



Meeting of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee

Date: Monday 18 March 2019
Time: 10.00am
Venue: Council Chamber
 Hawke's Bay Regional Council
 159 Dalton Street
 NAPIER

Agenda

ITEM	SUBJECT	PAGE
1.	Welcome/Notices/Apologies	
2.	Conflict of Interest Declarations	
3.	Confirmation of Minutes of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee held on 10 December 2018	
4.	Actions from Previous Clifton to Tangoio Coastal Hazards Strategy Joint Committee	3
5.	Call for Items of Business Not on the Agenda	7
Decision Items		
6.	Formal Confirmation of Member Organisations' Appointments and 2018 Terms of Reference Adoption	9
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7.	Project Manager's Update	15
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9.	Discussion of Items Not on the Agenda	21



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Monday 18 March 2019

SUBJECT: ACTIONS FROM PREVIOUS CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Reason for Report

1. In order to track items raised at previous meetings that require action, a list of outstanding items is prepared for each meeting. All action items indicate 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 *“Actions from previous Clifton to Tangoio Coastal Hazards Strategy Joint Committee Meetings”* report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Chris Dolley
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- [↓1](#) Agreed actions from 10 December 2018 Joint Committee

Agreed actions from 10 December 2018 Joint Committee

Task	Meeting / Agenda Item	Actions	Resp.	Status/Comment
1.	28 Sept 2018 Item 6, Joint Committee Membership & Delegations	Take a paper to each Council to adopt the update ToR.	TAG	<ul style="list-style-type: none"> – In progress. – NCC to check and confirm. – HBRC & HDC have gone to council.
2.	28 Sept 2018 Item 11, Project Manager's Update	Circulate copy of the OECD case study to Joint Committee members.	TAG	<ul style="list-style-type: none"> – Publication expected March 2019.
3.	10 Dec 2018, item 7, Port of Napier Consent Application Update	Add Port of Napier update to the item Current Coastal Projects Update for future meetings.	TAG	<ul style="list-style-type: none"> – Completed.
4.	10 Dec 2018, item 8, Project Manager's update	Provide an update on the outcome of an internal workstream workshop to be provided in the Project Manager's report to the next Joint Committee meeting	TAG	<ul style="list-style-type: none"> – Scheduled for 11 February. – Update in the Project Manager's Update.

Item 4

Attachment 1



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Monday 18 March 2019

Subject: CALL FOR ITEMS OF BUSINESS NOT ON THE AGENDA

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

3. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee accepts the following “Items of Business Not on the Agenda” for discussion as Item 9:

Item	Topic	Raised by
1.		
2.		
3.		

Annelie Roets
GOVERNANCE ADMINISTRATIVE
ASSISTANT

James Palmer
CHIEF EXECUTIVE



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Monday 18 March 2019

Subject: FORMAL CONFIRMATION OF MEMBER ORGANISATIONS' APPOINTMENTS AND 2018 TERMS OF REFERENCE ADOPTION

Reason for Report

1. To provide the opportunity for the Joint Committee to confirm the appointments of member organisations' representatives and adoption of the 2018 Terms of Reference for the Committee to date, as attached.

Decision Making Process

2. 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

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the *"Formal Confirmation of Member Organisations' Appointments and 2018 Terms of Reference Adoption"* report, noting those appointments are:
 - 1.1. Councillors Tania Kerr, Ann Redstone and Malcolm Dixon representing Hastings District Council
 - 1.2. Councillors Peter Beaven, Paul Bailey and Neil Kirton representing Hawke's Bay Regional Council.

Authored by:

Monique Thomsen
EXECUTIVE ASSISTANT

Approved by:

Chris Dolley
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- [1](#) 21Nov18 HDC letter confirming Appointment of third rep to the C-T Coastal Hazards Strategy Joint Committee
- [2](#) 19Dec18 HBRC Confirmation of Appointments and Adoption of 2018 Terms of Reference

If calling ask for Carolyn Hunt

File Ref CG-14-1-01071

21 November 2018

The Chief Executive
HB Regional Council
Private Bag 6006
NAPIER 4142

ATTENTION: MONIQUE THOMSON

Dear Sir

**URBAN COUNCILLOR APPOINTMENT TO THE CLIFTON TO TANGOIO COASTAL
HAZARDS STRATEGY JOINT COMMITTEE**

This is to advise that at the Council meeting held 20 November 2018 the Hastings District Council endorsed the revised Terms of Reference for the Clifton to Tangoio Coastal Hazard Strategy Joint Committee and the appointment of another member to the Joint Committee.

As per Section 3 of the Terms of Reference to increase the number of Partner Council appointees to the Joint Committee from two per Council to three, Councillor Dixon was appointed at the 20 November 2018 meeting.

Member

Councillor Tania Kerr
164 Glengarry Road
RD 2, Napier 4182

Phone: 834 9604
Mobile: 027 2414 758
Email: councillor.kerr@hdc.govt.nz

Member

Councillor Malcolm Dixon
24 Reeve Drive
Havelock North 4130

Mobile: 027 203 1011
Home: 06 877 4007
Email: councillor.dixon@hdc.govt.nz

Member

Councillor Ann Redstone
Private Bag 9002
Hastings 4156

Mobile: 027 386 7907
Email: councillor.redstone@hdc.govt.nz

Alternate

Councillor Rodney Heaps
4 Cedar Road
Te Awanga 4102

Phone: 875 1123
Mobile: 027 622 9541
Email: councillor.heaps@hdc.govt.nz

Yours sincerely



Carolyn Hunt
COMMITTEE SECRETARY
carolynh@hdc.govt.nz

Copy to: Councillors Kerr, Redstone, Dixon and Heaps

Please find following, the excerpt from the minutes as evidence confirming HBRC's approval of the updated Terms of Reference for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee and appointment of Councillor Neil Kirton.

MINUTES OF A MEETING OF THE REGIONAL COUNCIL

¶

¶

Date: → Wednesday 19 December 2018¶

Time: → 10.15am¶

Venue: ▣	Council Chamber¶ Hawke's Bay Regional Council¶ 159 Dalton Street¶ NAPIER▣
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Present: → R.Graham -- Chairman¶
P.Bailey¶
R.Barker¶
P.Beaven¶
T.Belford¶
A.J.Dick¶
D.Hewitt¶
N.Kirton¶
F.Wilson¶

¶

12.▣	Clifton to Tangoio Coastal Hazards Strategy 2120 Joint Committee Terms of Reference ▣
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▣	Peter Beaven introduced the item as Chair of the Joint Committee, advising where the Terms of Reference have been changed and noting that Cr Kirton has been invited to participate as Council's third appointee to the Joint Committee.▣
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RC140/18▣	Resolutions ¶
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- That Hawke's Bay Regional 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 the "Clifton to Tangoio Coastal Hazards Strategy Joint Committee Terms of Reference" staff report.¶
 3. → Approves the updated Terms of Reference for the Clifton to Tangoio Coastal Hazards Strategy Joint Committee dated 28 September 2018.¶
 4. → Nominates and appoints Councillor Neil Kirton as HBRC's third representative on the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.¶

Beaven/Bailey¶
CARRIED▣



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Monday 18 March 2019

Subject: PROJECT MANAGER'S UPDATE

Reason for Report

1. The Project Manager's report is usually given as a verbal update, to provide opportunity for questions and discussion with the Committee on general project-related matters. In this case, two specific matters are highlighted for Joint Committee consideration.

Revised Stage 4 Project Plan

2. Joint Committee members will recall that Stage 4 work has been divided into 5 interrelated workstreams:
 - 2.1 Design;
 - 2.2 Triggers;
 - 2.3 Funding;
 - 2.4 Governance; and
 - 2.5 Regulatory.
3. The Stage 4 Project Plan previously presented to the Joint Committee provided a high-level overview of how each of the 5 workstreams contributes to the development of an overall proposal for the implementation of the Clifton to Tangoio Coastal Hazards Strategy.
4. That proposal will be developed iteratively with ongoing input from the Joint Committee, before being presented in full for Joint Committee (and Partner Council) approval prior to broad public consultation commencing under the Local Government Act (LGA).
5. Work has been progressing in accordance with this project plan, however TAG have concluded that the Design Workstream requires additional time to complete. Deliverables from the Design Workstream include preliminary designs for each short-term action of the recommended pathways, a recommended order and priority of works, and updated costings. Additional time is required due to the sheer complexity of these tasks, and the resources available to complete them.
6. As the Design Workstream is foundational to many other workstreams, TAG have adjusted the Stage 4 Project Plan to account for this change. The updated Project Plan is **attached**.
7. Of particular note, the commencement of public consultation under the LGA has been delayed from the first quarter of 2020 and is now programmed to commence in the first quarter of 2021. This means that, rather than commence as a separate item under a special consultative process, consultation on Strategy implementation will coincide with public consultation on the next review of Council Long Term Plans.
8. This alignment may present a range of benefits (for example, efficiencies associated with combining consultation activity) and disadvantages (for example, risk of consultation fatigue). TAG welcomes further discussion with the Joint Committee on these matters.

9. TAG are also mindful of the extensive efforts of the two Assessment Panels, and the need to progress to strategy implementation as quickly as possible. TAG are planning to reengage with the Panel's over the coming months to discuss the revised timeframe, and as part of the development of the Triggers workstream.

Central Government Engagement

10. The Joint Committee has on a number of occasions emphasised the need to engage with Central Government, given the scale and nature of issues the Strategy is attempting to address.
11. To update the Joint Committee on progress in this area, ongoing discussions with the Ministry for the Environment and Local Government New Zealand are taking place. A next step is likely to be a presentation to a multi-agency working group (including Treasury, Ministry for the Environment, Department of Internal Affairs, Department of Conservation and others) established to consider community level climate change adaptation challenges. The Strategy is well placed to provide a real-life example of the types of questions local government need assistance to answer. TAG will keep the Joint Committee abreast of developments and will provide a further verbal update at the 18 March meeting.

Recommendation

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the ***“Project Manager’s Update”*** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Chris Dolley
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- [↓](#)1 Clifton to Tangoio Coastal Hazards Strategy: Stage 4 Project Plan

Clifton to Tangoio Coastal Hazards Strategy: Stage 4 Project Plan

Version: Feb 2018

Stage 4 Workplan		2018			2019				2020				2021				2022			
		Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Phase One	Event: 2018 LTP's adopted by Partner Councils	█																		
	D1 - Technical design work + costings		█	█	█	█	█													
	<i>Urgent works scan and reporting to Joint Committee</i>			█																
	D2 - Confirming priority and order of works					█	█													
	T1 - Signals and Triggers developed (with community panels)						█	█	█	█										
	F1 - Funding Policies and Structures		█	█	█	█	█													
	F2 - LGA s101 Analysis								█	█	█									
	Event: Local Body Elections							█												
	<i>Urgent works scan and reporting to Joint Committee</i>							█												
	G1 - Confirm Council Roles and Responsibilities						█	█	█	█	█									
	R1 - Planning and Reg- consentability, moral hazards, AEE					█	█	█	█	█										
	<i>Urgent works scan and reporting to Joint Committee</i>												█							
	Council decision-gateway on elements for consultation												█							
	Phase Two	Event: 2021 LTP consultation commences														█				
Community Consultation – what, when, costs, funding + hearings														█	█	█				
Council decision-gateway to proceed to implementation																		█		
<i>Urgent works scan and reporting to Joint Committee</i>																		█		
Phase Three	Commence Plan Changes – HBRC, NCC, HDC																█	█	█	
	Detailed design of 1 st priority physical works																█	█	█	
	Start consenting of 1 st priority physical works																	█	█	
	<i>Urgent works scan and reporting to Joint Committee</i>																		█	

Key	
█ Design Stream	█ Triggers Stream
█ Event	█ Decision Point
█ Funding Stream	█ Governance Stream
█ Regulatory Stream	█ Consultation
█ Q1 Jan-Mar	█ Q2 Apr-Jun
█ Q3 Jul-Sept	█ Q4 Oct-Dec

Item 7

Attachment 1



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Monday 18 March 2019

Subject: CURRENT COASTAL PROJECTS UPDATE

Reason for Report

1. This report provides an opportunity for the Technical Advisory Group (“TAG”) to provide an update on various coastal projects the Joint Committee have expressed an interest in keeping abreast of, namely:
 - 1.1. Proposed Whakarire Ave Revetment Works being led by Napier City Council.
 - 1.2. Revetment Works at Clifton being led by Hastings District Council.
 - 1.3. Update on the Port of Napier.
2. TAG members will provide a verbal update on each of these projects at the meeting.

Recommendation

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the “**Current Coastal Project Update**” report.

Authored by:

Simon Bendall
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

Monday 18 March 2019

Subject: DISCUSSION OF ITEMS NOT ON THE AGENDA

Reason for Report

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

Item	Topic	Raised by
1.		
2.		
3.		