



Meeting of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee

Date: Friday 7 August 2020
Time: 10.00am
Venue: Council Chamber
 Hawke's Bay Regional Council
 159 Dalton Street
 NAPIER

Agenda

ITEM	TITLE	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 1 May 2020	
4.	Call for Minor Items Not on the Agenda	3
5.	Actions from Previous Clifton to Tangoio Coastal Hazards Strategy Joint Committee	5
Information or Performance Monitoring		
6.	10.15am Port of Napier Update and presentation	
7.	Project Manager's Update	9
8.	Current Coastal Projects Update	11
9.	Joint Committee Independent Facilitator	13
10.	Tāngata Whenua Engagement verbal update	
11.	Discussion of Minor Matters Not on the Agenda	17



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Friday 07 August 2020

Subject: CALL FOR MINOR ITEMS NOT ON THE AGENDA

Reason for Report

1. This item provides the means for Joint Committee members to raise minor matters they wish to bring to the attention of the meeting.
2. Hawke's Bay Regional Council standing order 9.13 states:
 - 2.1. "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 "Minor Items Not on the Agenda" for discussion as Item 11:

Topic	Raised by

Leeanne Hooper
GOVERNANCE LEAD

James Palmer
CHIEF EXECUTIVE



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Friday 07 August 2020

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](#) Action items for August 2020 meeting

Agreed actions from 1 May 2020 Joint Committee

Task	Meeting / Agenda Item	Actions	Resp.	Status/Comment
1.	Actions from Previous Joint Committee Meetings	<ul style="list-style-type: none"> Port of Napier staff are scheduled to provide an update to members at the 7 August 2020 meeting on the expansion project, request to include an update on the artificial reef. 	Port	– Port of Napier invited to present at the 7 August 2020 meeting.
2.	Current Coastal Projects Update	<ul style="list-style-type: none"> Whakarire Ave Revetment Works: <ul style="list-style-type: none"> Requested a further discussion on the framework and issues of Whakarire Ave be on the agenda at the next meeting. Requested information on the preliminary private and public splits developed by TAG be circulated to members. 	Jon/Dean Simon	

Agreed actions from 4 February 2020 Joint Committee

Task	Meeting / Agenda Item	Actions	Resp.	Status/Comment
3.	Clifton to Tangoio Coastal Hazards Strategy Joint Committee Terms of Reference	<ul style="list-style-type: none"> Provide a paper to the next meeting outlining the options, potential appointment process, skills requirements, benefits and disadvantages to the appointment of an independent chair/facilitator. 	TAG	– Item on the 7 August 2020 meeting agenda.
4.	Coastal Hazards Strategy	<ul style="list-style-type: none"> Proposed to have a joint Coastal Hazards briefing workshop with partner Councils (preferably early March). 	TAG	– Workshop scheduled for 4 September 2020.
5.	Communication and Engagement Plan	<ul style="list-style-type: none"> Create a one pager for information/media release on key points of discussed items/highlights on the Strategy. 	Comms TAG	- Completed.

Agreed actions from 3 September 2019 Joint Committee

Task	Meeting / Agenda Item	Actions	Resp.	Status/Comment
6.	Assessment Panel supplementary recommendations	<ul style="list-style-type: none"> Include a request for specific action from Councils on response to the Mana Whenua recommendations re risks of sedimentation and protection of urupa at Bay View (letter to councils (consenting & policy manager) raising concerns. 	TAG	<ul style="list-style-type: none"> Letters circulated to Councils in December 2019. Following up responses. Deferred due to Covid-19.

Agreed actions from 18 March 2019 Joint Committee

Task	Meeting / Agenda Item	Actions	Resp.	Status/Comment
7.	Project Manager's Update	<ul style="list-style-type: none"> Invite LGNZ President/Minister for the Environment to a future joint committee meeting. 	TAG	<ul style="list-style-type: none"> tbc. Note: June 2020 Chris & James Palmer met with Minister James Shaw. Invited him to come to Hawkes Bay. Unlikely to be prior to the Election.



CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Friday 07 August 2020

Subject: PROJECT MANAGER'S UPDATE

Reason for Report

1. In accordance with standing instructions from the Joint Committee, this report is provided in place of the written report required from the Project Manager under the Terms of Reference for the Joint Committee.
2. It provides an opportunity for the Project Manager to present a verbal update to the Committee and answer any questions on general project matters including tracking against timeframes, milestone achievements and project risks. The Project Manager will provide a verbal update at the meeting.

Recommendation

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the "*Project Managers 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

Friday 07 August 2020

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 has expressed an interest in keeping abreast of, namely:
 - 1.1. Whakarire Ave Revetment Works
 - 1.2. Extended consent area for sand deposition at Westshore
 - 1.3. Haumoana 18
 - 1.4. Capeview corner
 - 1.5. Whirinaki.
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 “*Coastal Projects Update*”

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

Friday 07 August 2020

Subject: JOINT COMMITTEE INDEPENDENT FACILITATOR

Reason for Report

1. This report considers the merits of appointing an independent facilitator to assist the Joint Committee with targeted decision and discussion items.

Background

2. At the Joint Committee meeting on 4 February 2020, the Joint Committee considered the appointment of a new Chair, including the concept of appointing an independent Chair.
3. Councillor Jerf van Beek (Hawke's Bay Regional Council) was ultimately elected as Chair, and Deputy Mayor Annette Brosnan (Napier City Council) and Deputy Mayor Tania Kerr (Hastings District Council) were elected as Deputy Chairs.
4. The Joint Committee further requested that the Technical Advisory Group (TAG) explore options for the appointment of an independent facilitator (rather than a Chair) to assist the Joint Committee with targeted and specific discussion and decision points.
5. This paper has been prepared in response to that request.

Discussion

6. The Strategy is arguably now in its most complex phase of development, in which alignment is required between Partner Councils and ratepayers on how actions developed under the Strategy for responding to coastal hazards risks are implemented.
7. In particular, developing alignment on how physical works programmes will be paid for is a crucial, complex and challenging topic. The Joint Committee will have a key role in debating these topics and assisting the development of aligned positions.
8. Where complex and challenging discussions are required between Partner Councils and Tāngata Whenua members of the Joint Committee, there may be benefit in having such discussions independently facilitated to:
 - 8.1. Bring independent structure and formality to specified issues requiring resolution
 - 8.2. Ensure full and equal participation by all Joint Committee members in decision making processes
 - 8.3. Ensure effective debate that enables all issues to be identified and fairly discussed
 - 8.4. Where agreement is reached, ensure that agreed matters are clearly described and confirmed
 - 8.5. Where agreement is not reached, ensure that these matters are clearly described and confirmed
 - 8.6. For matters that are not agreed, facilitate effective resolution and/or the development of alternative solutions.
9. TAG consider that such support may be beneficial for targeted discussion points, for example:

- 9.1. Developing recommendations on the public / private apportionment of costs for particular physical works programmes
 - 9.2. Developing elements of the funding model, including roles and responsibilities as between Partner Councils
 - 9.3. Developing elements of the contributory fund, including how, when and who contributes, the funding deed and governance structures, etc.
10. The facilitator would need to have a range of skill sets and attributes to be effective, and would need to have the confidence of all Joint Committee members. TAG Consider that specific attributes / skills would likely include:
- 10.1. Senior, highly experienced professional with legal, financial, planning, engineering or similar professional background.
 - 10.2. Expert communicator and facilitator
 - 10.3. Strong working knowledge of local government processes, decision-making structures and legal context
 - 10.4. Broad understating of the context of the Strategy, including the partnership approach with Tāngata Whenua and the long term strategic and adaptive approach being applied.

Potential Appointment Process

11. For the roll to be effective, TAG consider that any facilitator appointed to assist the Joint Committee should have the confidence of all Joint Committee members.
12. If the Joint Committee is of a mind to make such an appointment, TAG recommend that a panel is formed of 2 to 3 Joint Committee members for this purpose.
13. Supported by TAG, the panel would be delegated the responsibility to call for, assess, and recommend a person (or persons) for the role. That recommendation would then be considered by the full Joint Committee before any appointments are made.
14. TAG also suggest that a protocol is developed for when the facilitator is called on and that confirms the specifics of their role and mandate, including managing matters such as confidentiality. TAG can assist the panel to develop this protocol as part of their recommendations to the Joint Committee.

Next Steps

15. A decision is required from the Joint Committee on whether to pursue the appointment of an independent facilitator.
16. If the Joint Committee wishes this appointment to be made, a panel of Joint Committee members can be appointed at this meeting, and tasked with developing recommendations on a person or persons for this role, and the development of a facilitation protocol.
17. The panels recommendations can be delivered back to the Joint Committee at their next meeting on 6 November 2020 (or earlier meeting if so called).

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

Either:

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives the “*Joint Committee Independent Facilitator*” report.

Or

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee:

1. Receives the “*Joint Committee Independent Facilitator*” report; and
2. Appoints the following Joint Committee members to a panel to develop recommendations on the appointment of a Joint Committee Independent Facilitator:

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

Friday 07 August 2020

Subject: DISCUSSION OF MINOR MATTERS NOT ON THE AGENDA

Reason for Report

1. This document has been prepared to assist Joint Committee members note the Minor Items Not on the Agenda to be discussed as determined earlier in Agenda Item 4.

Item	Topic	Raised by
1.		
2.		
3.		