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Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Clifton to Tangoio Coastal Strategy Joint Committee Terms of Reference

Reason for Report

1. This agenda item provides an opportunity for the Joint Committee to confirm its Terms of Reference and to consider proposed amendments.

Officers' Recommendations

2. Council officers consider that the Terms of Reference (TOR) is largely fit for purpose as adopted by the partner councils in November and December 2022, however suggests that the Joint Committee considers the additional amendments proposed by the Technical Advisory Group (TAG) on the version attached and agrees to recommend the further amended TOR to the partner councils for adoption.

Background /Discussion

3. The Joint Committee has operated under a Terms of Reference that has remained largely unchanged since the Committee was first established in 2014.
4. Perhaps the most significant change to the original Terms of Reference was to increase Partner Council membership (from 2 to 3 members each) while the focus of the Joint Committee was on funding and Council role and responsibility matters in recent years.
5. In 2022, following a funding review process, the signing of a Memorandum of Transition between the Partner Councils and a public consultation process, Hawke's Bay Regional Council (HBRC) has agreed in principle to lead Strategy implementation.
6. This outcome prompted HBRC to propose a change to the Terms of Reference to seek that the Chair of the Joint Committee is appointed by HBRC. This change has been discussed and agreed by all Partner Councils. It is noted that the Joint Committee has been chaired by an HBRC councillor since its inception.
7. On review by the Technical Advisory Group (TAG), further changes to the Terms of Reference are proposed to update the document to better reflect developments in Strategy implementation arrangements and Strategy content.
8. The Terms of Reference are attached to this paper, with all proposed changes shown as tracked. The change at clause 12.1 (**red text**) has been adopted by all partner councils (appointment of Chair). All other changes (**blue text**) are proposed by TAG.
9. It is noted that any changes to the Terms of Reference require agreement by all Joint Committee members, as set out in clause 15.2.
10. Any further amendments agreed to by the Joint Committee today will be provided to each Partner Council for adoption in accordance with the Local Government Act processes that apply to Joint Committees.

Financial and Resource Implications

11. There are no financial or resource implications from the proposed changes to the Terms of Reference.

Decision Making Process

12. Councils and their committees are 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. Councils are required to (LGA sch.7 cl.19(1)) hold the meetings that are necessary for the good governance of their district or region
 - 12.2. Councils may appoint (LGA sch.7 cl. 30(1)(a)) the committees, subcommittees, and other subordinate decision-making bodies that they consider appropriate, including joint committees
 - 12.3. Given the provisions above, the Joint Committee can exercise its discretion and make these decisions without consulting with the community or others having an interest in the decision.

Recommendations

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 (attached) including amendments agreed today.
4. Recommends the Terms of Reference agreed today to each of the Partner Councils for adoption.

Authored by:

Leeanne Hooper
Team Leader Governance

Simon Bendall
Coastal Hazards Strategy Project Manager

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

- 1 [📄](#) 2023 proposed 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 adopted by resolution of:

Hastings District Council, 8 December 2022

Napier City Council, 15 December 2022

Hawke's Bay Regional Council, 16 November 2022

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 Tangoio¹
- 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 tsunamis; 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.

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

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.
- ~~3.23~~ 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

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

- 7.1 Guiding and providing oversight for the key components of the coastal hazards strategy including:
 - 7.1.1 The identification of coastal hazards extents and risks as informed by technical assessments
 - 7.1.2 A framework for making decisions about how to respond to those risks
 - 7.1.3 A model for determining how those responses shall be funded; and on a plan for implementing those responses when confirmed
- 7.2 Considering and recommending a draft strategy to ~~each of the Partner Councils~~ Hawke's Bay Regional Council for public notification and consultation
- ~~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 Clifton to Tangoio Coastal Hazards Strategy to each of the Partner Councils for approval~~
- ~~7.5~~ 7.3 Advocating for and/or advancing the objectives of the Strategy by submitting on and participating in processes, including but not limited to:
 - 7.5.1 Council long term plans

- 7.5.2 Council annual plans
- 7.5.3 District and regional plan and policy changes
- 7.5.4 Reserve management plans
- 7.5.5 Asset management plans
- 7.5.6 Notified resource consent applications
- 7.5.7 Central Government policy and legislation
- 7.6 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:

 - 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 Clifton to Tangoio Coastal Hazards Strategy.
- 8. Remuneration
 - 9.1 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.
 - 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 (Chief Executive) 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 as far in advance a possible to all Joint Committee members, and in accordance with the provisions of the Local Government Official Information and Meetings Act.
 - 10.4 Members, or their confirmed alternates, will attend all Joint Committee meetings.
 - 10.4 The quorum shall be 6 Members, provided that at least one Partner Council member is present from each Partner Council.
- 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 the Terms of Reference on behalf of the Partner Council without further recourse to the Partner Council.
 - 11.2 Where voting is required, each member has one vote.
 - 11.4 Best endeavours will be made to achieve decisions on a consensus basis.
 - 11.5 The Chairperson at any meeting has a deliberative vote and, in the case of equality of votes, has may use a casting vote.

12. ~~Election of~~ Chairperson and Deputy Chairperson

12.1 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.

~~12.2 On the formation~~At the first meeting 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 elected from among the group of Council members.~~

12.2 The mandate of the Chairperson ~~or and~~ 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.

13.2 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.

13.3 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.

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 the 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.

16. Recommended for Adoption

16.1 The Clifton to Tangoio Coastal Hazards Strategy Joint Committee, made up of the following members, ~~recommends~~ confirms this Terms of Reference for adoption to the three Partner Councils.

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

[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 tsunami.
- 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, ~~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.~~
- 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.](#)
- 4.24.4 Propose policies to guide any intervention to mitigate the impact of coastal processes and hazards through the following regulatory and non-regulatory instruments:

4.1.1 Regional Policy Statement

4.1.2 District Plans

4.1.3 Council long-term plans

[4.1.4](#) Infrastructure Development Planning (including both policy and social infrastructure networks).

[4.34.5](#) 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 ~~study~~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.



Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Appointment of Clifton to Tangoio Coastal Hazards Strategy Joint Committee members

Reason for Report

1. This item provides the means for the Joint Committee to confirm its membership as resolved by participating organisations.

Background /Discussion

2. Following the 2022 Local Body Elections, the Clifton to Tangoio Coastal Hazards Strategy Joint Committee (Joint Committee) was re-established by resolution of each Partner Council.
3. The current Terms of Reference provides for the appointment of three (3) Tangata Whenua members and nine (9) Partner Council members with alternates.
4. Tangata Whenua members of the Joint Committee as advised by the Post Settlement Governance Entities are:
 - 4.1. **Maungaharuru-Tangitū Trust:** Tania Hopmans
 - 4.2. **Mana Ahuriri Trust:** Evelyn Ratima
 - 4.3. **Heretaunga-Tamatea Settlement Trust:** Gilvrey Mohi
5. Partner Councils members of the Joint Committee as advised by each Council are:
 - 5.1. **Hawke's Bay Regional Council:** Councillors Jerf van Beek (Chair), Charles Lambert and Xan Harding, with Councillor Sophie Siers as alternate.
 - 5.2. **Hastings District Council:** Councillors Alwyn Corban, Ann Redstone, and Malcolm Dixon, with Councillor Tania Kerr as alternate.
 - 5.3. **Napier City Council:** Councillors Nigel Simpson, Hayley Browne, and Keith Price, with Councillor Annette Brosnan as alternate.

Financial and Resource Implications

6. The Joint Committee is administered by the Hawke's Bay Regional Council, with operational costs shared equally between all Partner Councils.
7. Operational costs are minimal and are provided for within the allocated project budget.

Decision Making Process

8. Councils and their committees are 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:
 - 8.1. Councils are required to (LGA sch.7 cl.19(1)) hold the meetings that are necessary for the good governance of their district or region
 - 8.2. Councils may appoint (LGA sch.7 cl. 30(1)(a)) the committees, subcommittees, and other

subordinate decision-making bodies that they consider appropriate, including joint committees

- 8.3. Given the provisions above, the Joint Committee can exercise its discretion and make these decisions without consulting with the community or others having an interest in the decision.

Recommendations

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.

Authored by:

Leeanne Hooper
Team Leader Governance

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

There are no attachments for this report.



Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Election of Deputy Chair

Reason for Report

1. This item provides the means for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee to elect up to two Deputy Chairpersons.

Background /Discussion

2. The Terms of Reference for the Joint Committee provide that up to two Deputy Chairpersons may be elected. The Deputy Chairpersons may be any member of the Joint Committee.
3. As a newly re-established committee following the 2022 Local Elections, the roles of Deputy Chairpersons are currently vacant.

Process to be followed

4. The process to be followed for this election is:
 - 4.1. The Chair of the joint committee will call for nominations
 - 4.2. When there are no further nominations made, if there are more than two nominees a 'vote' will be carried out and the two nominees with the most votes will be declared elected by resolution
 - 4.3. if there are only two nominees, those two nominees will be declared elected Deputy Chairpersons by resolution.

Decision Making Process

5. Councils and committees (including Joint Committees) are 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. Councils are required to (LGA sch.7 cl.19(1)) hold the meetings that are necessary for the good governance of its region
 - 5.2. Councils may appoint (LGA sch.7 cl. 30(1)(a)) the committees, subcommittees, and other subordinate decision-making bodies that it considers appropriate, including joint committees
 - 5.3. Given the provisions above, the Joint Committee can exercise its discretion and make these decisions without consulting directly with the community or others having an interest in the decision.

Recommendations

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. _____ nominates _____, seconded by _____
4. _____ nominates _____, seconded by _____
5. _____ nominates _____, seconded by _____

Either

6. There being no further nominations _____ and _____ are declared elected Deputy Chairs of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.

Mover/Second
CARRIED

Or

7. There being no further nominations a vote was called, the results of which were
 - 7.1. _____ votes for _____
 - 7.2. _____ votes for _____
 - 7.3. _____ votes for _____
 - 7.4. _____ votes for _____

and

8. As the result of voting _____ and _____ are declared elected Deputy Chairs of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.

Mover/Second
CARRIED

Authored by:

Leeanne Hooper
Team Leader Governance

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

There are no attachments for this report.

- 9.3.1. Coastal erosion (storm cut, trends, effects of sea level rise)
- 9.3.2. Coastal inundation (storm surge, set-up, run-up, overtopping and sea level rise)
- 9.4. Incorporates climate change as an overriding influence.
- 10. The vision of the Strategy is:
 - 10.1. *“That coastal communities, businesses and critical infrastructure from Tangoio to Clifton are resilient to the effects of coastal hazards.”*
- 11. The Strategy is being developed in 4 stages, as outlined in Figure 1 and described in the following sections.



Figure 1: Strategy Development Stages

Background: Stages 1, 2 and 3

- 12. Stage 1 (Define the Problem) commenced in late 2014. Fundamental to Stage 1 was the identification of the extent of coastal erosion and coastal inundation hazards out to 2120, and the risks these present. This work resulted in two reports being produced: Coastal Hazards Assessment¹ and Coastal Risk Assessment². The coastal hazard assessment work was independently peer reviewed by Professor Paul Kench of Auckland University.
- 13. A mapping tool was also developed to show the newly mapped hazard extents. This information is available online through the Hawke’s Bay Hazard Information Portal at: <http://www.hbemergency.govt.nz/hazards/portal>.
- 14. Stage 2 (Framework for Decisions) began in 2016 and included the development of a decision-making framework for the 100-year Strategy, based on a community decision-making model and utilising a range of decision-making tools including Multi-Criteria Decision Analysis (“MCDA”), Dynamic Adaptive Planning Pathways (DAPP) and Real Options Analysis (ROA).
- 15. The decision-making framework was guided by the Ministry for the Environment (MfE) document *“Coastal hazards and climate change: Guidance for local government”* released in December 2017. The Strategy was the first in New Zealand to implement this guidance material. **Figure 2** represents the process recommended by the guidance. While the Strategy process is described differently (i.e. 4 stages, rather than 10 steps, because the guidance was released part way through Strategy development), the principles outlined in the guidance have been followed, particularly in the use of DAPP.

¹ Tonkin & Taylor, 2016. Clifton to Tangoio Coastal Hazards Strategy 2120 - Coastal Hazard Assessment.

² Tonkin & Taylor, 2016. Hawke Bay Coastal Strategy - Coastal Risk Assessment.

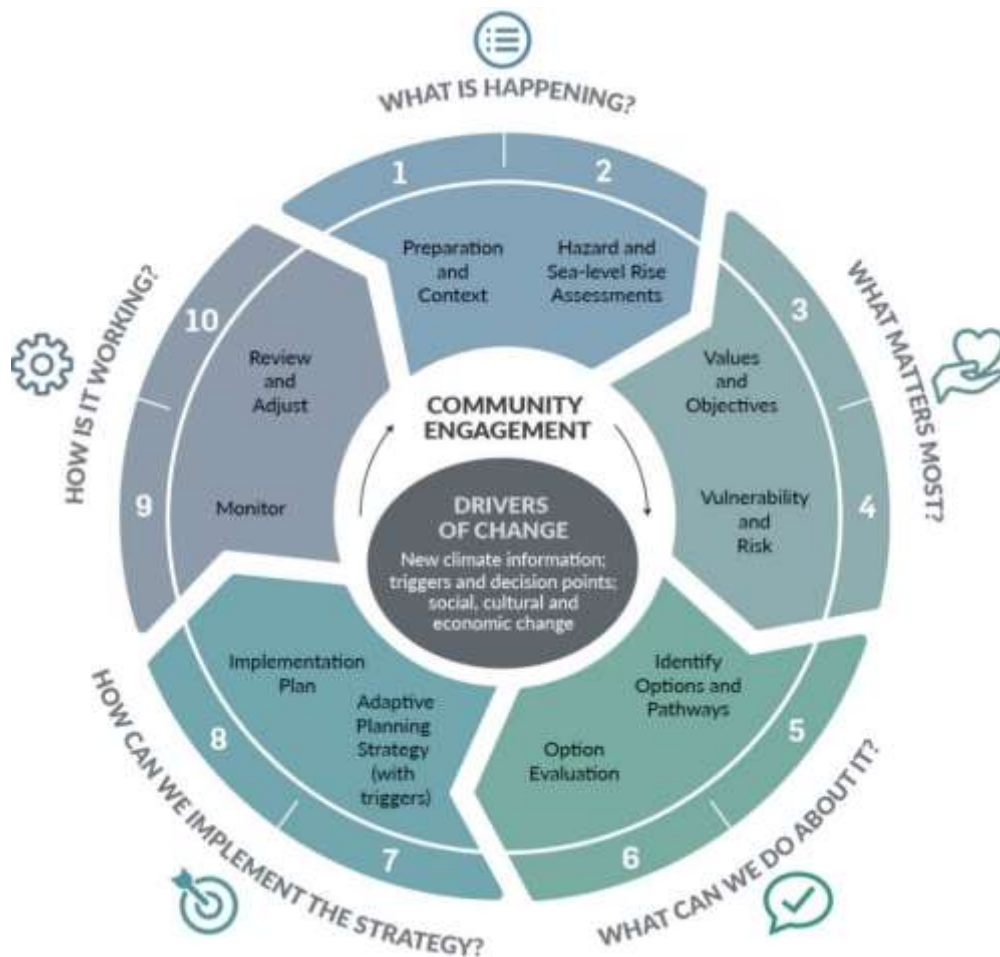


Figure 2: Ten Step Decision Cycle, from “Coastal hazards and climate change: Guidance for local government”, Ministry for the Environment 2017

16. Also during Stage 2, a funding model think-piece report was prepared. The preliminary funding model identified options for how planned responses to coastal hazards risks identified in the Strategy might be paid for. The report covers public / private benefits, the sharing of costs between Councils, and mechanisms for securing funds, including the proposed establishment of a Coastal Contributory Fund.
17. Stage 3 (Develop Responses) commenced in 2017 and involved the implementation of the decision-making framework developed in Stage 2.
18. Two Assessment Panels were formed to drive the community-led process (**Table 1, Table 2**).
19. **Figure 3** shows the areas each Assessment Panel considered as part of their process and how the coastline was broken down into individual units for assessment. Importantly, the area of interest for each Panel crossed territorial authority boundaries.
20. The Assessment Panels worked through a structured decision-making assessment process completed through a series of 11 workshops during 2017 and 2018 (**Figure 4**).

Table 1: Northern Assessment Cell Evaluation Panel Structure

Panel Members	Observer Participants	Support Roles
Tangata Whenua (3)	HBRC Councillor (1)	Independent Chair (1)
Whirinaki Community (3)	NCC Councillor (1)	Kaitiaki o te Roopu (1)
Bayview Community (2)	HDC Councillor (1)	Facilitator (1)
Westshore Community (2)	Maungaharuru-Tangitū Trust (1)	Assistant Facilitator (1)

Panel Members	Observer Participants	Support Roles
Ahuriri / Pandora Community (2)	Mana Ahuriri Incorporated (1)	Technical Advisory Group (6)
Recreational Interests (1)		Panel Secretary (1)
Port of Napier (1)		Living at the Edge (2)
Ahuriri / Pandora Businesses (1)		
NZTA / Lifelines (1)		
Department of Conservation (1)		
Regional representative (1)		
Total Voting (18)		

Table 2: Southern Assessment Cell Evaluation Panel Structure

Panel Members	Observer Participants	Support Roles
Tangata Whenua (3)	HBRC Councillor (1)	Independent Chair (1)
Clifton/Te Awanga Community (3)	NCC Councillor (1)	Kaumatua (1)
Haumoana Community (3)	HDC Councillor (1)	Facilitator (1)
East Clive Community (4)	Mana Ahuriri Incorporated (1)	Assistant Facilitator (1)
Marine Parade Community (1)	He Toa Takitini (1)	Technical Advisory Group (6)
Recreational Interests (1)	Port of Napier (1)	Technical Advisory Group (3)
Awatoto Businesses (1)		Panel Secretary (1)
Napier CBD Businesses (1)		Living at the Edge (2)
NZTA / Lifelines (1)		
Department of Conservation (1)		
Regional representative (1)		
Total Voting (20)		

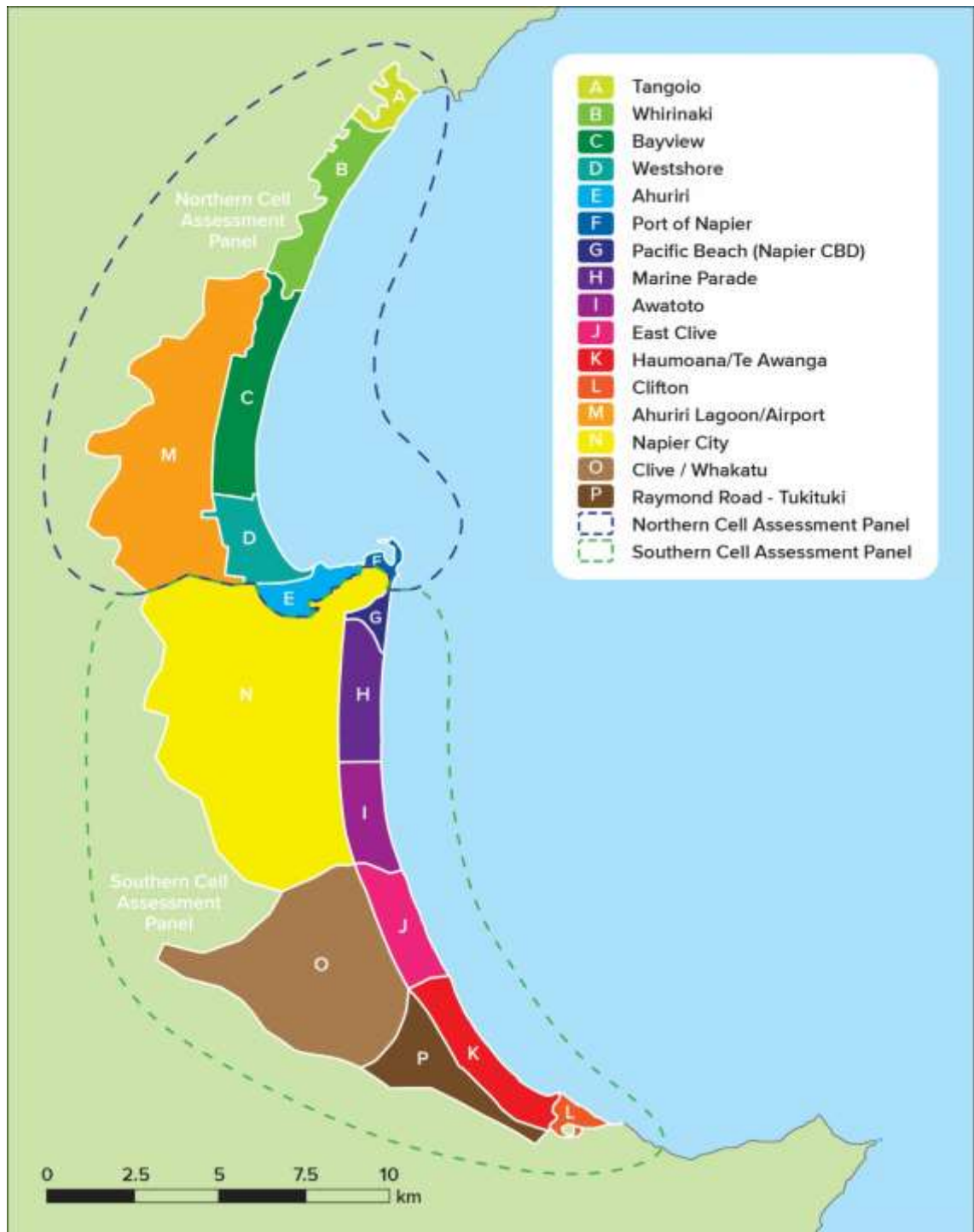


Figure 3: Coastal Units and Assessment Panel Area of Enquiry

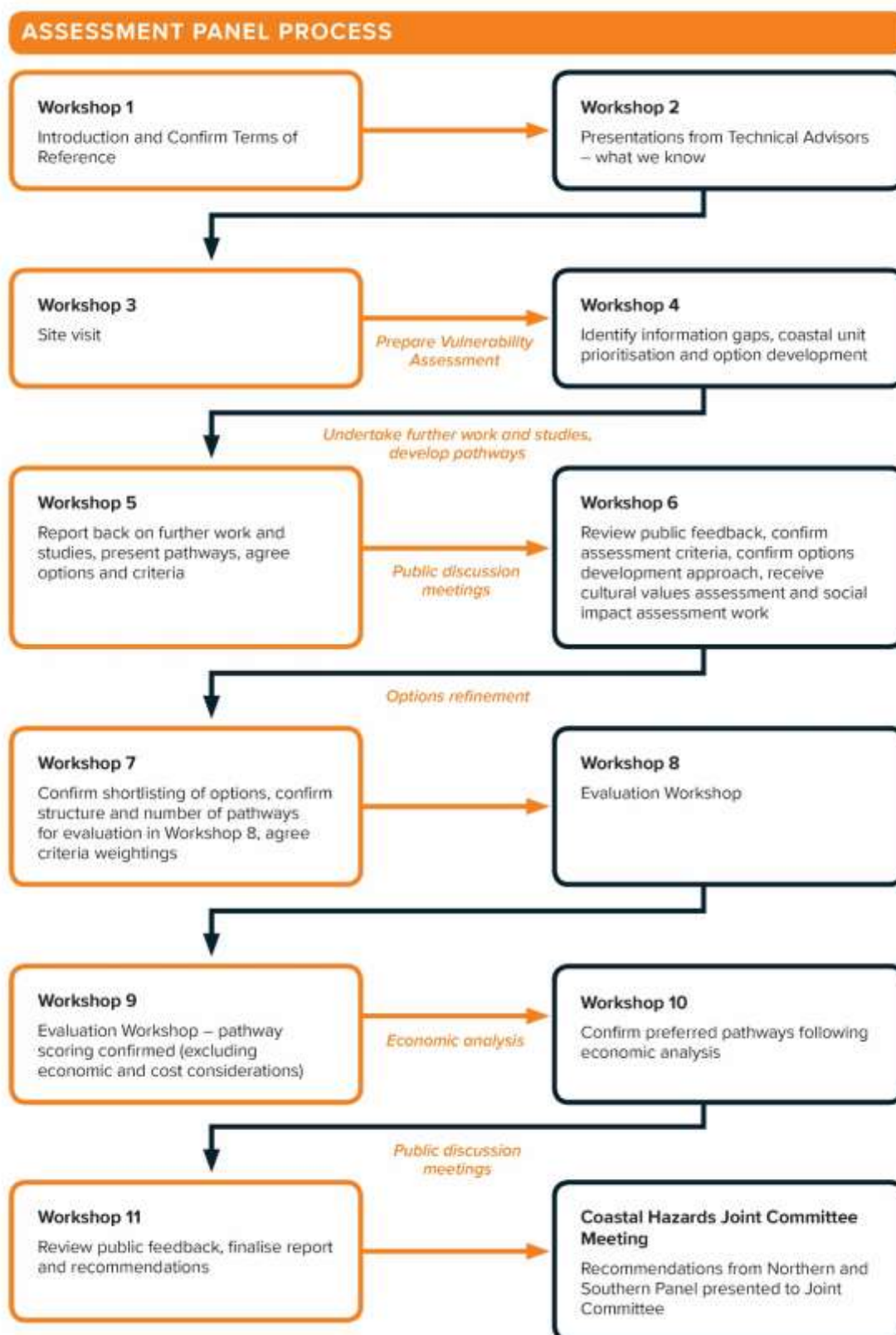


Figure 4: Assessment Panel Process

21. Applying a modified Dynamic Adaptive Planning Pathways or DAPP process, the panels developed 100-year pathways for 9 priority units along the coast. Each pathway is built from a combination of short term (approx. 0 – 20 years), medium term (approx. 20 – 50 years) and long term (approx. 50 – 100 years) hazard response actions.

22. Six potential pathways were developed for each priority unit. The pathways were designed to represent the spectrum of possible responses, from no or low intervention, to soft engineering (e.g. beach re-nourishment), hard engineering (e.g. sea walls) and retreat responses. The pathways were then assessed using MCDA to determine an order of preference in terms of each pathway's performance against defined criteria.
23. Capital construction and maintenance costs for each pathway were then introduced, and by considering each pathway against is non-cost (i.e. MDCA) and cost assessments, the Panels confirmed a recommended pathway for each of the 9 priority units.
24. The Panels produced a report "*Clifton to Tangoio Coastal Hazards Strategy 2120 Report of the Northern and Southern Cell Assessment Panels*" dated 14 February 2018 that captured their process and final recommendations.
25. The Joint Committee, and subsequently each Partner Council, confirmed its receipt of the report and agreed to proceed to Stage 4 of Strategy development based on its recommendations.
26. The final recommended pathways from the Panels are presented in **Table 3** and **Table 4**. These pathways were later refined through further community engagement in 2021 and 2022 with updates to the pathways shown as blue underline text.

Table 3: Recommend Pathways: Northern Cell Assessment Panel

Unit	Preferred Pathway	Short Term (0-20 yrs)	→	Medium Term (20 – 50 yrs)	→	Long Term (50 – 100 yrs)
Whirinaki (B)	Pathway 4	Status quo/ Renourishment	→	Renourishment + Control Structures	→	Sea wall
Bayview (C)	Pathway 3	Status Quo/ Renourishment	→	Renourishment + Control Structures	→	Renourishment + Control Structures
Westshore (D)	Pathway 3	Renourishment	→	Renourishment + Control Structures	→	Renourishment + Control Structures
Ahuriri (E1)	Pathway 6	Status quo	→	Sea wall	→	Sea wall
Pandora (E2)	Pathway 3	<u>Status quo</u>	→	<u>Storm Surge Barrier</u>	→	<u>Storm Surge Barrier</u>

Table 4: Recommend Pathways: Southern Cell Assessment Panel

Unit	Preferred Pathway	Short Term (0-20 yrs)	→	Medium Term (20 – 50 yrs)	→	Long Term (50 – 100 yrs)
East Clive (J)	Pathway 1	Status Quo	→	Renourishment + Control Structures	→	Retreat the Line / Managed Retreat
Haumoana (K1)	Pathway 2	Renourishment + Control Structures	→	Renourishment + Control Structures	→	Managed Retreat
Te Awanga (K2)	Pathway 3	Renourishment + Control Structures	→	Renourishment + Control Structures	→	Renourishment + Control Structures
Clifton (L)	Pathway 5	<u>Status quo</u>	→	Sea wall	→	Managed Retreat

27. An important concept is that each pathway is 'adaptive'; the timeframe of each action (short, medium and long) can be brought forward or delayed, depending on the actual effects of

coastal hazards and climate change over time. If sea level rises more than expected or at a faster rate, actions can be implemented earlier in response; if less or slower, actions can be delayed. If necessary, the actions themselves can also be reviewed or changed.

28. The Strategy will also be reviewed every 10 years, to ensure that the pathways remain fit for purpose as new information becomes available over time.
29. Note the use of the generic term, “Control Structures” in the recommended pathways refers to structures that are designed to hold the beach in situ and/or build up beach sediment. These structures are usually groynes, but may also include offshore breakwaters and constructed reefs.

Background: Stages 4

30. The Strategy is now in Stage 4 (Implementation Planning and Response), which commenced in 2019.
31. Stage 4 is being advanced through 8 interrelated workstreams, designed to build further detail around the Assessment Panel recommendations in order to develop a proposed Strategy of Council for public notification and comment.



Figure 5: Stage 4 Workstreams

32. A significant focus in Stage 4 has been confirmation of Strategy implementation arrangements between the Partner Councils (Workstream 1).
33. The challenge was that the Strategy development process has been jointly and equally funded by Partner Councils since its inception. However, the Strategy now needs to shift from development to implementation, and significant capital and operational expenditure is required to implement the pathways as recommended by the Community Panels. Work under the Design Workstream to refine concept designs and costing suggests an approximate capital cost of

\$15m and annual operating costs of \$3m to implement the first (short term) step of all pathways.

34. The Partner Councils needed to agree how these funds would be raised, and who would lead the consenting, construction and maintenance requirements. Uncertainties in current legislation about the respective roles of each Council (i.e. the role of regional councils relative to territorial authorities) in the funding and implementation of works under the Strategy has contributed to the issue.
35. To facilitate an outcome, the Joint Committee engaged Raynor Asher QC to lead a Funding Review. Mr Asher was tasked with answering the following question:
 - 35.1. *Which Council or Councils should lead and fund the implementation of coastal hazard mitigation projects (including design, consenting, construction and maintenance cost) under the Strategy?*
36. In undertaking his review, Mr Asher engaged with the Joint Committee, staff and councillors from each Partner Council, considered material developed to date under the Strategy, reviewed relevant historical information, legislation and case law, and has been assisted with local legal advice.
37. Mr Asher completed his review and presents his findings in the report “*Review and Recommendations for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee*” dated 6 May 2021. His primary recommendation was that HBRC should lead Strategy implementation.
38. The Joint Committee and Partner Councils accepted his recommendations, and the Partner Councils subsequently entered into a Memorandum of Transition (MOT) which was signed by the Chief Executives of all three councils on 23 May 2022.
39. The purpose of the MOT is to provide a mechanism for the Partner Councils to confirm the agreed arrangements for implementing the Strategy and the associated transfer of assets recommended by the Funding Review, and to provide the means for achieving HBRC’s Long Term Plan process without objection from territorial authorities under s.16 of the Local Government Act.
40. HBRC subsequently ran a public consultation process in July 2022 to seek any feedback on its proposal to lead Strategy implementation as set out in the MOT. Following that process HBRC resolved that it would lead Strategy implementation, subject to confirming this change in its Long Term Plan.

Current Work

41. The Strategy is now in a compilation phase, where work undertaken by the Community Panels, TAG, the Joint Committee and Partner Councils is being compiled into a proposed Strategy, currently proposed for notification by HBRC in August 2023.
42. The key remaining task is the development of a funding model for implementation – that is, determining the relative contributions to Strategy implementation from rate payers and any other contributors.

Decision Making Process

43. Staff have assessed 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 Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Clifton to Tangoio Coastal Hazards Strategy* staff report.

Authored by:

Simon Bendall
Coastal Hazards Strategy Project Manager

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

There are no attachments for this report.



Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Communication and engagement update

Reason for Report

1. This report provides a brief overview of communications and engagement that has happened since September 2022, and planned future communications and engagement.

Discussion

2. In recent years the focus for the Joint Committee has been largely internal, while matters such as Strategy implementation arrangements as between the Partner Councils were resolved. This contrasts with the highly collaborative and community-led phases through 2017 and 2018 while the Community Assessment Panels developed their recommendations.
3. While there has been ongoing engagement through 2020, 2021 and 2022, interaction with the wider community has generally been limited over this time. Communication and engagement activities have included:
 - 3.1. A series of workshops was held with a community reference group formed by former Community Assessment Panel members and others
 - 3.2. A Mana Whenua Engagement Strategy was confirmed through the Joint Committee and implemented, although actual engagement outcomes were limited
 - 3.3. Strategy newsletters were published (generally quarterly) to provide updates on progress, and
 - 3.4. The project website was updated.
4. Through 2022, Strategy implementation arrangements were confirmed, allowing final Strategy development tasks to progress. It is now planned to release a proposed Strategy for public comment in August 2023.
5. The Technical Advisory Group (TAG) under direction from the Joint Committee has sought to reconnect with the wider community in the lead up to Strategy notification.

Community Drop-in Sessions

6. Since the last Joint Committee meeting in September 2022, two community drop-in sessions have been held.
7. The first drop-in session had a northern priority unit focus (Pandora, Ahuriri, Westshore, Bay View and Whirinaki) and was held on 6 December 2022 between 4pm-7pm at the Westshore Surf Life Saving Club.
8. The second session focused on southern priority units (East Clive, Haumoana, Te Awanga, and Clifton) and was held on 7 February 2023 between 4pm-7pm at the Haumoana Hall.
9. The drop-in sessions were advertised online including through Facebook, and in a letterbox drop of pamphlets to more than 3,000 properties within the coastal area.

10. At the drop-in sessions, a series of posters were on display with an overview of the Strategy and the current situation in each of the relevant areas including thresholds and preferred pathways.
11. Both sessions were well attended with good 1:1 discussions between TAG, Joint Committee members and attendees. As a general comment, the sessions were well attended, and community attendees were interested, engaged and generally positive.
12. The Westshore session had 67 recorded attendees including panel members, councillors and the Hawke's Bay Today, who produced a video and story Local Focus: Effects of climate change on the Hawke's Bay coastline in 100 years.
13. The Haumoana session had 50 attendees including panel members and councillors.
14. Feedback was gathered at each drop-in session, which has been summarised in **Attachment 1**.



Drop-in Session at Haumoana Hall, 7 February 2023



Drop-in Session at Westshore Surf Life Saving Club, 6 December 2022

Communication and Engagement Plan 2023

15. TAG is developing an updated communications and engagement plan for this year, ahead of planned Strategy consultation in August.
16. Key objectives include effective engagement with tangata whenua, coastal and inland ratepayers, Councils (senior staff and Councillors) and other key stakeholders. Early work in the development of the updated communications and engagement plan will include an updated stakeholder mapping exercise.

Next Steps

17. TAG will present the 2023 communications and engagement plan at the next committee meeting in March to guide engagement through until Strategy notification.

Decision Making Process

18. Staff have assessed 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 Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Communication and engagement update*.

Authored by:

Simon Bendall
Coastal Hazards Strategy Project Manager

Jenny Keown
Communications Advisor

Approved by:

Chris Dolley

Group Manager Asset Management

Attachment/s

1 [!\[\]\(e78f798d4ea5c530c9db49e7d26e6b95_img.jpg\)](#) Feedback from the Northern and Southern Panel community drop-in sessions

Feedback from the Northern Panel community drop-in session held at the Westshore Surf Life Saving Club on Tuesday 6 December 2022

Feedback and general questions	
I'm concerned about...	<ol style="list-style-type: none"> 1. That there is an attitude towards the coast or <u>SEA</u> that it is a problem as opposed to a life-giving asset. Words expressing planned retreat as opposed to solution-based thought patterns are unhelpful. Do you see the ocean as a problem to be tamed? 2. Decisions for the long-term future are driven by the dollar value, and who pays for that. 3. Biggest concern is the problem isn't being solved ecologically through system repair and reinstatement. 4. Westshore Beach – how about rocks (as lining inner harbour) with steps going down to beach every so often. Lots of elderly folk out here who would like to reach the water. 5. Access to the beach is difficult with the shingle stopbank – the steps have been taken away making it more difficult to reach the beach. 6. Proof of progress of plans laid down at earlier presentation. 7. Sand barrier – <u>not efficient</u> (look at stone-bank).
I like...	<ol style="list-style-type: none"> 1. Sand barrier. 2. Sand to be deposited offshore. 3. This beautiful ocean as an asset to HB offering all residents of the region opportunity to enjoy it – swimming, fishing, surfing, boating, watching. 4. I would prefer rocks as at Clifton landscape instead of the sand which we watch continually disappear.
I have a question	<ol style="list-style-type: none"> 1. I don't know how you can charge ratepayers eg. 50% at Westshore when the beach and reserve are used by <u>all</u> ratepayers. 2. How about limestone rocks instead of shingle? 3. Why is the city centre (area G) not included in any of the assessment reports? I know beach is building but still plenty of flooding on shorefront facilities during a storm.
Anything else...	<ol style="list-style-type: none"> 1. <u>ASAP</u> re-home the dredged sand to the south end of Westshore. It's a no-brainer! 2. When will coastal resource consents be discontinued (referring to close proximity to the ocean). 3. Will resource consents for coastal areas cease – to prevent future needs to evade sea rise and surge. 4. Are there any plans to restore natural processes which previously built the coast? 5. Are there any plans to create surge protection in the form of revegetating the bay and creating muscle farms etc?

Feedback and questions – Priority Units	
Whirinaki	1. No comments.
Westshore	<ol style="list-style-type: none"> 1. Beach access are there plans to build access over shingle bank? 2. The beach should be kept as an amenity. 3. Can you please remove all the old concrete and pipes from the south end of Westshore beach? <u>Dangerous</u> and an eye-sore! 4. Would like to see the decision criteria and the description of the adaptation thresholds. 5. The current renourishment is working but we can do better. By depositing sand near the reef from the dredging this will raise the profile of the beach as it moves north. The recent hearing the reef will prove <ul style="list-style-type: none"> o The reef is not affected o The beach will benefit by raising the ground level The existing renourishment should continue but offshore reefs/sand fails to recognise residents expert evidence of this and applied data that dealt with wind speeds in knots not kilometres. Completely false conclusions resulted. A trial of land deposits north of should be looked at eg Waikiki beach Hawaii, lagoons or French offshore barriers.
Bay View	1. No comments.
Ahuriri / Pandora	1. Human access to Pandora Pond & Humber Street walkway after stopbanks built? What will it be??

Feedback from the Southern Panel community drop-in session held at the Haumoana Hall on Tuesday 7 February 2023

Feedback and general questions	
I'm concerned about...	<ol style="list-style-type: none"> 1. Be transparent in decision making. 2. Please speed up bureaucracy. 3. Te Awa & Clive are lower than Haumoana. Are they also included. 4. Close off beach crest access for cars at Haumoana. 5. Need to maintain beach crest at Haumoana between river mouth and village – lots of low points. 6. That Climate Change will be used as yet another excuse to do nothing.
I like...	<ol style="list-style-type: none"> 1. Support strategy. 2. If you want to put more houses and a film studio out in this area, we need a <u>second bridge</u>.
I have a question	<ol style="list-style-type: none"> 1. How do we stop people taking stones from erosion prone beaches? 2. What do people pay for flood protection? 3. What would happen if we have (hypothetically) a months worth of rain and the drains and river mouth is blocked? How could we stop the damage of beach houses? 4. Who will deal with the amount of timber / wood / driftwood on the beach?
Anything else...	<ol style="list-style-type: none"> 1. No comments.

Feedback and questions – Priority Units	
Clifton	<ol style="list-style-type: none"> 1. Congratulation great work by everyone support in full.
Te Awanga	<ol style="list-style-type: none"> 1. Reef balls – check out on net. 2. Film Studio development requires a second BRIDGE. 3. For funding: explore use of defined contributions from locals by 'loaning' against proceeds of their house sale.
Haumoana	<ol style="list-style-type: none"> 1. Pleased to hear Pathway 2 has full support for Haumoana. 2. STOP vehicles driving on the shingle bank crest! 3. Stop vehicles driving on our beach crest! 4. Prohibit access of motor vehicles (Beach Road). 5. Favour soft engineering of restoring shingle bank after weather events and planting inland of the shingle bank to hold the shingle. 6. Groynes for Haumoana. Great.
East Clive	<ol style="list-style-type: none"> 1. No comments.



Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Current coastal projects update

Reason for Report

1. This report provides an opportunity for the Technical Advisory Group (TAG) to update the Joint Committee on various coastal projects that members have expressed an interest in keeping abreast of.

Rangatira Revetment

2. Rangatira Revetment (previously Whakarire Ave Revetment): construction to begin on 1 March 2023, fencing in place approximately two weeks out, expected completion by 30 September 2023.
3. Letter sent by NCC CE to HBRC CE on 9 November 2022 notifying HBRC of the project as per clause 7.5 of the Coastal Hazards Memorandum of Transition.

Westshore Consent Renewal

4. Staff member leading this work has been on extended leave. Not progressed in their absence.
5. This work package is to secure a new consent for the renourishment of Westshore Beach that expires in 2027.

Haumoana 18

6. HDC has continued to engage with H18 representatives as to possible next steps.
7. HDC is considering the challenges posed by empty sections and the exposure to Clifton Road and infrastructure assets from sea events and inundation risks and how this may be further considered. We have also sought some initial advice as to access to private property with a desire for a more complete solution to coastal protection in this area, as opposed to the individual property approach.

Whirinaki

8. HDC Council staff have met with representative of the North Shore Road area from both the southern and northern section to further consider interim protection / hold the line approaches for this area, building on the earlier work and advice provided for a soft engineering approach.
9. HDC has agreed to engage Tonkin & Taylor to leverage off the previous work, utilizing recently completed inundation and wave overtopping modelling work to model different scale storm events to test the success or otherwise of the proposed bank reinstatement and planting proposals, before furthermore costly and time-consuming design or consenting works are undertaken. We are hoping to have the interim work completed by the end of February.

Coastal Inundation Assessment Project Update

10. The draft Tonkin & Taylor report is being finalised by the peer reviewer and will undergo a legal review.
11. The proposal is to bring the final draft report to the Joint Committee at their March meeting.

Hawke's Bay Climate Change Engagement

12. Terms of reference for a Joint Committee on Climate Action have been adopted by HBRC subject to approval of all five partner councils (HDC, NCC, CHBDC and WDC). Over the following weeks they will be presented for adoption by each partner Council with the first Joint Committee planned for April.
13. The Purpose of the Joint Committee
 - 13.1. Climate mitigation and adaptation is core business for councils. It spans multiple council workstreams such as urban planning, land-use and resource management, transport, flood protection, coastal hazards and emergency management.
 - 13.2. Without duplicating effort, the purpose of the Joint Committee is to support a coordinated and collaborative response to address the complex challenge of Climate-Resilient Development³ for the communities of Hawke's Bay.
 - 13.3. The focus of the Joint Committee will be promoting action to mitigate climate change (emissions reductions and offsetting) and adapt to the changing regional climate.
 - 13.4. The Joint Committee aims to support communities and industries to become resilient to the effects of climate change and to thrive within boundaries of our natural environment.

Decision Making Process

14. Staff have assessed 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 Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the *Current coastal projects update*.

Authored by:

Simon Bendall
Coastal Hazards Strategy Project Manager

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

There are no attachments for this report.

³ [1] Climate Resilient Development is a framework developed in the Intergovernmental Panel on Climate Change 6th report – Impacts, Adaptation and Vulnerability. It combines strategies to adapt to climate change with actions to reduce greenhouse gas emissions to support sustainable development for everyone. ([FAQ 6: What is Climate Resilient Development ? ipcc.ch](#))

Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Project Manager's update including 2023 work programme































Reason for report

1. This report provides an update on project-related matters including timeframes, budgets and tracking towards milestones.

Project Dashboard

2. The following project dashboard (**Table 1**) is provided to summarise current project status for budget, timeline and all eight active workstreams (WS). An assessment of each project element is made on a 'traffic light' basis, with a brief commentary provided to explain the rating given.
3. Where a rating has changed from the preceding report, the metric is shown in red underline with an arrow showing the change in status.

Table 1: Project Dashboard Report: February 2023

Metric	Status			Commentary
Project Budget				No known budget issues – budget on track.
Project Timeline				Tight timeframe to August 2023 target for notifying proposed Strategy.
<u>WS1: Funding / Governance</u>				Development of Asset Transfer Agreement needs to commence shortly. Funding model is most significant and challenging task to complete to meet August 2023 target - external expertise engaged to assist with development process.
<u>WS2: LGA Consultation</u>				July 2022 LGA consultation process successfully completed. Focus now on August 2023 process.
WS3: Comms & Engagement				Mana Whenua engagement low.
WS4: Design				Substantially complete.
WS5: Mātauranga Māori				Workstream scope confirmed. External contractor engaged to provide expertise and capacity.
WS6: Coastal Ecology				Monitoring plan in development. Mana Whenua engagement sought.
WS7: Regulatory				Strategy content in development.
WS8: Signals and Triggers				Thresholds completed. Triggers / signals underway.

Status:



On Track



Under Stress



Key Risk

4. There are two status changes to report for this period, both related to the key risk associated with the development of a funding model (under Workstream 1). This is the topic of a dedicated workshop with the Joint Committee following this meeting.

Strategy Development Process and Project Timeline

5. TAG has previously workshopped the key matters that will need to be included in the Strategy document with the Joint Committee. **Table 2** presents these key matters in a draft Strategy outline, with a status update provided on the content for each section.
6. Through work already completed, most Strategy content has been developed and is ready to be written up. The key remaining element that requires significant focus is the development of the funding model.
7. It is noted that Table 2 was also workshopped with Hawke's Bay Regional Council councillors (HBRC) in January 2023, as part of a discussion on their particular role in confirming and notifying the proposed Strategy.
8. HBRC requested that additional sections be added to the Strategy outline; a section assessing the proposed Strategy against the New Zealand Coastal Policy Statement and Hawke's Bay Coastal Environment Plan, and a section specifically in relation to Tangata Whenua interests and values. These have been added (shown as [blue text](#)) to Table 2.

Table 2: Clifton to Tangoio Coastal Hazards Strategy – draft document outline

Section	Content	Content Status
1. Introduction	Reason for the Strategy, problem definition	Ready for write up
2. Strategy Development Process	Outline process, Community Panel report, etc.	Ready for write up
3. Tangata Whenua	Discuss Tangata Whenua involvement in Strategy development, Cultural Values Assessment, Mātauranga Māori workstream, Tangata Whenua aspirations and expectations relevant to coastal hazards and the responses to those hazards.	Previous work (e.g. CVA, Panel outputs) can be cited. Updating, refinement and development underway through the Mātauranga Māori workstream, however this work will continue through and beyond Strategy notification. TAG to seek advice and propose to JC how this section will be developed and confirmed.
4. Proposed Responses (Short Term)	For each priority unit, outline the Councils preferred option and alternative option(s) for the short term / first action of each pathway	Ready for write up (based on Panel recommendations and Design Workstream outcomes)
5. Proposed Medium- and Long-Term Responses	For each priority unit, outline the Councils preferred option and any alternatives for the medium- and long-term actions of each pathway	Ready for write up (based on Panel recommendations)
6. Adaptation Thresholds	Present proposed adaptation thresholds. Discuss signals and triggers approach.	Thresholds ready for write up Signals and triggers in development
7. Funding Principles	Set out proposed funding principles based on LGA requirements Set out a proposed Funding Model for Strategy implementation that gives effect to principles Define financial impact from Strategy implementation for short term actions at neighbourhood scale (not individual property scale)	Not started (other than very early work undertaken by TAG in 2017-2018 and high-level modelling earlier this year) Significant work required

Section	Content	Content Status
8. Regulatory Framework	Set out the requirements for the local regulatory framework that will need to be in place to support and complement physical works undertaken through the Strategy – e.g., addressing moral hazards, enabling Strategy implementation, etc Assess the proposed Strategy against the provisions of the New Zealand Coastal Policy Statement and Coastal Environment Plan.	Regulatory Workstream outputs being refined to develop content
9. Strategy Implementation	Describe implementation model for the Strategy (role of HBRC, Advisory Committee, etc)	Ready for write up
10. Strategy Monitoring and Review	Describe strategy monitoring and review process	Conceptual, but largely defined (e.g. 10 year review cycle) Requires workshoping and finalising

9. The following process and timeframe for completing Strategy content and adopting a final Strategy has been workshoped with the Joint Committee and HBRC, and is reproduced here for reference.

Proposed Strategy Development Approach and Timeframe

Step	Process	Proposed Timing
Content Development		
1	Strategy content for each section workshoped with the Joint Committee in the first instance	Feb ->
2	MTT, MAT, HTST, NCC & HDC can request dedicated workshops on specific content at any stage. Presumption that Joint Committee participation is otherwise sufficient	Feb ->
3	Final workshop on content for each section held with HBRC	Feb ->
Strategy Adoption		
4	Content compiled into final draft Strategy document by TAG	May
5	HBRC hold preliminary workshop on full Strategy document	May
6	Endorsement for Strategy sought from Joint Committee, then NCC & HDC	June/July
7	HBRC adopt final Strategy document for notification	August
8	HBRC hold hearings	Sept.
9	HBRC adopt final Strategy	October

Decision Making Process

10. Staff have assessed 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 Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Project Manager's update*.

Authored by:

Simon Bendall
Coastal Hazards Strategy Project Manager

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

There are no attachments for this report.



Clifton to Tangoio Coastal Hazards Strategy Joint Committee

17 February 2023

Subject: Follow-up actions status

Reason for Report

1. This item tracks items raised at previous meetings that require action. A list of outstanding items is prepared for each meeting, including who is responsible for each, when it is expected to be completed and a brief status comment.
2. Once the items have been completed and reported to the Committee they will be removed from the list.

Decision Making Process

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

Authored by:

Simon Bendall
Coastal Hazards Strategy Project Manager

Approved by:

Chris Dolley
Group Manager Asset Management

Attachment/s

- 1 [Download](#) Follow-up actions status update

Clifton to Tangoio Coastal Hazards Strategy Joint Committee

Actions from 23 September 2022 Joint Committee meeting

	Agenda Item	Actions	Responsible	Status/Comment
1	Interim management response plan	Update of the plan is to be provided for the next Joint Committee meeting expected to be February 2023	S Bendall/ C Dolley	Plan has been scoped through TAG and contracted externally to prepare. Draft plan has been substantially written, requires endorsement from Council staff. Final plan will be brought to the Joint Committee for information in March 2023.
2	Current coastal projects update	Timeline for the Tonkin+Taylor Coastal Inundation Study is to be provided to the next Joint Committee meeting expected to be February 2023	C Dolley	Draft report has been prepared and is being finalised by the peer reviewer. Proposal is to bring final draft report to the Joint Committee at their March 2023 meeting.

Actions from 15 August 2022 Joint Committee meeting

	Agenda Item	Actions	Responsible	Status/Comment
3	Managed retreat workstream update	TAG will provide information to the Joint Committee about how similar coastal hazards are being addressed elsewhere / across the globe. This will be provided on a non-urgent basis.	S Bendall/C Dolley	Work in progress.
4	Project Managers update	At the next Joint Committee meeting 23 September 2022, an item is to be presented regarding the Committee future responsibilities including a revised terms of reference and a timeline for both MoT activities and the asset transfer process.	S Bendall/C Dolley	Workshop paper presented to explore next steps. Proposed amendments to ToR included in 17 February 2023 meeting agenda.

Actions from 22 February 2022 Committee meeting

	Agenda Item	Actions	Responsible	Status/Comment
5	Coastal Ecology Workstream	Proactively seek out Information relating to Coastal Ecology from PSGEs and other tangata whenua groups.	S Bendall/ C Dolley	Work in progress –being advanced as part of the Mātauranga Māori and Coastal Ecology workstreams.

Actions from 30 April 2021 Joint Committee meeting

	Agenda Item	Actions	Responsible	Status/Comment
6	RMA Reform and National Risk Assessment	Explore opportunities for the Joint Committee to engage with Resource Management Systems reform processes and make submissions on the proposed three new Acts.	TAG/ C Dolley /K Brunton	Senior HBRC planning staff continue to liaise directly with MFE officials and will advise of opportunities to prepare submissions.