 The determination of funding for undertaking investigations, studies and/or projects to assess options for implementing the Clifton to Tangoio Coastal Hazards Strategy.
8. Remuneration
- 8.1 Each Partner Council shall be responsible for remunerating its representatives on the Joint Committee and for the costs of those persons' participation in the Joint Committee.
- 8.2 The Administering Authority shall be responsible for remunerating the Tangata Whenua members.
9. Meetings
- 9.1 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 (**Chief Executive**) of the Hawke's Bay Regional Council or his or her nominated representative were its principal administrative officer.
- 9.2 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.
- 9.3 Notice of meetings will be given as far in advance as possible to all Joint Committee members, and in accordance with the provisions of the Local Government Official Information and Meetings Act.
- 9.4 Members, or their confirmed alternates, will attend all Joint Committee meetings.
- 9.5 The quorum shall be 6 Members, provided that at least one Partner Council member is present from each Partner Council.
10. Voting
- 10.1 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 the Terms of Reference on behalf of the Partner Council without further recourse to the Partner Council.
- 10.2 Where voting is required, each member has one vote.
- 10.3 Best endeavours will be made to achieve decisions on a consensus basis.
- 10.4 The Chairperson at any meeting has a deliberative vote and, in the case of equality of votes, **may use** a casting vote.
11. Chairperson and Deputy Chairperson
- 11.1 **The Chairperson of the Joint Committee will be one of the Hawke's Bay Regional Council members as elected and appointed by Hawke's Bay Regional Council.**
- 11.2 **At the first meeting** of the Joint Committee the members shall elect up to two Deputy Chairpersons.
- 11.3 The mandate of the Chairperson **and** Deputy Chairperson ends if that person, through resignation or otherwise, ceases to be a member of the Joint Committee.
12. Reporting
- 12.1 All reports to the Committee shall be presented via the Technical Advisory Group.
- 12.2 Following each meeting of the Joint Committee, the Project Manager shall prepare a brief summary report of the business of the meeting and circulate that report, for information, to each member. Such reports will be in addition to any formal minutes prepared by the Administering Authority, which will be circulated to Joint Committee representatives.
- 12.3 The Technical Advisory Group shall ensure that the summary report required by 13.2 is also provided to each Partner Council for inclusion in the Agenda for the next available Council meeting. A Technical Advisory Group Member shall attend the relevant Council meeting to speak to the summary report if requested and respond to any questions.
13. Good faith
- 13.1 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.

14. Variations to the Terms of Reference
  - 14.1 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.
  - 14.2 Amendments to the Terms of Reference may only be made with the approval of all Members.
15. Recommended for Adoption
  - 15.1 The Clifton to Tangoio Coastal Hazards Strategy Joint Committee, made up of the following members, **confirms** this Terms of Reference for adoption to the three Partner Councils.

**Maungaharuru-Tangitū Trust (MTT)** represented by Ms Tania Hopmans

**Hastings District Council** represented by councillors Alwyn Corban, Ann Redstone and Malcolm Dixon, and councillor Tania Kerr as alternate

**Mana Ahuriri Trust** represented by Evelyn Ratima

**Napier City Council** represented by councillors Nigel Simpson, Hayley Browne and Keith Price and councillor Annette Brosnan as alternate

**Heretaunga Tamatea Settlement Trust** represented by Gilvrey Mohi

**Hawke's Bay Regional Council** represented by councillors Jerf van Beek, Xan Harding and Charles Lambert, and Sophie Siers as alternate

## **Appendix 1 – Project Background**

1. Project Goal
  - 1.1 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 Maungaharuru-Tangitū Trust (MTT), Mana Ahuriri Trust and Heretaunga Tamatea Settlement Trust representing Mana 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 105 years from 2015 to 2120.
  - 1.2 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.
2. Project Assumptions

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

  - 2.1 The long term needs of the Hawke's Bay community
  - 2.2 Existing policies and plans for the management of the coast embedded in regional and district council plans and strategies
  - 2.3 Predictions for the impact of climate change
  - 2.4 The National Coastal Policy Statement.
3. 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:

  - 3.1 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.
  - 3.2 The development of a framework to guide decision making processes that will result in a range of planned responses to these risks.
  - 3.3 The development of a funding model to guide the share of costs, and mechanisms to cover those costs, of the identified responses.
  - 3.4 The development of an implementation plan to direct the implementation of the identified responses.
  - 3.5 Stakeholder involvement and participation.
  - 3.6 Protocols for expert advice and peer review.
  - 3.7 An action plan of ongoing activity assigned to various Members.
4. The Strategy will:
  - 4.1 Describe a broad vision for the coast in 2120

- 4.2 Describe the possible effects of coastal hazards and sea level rise and propose responses to those risks under a Dynamic Adaptive Policy Pathways (DAPP) framework.
- 4.3 Set out proposed funding principles based on the requirements of the Local Government Act 2002 and a proposed funding model for Strategy implementation that gives effect to those principles.
- 4.4 Propose policies to guide any intervention to mitigate the impact of coastal processes and hazards through the following regulatory and non-regulatory instruments:
  - 4.4.1 Regional Policy Statement
  - 4.4.2 District Plans
  - 4.4.3 Council long-term plans
  - 4.4.4 Infrastructure Development Planning (including both policy and social infrastructure networks).
- 4.5 Describe how the Strategy will be implemented and a monitoring and review process.

## Appendix 2 - Administering Authority and Servicing

- 1 The administering authority for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee is Hawke's Bay Regional Council.
- 2 The administrative and related services referred to in clause 16.1 of the conduct of the Joint Committee under clause 30 Schedule 7 of the Local Government Act 2002 apply.
- 3 Until otherwise agreed, Hawke's Bay Regional Council will cover the full administrative costs of servicing the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.
- 4 A technical advisory group (TAG) will service the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.
- 5 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.
- 6 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.
- 7 Functions of the TAG include:
  - 7.1 Providing technical oversight for the [Strategy](#).
  - 7.2 Coordinating agency inputs particularly in the context of the forward work programmes of the respective councils.
  - 7.3 Ensuring Council inputs are integrated.

## 4. Appointment of Clifton to Tangoio Coastal Hazards Strategy Joint Committee members

Chris Dolley introduced the item, which was taken as read.

CL137/23

### Resolutions

The Clifton to Tangoio Coastal Hazards Strategy Joint Committee:

1. Receives and considers the *Appointment of Clifton to Tangoio Coastal Hazards Strategy Joint Committee members* staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Hawke's Bay Regional Council's adopted Significance and Engagement Policy, and that the Joint Committee can exercise its discretion and make decisions on this issue without conferring with the community or persons likely to have an interest in the decision.
3. Confirms the appointment of the following as members of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.
  - 3.1. Tania Hopmans representing Maungaharuru-Tangitū Trust
  - 3.2. Councillors Alwyn Corban, Ann Redstone, and Malcolm Dixon, with Councillor Tania Kerr as alternate representing Hastings District Council

- 3.3. Evelyn Ratima representing Mana Ahuriri Trust
- 3.4. Councillors Nigel Simpson, Hayley Browne, and Keith Price, with Councillor Annette Brosnan as alternate representing Napier City Council
- 3.5. Gilvrey Mohi representing Heretaunga Tamatea Settlement Trust
- 3.6. Councillors Jerf van Beek (Chair), Charles Lambert and Xan Harding, with Councillor Sophie Siers as alternate representing Hawke's Bay Regional Council.

**Price/Corban  
CARRIED**

## 5. Election of Deputy Chair

Chris Dolley introduced this item and set out the voting process.

CL138/23

### Resolutions

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee:

1. Receives and considers the *Election of Deputy Chair* staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Hawke's Bay Regional Council's adopted Significance and Engagement Policy, and that the Joint Committee can exercise its discretion and make decisions on this issue without conferring with the community or persons likely to have an interest in the decision.
3. Ann Redstone nominated Alwyn Corban, seconded by Keith Price.
4. Keith Price nominated Hayley Browne, seconded by Ann Redstone.
5. There being no further nominations, Alwyn Corban and Hayley Browne are declared elected Deputy Chairs of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.

**Harding/Dixon  
CARRIED**

## 6. Timing for Strategy notification

Chris Dolley introduced this item with discussions covering:

- Consultation on the strategy was planned for August 2023; aiming to have it included in the HBRC LTP for funding to come into effect in July 2024; August 2023 is now unrealistic given cyclone recovery priorities.
- The option to delay Strategy consultation to occur at the same time as the March 2024 LTP consultation is possible, but not ideal
- An MoU between the three Councils sets out how any coastal work is managed in the meantime.
- Staff's preferred option is to have separate consultation delayed 12 months to August /September 2024.

*Tania Hopmans joined the meeting online at 10.34am*

- Project work will continue as planned in the meantime, including funding model development.
- Joint Committee members discussed the risk of delayed inclusion of funding for Strategy implementation in LTPs. It was noted that there is a risk that cyclone recovery could take priority over everything else, such that there may be no headroom for funding the Strategy when funding is sought through an LTP amendment. It was suggested that it would be

prudent for HBRC to include a funding provision for the strategy in 2024-2034 LTP budgets so that this is signalled early.

CLI39/23 **Resolutions**

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee:

1. Receives and considers the *Timing for Strategy Notification* staff report.
2. Agrees that the decisions to be made are not significant under the criteria contained in Hawke's Bay Regional Council's adopted Significance and Engagement Policy, and that the Joint Committee can exercise its discretion and make decisions on this issue without conferring directly with the community or persons likely to have an interest in the decision.
3. Recommends that Hawke's Bay Regional Council delays notification of the Clifton to Tangoio Coastal Hazards Strategy for consultation until August/September 2024.
4. Recommends that Hawke's Bay Regional Council considers incorporating a funding provision for the Clifton to Tangoio Coastal Hazards Strategy into its upcoming Long Term Plan.

**Redstone/Harding  
CARRIED**

7.. **Overview of the Clifton to Tangoio Coastal Hazards Strategy**

Simon Bendall introduced the item, which was taken as read.

He noted that it provided background on the Strategy's purpose and development process for reference and context. He noted that a workshop had been held before today's meeting to provide a more detailed overview of the Strategy for new and returning Joint Committee members. All councillors from the three Councils had been extended an invitation to attend the workshop.

CLI40/23 **Resolution**

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Overview of the Clifton to Tangoio Coastal Hazards Strategy* staff report.

**Dixon/Hopmans  
CARRIED**

8. **Project Manager's update**

Simon Bendall introduced the item which was taken as read. It was noted that the most significant risks were related to the effects of Cyclone Gabrielle and the Councils ability to meet the August 2023 notification target as a result. With the Joint Committee now agreeing to recommend that notification of the Strategy is delayed to August 2024, these risks have been mitigated.

CLI41/23 **Resolution**

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Project Manager's update*.

**Browne/Redstone  
CARRIED**

9. **Communication and engagement update**

Simon Bendall introduced the item. Discussions covered:



- Community events at Westshore (December 2022) and Haumoana (7 February 2023) were well attended
- A fresh communication and engagement plan is being developed and will be presented to the next meeting.
- Joint Committee members requested that the Regional Planning Committee and Māori Committee should be kept up to date with the Strategy and its related projects.

CLI42/23

**Resolution**

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Communication and engagement update*.

**Harding/Corban  
CARRIED**

**10. Current coastal projects update**

Chris Dolley introduced the item, which was taken as read. Discussions covered:

- The Maraetotara river mouth at Haumoana is eroding the beachfront which is affecting the carpark there. This will be included in future project reporting.
- Westshore beach renourishment consenting process is underway
- Haumoana shingle crest height is currently at an historically low level – HDC holds the consent for raising the crest.

CLI43/23

**Resolution**

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the *Current coastal projects update*.

**Redstone/Harding  
CARRIED**

**11. Follow-up actions status**

Chris Dolley introduced the item, which was taken as read.

CLI44/23

**Resolution**

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Follow-up actions status* staff report.

**Dixon/Browne  
CARRIED**

**Closure:**

There being no further business the Chair declared the meeting closed at 11.29am on Friday, 12 May 2023.

Signed as a true and correct record.

**Date:** by Joint Committee resolution 11 August 2023

**Chair:** Hayley Browne