



Meeting of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee

Date: Monday 5 December 2016
Time: 10.00am
Venue: Council Chamber
 Hawke's Bay Regional Council
 159 Dalton Street
 NAPIER

Agenda

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Monday 05 December 2016

Subject: CONFIRMATION OF JOINT COMMITTEE MEMBERS

Reason for Report

1. By resolution of the Hawke's Bay Regional Council, Hastings District Council and Napier City Council at their respective first meetings following the 2016 Local Elections, the Clifton to Tangoio Coastal Hazards Strategy Joint Committee ("Joint Committee") was re-established with appointed Councillors and a Terms of Reference.
2. The confirmed Council Members of the Joint Committee are:
 - 2.1. **Napier City Council:** Councillor Tony Jeffery and Councillor Larry Dallimore
 - 2.2. **Hastings District Council:** Councillor Tania Kerr and Councillor Rodney Heaps, with Councillor Ann Redstone as Alternate
 - 2.3. **Hawke's Bay Regional Council:** Councillor Peter Beaven and Councillor Paul Bailey
3. Correspondence confirming these appointments is **attached** to this report.
4. Tangata Whenua Members of the Joint Committee have not been affected by the 2016 Local Elections. Subject to being advised of any changes by the Tangata Whenua Appointers (i.e. Maungaharuru-Tangitū Trust, Mana Ahuriri Inc and He Toa Takitini) the Tangata Whenua Members are:
 - 4.1. **Maungaharuru-Tangitū Trust:** Mrs Tania Hopmans
 - 4.2. **Mana Ahuriri Inc:** Mr Piri Prentice
 - 4.3. **He Toa Takitini:** Mr Peter Paku
5. The Technical Advisory Group welcomes new and returning members of the Joint Committee and looks forward to continuing our work together.

Recommendations

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the **Confirmation of Joint Committee Members** report.

Authored by:

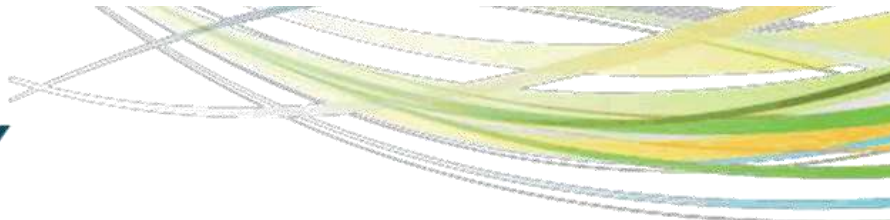
Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- 1 Hawke's Bay Regional Council representative confirmation
- 2 Hastings District Council representative confirmation
- 3 Napier City Council representative confirmation



25 November 2016

Clifton to Tangoio Coastal Hazards Strategy Joint Committee

c/- Hawke's Bay Regional Council

Private Bag 6006

NAPIER 4142

Dear Sirs

CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Please be advised that the Hawke's Bay Regional Council, at its meeting on Wednesday 9 November 2016, resolved to appoint Peter Beaven and Paul Bailey as HBRC's representatives on the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.

Please ensure that the Committee Terms of Reference is updated to reflect these, TLA and Tangata Whenua representative appointments.

Yours sincerely

LEEANNE HOOPER

GOVERNANCE AND CORPORATE ADMINISTRATION MANAGER

CORPORATE SERVICES GROUP

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If calling ask for Carolyn Hunt

File Ref CG-14-1-00029

10 November 2016

The Chief Executive
HB Regional Council
Private Bag 6006
NAPIER 4142

ATTENTION: TRANSPORT MANAGER, ANNE REDGRAVE

Dear Sir/Madam

**COUNCIL APPOINTMENT TO HAWKE'S BAY REGIONAL TRANSPORT COMMITTEE,
REGIONAL CYCLING GOVERNANCE GROUP AND HBRC CLIFTON TO TANGOIO
COASTAL HAZARDS STRATEGY JOINT COMMITTEE**

This is to confirm that, at its first meeting following the 2016 Local Authority Triennial elections, on 26 October 2016 and reconvened on 8 November 2016 the Hastings District Council appointed the following Councillors as its representatives on the following Joint Committees:

Hawkes's Bay Regional Transport Committee (RTC)

Member

Councillor Tania Kerr
164 Glengarry Road
RD 2
NAPIER 4182

Substitute

Councillor Rodney Heaps
4 Cedar Road
Te Awanga 4102

Phone: 834 9604

Mobile: 027 2414 758

Email: councillor.kerr@hdc.govt.nz

Phone: 875 1123

Mobile: 027 622 9541

Email: councillor.heaps@hdc.govt.nz

Regional Cycling Governance Group

Member

Councillor Sandra Hazlehurst
Private Bag 9002
Hastings 4156

Substitute

Councillor Simon Nixon
PO Box 8594
Havelock North 4157

Mobile: 0274 186 602

Email: councillor.hazlehurst@hdc.govt.nz

Phone: 877 6536

Mobile: 0274 424 121

Email: councillor.nixon@hdc.govt.nz

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TE KAUNIHERA O HERETAUNGA

Clifton to Tangoio Coastal Hazards Strategy Joint Committee**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 Rodney Heaps
4 Cedar Road
Te Awanga 4102

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

Alternate

Councillor Ann Redstone
Private Bag 9002
Hastings 4156

Mobile: 021 2377 164
Email: councillor.redstone@hdc.govt.nz

Yours sincerely



Carolyn Hunt
COMMITTEE SECRETARY
carolynh@hdc.govt.nz

Copy to: Councillors Hazlehurst, Heap, Kerr, Nixon and Redstone



Chief Executive
Hawke's Bay Regional Council
Private Bag 6006
NAPIER 4142

25 November 2016

Dear Mr Newman,

Clifton to Tangoio Coastal Hazards Strategy Joint Committee – Napier City Council appointments

Please be advised that at the Triennial Council meeting on 2 November 2016, the Napier City Council appointed Councillor Dallimore and Councillor Jeffery as representatives on the Clifton to Tangoio Coastal Hazards Strategy Joint Committee.

Councillor Larry Dallimore
larry.dallimore@napier.govt.nz

Councillor Tony Jeffery
tony.jeffery@napier.govt.nz

Kind regards

Jane McLoughlin
TEAM LEADER GOVERNANCE

Cc Councillor Dallimore and Councillor Jeffery

CLIFTON TO TANGOIO COASTAL HAZARDS STRATEGY JOINT COMMITTEE

Monday 05 December 2016

Item 4

Subject: ELECTION OF CHAIR AND DEPUTY CHAIR

Reason for Report

1. By resolution of the Hawke's Bay Regional Council, Hastings District Council and Napier City Council at their respective first meetings following the 2016 Local Elections, the Clifton to Tangoio Coastal Hazards Strategy Joint Committee ("Joint Committee") was re-established with appointed Councillors and a Terms of Reference.
2. As a newly re-established committee, the roles of Joint Committee Chairperson and Deputy Chairpersons are currently vacant.
3. Section 12 of the Joint Committee Terms of Reference provides for the election of a Chairperson and up to two Deputy Chairpersons by members of the Joint Committee.
4. The Chairperson is to be selected from the Council members on the Joint Committee. The Deputy Chairpersons may be any member of the Joint Committee.
5. Prior to the 2016 Local Elections, Cr Peter Beaven (Hawke's Bay Regional Council) fulfilled the role of Chairperson, and Cr Faye White (Napier City Council) and Cr George Lyons (Hastings District Council) were the Deputy Chairpersons.
6. This paper seeks a resolution to elect a Chairperson and up to two Deputy Chairpersons.

Recommendations

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee:

1. Elects Councillor _____ as the Chairperson of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee; and
2. Elects _____ and _____ as the Deputy Chairpersons of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

There are no attachments for this report.

Subject: JOINT COMMITTEE TERMS OF REFERENCE

Reason for Report

1. By resolution of the Hawke's Bay Regional Council, Hastings District Council and Napier City Council at their respective first meetings following the 2016 Local Elections, the Clifton to Tangoio Coastal Hazards Strategy Joint Committee ("Joint Committee") was re-established with appointed Councillors and a Terms of Reference.
2. The Technical Advisory Group ("TAG") consider this new term of the Joint Committee an opportune time to review the existing Terms of Reference. Some changes are recommended, to more accurately reflect how the Strategy has developed and evolved since the Terms of Reference were first confirmed in late 2014.
3. **Attached** to this report is a tracked changes version of the current Terms of Reference, showing updates recommended by TAG.
4. If these changes are agreed by the Joint Committee, the updated Terms of Reference will need to be recommended back to each partner Council for adoption, in order for the changes to take effect.

Recommendations

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee:

1. Receives and notes the ***Joint Committee Terms of Reference*** report.
2. Recommends the attached updated Terms of Reference to the Hawke's Bay Regional Council, Hastings District Council and Napier City Council for adoption.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- 1 Joint Committee Terms of Reference

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

As at 6 March 2015

1. Definitions

For the purpose of these Terms of Reference:

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

2. Name and status of Joint Committee

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

4. Tangata Whenua Members

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

5. Purpose of Terms of Reference

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

6. Meetings

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

7. Delegated authority

- 7.1 The Joint Committee has the responsibility delegated by the Partner Councils for:
 - Guiding and providing oversight for the key components of the strategy including:
 - The identification of coastal hazards extents and risks as informed by technical assessments;
 - A framework for making decisions about how to respond to those risks;

- [A model for determining how those responses shall be funded; and](#)
- [A plan for implementing those responses when confirmed.](#)

- Considering and recommending a draft strategy to each of the Partner Councils for public notification;
- Considering comments and submissions on ~~scenarios and~~ the draft strategy and making appropriate recommendations to the Partner Councils;
- Considering and recommending a final strategy to each of the Partner Councils for approval.

8. Powers not delegated

8.1 The following powers are not delegated to the Joint Committee:

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

9. Remuneration

9.1 Each Partner Council shall be responsible for remunerating its representatives on the Joint Committee and for the cost of those persons' participation in the Joint Committee.

9.2 The Administering Authority shall be responsible for remunerating the Tangata Whenua Members.

10. Meetings

10.1 The New Zealand Standard for model standing orders (NZS 9202:2003), or any New Zealand Standard substituted for that standard, will be used to conduct Joint Committee meetings as if the Joint Committee were a local authority and the principal administrative officer of the Hawke's Bay Regional Council or his or her nominated representative were its principal administrative officer.

10.2 The Joint Committee shall hold all meetings at such frequency, times and place(s) as agreed for the performance of the functions, duties and powers delegated under this Terms of Reference.

10.3 Notice of meetings will be given well in advance in writing to all Joint Committee Members, and not later than one month prior to the meeting.

10.4 The quorum shall be 5 Members.

11. Voting

11.1 In accordance with clause 32(4) Schedule 7 of Act, at meetings of the Joint Committee each Council Member has full authority to vote and make decisions within the delegations of this Terms of Reference on behalf of the Partner Council without further recourse to the Partner Council.

11.2 Where voting is required, all Members of the Joint Committee have full speaking rights.

- 11.3 Each Member has one vote.
- 11.4 Best endeavours will be made to achieve decisions on a consensus basis.
- 11.5 Standing Orders 2.5.1(2) and 3.14.2 which state: The Chairperson at any meeting has a deliberative vote and, in the case of equality of votes, also has a casting vote" do not apply to the Joint Committee.

12. Election of Chairperson and Deputy Chairperson

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

13. Reporting

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

14. Good faith

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

15. Variations to these Terms of Reference

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

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

16. Recommended for Adoptioned by

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

Napier City Council

represented by

Cr T Jeffery
Cr L Dallimore
~~Cr F White~~

Refer to Council paper 2 November 2016

Hastings District Council

represented by

Cr T Kerr
Cr R Heaps
Cr G Lyons

Refer to Council (HDC) of Planning & Regulatory Committee paper 8 November 2016

Hawke's Bay Regional Council

represented by

Cr P Beaven
Cr P Bailey
Cr C Scott

Refer to Council paper 9 November 2016

Maungaharuru-Tangitū Trust (MTT)

represented by

Mrs T Hopmans

Mana Ahuriri Inc

represented by

Mr P Prentice

He Toa Takitini

represented by

Mr P Paku

Appendix 1 – Project Background

Project Goal

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

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

Project Assumptions

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

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

Project Scope

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

- Taking into account sea level rise and the increased storminess predicted to occur as a result of climate change, an assessment of the risks posed by ~~from the~~ natural hazards of coastal erosion, coastal inundation and tsunami, with the potential to impact on the coastal environment. This may include a range of return periods for each hazard and a determination of acceptable risk to the community for various return period events
- a result of climate change and a determination of acceptable risk to the community for various scenarios.
- Identification of areas of community risk and/or specific community risks and opportunities for improving community resilience. This may include a protocol for assessing community consequences and comparing and prioritising mitigation approaches.
- Approaches to quantify the potential impacts including computer modelling and specific underlying parameters and assumptions that are used in the development of those models.
- The development of a framework to guide decision making processes that will result in a range of planned responses to these risks.

- Sea level rise and increased storminess predicted to occur as The development of a funding model to guide the share of costs, and mechanisms to cover those costs, of the identified responses.
- The development of an implementation plan to direct the implementation of the identified responses.
- Stakeholder involvement and participation.
- Protocols for expert advice and peer review.
- An action plan of ongoing activity assigned to various Members.

The Strategy will:

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

Appendix 2 - Administering Authority and Servicing

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

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

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

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

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

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

Functions of the TAG include:

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

Monday 05 December 2016

Subject: LIVING AT THE EDGE**Reason for Report**

1. This report provides an update to the Joint Committee on the Technical Advisory Group's ("TAG") work with the Living at the Edge project team.

Discussion

2. The Ministry of Business, Innovation and Employment ("MBIE") are funding 11 National Science Challenges that are cross-disciplinary programmes designed to tackle New Zealand's biggest science-based challenges.
3. Living at the Edge ("Edge") is a project within one of these 11 challenges, Resilience to Nature's Challenges, which is seeking to enhance New Zealand's ability to anticipate, adapt and thrive in the face of ever-changing natural hazards.
4. Edge are made up of academics and professionals from Auckland University, Massey University, Victoria University, Lincoln University, NIWA and GNS Science. **Attached** to this report is a brief summary of the Edge and their work.
5. Edge have selected the Hawke's Bay to focus their research efforts on, and earlier in the year, approached TAG to discuss ways in which the two project teams could integrate work streams for mutual benefit.
6. A series of meetings have now been held between TAG and Edge, with a focus on planning work streams in the following areas:
 - 6.1. Overall project coordination and principles for working together;
 - 6.2. Social science projects;
 - 6.3. Physical science projects;
 - 6.4. Planning and decision making processes; and
 - 6.5. Communications and community participation.
7. Edge will ultimately produce best practice national guidance for coastal hazards planning, based on the work we are doing here in Hawke's Bay.
8. TAG and Edge have developed an integrated work plan to guide our respective activities, and this is **attached** to this report.
9. TAG and Edge are also in the process of developing a Memorandum of Understanding to better define and guide our working relationship.
10. Representatives from Edge will be present at today's meeting to expand on the background to their work, its aims, and answer any questions the Joint Committee may have.

Recommendation

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the ***Living at the Edge*** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

**Mike Adye
GROUP MANAGER ASSET
MANAGEMENT**

Attachment/s

- 1** Living at the Edge Overview
- 2** Integrated Work Plan – TAG and Living at the Edge teams



National
SCIENCE
Challenges



Overview

The New Zealand government (Ministry of Business, Innovation and Employment) has funded 11 National Science Challenges; science investments that focus on defined issues of national importance, including the ten-year challenge “Resilience to Nature’s Challenges” (<https://resiliencechallenge.nz/>). One component of the Resilience Challenge is the three-year ‘Living at the Edge’ programme (the Edge), which focuses on communities living in localities exposed to natural coastal hazards (coastal inundation/flooding, coastal erosion and tsunami), exacerbated by socio-economic, demographic and environmental change (future sea-level rise and associated rising groundwater). The aim of the Edge is to build shared understanding about coastal hazards and risk and to develop practical ‘resilient’ solutions that can be institutionalised in the region for the benefit of current and future generations. The programme will be developed between June 2016-June 2019 and implemented in partnership with key stakeholders, including communities. The initial case study community will be located in the Hawke’s Bay.

Research partners and participants

The Edge programme has been aligned with the Clifton to Tangoio Coastal Hazards Strategy 2120. The Edge will provide independent and robust advice, support and information to assist in development of the Strategy. Additional key regional level stakeholders (people or group who can affect or be affected by the research) that the Edge will engage with include:

- Government agencies
- Tangata whenua
- Community-based organisations
- Business, industry and infrastructure providers
- Research agencies e.g. universities, Crown Research Institutes, independent consultants and specialists
- Other projects (East Coast LAB, Natural Hazards Portal, Deep South National Science Challenge, among others)
- Media

In collaboration with key stakeholders at the regional level, the Edge will engage with stakeholders at a local level. Through engagement and collaboration, the team will be able to contribute to building a ‘safe environment’ for public deliberation, social learning and the practical implementation of resilience efforts.

Edge research team – see back of page for research team profile

We are an independent, multi-disciplinary team of internationally and nationally recognised coastal hazard and risk specialists willing to work collaboratively with the people of Hawke’s Bay. Together we have an array of disciplinary backgrounds that span social sciences, governance, emergency management, climate change and natural hazards resilience, coastal engineering, planning and coastal hazard management, including applied research and practice in the Hawke’s Bay. Moreover, we can draw on experience and expertise of the wider Resilience Challenge team, involving nine other programmes of work that sit alongside and interconnect with the Edge.



Edge research team profile

The University of Auckland (UoA):

- Prof. Paul Kench, the Edge project leader, is Head of the School of Environment at the UoA. Paul is a coastal geomorphologist with 20 years experience in coastal processes and coastal management in New Zealand and globally.
- Dr. Emma Ryan is the Edge project co-ordinator and the first point of contact for stakeholder engagement. With a background in coastal geomorphology, Emma is an emerging researcher in coastal hazards and citizen science.
- Dr. Susan Owen has experience in coastal planning and research interests in institutional influence and participatory processes.
- Dr. Mark Dickson has a strong track record in coastal processes research in New Zealand. Mark's research has a focus on eroding coastlines and future erosion patterns in response to sea-level rise.

NIWA:

- Dr. Rob Bell (Edge deputy project leader) has a proven track record in applied coastal, hazard-risk and sea-level research and advisory/planning services. Rob, along with Paula and Judy, is involved in developing the MfE climate change guidelines to be released in 2016.
- Dr. Paula Blackett, a social scientist, has an extensive record of researching processes and techniques for coastal community engagement, along with planning experience.
- Dr. Michael Allis, a trained engineer has a track record in physical coastal science. Mike's work is increasingly delving into the community engagement aspect of coastal science.

Massey University:

- Prof. Bruce Glavovic is a leading expert with >20 years experience in resilience planning and adaptation. Bruce is also involved in the Governance Group of the Resilience Challenge and several international research initiatives dealing with coastal governance and adaptation.
- Dr. Paul Schneider is an emerging researcher with interests in resilience, governance and stakeholder engagement. Paul has significant experience working with multi-level stakeholders around climate change adaptation issues. Paul is also involved in the Governance Group of the Resilience Challenge.

Victoria University of Wellington:

- Dr. Judy Lawrence has a strong central and local government policy/management background and a research record in decision making under uncertainty and change. She has developed with international partners, NZ relevant adaptation pathways methodologies in response to climate change. Judy is also involved in the Resilience Challenge – Governance Toolbox project.

GNS Science:

- Dr. Julia Becker is a leading social scientist with interests in hazard preparedness, emergency management, community engagement and resilience. Julia has 16 years of experience working on resilience issues in the Hawke's Bay region. Julia also leads the Cultural toolbox of the Resilience Challenge.

Lincoln University:

- Assoc. Prof. Hamish Rennie has >25 years experience in planning/policy and his research has influenced legislation and coastal policy and plans. He is Director of Post-Graduate Studies in Disaster Risk and Resilience at Lincoln University and is involved in the Rural laboratory of the Resilience Challenge.



Edge research group from left to right: Hamish Rennie, Julia Becker, Emma Ryan, Paula Blackett, Sue Owen, Paul Kench, Paul Schneider, Judy Lawrence, Bruce Glavovic, Mike Allis (missing: Rob Bell and Mark Dickson).

Clifton to Tangoio Coastal Hazards Strategy 2120

Integrated Work Plan – TAG and Living at the Edge teams

Agreed principles for working together

1. Simon Bendall (TAG) and Emma Ryan (Edge) to act as the key points of contact between both teams.
2. Ensure a no surprises approach.
3. All external engagement to be carefully coordinated through TAG.
4. Work in a collaborative, constructive and mutually beneficial way.

Abbreviations Uses

Edge – Living at the Edge

TAG – Technical Advisory Group for the Clifton to Tangoio Coastal Hazards Strategy 2120

ACEP – Assessment Cell Evaluation Panel

SROI – Social Return on Investment / social impact assessment

^{3b} – Cross reference to Edge Work Plan

Notes

- Assessment Cell Evaluation Panel As are indicative and will be confirmed by February 2017
- This project plan will be regularly updated in a coordinated way by TAG and Edge

TAG Activity		Edge Activity ¹
20	Oct Meetings (Internal): <ul style="list-style-type: none"> Oct 6: TAG Meeting Oct 7: Project Planning Workshop Oct 31: TAG Meeting External Engagement: <ul style="list-style-type: none"> Newsletter / media release Tasks: <ul style="list-style-type: none"> Planning for Stage 3 Engage Stage 3 contributors Commence pre-work for ACEPs Develop integrated work plan with Edge Establish Funding Model Working Group 	Meetings (Internal): <ul style="list-style-type: none"> Oct 7: Project Planning Workshop <i>Oct 22: Edge online meeting</i> Oct 31: Project planning meeting Tasks: <ul style="list-style-type: none"> Workplan development Conduct key stakeholder interviews^{1c} Develop planning context diagram^{1g} <i>Demographics/preliminary economic analysis^{1d}</i> <i>Write a review article about coastal hazard management frameworks^{1a}</i>
	Nov Meetings (Internal): <ul style="list-style-type: none"> Nov 1: Comms meeting Nov 4: Survey planning meeting Nov 7: Physical scientists planning session Nov 21: TAG Meeting External Engagement: <ul style="list-style-type: none"> Newsletter / media release ACEP formation: <ul style="list-style-type: none"> Mail out to landowners Public meetings Contact business etc Tangata Whenua reps Tasks: <ul style="list-style-type: none"> Commence Assessment Panel (ACEP) appointment process Funding model development 	Meetings (Internal): <ul style="list-style-type: none"> Nov 1: Comms meeting Nov 4: Survey planning meeting Nov 7: Physical scientists planning session <i>Nov 24: Edge online meeting</i> Tasks: <ul style="list-style-type: none"> Write a review article about managed retreat^{1h} Plan and carry out values survey^{1b} Continue developing planning context diagram^{1g} Develop additional climate change scenarios^{1e} Plan physical science projects^{1f} <i>Continue writing review article about coastal hazard management frameworks^{1a}</i> <i>Submit ethics application</i>

Item 6

Attachment 2

¹ Edge activity in italics is not directly aligned with TAG activity.

TAG Activity		Edge Activity ¹
20	Dec	Meetings (Internal): <ul style="list-style-type: none"> Dec 12: TAG Meeting External Engagement: <ul style="list-style-type: none"> Dec: SROI surveys (southern cell) Dec 5: Joint Committee meeting Dec 7: ACEP 1st Workshop (joint) Newsletter / media release Tasks: <ul style="list-style-type: none"> Launch ACEPs Stage 1 & 2 endorsed by Councils Funding Model refinement
		Meetings (Internal): <ul style="list-style-type: none"> <i>Dec 15: Edge online meeting</i> External Engagement: <ul style="list-style-type: none"> Dec 5: Joint Committee meeting Dec 7: ACEP 1st Workshop (joint) Evaluation of workshop processes/learnings^{2c} Tasks: <ul style="list-style-type: none"> Complete writing review article about managed retreat^{1h} Complete values survey^{1b} Continue developing additional climate change scenarios^{1e} Complete planning context diagram^{1g} Complete draft results from key stakeholder interviews^{1c} Conduct physical science projects^{1f} <i>Complete writing review article about coastal hazard management frameworks^{1a}</i> <i>Evaluate Edge processes¹ⁱ</i>

2017

TAG Activity		Edge Activity ²
20	Jan	Meetings (Internal): <ul style="list-style-type: none"> Jan 27: TAG Meeting External Engagement: <ul style="list-style-type: none"> SROI – community consultation Tasks: <ul style="list-style-type: none"> Preparation for ACEP process
		Meetings (Internal): <ul style="list-style-type: none"> <i>Jan 26: Edge online meeting</i> Tasks: <ul style="list-style-type: none"> Continue developing additional climate change scenarios^{1e} Development of managed retreat model^{2a} Contribute to optioneering^{2b} Continue conducting physical science projects^{1f} .
	Feb	Meetings (Internal): <ul style="list-style-type: none"> Feb 16: TAG Meeting External Engagement: <ul style="list-style-type: none"> Feb 2: ACEP Workshop 2 (South) Feb 22: ACEP Workshop 2 (North) Feb 23: ACEP Workshop 3 (South) Newsletter / media release
		Meetings (Internal): <ul style="list-style-type: none"> <i>Feb 23: Edge online meeting</i> External Engagement: <ul style="list-style-type: none"> Feb 2: ACEP Workshop 2 (South) Feb 22: ACEP Workshop 2 (North) Feb 23: ACEP Workshop 3 (South) Evaluation of workshop processes/learnings^{2c}

² Edge activity in italics is not directly aligned with TAG activity.

20		<ul style="list-style-type: none"> Feb 28: Joint Committee meeting <p>Tasks:</p> <ul style="list-style-type: none"> ACEP workshop support Complete SROI (southern cell) Complete Optioneering (prelim) Complete funding model Feb 28 Joint Committee agenda Joint Committee recommends funding model back to Councils 	<p>Tasks:</p> <ul style="list-style-type: none"> Continue developing additional climate change scenarios^{1e} Continue development of managed retreat model^{2a} Continue conducting physical science projects^{1f} Contribute to optioneering^{2b}
	Mar	<p>Meetings (Internal):</p> <ul style="list-style-type: none"> Mar 16: TAG Meeting <p>External Engagement:</p> <ul style="list-style-type: none"> Mar 15: ACEP Workshop 3 (North) Mar 16: ACEP Workshop 4 (South) Public meetings to report back on ACEP work <p>Tasks:</p> <ul style="list-style-type: none"> ACEP workshop support Partner Councils adopt funding model 	<p>Meetings (Internal):</p> <ul style="list-style-type: none"> Mar date TBC: Joint Edge-TAG meeting Mar 30: Edge online meeting <p>External Engagement:</p> <ul style="list-style-type: none"> Mar 15: ACEP Workshop 3 (North) Mar 16: ACEP Workshop 4 (South) Public meetings to report back on ACEP work Evaluation of workshop processes/learnings^{2c} <p>Tasks:</p> <ul style="list-style-type: none"> Complete additional climate change scenarios^{1e} Complete managed retreat model draft^{2a} Continue conducting physical science projects^{1f} Contribute to optioneering^{2b} Evaluate Edge processes¹ⁱ
	Apr	<p>Meetings (Internal):</p> <ul style="list-style-type: none"> Apr 6: TAG Meeting <p>External Engagement:</p> <ul style="list-style-type: none"> Apr 12: ACEP Workshop 4 (North) Apr 13: ACEP Workshop 5 (South) Newsletter / media release <p>Tasks:</p> <ul style="list-style-type: none"> ACEP workshop support Funding model implementation 	<p>Meetings (Internal):</p> <ul style="list-style-type: none"> Apr 27: Edge online meeting <p>External Engagement:</p> <ul style="list-style-type: none"> Apr 12: ACEP Workshop 4 (North) Apr 13: ACEP Workshop 5 (South) Evaluation of workshop processes/learnings^{2c} <p>Tasks:</p> <ul style="list-style-type: none"> Refinement of managed retreat model^{2a} Continue conducting physical science projects^{1f}

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2020	May	Meetings (Internal): <ul style="list-style-type: none"> May 18: TAG Meeting External Engagement: <ul style="list-style-type: none"> May 17: ACEP Workshop 5 (North) May 18: ACEP Workshop 6 (South) Tasks: <ul style="list-style-type: none"> ACEP workshop support Jun 6 Joint Committee agenda 	Meetings (Internal): <ul style="list-style-type: none"> May 25: Edge online meeting External Engagement: <ul style="list-style-type: none"> May 17: ACEP Workshop 5 (North) May 18: ACEP Workshop 6 (South) Evaluation of workshop processes/learnings^{2c} Tasks: <ul style="list-style-type: none"> Continue conducting physical science projects^{1f} Complete refinement of managed retreat model^{2a}
	Jun	Meetings (Internal): <ul style="list-style-type: none"> Jun 22: TAG Meeting External Engagement: <ul style="list-style-type: none"> June 6: Joint Committee Meeting Jun 14 ACEP Workshop 6 (North) Jun 15: ACEP Workshop 7 (South) Newsletter / media release Public meetings to report back on ACEP work Tasks: <ul style="list-style-type: none"> ACEP workshop support 	Meetings (Internal): <ul style="list-style-type: none"> June 29: Edge online meeting External Engagement: <ul style="list-style-type: none"> June 6: Joint Committee Meeting Jun 14 ACEP Workshop 6 (North) Jun 15: ACEP Workshop 7 (South) Public meetings to report back on ACEP work Evaluation of workshop processes/learnings^{2c} Tasks: <ul style="list-style-type: none"> Continue conducting physical science projects^{1f}
	Jul	Meetings (Internal): <ul style="list-style-type: none"> Jul 12: TAG Meeting External Engagement: <ul style="list-style-type: none"> Jul 12 ACEP Workshop 7 (North) Jul 13: ACEP Workshop 8 (South) Tasks: <ul style="list-style-type: none"> ACEP workshop support 	Meetings (Internal): <ul style="list-style-type: none"> Jul 27: Edge online meeting External Engagement: <ul style="list-style-type: none"> Jul 12 ACEP Workshop 7 (North) Jul 13: ACEP Workshop 8 (South) Evaluation of workshop processes/learnings^{2c} Tasks: <ul style="list-style-type: none"> Continue conducting physical science projects^{1f} Evaluate Edge processes¹ⁱ

2017	Aug	Meetings (Internal): <ul style="list-style-type: none"> Aug 16: TAG Meeting External Engagement: <ul style="list-style-type: none"> Aug 16: ACEP Workshop 8 (North) Aug 17: ACEP Workshop 9 (South) (Backup) Newsletter / media release Tasks: <ul style="list-style-type: none"> ACEP workshop support ACEP report preparation 	Meetings (Internal): <ul style="list-style-type: none"> 11 Aug: Governance Group meeting in Wellington Edge online meeting TBC External Engagement: <ul style="list-style-type: none"> Aug 16: ACEP Workshop 8 (North) Aug 17: ACEP Workshop 9 (South) (Backup) Evaluation of workshop processes/learnings^{2c} Tasks: <ul style="list-style-type: none"> Complete physical science projects^{1f}
	Sept	Meetings (Internal): <ul style="list-style-type: none"> Sep 21: TAG Meeting External Engagement: <ul style="list-style-type: none"> Sep 13: ACEP Workshop 9 (North) (Backup) Sep 14: ACEP Workshop 10 (South) (Backup) Sep 19: ACEP Workshop 10 (North) (Backup) Public meetings to report back on ACEP work Tasks: <ul style="list-style-type: none"> ACEP workshop support Complete ACEP reports Oct 3 Joint Committee agenda 	Meetings (Internal): <ul style="list-style-type: none"> Edge online meeting TBC External Engagement: <ul style="list-style-type: none"> Sep 13: ACEP Workshop 9 (North) (Backup) Sep 14: ACEP Workshop 10 (South) (Backup) Sep 19: ACEP Workshop 10 (North) (Backup) Public meetings to report back on ACEP work Evaluation of workshop processes/learnings^{2c}
	Oct	Meetings (Internal): <ul style="list-style-type: none"> Oct 12: TAG Meeting External Engagement: <ul style="list-style-type: none"> Oct 3: Joint Committee Meeting End Oct: HDC, NCC, HBRC Council meetings Newsletter / media release Tasks: <ul style="list-style-type: none"> Joint Committee endorsement for ACEP recommendations Joint Committee recommends ACEP reports back to each partner Council 	Meetings (Internal): <ul style="list-style-type: none"> Edge online meeting TBC Tasks: <ul style="list-style-type: none"> Plan follow-up values survey^{3b} Contributing to developing implementation plan^{3c} Evaluate Edge processes¹ⁱ

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20	Nov	Meetings (Internal): <ul style="list-style-type: none"> Nov 15: TAG Meeting External Engagement: <ul style="list-style-type: none"> TBC Tasks: <ul style="list-style-type: none"> Provide inputs to Council Long Term Plans re costs for Stage 4 	Meetings (Internal): <ul style="list-style-type: none"> Edge online meeting TBC Tasks: <ul style="list-style-type: none"> Carry out follow-up values survey^{3b} Contributing to developing implementation plan^{3c}
	Dec	Meetings (Internal): <ul style="list-style-type: none"> None External Engagement: <ul style="list-style-type: none"> Dec 5: Joint Committee Meeting Newsletter / media release Tasks: <ul style="list-style-type: none"> Commence Stage 4 activity – First step: develop implementation plan 	Meetings (Internal): <ul style="list-style-type: none"> Edge online meeting TBC Tasks: <ul style="list-style-type: none"> Complete follow-up values survey^{3b} Contributing to developing implementation plan^{3c} Begin developing guidance manual^{3f}

Subject: STAGE 2: DECISION MAKING FRAMEWORK - PROGRESS UPDATE**Reason for Report**

1. This report provides an update to the Joint Committee on the ongoing development of the decision-making framework that will be employed to identify how the Hawke's Bay community should respond to coastal hazards risks.

Discussion

2. At the last meeting of the Joint Committee on 19 August 2016, the Committee was presented with a draft report prepared as part of the Stage Two work undertaken by Stephen Daysh from EMS (now Mitchell Daysh Limited). The report outlined a draft decision making framework that was proposed to be used in a community-led process to turn what we now know about coastal hazards risks (as identified in Stage 1) into well considered and effective responses.
3. The proposed decision-making framework is based on Multi Criterial Decision Assessment ("MCDA") methodology. MCDA methodology has been successfully used to unlock complex decision making processes in a range of projects, and was recommended by Mitchell Daysh as consultants experienced in its practical and successful application locally and nationally.
4. Since that meeting, the decision-making framework has undergone some refinement, principally in response to input from the Living at the Edge ("Edge") team.
5. One of the challenges faced by the Strategy is that we are at the leading edge of this type of work nationally. There is no rule book to follow, and little precedent to rely on. Members of the Edge team are contributing to the soon to be released Ministry for Environment ("MfE") national guidance document on coastal hazards and climate change responses to help fill this void.
6. While the guidance document is not publicly available at the time of writing this report, the Technical Advisory Group ("TAG") have been advised by MfE and Edge that there is a high degree of consistency between our approach in Hawke's Bay and what is now shaping up as national-level guidance.
7. However, of particular note with regards to the proposed decision-making framework, the guidance document is proposing utilisation of Vulnerability Assessment and Adaptive Pathways Planning methodologies. These methodologies are based on recently evolving International Best Practice techniques and it makes good sense to utilise them (with appropriate refinement to make them fit for purpose for our Hawke's Bay context) in an updated decision-making framework. These additions will compliment, rather than replace, the MCDA approach.
8. In terms of timing, the national guidance content is embargoed until it is formally released by the Minister. At this stage, it can't therefore inform any formal update to our decision-making framework. Our understanding is that the guidance is due for release in December 2016. Once it is publicly available, the draft decision-making framework will be formally updated in the early part of 2017 and will be presented to the Joint Committee. It will then form the basis of the process to be followed by the Northern and Southern Cell Assessment Panels currently being established

Recommendation

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the **Stage 2: Decision Making Framework – Progress Update** report.

Authored by:

**Simon Bendall
PROJECT MANAGER**

Approved by:

**Mike Adye
GROUP MANAGER ASSET
MANAGEMENT**

Attachment/s

There are no attachments for this report.

Monday 05 December 2016

Subject: STAGE 2: FUNDING MODEL - PROGRESS UPDATE**Reason for Report**

1. This report provides an update to the Joint Committee on the ongoing development of a funding model to determine how the costs of responding to coastal hazards risks should be met.

Discussion

2. At the last meeting of the Joint Committee on 19 August 2016, the Committee was presented with a report prepared as part of the Stage 2 work undertaken by Maven Consulting (Mr Wayne Mills) that outlined a proposed funding model, and a series of recommendations for further work.
3. The funding model is required to guide funding processes for responses to coastal hazards risks, once these responses are identified as part of Stage 3.
4. The funding model was developed in a consultative manner, including through direct input by the Technical Advisory Group (TAG), the Joint Committee, senior council executives (principally financial controllers and asset managers), and other external parties including other regional councils, insurance companies, and government agencies.
5. At the 19 August meeting, the Joint Committee endorsed the recommendations presented, with the addition that a working paper be developed to put further detail around the development of a Coastal Response Contributory Fund (CRCF). The working paper would cover matters including (but not limited to) governance, objectives, ring-fencing of funding, and future scope of operation.
6. TAG have formed a sub-working group involving key Council staff to focus on this task, with the assistance of Mr Wayne Mills.
7. To date, meetings have been held with Treasury, Ministry for the Environment and EQC, while the legal aspects relating to establishing a Council Owned Corporation to govern the CRCF are being investigated.
8. This work is progressing, and TAG expect to be in a position to present a working paper to the Joint Committee at the next meeting on 28 February 2017.
9. Ultimately, a consultative process under the Local Government Act 2002 will be required to establish the CRCF and its governing entity. TAG wish to see this process commence later in 2017. TAG also consider it important to provide the Cell Assessment Panels and the community with confidence that the funding mechanisms required to implement responses to coastal hazards risks will be in place.

Recommendation

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the ***Stage 2: Funding Model – Progress Update*** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

**Mike Adye
GROUP MANAGER ASSET
MANAGEMENT**

Attachment/s

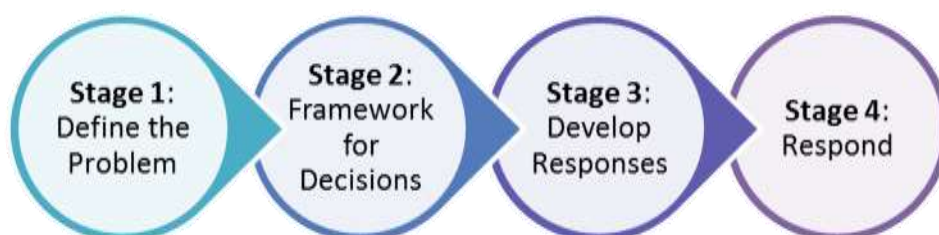
There are no attachments for this report.

Subject: STAGE 3 BRIEFING**Reason for Report**

1. This report provides an update to the Joint Committee on the commencement of Stage 3 of the Strategy and planned activity over the coming months.

Discussion

2. Joint Committee members will recall the four stages of Strategy development as presented in the following diagram:



3. As each stage of the Strategy is completed, the overarching strategy document (available for download from www.hbcoast.co.nz) is updated. This process will result in a final strategy document which will be presented in its entirety to the Joint Committee and, ultimately, to each of the Partner Councils for adoption. The final Strategy document will also confirm the approach taken to the timing and nature of future Strategy review processes.
4. In earlier agenda items in this meeting, the Joint Committee has received updates on some ongoing Stage 2 work around developing the funding model, and refining the decision-making framework. This ongoing work to refine Stage 2 outputs does not prevent the commencement of activity under Stage 3 of the Strategy.
5. In Stage 3, the decision-making framework developed in Stage 2 will be applied to identify responses to coastal hazards risks. Stage 3 can be summarised into the following key steps:
 - 5.1. Form Cell Assessment Panels (Northern and Southern) in December 2016;
 - 5.2. Complete technical pre-work for priority areas (social impact assessments and initial option development) December 2016 – February 2017;
 - 5.3. Run Cell Assessment Panel process through a series of workshops between February and September 2017;
 - 5.4. Complete Cell Assessment Panel process with recommendations back to the Joint Committee in October 2017;
 - 5.5. Joint Committee makes final recommendations back to each Partner Council in September / October 2017.
6. The first step in the above process is to confirm the following voting members, observer participants and support roles for each Cell Assessment Panel:

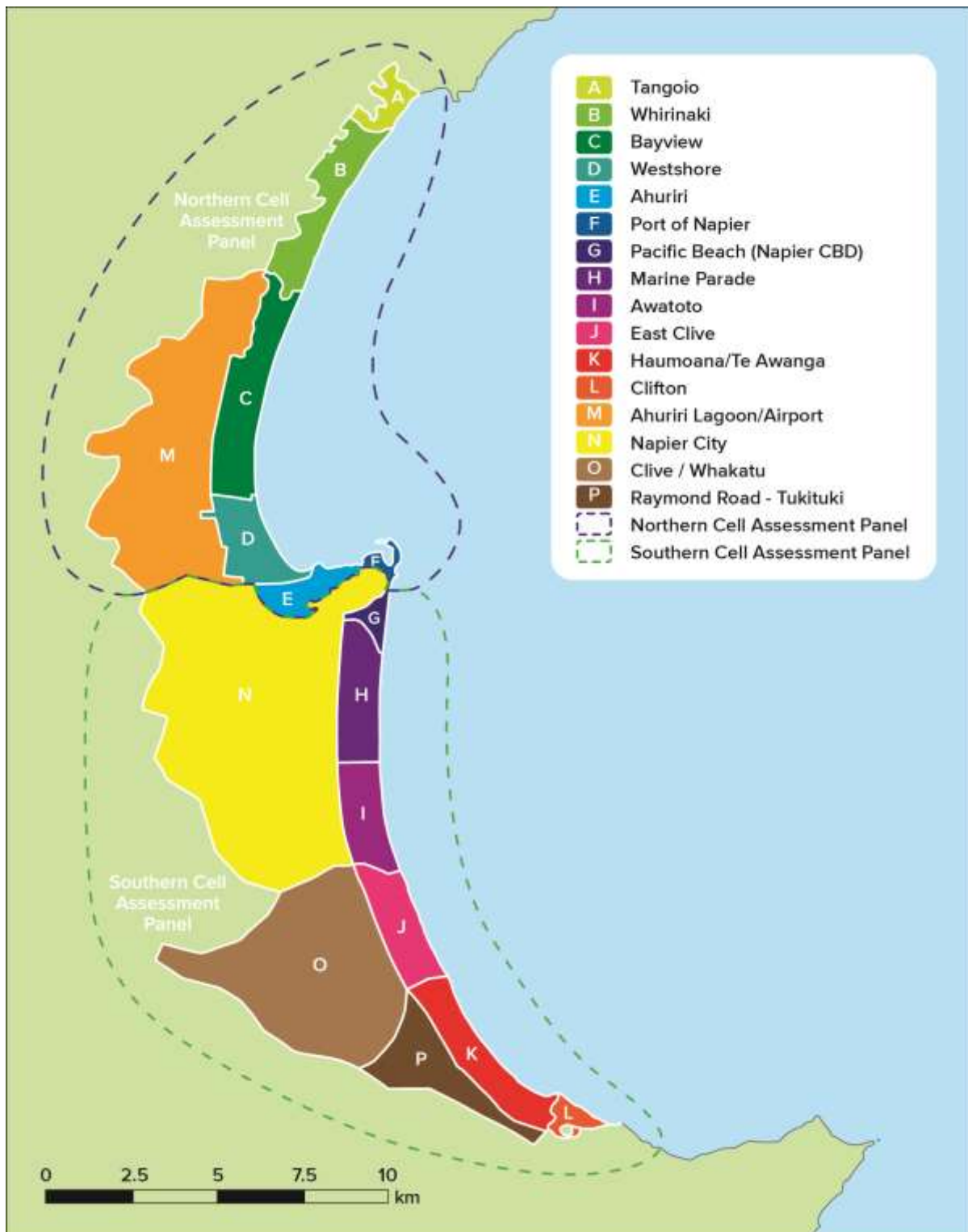
Northern Assessment Cell Evaluation Panel

Full Members able to participate in Scoring and Recommendations	Observer Participants	Support Roles
Tangata Whenua (3)	HBRC Councillor (1)	Independent Chair (1)
Whirinaki Community (1)	NCC Councillor (1)	Kaumatua (1)
Bayview Community (2)	HDC Councillor (1)	Facilitator (1)
Westshore Community (2)		Assistant Facilitator (1)
Ahuriri / Pandora Community (2)		Technical Advisory Group (6)
Recreational Interests (1)		
Port of Napier (1)		
Ahuriri / Pandora Businesses (1)		
NZTA / Lifelines (1)		
Department of Conservation (1)		
Total Voting (15)		

Southern Assessment Cell Evaluation Panel

Full Members able to participate in Scoring and Recommendations	Observer Participants	Support Roles
Tangata Whenua (3)	HBRC Councillor (1)	Independent Chair (1)
Clifton/Te Awanga Community (2)	NCC Councillor (1)	Kaumatua (1)
Haumoana Community (2)	HDC Councillor (1)	Facilitator (1)
East Clive Community (2)		Assistant Facilitator (1)
Marine Parade Community (1)		Technical Advisory Group (6)
Recreational Interests (1)		
Awatoto Businesses (1)		
Napier CBD Businesses (1)		
NZTA / Lifelines (1)		
Department of Conservation (1)		
Total Voting (15)		

7. The image below shows the areas each Cell Assessment Panel will consider as part of their process.
8. Also, **attached** to this report for reference is a preliminary Terms of Reference for the Cell Assessment Panels. This has been previously shared with the Joint Committee, and has been slightly updated following further consideration by TAG. It is noted that these Terms of Reference will need to be developed, refined and ultimately confirmed by the Cell Assessment Panels themselves, and that this process is important to ensure full buy-in and commitment to their task.



9. Progress towards forming both panels is now well advanced.
10. At the time of writing this report, Tangata Whenua representatives for the Southern Assessment Cell Evaluation Panel have been confirmed, with Northern representatives still being identified.
11. For the community representative positions, between 14 and 22 November TAG held a series of meetings along the coast to inform each community of the process ahead and to seek nominations for panel members:

<i>Date</i>	<i>Time</i>	<i>Community</i>	<i>Venue</i>
14 November	5.30 pm to 7.00 pm	Whirinaki and Bay View	Bay View Hotel
15 November	5.30 pm to 7.00 pm	Westshore, Ahuriri and Marine Parade	Westshore Surf Life Saving Club
16 November	5.30 pm to 7.00 pm	Clive / East Clive	Clive School Hall
21 November	5.30 pm to 7.00 pm	Clifton and Te Awanga	Te Awanga Hall
22 November	5.30 pm to 7.00 pm	Haumoana	Haumoana Hall

12. These meetings were very well attended, with positive feedback and good levels of engagement at each. For some community representative positions, TAG received more nominations than positions available. A process was required to resolve the oversubscription, and this is set to occur through a meeting with all nominees for oversubscribed positions on 1 December 2016. A verbal update on the outcome of this process will be provided at this Joint Committee meeting.
13. All other positions are substantially resolved, with TAG continuing to work through remaining issues over the coming week.
14. Confirmed panel membership will be tabled by TAG at this Joint Committee meeting.
15. The technical pre-work for priority areas is also progressing. The purpose of this work is to get a head start on some of the information the Cell Assessment Panels will need to undertake their work. However, it is important to stress that this work does not pre-judge any decision of the Panels; rather, it is aimed at building up an information resource for those Panels to access and interrogate.
16. To that end, Maven (Mr Wayne Mills) has been tasked with undertaking Social Return on Investment (i.e. social impact assessment) work in the priority areas of Westshore (Unit D), East Clive (Unit J), Haumoana / Te Awanga (Unit K) and Clifton (Unit L). Similarly, Tonkin & Taylor are working on developing some preliminary defend and managed retreat options for these same units. This work will be presented to the Joint Committee early in 2017.
17. In terms of initiating and running the Cell Assessment Panel workshop process, TAG are working on an official launch event shortly following the confirmation of Panel membership. The launch event will bring both Cell Assessment Panels together with the Joint Committee, other Councillors and invited attendees. A verbal update on this will be provided at this Joint Committee meeting.

Recommendation

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the **Stage 3 Briefing** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- 1 Assessment Cell Evaluation Panel Draft Terms of Reference



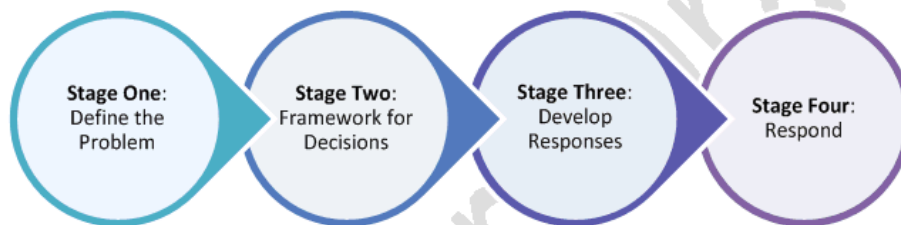
Clifton to Tangoio Coastal Hazards Stagey 2120

Assessment Cell Evaluation Panel Draft Terms of Reference

Background / Context

The Hawke's Bay Regional Council, Hastings District Council and Napier City Council ("Partner Councils") along with representatives from Maungaharuru-Tangitu Trust, Mana Ahuriri Incorporated and He Toa Takitini, have formed a Joint Committee responsible for the development of the Clifton to Tangoio Coastal Hazard Strategy 2120 ("Coastal Hazards Joint Committee").

The Strategy is being developed in four stages:



Stage One work undertaken by Tonkin & Taylor includes an assessment of coastal erosion, storm surge inundation (flooding from the sea) and tsunami risks for each distinct part of the Clifton to Tangoio coastline.

Stage Two work was undertaken by EMS and Maven Limited and sets out a process for making decisions around the risks identified by the Tonkin & Taylor work.

The Assessment Cell Evaluation Panels have been established to implement the decision-making framework developed in Stage Two, and in doing so complete **Stage Three** of the strategy

Purpose

The purpose of the Assessment Cell Evaluation Panel is to provide informed recommendations to the Coastal Hazards Joint Committee on responses to coastal hazards risks within their assigned assessment cell areas (northern or southern).

The specific functions of the Assessment Cell Evaluation Panel are to provide the Coastal Hazards Joint Committee with input, advice and recommendations on the following matters:

1. In response to the information developed on coastal hazards risks the development of coastal hazard response options through consideration of the practicality and affordability of a range of options The range of options might include:
 - a. Do Nothing;
 - b. Hard Engineering solutions;



- c. Soft engineering solutions (e.g. beach re-nourishment, beach crest stabilisation);
 - d. Retreat including identification of alternative building sites and land purchase;
 - e. Emergency Management planning;
 - f. District and/or Regional Plan provisions and internal Council policies.
2. Facilitating engagement with the broader community, affected persons and other stakeholders in relation to the risks posed by coastal hazards and the associated coastal hazard response options.
3. Open, objective and unbiased participation in a facilitated decision making process to select preferred coastal hazards response options;
4. The determination of a preferred option(s) or series of coastal hazards response options, and the preparation and delivery of reasoned recommendations to the Coastal Hazards Joint Committee regarding:
 - a. Priority areas for action;
 - b. Preferred coastal hazards responses; and
 - c. Programming and implementation.

Membership

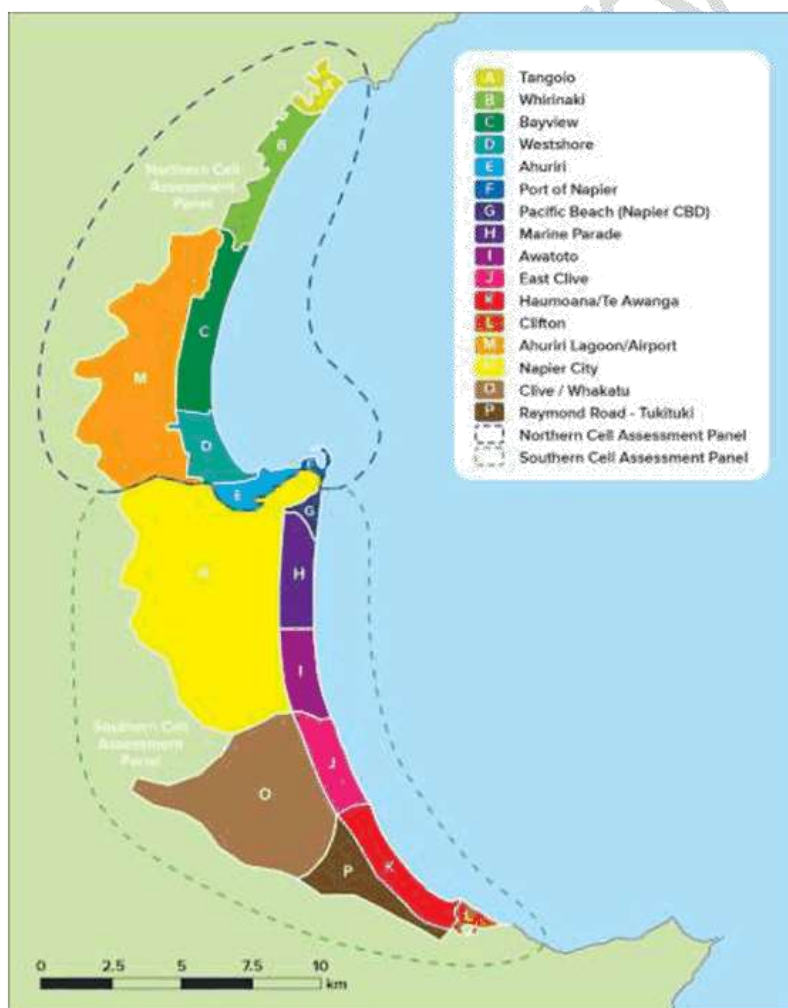


Figure 1: Assessment Cell Evaluation Panel areas

Two Assessment Cell Evaluation Panels shall be formed:

Northern Assessment Cell Evaluation Panel covering the area from Tangoio to the Port of Napier (inclusive), as represented by areas A, B, C, D, E, F and M in **Figure 1**.

Southern Assessment Cell Evaluation Panel covering the area from the Napier CBD to Clifton, as represented by areas G, H, I, J, K, L, N, O and P in **Figure 1**.



The assessment panels shall be comprised of the following members:

Northern Assessment Cell Evaluation Panel

Full Members able to participate in Scoring and Recommendations	Observer Participants	Support Roles
Tangata Whenua (3)	HBRC Councillor (1)	Independent Chair (1)
Whirinaki Community (1)	NCC Councillor (1)	Kaumātua (1)
Bayview Community (2)	HDC Councillor (1)	Facilitator (1)
Westshore Community (2)		Assistant Facilitator (1)
Ahuriri / Pandora Community (2)		Technical Advisory Group (6)
Recreational Interests (1)		
Port of Napier (1)		
Ahuriri / Pandora Businesses (1)		
NZTA / Lifelines (1)		
DoC (1)		
Total Voting (15)	To Determine Role based on Guideline	Total Non-Voting (10)

Southern Assessment Cell Evaluation Panel

Full Members able to participate in Scoring and Recommendations	Observer Participants	Support Roles
Tangata Whenua (3)	HBRC Councillor (1)	Independent Chair (1)
Clifton/Te Awanga Community (2)	NCC Councillor (1)	Kaumātua (1)
Haumoana Community (2)	HDC Councillor (1)	Facilitator (1)
East Clive Community (2)		Assistant Facilitator (1)
Marine Parade Community (1)		Technical Advisory Group (6)
Recreational Interests (1)		
Awatoto Businesses (1)		
Napier CBD Businesses (1)		
NZTA / Lifelines (1)		
DoC (1)		
Total Voting (15)	To Determine Role based on Guideline	Total Non-Voting (10)

Member Attributes and Protocol for Collaborative Deliberation

The Assessment Cell Evaluation Panels represent a community-driven collaborative stakeholder process with the aim of providing the Coastal Hazards Joint Committee with consensus advice and recommendations on a long term approach to build resilience to coastal hazards over the next 100 years.

For this process to be successful, members of the Assessment Cell Evaluation Panels will need to have the ability to explore, consider and deliberate on options and recommendations with an open mind, taking into account diverse views and interests (rather than simply advocating for a particular point of view). The following collaborative protocol is to be followed by all Assessment Cell Evaluation Panel members, observers and support roles:



- Members will participate co-operatively for the “long term benefit” of the region as a whole.
- All members agree to act in good faith. This means that members must commit to open, honest, constructive, robust, respectful and collaborative deliberations. To facilitate this end the Chatham House rule¹ will apply.
- Assessment Cell Evaluation Panel meetings are not open to the public; however the Chair can invite people such as relevant experts and interested parties to specific meetings, and open up certain meetings to the public and media representatives where it is considered appropriate. Elected members of the 3 Councils are welcome to attend meetings.
- A regular public reporting forum and newsletter or similar mechanism should be adopted by the Assessment Cell Evaluation Panels to ensure the wider public are kept informed of their activities.
- Contributions made within the Assessment Cell Evaluation Panels will be “without prejudice”. That is, nothing said within the group may be used in a subsequent planning or legal process except for any recommendations and agreements reached by the group.
- Members agree to show respect for other members’ views when communicating with their wider networks.
- Members agree to refrain from discussion and debate through media channels (i.e. newspapers, radio, television, and social media²).
- Any public statement regarding advice or recommendations made by the Assessment Cell Evaluation Panels are to be agreed by the panel and made through the Chair. This also applies to researchers, council staff and others who may attend the meetings in support of the Assessment Cell Evaluation Panels
- Consensus shall be strived for in all decisions made by the Assessment Cell Evaluation Panels, and is defined as every member (i.e. 100%) of the group being in agreement.
- Where 100% consensus cannot be reached on a specific piece of advice or a recommendation, the reasons for disagreement will be noted, any alternatives defined, and the reasons for members positions on the alternatives recorded.
- When the group reaches a decision, members will be expected to acknowledge that decision in subsequent public discussion, or presentation to the Council.
- If a meeting is missed by a member, whether or not a nominated substitute participates, members will not be able to “re-litigate” a piece of consensus advice or recommendation at a later time.
- Any recommendations made by Assessment Cell Evaluation Panels must also take account of the requirements of the Local Government Act, New Zealand Coastal Policy Statement and other relevant legislation.

¹ When a meeting, or part thereof, is held under the Chatham House Rule, participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed.

² This does not preclude the objective and impartial use of social media to facilitate engagement with the broader community, affected persons and other stakeholders in relation to the risks posed by coastal hazards and the associated coastal hazard response options.



- Notes will be taken of all meetings. Notes will not record meeting conversations verbatim, but will provide an overall summary of the issues covered and the conclusions/decisions reached. These notes will be a public record.

Operational Protocols

The following protocols shall apply to the operation of the Assessment Cell Evaluation Panels:

- *[confirm arrangements for any remuneration of Panel Members and for meeting any costs of participation i.e mileage]*
- It is anticipated that the Panel will meet approximately every 4 to 6 weeks for a period of approximately 6 months to 8 months, however the group will set its own meeting programme and dates.
- The Partner Councils will be responsible for providing all the necessary support for the effective functioning of the group including the provisions of meeting venues, refreshments, and staff support for the preparation of agendas, minutes, communications etc.
- It is expected that the Assessment Cell Evaluation Panel meetings will be hosted by one of the Partner Council's, either in Council Chambers or other suitable venue for a group of this size.
- Panel Members are expected to commit to an agreed programme of meetings and make every effort to attend all meetings. While it is anticipated that some Panel Members will miss certain meetings through circumstances beyond their control, if a significant number of meetings are not attended by a Panel Member then at the discretion of the Chair their membership may be reviewed and a reappointment process may be triggered.
- Where a member is no longer available to continue participation on an Assessment Cell Evaluation Panel for any reason, a replacement will be nominated by the relevant agency, group or community, to be accepted at the discretion of the Chair.
- Where a member deliberately or otherwise breaches the requirements and expectations of their participation on the Assessment Cell Evaluation Panel, as set out in this Terms of Reference, the Chair may, at their sole discretion, recommend to the Coastal Hazards Joint Committee that the member be removed. If this recommendation is confirmed by the Coastal Hazards Joint Committee, the member in question shall immediately cease to be a member of Assessment Cell Evaluation Panel.

Resources

At each meeting, the Assessment Cell Evaluation Panels will have access to a Technical Advisory Group (TAG) formed by senior staff from each of the Partner Councils. Independent technical advisors will also be engaged by TAG to assist with supporting the Assessment Cell Evaluation Panels, which may include expertise from the following areas:

- Coastal Process science and engineering
- Landscape
- Legal



- Economics
- Planning

Attendance at specific meetings by experts shall be at the discretion of the Chair.

Functional Relationships

At the conclusion of their process, each Assessment Cell Evaluation Panel will make final recommendations to the Coastal Hazards Joint Committee. Where financial decisions regarding the expenditure of public funds are required to be made, these will be recommended by the Joint Committee back to each Partner Council. This relationship is outlined in **Figure 2**.

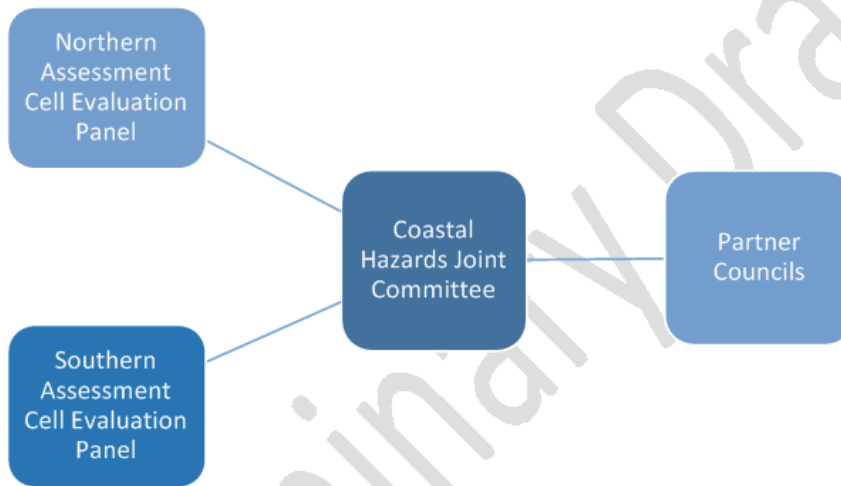


Figure 2: Functional Relationships



APPENDIX 1 – AGREED MEETING SCHEDULE

[to be developed and agreed by each Assessment Cell Evaluation Panel]



APPENDIX 2 – NORTHERN ASSESSMENT CELL EVALUATION PANEL MEMBERS

[to be completed following appointment process]

Preliminary Draft



APPENDIX 2 – SOUTHERN ASSESSMENT CELL EVALUATION PANEL MEMBERS

[to be completed following appointment process]

Subject: COMMUNICATIONS AND STAKEHOLDER UPDATE**Reason for Report**

1. This report provides an update on communications and consultation undertaken since the last Joint Committee meeting in August 2016.

DiscussionCommunicating Stage Three

2. As noted in an earlier paper in this agenda, public meetings were held in coastal communities between 14 and 22 November. These were held primarily as part of the process to form the Cell Assessment Panels, but were also a useful opportunity to connect with those communities most affected by coastal hazards risks.
3. In support of these meetings, a mail out to all landowners within the new hazard extents for coastal erosion and inundation was undertaken. Just over 2,000 letters were sent, advising them of the next steps in the process and inviting them to attend the public meetings.
4. A newsletter was also released through Hawke's Bay Today – this is **attached** to this report for information. Other communications channels (including social media) were also used to ensure people were advised of the public meetings and given an opportunity to attend.

Tangata Whenua

5. Efforts have been made to connect with Tangata Whenua through the 7 marae within the Strategy area. Letters and follow up phone calls were made to all marae, and in some instances direct contact was able to be made. However, given high workloads and other priority work for these marae, TAG have had limited success at this level.
6. It remains an ongoing work stream for TAG to ensure that:
 - 6.1. The 'elements at risk' being considered as part of the overall risk assessment for coastal hazards appropriately considers cultural sites of significance;
 - 6.2. Tangata Whenua are kept up to date on Strategy development and are given a full opportunity to engage at any point; and
 - 6.3. The Cell Assessment Panels include strong Tangata Whenua representation, and are supported in their work to integrate and respect tikanga.
7. To further the above, TAG have recently begun to engage at a Taiwhenua level, and have sought input and advice from the Tangata Whenua member appointees to the Regional Planning Committee.
8. This approach has resulted in the identification of Tangata Whenua representatives for the Southern Cell Assessment Panel. Northern Cell Assessment Panel representatives, and a kaumatua or cultural advisor for both Panels are yet to be confirmed.

Website

9. The updated hbcoast website continues to be an excellent tool for communicating Strategy development. 527 individual users have visited the project website (www.hbcoast.co.nz) since the last Joint Committee meeting in August 2016.
10. A revised / simplified mapping tool for hazards extents is also now available through the Hazards Portal at <http://www.hbemergency.govt.nz/hazards/portal>.
11. Principally as a result of the public meetings held in November, a further 68 people signed up for the Strategy email list, bringing total members to 222. This email list

receives notifications of all key Strategy activity including Joint Committee meetings and agendas, website updates and public meetings.

Future communications

12. TAG are working to a communications plan, with the support of the HBRC Communications team. The plan identifies regular (4 – 6 weekly) newsletters and other public engagement activity through to the commencement of the Cell Assessment Panel process in February 2017. The plan is currently being updated to manage communications through to the end of the panel process in September / October 2017.
13. Usefully, TAG have also received input and feedback from the Living at the Edge team on our approach to communications generally, and this continues to be an area of collaboration between the two teams.

Recommendation

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the ***Communications and Stakeholder Update*** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

- 1 Hawke's Bay Today newsletter - November 2016

NOVEMBER 2016

Coastal erosion is a concern for people living near the coast.

But the risk of inundation from sea swells is much greater for the wider community.



Councils and Tāngata Whenua of Hawke's Bay are working together with the community on a 100-year strategy and action plan to address the region's coastal natural hazard risks.

The outcome will be decisions acted on in the coming years to reduce these risks and adapt to changing circumstances over time. Coastal settlements with the highest priority are Westshore, East Clive, Haumoana, Te Awanga and Clifton.

hbcoast.co.nz has more information on the Clifton to Tangoio Coastal Hazards Strategy 2120



REPORTS AND RISKS

Technical firm Tonkin and Taylor delivered two reports to inform the project team and wider community. One looked at the hazards likely to affect our coastline. The other identified degrees of risk associated with these hazards - caused by sea level rise resulting from global warming.

Tsunami would cause the greatest damage to coastal communities, however the likelihood is considered low. A 10 metre tsunami wave is estimated to occur on average about once every 4000 years, but could happen at any time.

There is also the risk of inundation to communities from large sea-swell events. These are likely to happen several times in any 100-year period and cause a lot of damage. Erosion damage occurs in almost every swell event, and is usually concentrated on vulnerable locations.

Risks for all these hazards will grow as sea levels rise due to climate change, both in terms of the potential damage, and how often the events occur.

OPTIONS

Our next set of community meetings will further explain the project, and seek nominations for community representatives to work with the project team on options that reduce coastal hazard risks. Community input is vital and will help the project team to develop options, as well as an action plan.

Each option will need to be assessed for benefits, risks and costs - this includes social, environmental, cultural and economic aspects, such as community safety, affordability, durability, meeting cultural values, and so on.

Options to be considered will likely come down to one, or a blend of three activities:



RETREAT from a coastal hazard: withdraw, relocate or abandon.



DEFEND with protection works: renourishment, revetments, groynes, etc.



STATUS QUO natural processes continue while managing consented works.

THIS MONTH

Community-led Assessment Panels are being formed with Tāngata Whenua, community, business and other representatives.

Public meetings are taking place to appoint community representatives to these panels. The project team invite you to attend the meeting most relevant to you and your interest in our coast.

14 November	5.30 pm to 7 pm	Bay View Hotel appointing reps for Whirinaki and Bay View
15 November	5.30 pm to 7 pm	Westshore Surf Lifesaving Club appointing reps for West Shore, Ahuriri and Marine Parade
16 November	5.30 pm to 7 pm	Clive School appointing reps for Clive and East Clive
21 November	5.30 pm to 7 pm	Te Awanga Hall appointing reps for Clifton and Te Awanga
22 November	5.30 pm to 7 pm	Haumoana Hall appointing reps for Haumoana

I'M A COASTER - WHAT CAN I DO?

Get to one of these meetings. Check out the hazard profile for your property address using the Hazard Information Portal - a mapping tool - on the hbcoast website resources page. If you have concerns or comments, contact hbcoast@hbrc.govt.nz.



visit www.hbcoast.co.nz



Monday 05 December 2016

Subject: PROJECT MANAGER UPDATE

Reason for Report

1. In accordance with instructions from the Joint Committee, this report is provided in place of the written report required from the Project Manager in accordance with 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

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the ***Project Manager Update*** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

There are no attachments for this report.

Monday 05 December 2016

Subject: CURRENT COASTAL PROJECTS UPDATE

Reason for the 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. Whakarire Ave Revetment Works
 - 1.2. Port of Napier Capital Works Programme.
 - 1.3. Proposed Revetment Works at Clifton
2. TAG members will provide a verbal update on each of these projects at the meeting.

Recommendation:

1. That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *verbal* **Current Coastal Projects Update** report.

Authored by:

Simon Bendall
PROJECT MANAGER

Approved by:

Mike Adye
GROUP MANAGER ASSET
MANAGEMENT

Attachment/s

There are no attachments for this report.