
Thursday, 4 August 2022

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council
Council Meeting

Kaupapataka

Attachments Vol 2

Te Rā Hui:
Meeting date: **Thursday, 4 August 2022**

Te Wā:
Time: **1.00pm**

Te Wāhi:
Venue: **Council Chamber
Ground Floor
Civic Administration Building
Lyndon Road East
Hastings**

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TE KAUNIHERA Ā-ROHE O HERETAUNGA

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The purpose of community engagement

Community engagement is the process where Council and the community work together to achieve common goals. While the elected members of Council have the final decision-making power, community engagement plays a significant role in informing and improving Council's decision-making.

Effective community engagement:

- creates ongoing relationships with communities built on trust and respect;
- leads to sustainable decisions and improved outcomes, informed by a greater understanding of participants' needs, concerns and priorities;
- creates greater legitimacy and involvement in future engagement;
- reduces risk including political, operational and legal risks.¹

Meaningful community engagement helps Council's partners and the community understand the full scope and implications of decisions. It builds trust with community members, partner organisations, and businesses. Regular engagement helps them shape the district they live in. They will take more pride in their community and feel more valued, involved, and connected.

This framework outlines the principles of engagement and the supporting processes that enable Council to practise these principles.

This framework aims to:

- acknowledge and work with Council partners to establish and implement the principles of engagement;
- ensure the community has a voice in the decision-making process;
- enable sustainable decision-making, transparency and decisions that reflect the common good;
- ensure community engagement activities are carried out in a coordinated and consistent manner;
- support Council staff and decision-makers to incorporate the values, interests, needs, and desires of our community in the decision-making processes;
- build engagement opportunities that inspire the community to contribute to the future of Hastings;
- build community stakeholder trust in the decision-making of Hastings District Council.



Note: There is a difference between an informal engagement activity (e.g. asking the community for feedback or holding a drop-in information session) and a formal consultation (e.g. a Representation Review) which is a process dictated by a range of legal requirements.

¹ <https://dpmc.govt.nz/our-programmes/policy-project/policy-methods-toolbox/community-engagement>

A vision for Hastings District

Hastings District Council's vision is 'Fertile land, Heretaunga whenua houkura, Prosperous people, Heretaunga hapori ora'.

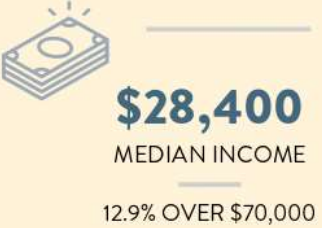
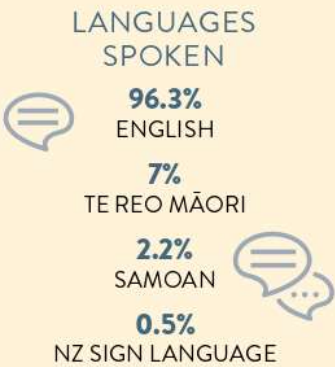
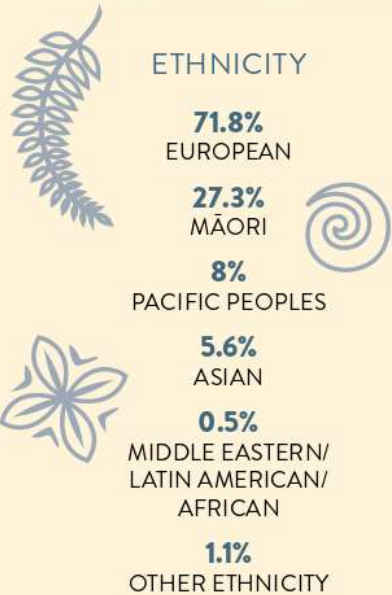
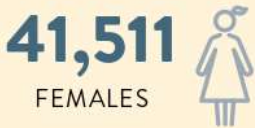
This vision is based on our mission of 'Working for our people and our place, today and tomorrow'. Our Council is elected to represent our ratepayers, and Council staff work to deliver strategies and objectives set on that basis.

To ensure we stay connected with our community we need a community engagement framework that sets out clear standards and effective methods for both how Council (elected members and staff) communicates with our community, and how our community can communicate with Council, particularly in relation to decision-making.

To be successful, community engagement requires fair opportunities for two-way communication. Our partners and community members should have the chance to ask questions, get the information they need, share their aspirations, have their views heard, and provide their constructive feedback. It also relies on Council to genuinely listen to the voice of the community and to let them know how their feedback was considered and what impact it had.

The community we serve

Hastings District is characterised by rich diversity across ethnicity, language, migration status, demographic profiles, and different use of media.



Strategic context

Community engagement may be required as part of a range of active strategies within Hastings District Council. The overarching strategy for Council is the **Long Term Plan 2021-2031 (LTP)** and subsequent Annual Plans. The Council's **Significance and Engagement Policy** is outlined in the LTP.

This Community Engagement Framework is designed to provide additional advice, support and guidelines to meet the requirements set out in the Significance and Engagement Policy.

The level of community engagement needs to be appropriate to the significance of the decision (i.e. the higher the significance of

the decision, the greater the requirement for community engagement).

At the time of writing, the Council had developed a range of strategies to support the delivery of key outcomes set out in the Long Term Plan including:

- District Development Strategic Overview
- Eco District Strategic Overview
- Great Communities Strategic Overview (which includes the Multicultural Strategy, Youth Strategy and Positive Ageing Strategy)
- Waste Education and Engagement Strategy (in the drafting stage)

Other relevant documents that inform how Council can engage with the community include:

- Heretaunga Ararau – Te Reo Māori Action Plan
- Heretaunga Ringahora Framework – Māori Community Engagement Framework
- Community Plan Kete – A Guide to Developing Community Plans



Legal context



The role of Council is to lead and represent our community. Council must engage with the community, encourage community participation in decision-making and enable people to 'have a say'.

This Community Engagement Framework acknowledges that certain projects are subject to legal regulations that dictate a minimum level of consultation. In these circumstances Council must fully comply with the relevant provision of the legislation.

Public participation is required in a number of Acts, for example the Local Government Act 2002, Land Transport Act 1993, Resource Management Act 1991, and New Zealand Public Health and Disabilities Act 2000. It also stems from other obligations such as those set out in Te Tiriti of Waitangi/the Treaty of Waitangi.

The management and release of information gathered during a consultation is subject to the Privacy Act 2020 and the Local Government Official Information and Meetings Act 1987.

LOCAL GOVERNMENT ACT (LGA) 2002

Section 10(1) provides that the **purpose of local government** is to:

- enable democratic local decision-making and action by, and on behalf of, communities;
- promote the social, economic, environmental, and cultural wellbeing of communities in the present and for the future.

Section 14 details the **principles of local government**:

- openness and transparency
- democratic accountability
- implementing desired outcomes effectively and efficiently
- being aware of community views
- taking the long-term view
- recognising diversity
- providing Māori with opportunities to contribute to decision-making
- working collaboratively with other authorities
- using sound business practice in commercial undertakings
- being a prudent steward of assets
- taking a sustainable approach.

Section 76AA requires Councils to adopt a **Significance and Engagement Policy** with the purpose of:

- determining the degree of significance of matters on which it makes decisions (and the threshold for community engagement);
- broadly guide the engagement approach and decision-making to be undertaken, relative to the significance of the issue.

Section 82 details the **principles** of consultation, e.g.

- providing people with reasonable access to relevant information (about the purpose of the consultation, explanatory material relating to the decisions, scope of decisions to be taken) in an appropriate manner and format;
- encouraging people to present their views to Council and providing them with a reasonable opportunity to do so.

Section 83 details the **special consultative procedure** that Council may have to use or adopt as a requirement under the LGA or other enactments.



Core values for community engagement

Council abides by the **International Association for Public Participation (IAP2) Core Values** as the underlying principles for community engagement.

Community engagement:

- is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process;
- includes the promise that the public's contribution will influence the decision;
- promotes sustainable decisions by recognising and communicating the needs and interests of all participants, including decision-makers;
- seeks out and facilitates the involvement of those potentially affected by or interested in a decision;
- seeks input from participants in designing how they participate;
- provides participants with the information they need to participate in a meaningful way;
- communicates to participants how their input affected the decision.



Guiding principles for community engagement

A set of principles underpin all community engagement activities that Council undertakes.

- **Access to decision-making:** Council designs processes that will give participants the opportunity to influence decisions.
- **Transparency and accountability:** Council designs engagement processes so community members understand their role, the level of engagement, and the outcome of the process.
- **Coordinated approach:** Council coordinates community engagement activities to use community and council resources (such as staff time and budget) effectively.
- **Early involvement:** Council involves community members as early as possible in the decision-making process so they have time to learn about the issue and actively participate. If possible, planning the engagement approach alongside the planning of the policy, project or activity.
- **Open and timely communication:** Council provides information and data that is timely, accurate, objective, easily understood, accessible, and balanced.
- **Inclusivity:** Council designs engagement processes that give all community members a reasonable opportunity to contribute. Council builds relationships with the community by using a range of activities to engage diverse participants. Council needs to recognise principles associated with Māori (refer to next section for details).
- **Evaluation and continuous improvement:** Council evaluates engagement activities to ensure engagement processes are effective.



Guiding principles for engagement with Māori

Te Tiriti o Waitangi is the basis that forms the overall strategic relationship between Māori² and the Crown. Te Tiriti o Waitangi, and in particular, its principles, play a central role in shaping the engagement between Māori and Council. For example, it's the principles of the Treaty of Waitangi which form the primary basis for Māori involvement with local government. To give effect to Te Tiriti, the courts, government, the Waitangi Tribunal, and many organisations have all developed principles or implicit requirements on both parties.

For Māori, the process of genuine engagement needs to acknowledge:

- their rangatiratanga and status as Tiriti/Treaty partners;
- that mātauranga Māori makes an important contribution to solving policy and practical issues;
- that Māori are themselves bound by a number of constraints and/or commitments and so have limited resources and capacity to contribute at others' request;
- that some issues affect Māori disproportionately and Māori are therefore better placed to lead and develop the solutions.

Although Te Tiriti is between Māori and the Crown, the Crown has made certain requirements of local government in order to meet its Tiriti/Treaty obligations. Consequently, Councils operate under a number of statutory regimes that require them to either 'consult' or 'engage' with Māori

or tangata whenua, and/or to provide opportunities for participation in some capacity. Underpinning all terms is the assumption that dialogue should be occurring to understand and include the values, aspirations and interests of Māori. Several pieces of legislation direct central and local government agencies to "take into account" or "have regard to" the principles of the Treaty of Waitangi, including but not limited to the:

- Local Government Act 2002
- Resource Management Act 1991
- Land Transport Management Act 2003
- Bio-Security Act 1993
- Soil Conservation and Rivers Control Act 1941

Requirements and obligations to engage and consult with specific Māori entities in the Heretaunga region of Ngāti Kahungunu have also been provided for in their respective settlement legislation. The following Treaty settlement legislation relates to Heretaunga and the Hastings District:

- Heretaunga Tamatea Claims Settlement Act 2018
- Maungaharuru Tangitū Claims Settlement Act 2014
- Hineuru Claims Settlement Act 2016
- Ngāti Pāhauwera Claims Settlement Act 2014
- Māori Fisheries Act 2004

² The term Māori is used here and refers to tangata whenua and/or mana whenua that within the context of Heretaunga means those hapū who 'whakapapa' to the land (within and/or across Heretaunga). In terms of mana whenua, there are also a number of groups and entities that include: iwi, hapū, marae, taiwhenua and post-settlement governance entities (PSGEs).

Not all Māori engagement is driven by statute. Māori have a wealth of knowledge about the cultural, natural, physical and social environment and are key players in regional economic development. There will be many occasions where input from Māori will inform and enrich the work of Council. Aside from the Te Tiriti and a legislative context, there are compelling reasons for local government and Māori to work together. If engagement with Māori isn't early, inclusive or broad, there may be reduced opportunities to develop meaningful future relationships and the development and implementation of effective policy options may be compromised.

While Council has recently developed an internal engagement tool for staff and officers of Council titled Heretaunga Ringahora³, Te Arawhiti has also created a framework and guidance for public sector engagement with Māori. It has identified six partnership principles to support meaningful engagement:

- make time for whakawhanaungatanga (build relationships before focusing on the work);
- plan together from the start;
- value and respect each party's contribution, knowledge, and tikanga;
- ensure outcomes are meaningful to all parties;
- be open and flexible and accept risk;
- agree each may lead at different times (tuakana/teina);
- share decision-making.

Hastings District Council has come a long way in delivering on its Tiriti/ Treaty obligations and growing its partnership relationships with Māori, but the journey is far from over. This is because the landscape of partnership relationships between local government and Māori across Aotearoa New Zealand and within Heretaunga is continually evolving. This evolution produces some issues and challenges. Nonetheless, it remains paramount to maintain and foster both established and new networks and relationships with Māori across Heretaunga. These partnership relationships will open multiple doors of opportunities for testing and discussing ideas and initiatives as part of the normal work routine as 'business as usual'. See the Heretaunga Ringahora Framework for more information.



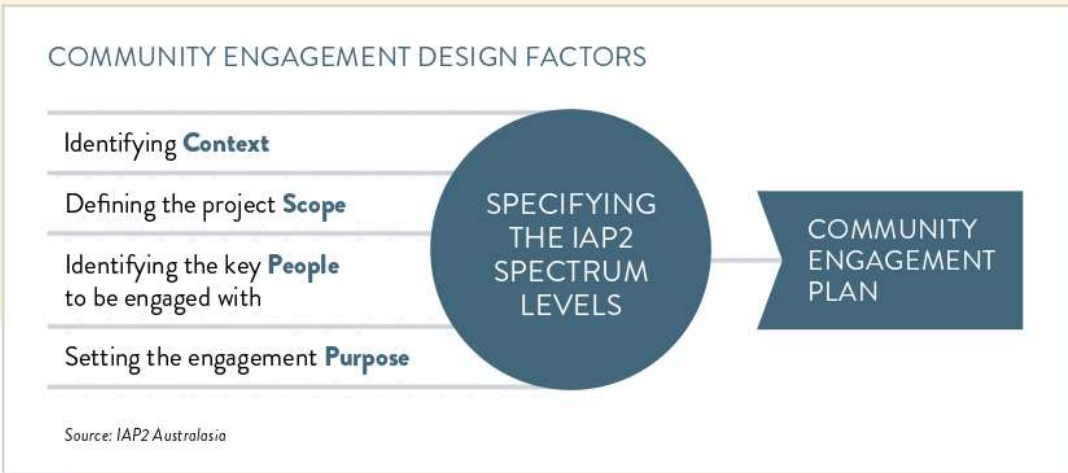
³ Heretaunga Ringahora is a phrase that acknowledges the hospitality (manaakitanga) that Heretaunga is renowned for. Heretaunga Ringahora is also the name of the engagement framework that assists Council staff to connect with and engage its Māori partners, and in doing so, frame up the specific approach required in order to develop and then progress the partnership relationship.

The community engagement process

Community engagement must follow a consistent and transparent process that lets community members understand how and why a decision is made. The best way to do this is to integrate community engagement as early as possible into the decision-making process.

Each step in the decision-making process is an opportunity to work with the community to build trust. Council can lose the trust of the community by failing to involve them until alternatives have been developed, or worse, a preferred alternative has been chosen.

- KEY STEPS IN THE COMMUNITY ENGAGEMENT PROCESS⁴
1. Define the project/context
 2. Define the purpose and identify negotiables and non-negotiables
 3. Define level of participation by community
 4. Identify and develop relationships
 5. Define project requirements
 6. Develop engagement plan and get approval⁵
 7. Roll out an engagement plan
 8. Give feedback to the community
 9. Evaluate and review the engagement process
 10. Ensure ongoing monitoring
 11. Document evidence (record-keeping for requests under the Local Government Official Information and Meetings Act 1987).



(Source: IAP2 Australasia)
⁴ For details on these steps see APPENDIX B: Step-by-step Action Plan to Community Engagement
⁵ The approving person varies depending on what 'area' of Council the engagement is for.

Levels of community engagement

HDC's Community Engagement Framework is based on the IAP2's Spectrum of Public Participation. The spectrum is used internationally, and is found in community engagement plans around the world. It defines five reasons why you may want or have to engage: inform, consult, involve, collaborate, and empower.

Each level differs in terms of the level of influence people have - both on shaping the definition of a problem or opportunity, and on making decisions about the best solutions to problems. No one level of the spectrum fits all questions. Informing (and listening), however, are part of all engagement activities.



Just because a person is silent, it doesn't mean they agree with you.

IAP2 SPECTRUM OF PUBLIC PARTICIPATION

INCREASING IMPACT OF THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

IAP2 Spectrum of Public Participation © IAP2 International Federation 2018

Inclusiveness: Overcoming barriers to engagement

When planning an engagement process, the project team needs to identify potential barriers and design a process that helps to minimise these barriers and reach all members of the community.

Note: Some engagement tools are better suited to overcome barriers than others.

PERSONAL RESOURCES	MOTIVATION AND ATTITUDE	CULTURAL FACTORS
<ul style="list-style-type: none">Limited education and capacityLimited moneyPhysical and mental health issuesLimited mobilityGeographic isolation (e.g. rural isolation)Disability and sensory impairmentsLimited confidenceLimited social networksHistorically hard to engage (elderly people, vulnerable people etc.).Limited timeDigital deprivation (skills/access)	<ul style="list-style-type: none">Limited knowledge of benefits of engagementLimited knowledge of engagement activitiesLimited interest in the subjectLimited understanding of the subject or gaps in informationConsultation 'fatigue'Unmet expectations	<ul style="list-style-type: none">Minority groupsValues and beliefsCommunity divisionsLanguage, literacy or numeracy limitations (lack of knowledge and understanding)

Strategies to mitigate these barriers and improve stakeholder response may include:

- tapping into existing community networks (e.g. leaders in the community - solutions to complex issues work better if the community designs them for the community)
- targeted and clear messaging
- using a wide range of engagement tools
- written communications
- outreach activities
- use of translators (consider NZ Sign Language, Samoan, Chinese/Mandarin, Hindi, Punjabi)
- location and accessibility of the venue and/or use of multiple venues (e.g. going out to the community rather than requiring them to travel to a central location).

Roles and responsibilities in the community engagement process

These are best-practice guidelines designed to ensure that Council maintains high standards of community engagement. Whenever a team identifies a **significant community interest** or a **significant risk** related to a project, this triggers the involvement of the Communications, Engagement and Marketing team. The team will assist with developing a robust engagement plan and communication material as well as the roll-out of engagement activities.



COMMUNICATIONS, ENGAGEMENT AND MARKETING GROUP

The Communications, Engagement & Marketing team supports community engagement processes for teams across Council. Within Council, each group or team will have a Marketing and Engagement Advisor allocated to their team. The advisor will:

- participate in initial project planning meetings to help determine the level of engagement required;
- work with the project lead and staff to develop an appropriate community engagement plan as part of the complete project marketing and communications plan;
- where relevant, support project leads to ensure that a 'Request for Proposals' includes effective community engagement activities (including appropriate budget);
- work with project leads to ensure that the community engagement activities are effectively monitored, recorded, coordinated, and evaluated;

- ensure councillors are briefed ahead of any high profile/ significant community engagement activities, and
- evaluate and update the Community Engagement Framework based on project evaluations, community feedback, councillor, officer or contractor feedback and emerging practices required;

COUNCIL STAFF

Staff are responsible for the design and implementation of community engagement processes and will:

- invite their team's Marketing and Engagement Advisor to the initial project assessment meeting to discuss community engagement needs for that project;
- notify the team's Marketing and Engagement Advisor of any planned community engagement activities including but not limited to market research, surveys, community meetings, open days;
- work with the team's Marketing and Engagement Advisor to develop a community engagement plan within the full project marketing and communications plan;
- work with the Pou Ahurea Team to identify potential cultural issues and opportunities and ensure cultural awareness and responsiveness;
- include adequate budget to enable appropriate community engagement, including the associated costs (marketing material, advertising, signage, event costs, and specialist support as required e.g. photography, market research);

OUR COMMUNITY

Community members are asked to:

- focus on the decision to be made or the question to be answered;
 - recognise that Council must consider the needs of the whole community;
 - request alternative ways of participating if required;
 - listen, to understand the views of others;
 - provide input and feedback within project timelines;
 - encourage others to offer feedback.
- ensure community engagement plans are included in project plans, business cases, and request for proposals/tenders, to ensure adequate timelines and resources for community engagement;
 - ensure that community engagement activities comply with the Community Engagement Framework;
 - ensure consultants or external organisations undertaking community engagement activities on behalf of council work with the Communications, Engagement and Marketing team throughout the project to comply with Community Engagement Framework;
 - ensure the project report accurately reflects stakeholder feedback;
 - support the Communications, Engagement and Marketing team to evaluate community engagement through project evaluation processes and constructive feedback.

ELECTED REPRESENTATIVES

As community leaders, the support of councillors is important for successful community engagement. Councillors will:

- support community engagement processes as appropriate (e.g. attending community meetings);
- review information gathered through community engagement processes to inform Council decisions;
- act as a channel between the community and Council (e.g. using the Councillor 'Information Request' email to direct feedback or questions from the community to Council officers).

From the Council's Code of Conduct 2017:

- interact with members of the public in a fair, respectful, equitable and honest manner;
- ensure that the views presented to Council are received with an open mind and given due consideration.

APPENDIX A

Glossary of terms

Barriers – A barrier is anything that keeps an individual or group from participating fully in society. A barrier can be visible, invisible, environmental, physical, economic, social or political. Barriers prevent full communication, working together, progress or achievement. Visible barriers include buildings with steps but no ramp, heavy doors that do not open at the touch of a button or bathroom stalls that are too narrow. Invisible barriers may include high level or confusing information, which leaves the participant feeling stupid and intimidated. Sometimes the type of venue is a barrier. Some people may feel very uncomfortable attending a meeting in a church, mosque, synagogue, etc.

Collaborate – A level of engagement that requires working with community members by facilitating discussions between community members/groups and the Council, identifying common ground for action and solutions.

Community – A group of people with shared interests or values or who share an environment. This term may refer to external members of the public or Council staff.

Community engagement – The process of engaging individuals and groups from the community to participate in policy design and development through providing information, asking for feedback and reaction, involving people, collaboration, and empowering decision-making and action.

Consult – A level of engagement that requires gathering information for analysis of alternatives and/or decisions.

Consultation – An alternative term used to describe the action of inviting community input into a formal Council decision-making process (see also Public Participation and Community Engagement).

Corporate communication – The strategic management of relationships between Council and its diverse stakeholders, through ongoing, direct and timely two-way communication, to achieve mutual understanding, realise organisational goals, and serve the public interest.

Customer service – Addressing and resolving service requests, inquiries, problems or transactions with established procedures and pre-identified outcomes. Customer service interactions between Council staff and the community are not ‘engagement’.

Empower – A level of engagement that requires a partnership between Council staff and community members/groups to create a supportive environment where decision-making power belongs to those community members/groups.

Engagement – The overarching process of involving the community in decision-making processes.

Engagement fatigue – Lack of community interest in engagement activities caused by over-engagement due to lack of coordination by Council departments and/or a perceived lack of results from past engagements.

Internal community – Internal community can include Council staff and elected Council representatives. Their involvement is essential because the decision may impact their department, their knowledge or expertise may be critical to the project, or their sphere of influence may help move the process forward.

Legal framework – In performing its role, Council is subject to public law. Council decisions can be subject to judicial review by the High Court and/or inquiry by bodies such as the Ombudsman and the Auditor-General. Councils are required to act in accordance with the law reasonably and fairly.

Outreach – Providing services, information or opportunities to participate in decision-making to communities that may not otherwise be able to access those services, information, or participate in decision-making processes.

Plain language – Clear, concise, and jargon-free communication designed so the audience can understand the message.

Pre-Engagement – Action of inviting community input into the early stages of a project to shape design and/or outcomes of a project.

Promise to the community – The commitment undertaken by Council when engaging the community. This promise varies depending on the level of engagement. Regardless of the level of engagement, Council staff need to follow up with participants to tell them how their input was used to help make the final decision.

Public – Individuals or groups of people. This term may be used interchangeably with ‘community’.

Public participation – alternative term used to describe the action of inviting community input into decision-making (see also Consultation and Community engagement).

Risk tolerance – The level of risk Council is willing to accept in pursuit of its objectives. It can be measured qualitatively with categories such as major, moderate or minor. The level of risk acceptance is directly related to the nature and scope of the project or work.

Spectrum of engagement – The International Association for Public Participation (IAP2) Spectrum of Engagement is designed to assist with determining the level of engagement that is required depending on the community’s or stakeholder’s role.

Note: For more information about the International Association for Public Participation, see www.IAP2.org.

Stakeholders – Identified or self-identified individuals or groups that may be affected by the outcome of a decision.

Transparency – Material used in consultation processes should clearly state the issue, the decision being considered and the stage the decision is at. Decisions should be appropriately documented and information about the reasons for decisions made included in the decision document.

Values – Underlying ethical or moral guidelines that shape people’s choices and opinions and guide their behaviours or actions.



APPENDIX B

Step-by-step action plan to community engagement

The following ten steps and questions help form a roadmap for community engagement:

- STEP 1 DEFINE PROJECT AND CONTEXT**
- What is the overall project goal?
 - Which department is responsible for this project?
 - What are the project timelines?
 - Are there legislated requirements to engage the community in this project?
 - What point of the decision-making process is this project at?
 - What is the purpose of engaging with the community?
 - What decision is being made?
 - Who are the decision-makers?
 - Who are the groups of people affected? *(Step 4 examines this further)*
 - What are the risks in involving the community? What are the mitigations?
 - What are the risks of excluding the community?
 - What are the community engagement goals?
 - How will the community input be considered?
 - What information will the decision-makers need to make the decision?
 - What is the overall project budget? How much is allocated to community engagement and communications?
- STEP 2 DEFINE PURPOSE AND IDENTIFY NEGOTIABLES AND NON-NEGOTIABLES**
- Provide comprehensive background information to clearly position the engagement in the overall project framework.
 - Communicate elements that cannot be influenced by stakeholders (non-negotiables).
 - Understand everything that may influence the project outcome (both positively and negatively).

- STEP 3 DEFINE LEVEL OF PARTICIPATION**
- Choose the appropriate level of participation (inform, consult, involve, collaborate, and empower) based on the following criteria.
- What is the level of community interest to participate in this decision-making process?
 - How complex is this issue?
 - How many people will this decision affect?
 - How much impact can they have on the decision?
- This also helps to be clear about most appropriate engagement methods. An issue that will impact a large number of people, that is highly complex, and relevant to a large number of people, may require a higher level of engagement (moving from consult to involve, or from involve to collaborate). Impact can include change, disruption, cost or other tangible or intangible significant changes.
- A project that does not have significant impact on the community, may require a lower level of engagement.

- STEP 4 IDENTIFY AND DEVELOP RELATIONSHIPS**
- Why is the project important for them?
 - How interested will they be in the project?
 - What information do they need?
 - What's the level of awareness and knowledge?
 - What's the impact on their everyday life?
 - Are they directly involved and/or affected?
 - What are their feelings likely to be regarding the project (in favour, distressed, outraged)?
 - What are their interests, values and needs?
 - What community issues or historical factors will impact this project?
 - Identify leaders in the community who could assist the process.
 - Identify current or previous community engagement activities around this issue (or related issues) that may have impacted the identified community groups.
 - What factors will influence the engagement process from the community's perspective (barriers, etc.)?

- STEP 5 DEFINE PROJECT REQUIREMENTS**
- Define requirements that will influence the design of the engagement plan and the delivery of the project outcomes.
 - Consider factors such as timeliness, legislation, managing reputational risk, specialist expertise, or resource constraints.

- STEP 6 DEVELOP ENGAGEMENT PLAN AND GET APPROVAL**
- Plan a schedule of all communications and community engagement activities, allowing adequate time to build relationships and understanding (especially with iwi who may have limited capacity to participate). Note the timeframe from planning consultation through to getting the public to contribute via online or face-to-face methods can take approximately 6 to 12 weeks depending on the complexity, phases, and scale of the consultation.
 - What information do the decision-makers need? How will this be reported?
 - Plot the points of engagement across the level of engagement and decision-making steps.
 - List all stakeholders, the level of engagement and corresponding activities.
 - How will hard-to-reach groups be included in this project?
 - Develop an estimate budget for the engagement process.
 - Define roles and responsibilities *(see Roles and responsibilities in the community engagement process, page 14)*.
 - Create a data management strategy outlining how information will be stored and shared.
 - Evaluate this engagement plan against the *Guiding principles for community engagement*.

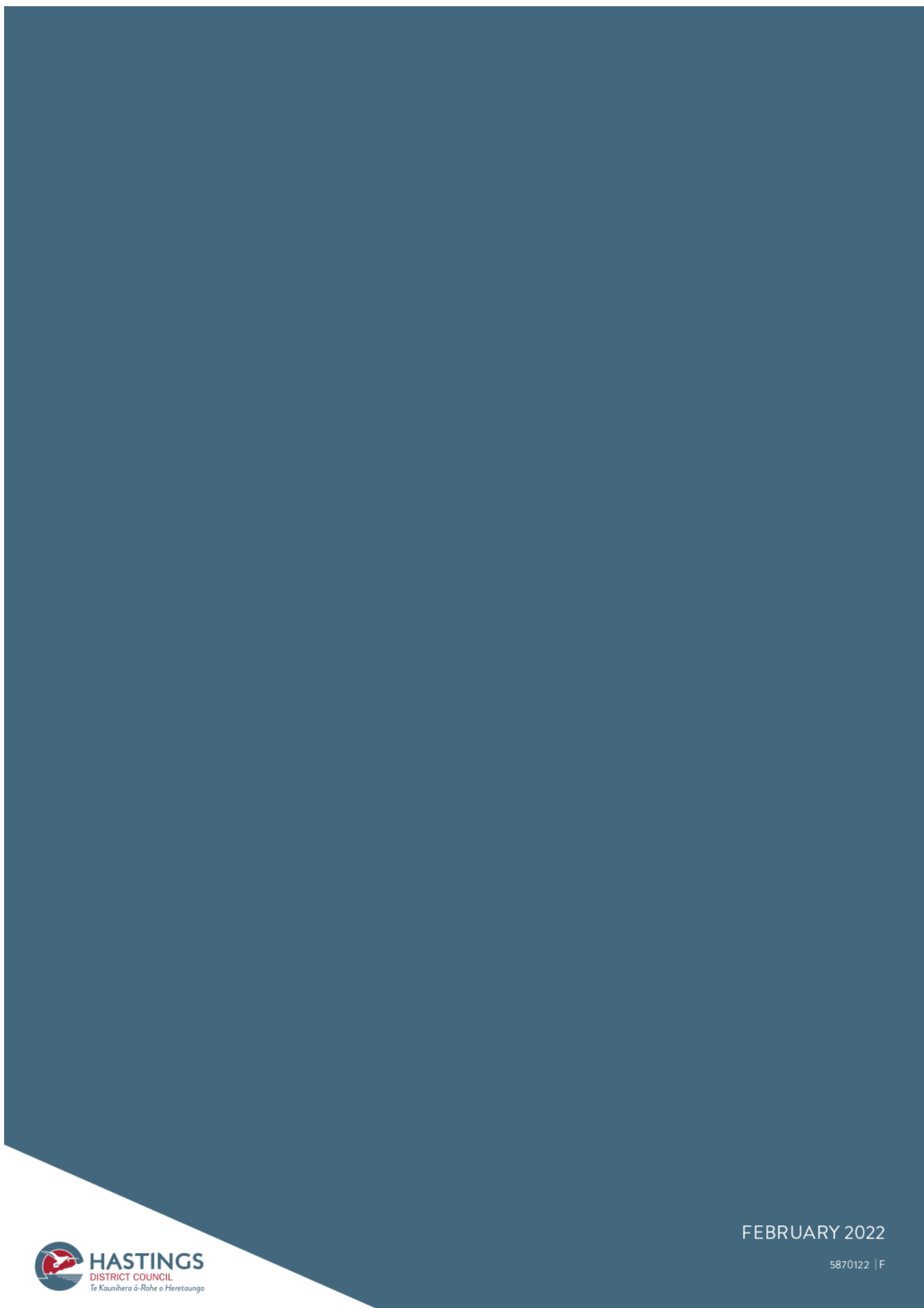
- STEP 7 ROLL OUT ENGAGEMENT PLAN**
- Secure all necessary resources.
 - Adhere to proper timeframes and budget.
 - Comply with legal and regulatory requirements.
 - Adapt to new information and circumstances.
 - Continually encourage feedback from community and use it to improve engagement process.
 - Record information (feedback, comments, etc.).
 - Provide data gathered from community engagement process to the decision-makers.



- STEP 8 GIVE FEEDBACK TO THE COMMUNITY**
- All participants receive feedback as a part of the engagement process.
 - If there is a report to council, include a section that clearly states how the community input was used or why it was not used to make a decision.
 - Follow up with process participants who asked to be kept informed and share this information with them.
 - Show the community what Council has been doing.
 - Share this information on Council website/ Facebook etc.
- STEP 9 EVALUATE AND REVIEW THE ENGAGEMENT PROCESS**
- Evaluate the community engagement process and its effects continually against the *Guiding principles for community engagement*.
 - Evaluate if the community engagement achieved its purposes and how effective it was.
 - Evaluate satisfaction levels amongst all stakeholders from power brokers to minority groups.
 - Act on the lessons learned.

- STEP 10 ENSURE ONGOING MONITORING**
- Council must ensure ongoing monitoring, measuring, and reporting of the community engagement process. Regular monitoring ensures that community engagement is effective and provides the support needed for a specific project. Council should also provide platforms that the community can use when a 'problem' is top of mind for them.







Hastings District and Napier City Councils Smokefree and Vapefree Policy

Purpose

The purpose of this Smokefree Policy (the Policy) is to:

1. Support the Hawke's Bay region's identified Community Aspiration of "A lifetime of good health and wellbeing" reflected in our shared responsibility to promote community well-being through improving the social, economic, environmental, and cultural well-being of our communities
2. Reduce the impacts of smoking, vaping and tobacco use on non-smokers. This includes reducing exposure to second-hand smoke and the de-normalisation of smoking and vaping.

Policy Objectives

The objectives of the Policy are to:

- Demonstrate Hastings District and Napier City Councils' support of the Smokefree Hawke's Bay 2025 Strategy and the Government's policy goal for a Smokefree New Zealand/Aotearoa 2025.
- Contribute to improving the health and well-being of our communities by decreasing the prevalence of smoking and vaping and decreasing public exposure to second-hand smoke.
- Increase the likelihood that people, particularly the young, will remain smokefree and vapefree by reducing the number of places where they see others smoking or vaping.

Principles

1. The Policy will be guided by national legislative and policy direction and by community opinion.
2. The Policy will take a non-punitive approach to controlling smoking and vaping in particular public places, aimed at lessening the effect of smoking and vaping on other people.
3. The Policy will provide more smokefree and vapefree public environments, particularly for young people.

Scope

This Policy covers Hastings District and Napier City Councils' position in relation to:

- Smokefree and vapefree public places
- Smokefree and vapefree public events.

This Policy applies to both tobacco products and vaping products (with or without nicotine,

including e-cigarettes and similar devices).

This Policy focuses on where people are requested not to smoke or vape. Whether people choose to become smokefree or vapefree is outside the scope of this Policy (assistance to become smokefree or vapefree is offered through health agencies).

Smokefree and Vapefree Public Places

This Policy recognises and supports smokefree and vapefree areas designated through Government legislation.

Places specifically designated as smokefree and vapefree under this Policy include public outdoor areas for Hastings District and Napier City as follows:

- i. Council managed urban parks, sportsgrounds, playgrounds and reserves, excluding beach reserves.

Where a playground is not located within a smokefree and vapefree park or reserve, a minimum ten metre smokefree and vapefree perimeter will apply.
- ii. Within ten metres of public pedestrian entrances to Council offices and Council owned buildings and facilities. For the main entrance to Council offices, the smokefree and vapefree area will include the full forecourt from the public footpath.
- iii. Hastings City Square (Map 1 below).
- iv. Council managed pedestrian laneways in urban retail areas (Maps 2 – 8 below).
- v. Bus stops, including a ten metre perimeter from bus shelters, signs or bus stop markings.
- vi. Areas set up primarily for café or dining purposes on publicly-owned land; and Council owned tables in public areas.

Businesses or organisations that wish to implement further smokefree and vapefree areas on their own property (or on property where they have the authority to do so) will have access to free signage and promotional materials, as available.

The Policy shall be implemented progressively from 1 January 2023.

Smokefree and Vapefree Community Events

To promote healthier public places and a healthier Hawke's Bay, under this Policy:

- Events held at any of Councils' smokefree and vapefree public places will be smokefree and vapefree.
- Public events receiving Council funding will be required to support smokefree and vapefree messages.

The Hawke's Bay District Health Board supports event organisers to deliver smokefree and vapefree events through the provision of resources, including signage and flags. These are available through their Resource Coordinator at the Napier Health Centre.

Review

The Councils will review this Policy every three years, or at an appropriate alternative time. The Policy remains in force until such time as it is reviewed. Council staff will undertake an

annual internal review of the Policy's implementation and report to Council.

If the Policy is not effective in reducing the number of places where people, particularly the young, see others smoking or vaping, or reducing people's exposure to second-hand smoke in public places and at community events, the Councils will investigate how to make the Policy more effective. This may include regulatory mechanisms.

Education and Enforcement

Signage promoting positive smokefree and vapefree messages will be installed in appropriate places.

While the Policy will be educative, self-policing and no fines will apply. The Councils may however take other action in the event of a persistent issue.

Related Matters

Littering will be addressed through the relevant provisions of the Litter Act 1979.

Alcohol consumption is addressed through Napier City Council's Public Places Liquor Control Bylaw 2021, and Chapter 4 'Alcohol Bans' of Hastings District Council's Consolidated Bylaw 2021.

Additional Information

Smokefree Hawke's Bay 2025 Strategy

The Hawkes' Bay District Health Board in partnership with Ngati Kahungunu Iwi Incorporated developed this strategy in 2012, to support Government's goal of a Smokefree Aotearoa New Zealand 2025.

Both Hastings District Council and Napier City Council are signatories to the Strategy's "Smokefree Hawke's Bay Declaration 2025", supporting in principle the vision of Smokefree Hawke's Bay 2025.

Government Goal and Legislation

Councils will look for opportunities to work with Central Government to align implementation of this Policy with national direction and guidance.

Smokefree Aotearoa New Zealand 2025

The Government's Smokefree Aotearoa New Zealand 2025 Action Plan was launched in late 2021. It has three desired outcomes:

- Eliminate inequities in smoking rates and smoking-related illnesses
- Create a smokefree generation by increasing the number of children and young people who remain smokefree
- Increase the number of people who successfully quit smoking.

Smokefree Environments and Regulated Products Act 2020

This Policy is consistent with the purpose of the Smokefree Environments and Regulated Products Act 2020, which prohibits smoking inside workplaces and other public enclosed areas and in both the open and indoor areas of schools and facilities for young children. The Act also refers to local authorities having powers to provide greater protection from tobacco smoke.

The Act was amended in 2020 to include regulation of vaping and smokeless tobacco products, in particular regulating the safety of vaping products and their marketing, advertising, and promotion. It also was amended to prohibit smoking and vaping in motor vehicles carrying children and young people under the age of 18 years.

Local Government Act 2002

The Councils are taking a non-punitive policy approach to controlling smoking and vaping in particular public places to lessen the effect on other people. Public consultation was used to inform the Policy.

The Local Government Act 2002 ('The Act') mandates Territorial Authorities to promote the social, economic, environment, and cultural well-being of communities in the present and for the future.

The Act (Part 6) requires councils to consult with communities and provides for participation by communities in decision making.

Part 8 of The Act provides councils with the ability to regulate and enforce behaviours. This includes having control over behaviours in public places. One example of this is the ability to control whether people are allowed to drink alcohol in public places where the drinking has been causing an issue and the controls are reasonable.

Other Strategic Linkages

The Napier and Hastings Smokefree Policy contributes to a number of local strategies. The Policy supports both Councils' Youth and Positive Ageing Strategies. It also supports Napier

City Council's Disability Strategy. All have a focus on enhancing wellbeing and supporting the outcome of safer communities.

Health Impacts

Tobacco use is the single most important cause of preventable ill health and premature mortality. Approximately 4,500 – 5,000 New Zealanders die each year from smoking related illnesses. These illnesses disproportionately affect Māori and Pacific people and smoking is a large driver of health inequities.

Statistics

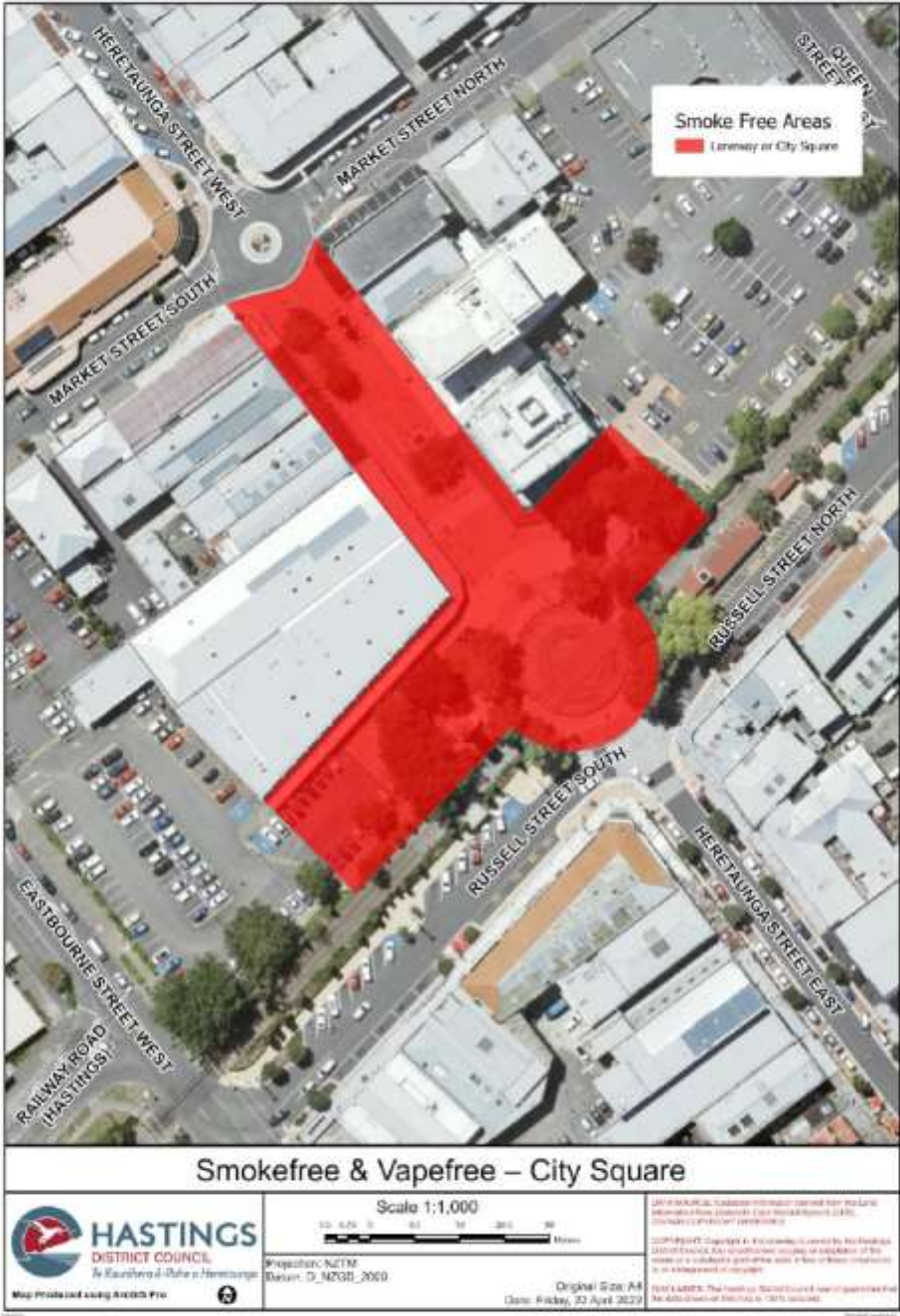
Census data shows that Hawke's Bay District Health Board has the fourth highest smoking rate across the 20 District Health Boards. Smoking rates are 15% in Napier and 16% in Hastings compared to 13% nationally. Smoking rates amongst Māori are 29% in Napier, 31% in Hastings, and 28% nationally.

Local data on vaping is not routinely collected. A small survey of Hawke's Bay schools found a daily vaping of 9.8% amongst year 9-13 students, with a corresponding relative decline in smoking rates. Almost one in five students had vaped in the previous seven days.

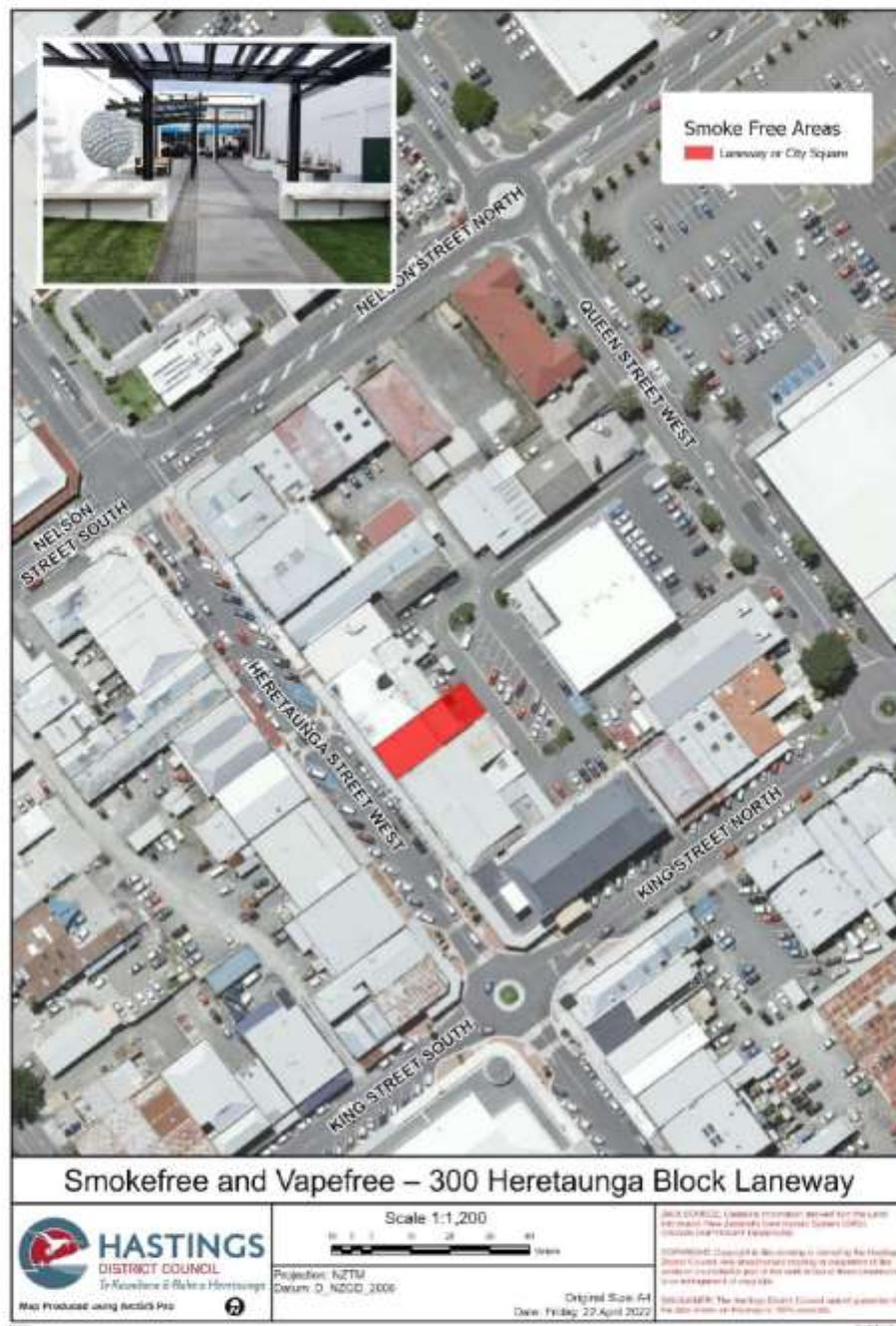
Public Opinion

Support for additional smokefree and vapefree spaces in Napier and Hastings is generally high, particularly for outdoor dining areas and footpaths outside local shopping centres.

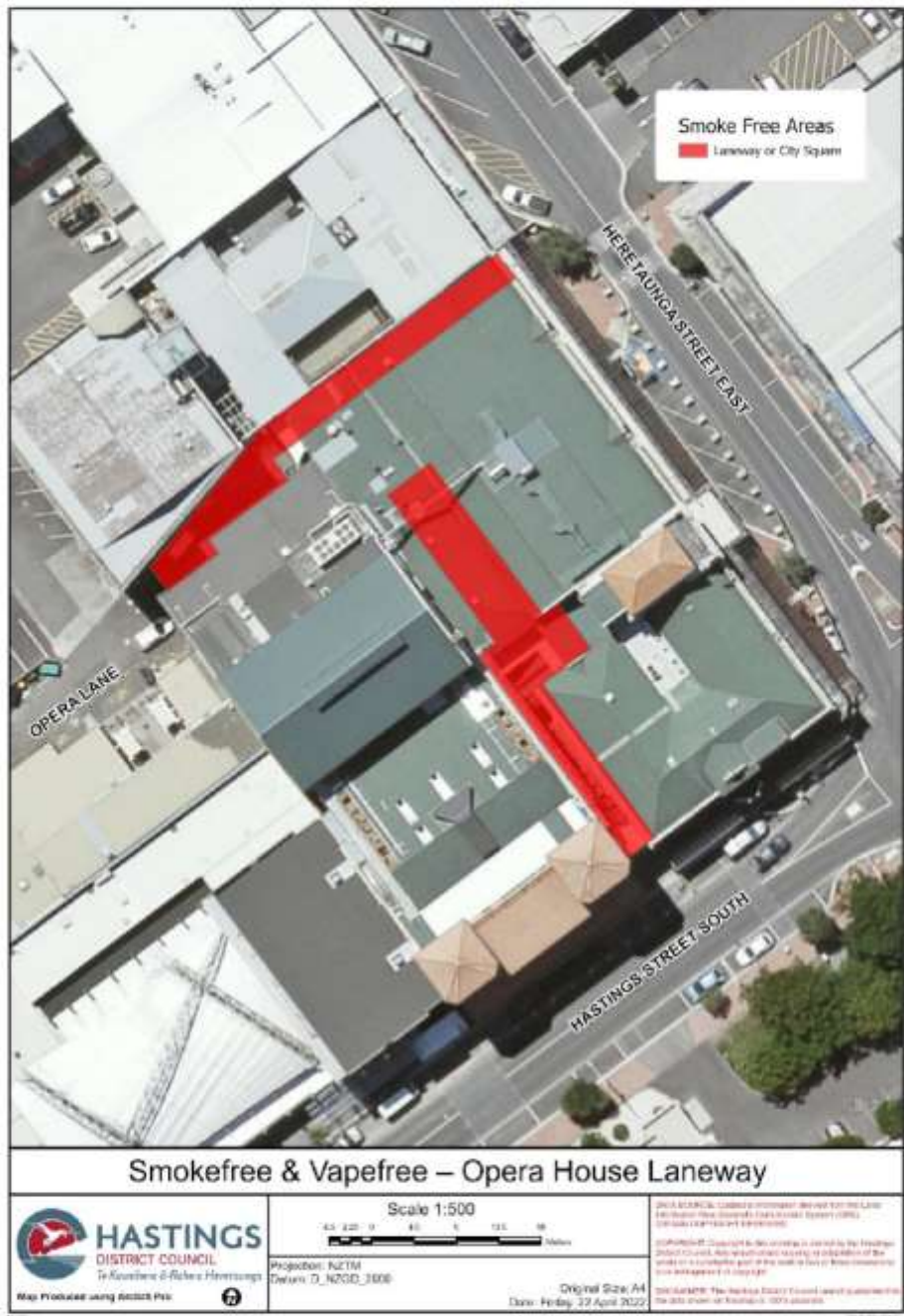
Map 1 - Hastings City Square



Map 2 - Hastings Laneway, 300 Heretaunga Block (Hastings CBD)



Map 3 - Hastings Laneway, Opera House Laneway (Hastings CBD)



Map 4 – Napier Laneway, Paxies Lane (Napier CBD)



Item 8

Map 5 – Napier Laneway, Upper Dickens Street (Napier CBD)

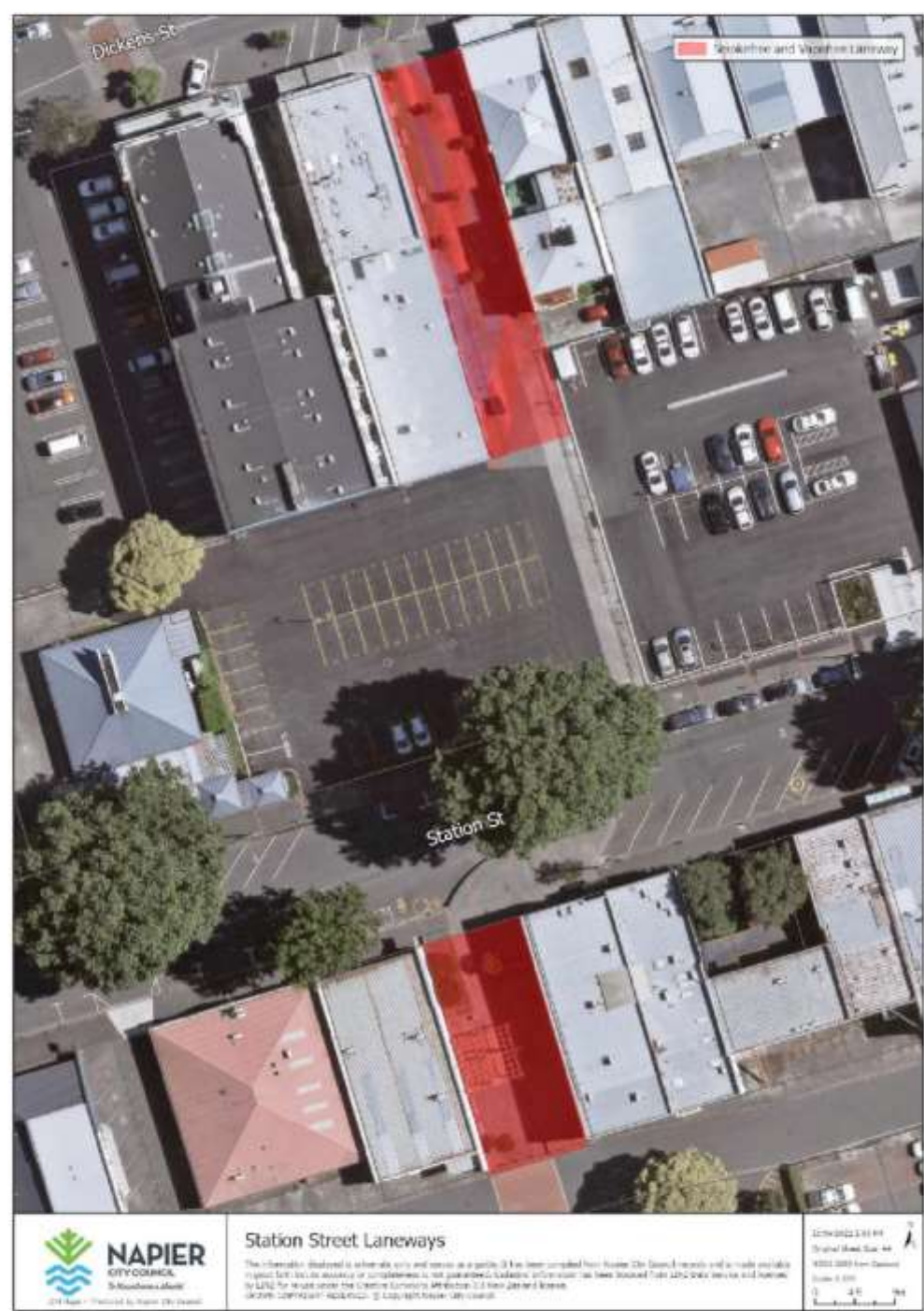


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Map 6 – Napier Laneway, Lower Dickens Street (Napier CBD)

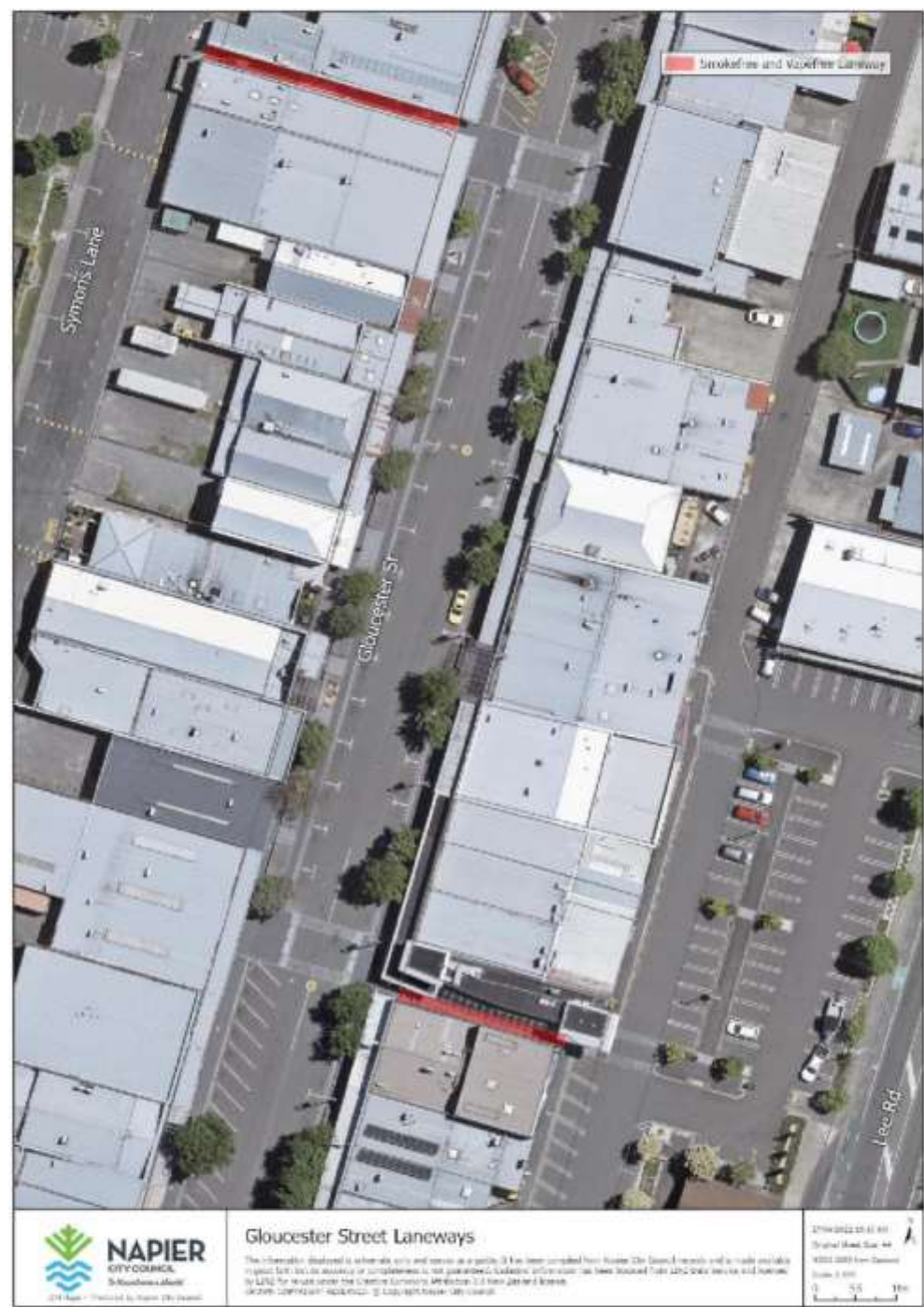


Map 7 – Napier Laneways, Station Street (Napier CBD)



Item 8

Map 8 – Napier Laneways, Gloucester Street (Taradale)



Item 8



Request for Temporary Alcohol Ban: Livamol Classic – Hawkes Bay
Racecourse 15th October 2022

Police would like to apply for a temporary liquor (alcohol) ban in the streets surrounding the Hawkes Bay Racecourse for the Livamol Classic race day being held at the Hawkes Bay Racing Centre on 15 October 2022.

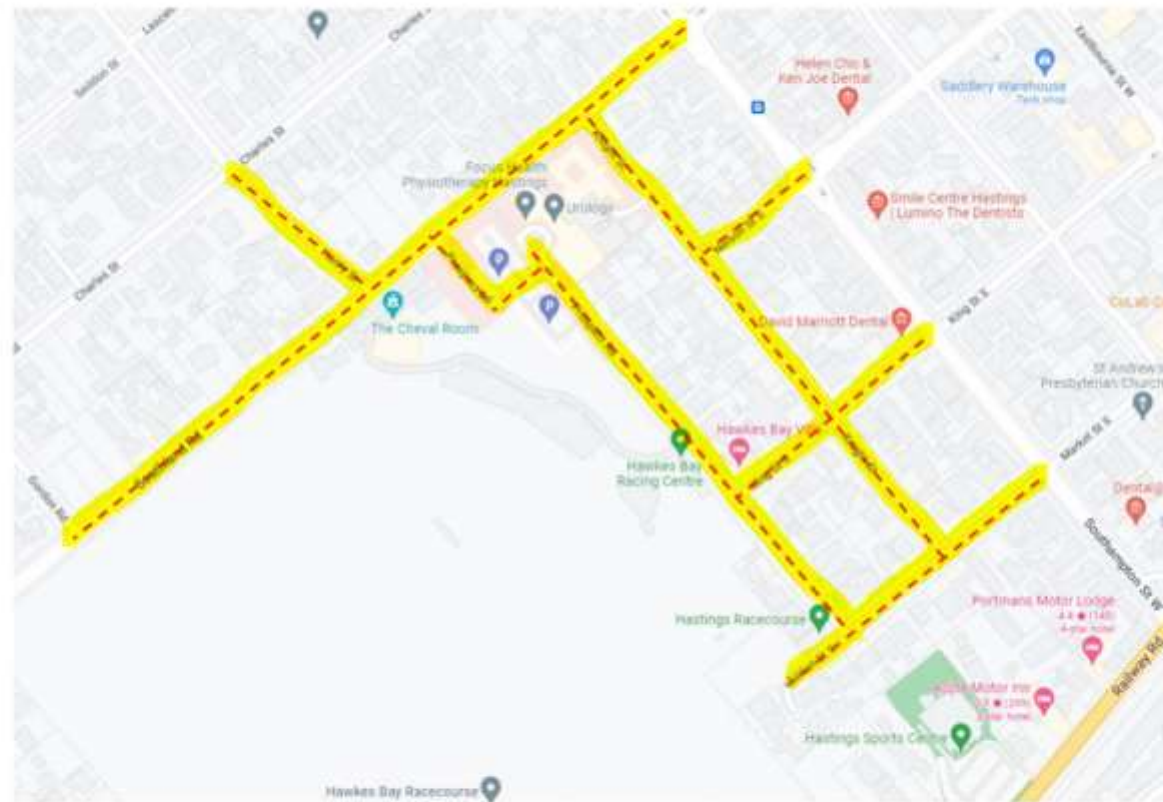
- The following hours, and area are requested for the ban:
 - Between the hours of 9am and 11.59pm on Saturday 15th of October 2022.
- Area (See attached map)
 - The entire lengths of Knight Street and Prospect Road.
 - Market Street South from Southampton Street to the Racecourse entrance.
 - King Street South from Southampton Street to Prospect Road.
 - Nelson Street South from Southampton Street to Knight Street.
 - Southland Road between Southampton Street and Gordon Road.
 - Henry Street between Charles Street and Southland Road
- The area requested is the same area as previously implemented for Livamol Classic events which in turn has repeatedly proved to be beneficial in reducing disorder and harm.
- Police have concerns based on experience of witnessing preloading (the consumption of alcohol prior to entering the venue) and the general consumption of alcohol by some patrons in the vicinity of the racecourse in previous events, leading to alcohol related disorder issues.
- The purpose of the request is to help minimise alcohol related disorder issues that lead to harm and breaches of the peace in the residential area surrounding the venue.
- Alcohol bans have been used for previous Spring Carnival events at this location and at many other events around the country. They have been very successful in reducing disorder and breaches of the peace by providing police with an additional tool for helping to prevent and deal with issues related to these matters.
- Having a ban in place affords police the ability to take a preventative approach and set the tone for the event going forward.

For your consideration please.

Senior Sergeant Mike Stevenson
Operations and Events Planning Coordinator
Eastern District Police
Eastern District Headquarters
102 Eastbourne Street West, Hastings

Email: michael.stevenson@police.govt.nz

Spring Carnival Alcohol Ban Area 2022



Senior Sergeant Mike Stevenson



Clifton to Tangoio Coastal Hazards Strategy Summary Notes of Meeting held 8 April 2022

1. PURPOSE

This briefing note has been prepared to communicate the activity of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee to the Partner Councils, as the Committee progresses with Stage 4 of the Strategy. More information on the Strategy can be found on the project website at www.hbcoast.co.nz.

2. JOINT COMMITTEE MEETING SUMMARY: 8 APRIL 2022

Key points from the Joint Committee meeting held 8 April 2022 are highlighted below. The full minutes of the meeting will be provided to each Partner Council in due course.

Signals, Triggers and Thresholds Update

- The workstream commenced last year and has been working to 'backfill' this gap in the Strategy by developing signals, triggers and adaptation thresholds for the recommended pathways.
- Initial outcome is the development of adaptation thresholds for each property unit, which have been drafted with input from community members and council staff.
- These will be tested with the community as a next step.

Memorandum of Transition – Council Decisions

- The Memorandum of Transition (MoT) has remained a key focus for the Strategy over the past few months.
- The MoT is now confirmed by all Partner Councils and supported by the Wairoa District Council and the Central Hawke's Bay District Council.
- The Chief Executives of HBRC, NCC and HDC will be invited to execute to the MoT in accordance with the resolutions passed by each Council.
- The Minister of Local Government will be informed of the proposal and the reasons for it, in accordance with the requirements of the s.16(2) of the Local Government Act 2019. HBRC will then notify the proposal under s.16 of the Local Government Act. This is targeted to occur in June 2022.
- A consultation document is currently being developed by HBRC for this process, with support from external advisors. The document will need to be audited, with this process booked in to occur through April/May 2022.

Project Managers Update

- Dashboard reporting is now being used to reflect project status. A key risk was the project timeline was 'under stress', this is now 'on track', following the confirmation of the MOT.
- The Funding / Governance and Managed Retreat workstreams have also both moved to 'on track'.
- The proposal for a new workstream Mātauranga Māori has commenced with HBRC staff.

Communication and Engagement Update

- Pre-consultation digital engagement with the wider community took place in March 2022.

- 81 people completed the online digital survey which was to re-engage with the community and sought input on key matters relevant to the Strategy development.
- 70% of the respondents live within 10km of the coast, 87% were concerned about coastal hazards, with erosion being a key concern. 20% of respondents had either personally or known someone who had experienced loss or damage as a result of coastal hazards in the past 5 years and 78% of respondents either support or strongly support the Regional Council leading the implementation of the strategy.
- The information collated will be built into the consultation mid-year.

Current Coastal Projects Update

- Extended consent area for sand deposition at Westshore
 - the progress of the consent has been halted and a comprehensive review of the Westshore renourishment scheme is to be undertaken, (this includes gravel and sand).
 - The gravel consent expires in 2027.
- Whakarire Ave
 - the tender was not awarded, and the team are doing some further work before it goes out for retender.
- Haumoana 18
 - the Project now been added to Hastings District Council 2022/23 Annual Plan for public consultation on the proposal, proposed rating approach and suggested public (15%), private (85%) split toward funding.
 - Public good relates to water, stormwater, power and roading issues.
 - Proposal still considering the Westlock wall system and is being promoted in a 2 stage approach of (1) Design & consents and (2) Construction, based on the lengthy approval processes.
- Whirinaki
 - no further update.

Next Meeting

- The next meeting of the Joint Committee will be held on 3 June 2022.



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

Date:	Friday 8 April 2022
Time:	10.00am
Venue:	Council Chamber Hawke's Bay Regional Council 159 Dalton Street NAPIER
Present:	Cr J van Beek – HBRC – Chair Cr R Barker – HBRC Cr H Browne – NCC <i>(via zoom)</i> Cr A Corban – HDC A Hiha – Mana Ahuriri Trust C Hilton - Heretaunga Tamatea Settlement Trust <i>(via zoom)</i> T Hopmans – Maungaharuru Tangitū Trust <i>(via zoom)</i> Cr T Kerr – HDC <i>(via zoom)</i> Cr H Ormsby – HBRC Cr A Redstone – HDC Cr N Simpson – NCC <i>(via zoom)</i>
In Attendance:	C Dolley – HBRC Group Manager Asset Management G Hrustinsky – NCC <i>(via zoom)</i> R Ashcroft – HBRC Communications Advisor <i>(via zoom)</i> G Ide – HBRC Principal Advisor Strategic Planning <i>(via zoom)</i> B Allen – HDC <i>(via zoom)</i> R Reinen-Hamill – Tonkin + Taylor <i>(via zoom)</i> M Clews – HDC <i>(via zoom)</i> D Stewart – NCC <i>(via zoom from 10.35 am)</i> P Martin – HBRC Senior Governance Advisor

1. Welcome/Karakia /Apologies/Notices

The Chair welcomed everyone to the meeting noting that Allana Hiha has been officially appointed as the Mana Ahuriri Trust representative on the Joint Committee.

Allana Hiha opened the meeting with a karakia.

Resolution

CL14/22 That the apology for absence from Councillor Malcolm Dixon is accepted.

**Redstone/Hiha
CARRIED**

2. Conflict of Interest Declarations

There were no conflicts of interest declared.

3. Confirmation of minutes of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee meeting held on 22 February 2022

CL15/22 Resolution

Minutes of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee meeting held on Tuesday, 22 February 2022, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

**Redstone/Hiha
CARRIED**

4. Actions from previous Joint Committee meetings

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

CL16/22 Resolution

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Actions from previous Joint Committee meetings* staff report.

**Ormsby/Barker
CARRIED**

5. Call for minor items not on the agenda

No items were raised.

6. Signals, triggers and thresholds update

Chris Dolley introduced the item and highlighted:

- The Joint Committee is forging its own path by developing the strategy. There is little previous NZ experience in this regard.
- Very specific trigger points need to be in place for the final process to work well.
- Each geographic 'cell' will need to have its own set of criteria in place. Setting these will require detailed discussions with local communities and tangata whenua. The most critical signal for each cell will need to be identified.
- Triggers can be economic as well as environmental, e.g. the ongoing availability of insurance may be a trigger point.
- The Coastal Strategy is in draft at present and setting the signals and triggers is a significant step toward finalising it.
- Once the Strategy is finalised, the community will be consulted and the Strategy ultimately adopted, providing the community with some certainty.
- The Committee's stance continues to be that the Strategy should be progressed rather than waiting for RMA reform outcomes.

- Consents are still likely to be required for work in the coastal zone.

CL117/22

Resolution

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and considers the *Signals, triggers and thresholds update* staff report.

Redstone/Ormsby
CARRIED

7. Memorandum of transition - Council decisions

Chris Dolley introduced the item and discussions highlighted:

- HDC, NCC and HBRC have all endorsed the Memorandum of Transition (MoT) and delegated their CEs to sign and execute it, and CHBDC and WDC have agreed not to object to it.
- A further document will be developed by mid-2023 to detail the transfer of specific assets and the actual transfer will take place in mid-2024.
- Whakarire Avenue revetment (NCC) has been removed from the MoT as the structure has not yet been completed. The MoT has provision for Council consultations on any coastal structures built prior to the mid 2024 transfer.
- The MoT prescribes that all coastal structures will be consented and managed by HBRC going forward and the final asset transfer agreement will include specific details about how any coastal zone construction/work built in the interim period is to be managed.
- The MoT includes the establishment of an Advisory Panel which will provide a pathway for councils to address coastal matters in the future.

CL118/22

Resolution

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Memorandum of Transition – Council decisions* staff report.

Redstone/Barker
CARRIED

8. Project Manager's update

Chris Dolley introduced the item and highlighted:

- The draft Tonkin + Taylor planned retreat report will be considered in a workshop immediately following this meeting.
- A Mātauranga Māori workstream is being developed to facilitate more effective input from mana whenua.

CL119/22

Resolution

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

Hiha/Barker
CARRIED

9. Communication and engagement update

Rebecca Ashcroft introduced the item, which was taken as read. A presentation detailing a recent community survey outcomes highlighted:

- 81 responses were received; 49 from coastal residents, 19 from people living within 5kms of the coast, and 13 from beyond 10km from the coast. 22 people had personally experienced or knew someone that had suffered loss or damage resulting from coastal hazards.
- A mixed response about how coastal hazards should be managed; 78% supported HBRC taking the lead in future.

- Survey results and responses will inform future community consultation.

CL120/22

Resolution

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

Browne/Corban
CARRIED

10. Current coastal projects update

Chris Dolley introduced the item and Technical Advisory Group members contributed as appropriate. Discussions covered:

- H18 project has been added to the HDC 2022-23 Annual Plan for public consultation. Proposing a rates funding split of public good (15%) and private ownership (85%). Public good relates to water, stormwater, power and roading issues. The consultation proposal is being promoted as a two stage approach, first design and consents, then construction.
- Whakarire Avenue revetment tender requires further work before being let.
- Westshore sand deposition has been deferred due to other priorities. The renourishment consent expires in 5 years' time, and the sand deposition consent has about 10 years to run.

CL121/22

Resolution

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

Ormsby/Corban
CARRIED

11. Discussion of minor matters not on the agenda

No items were raised for discussion.

Allana Hiha offered a karakia to close the meeting.

Closure:

There being no further business the Chair declared the meeting closed at 11.13am on Friday, 8 April 2022.

Signed as a true and correct record.

DATE:

CHAIRMAN:



Clifton to Tangoio Coastal Hazards Strategy Summary Notes of Meeting held 3 June 2022

1. PURPOSE

This briefing note has been prepared to communicate the activity of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee to the Partner Councils, as the Committee progresses with Stage 4 of the Strategy. More information on the Strategy can be found on the project website at www.hbcoast.co.nz.

2. JOINT COMMITTEE MEETING SUMMARY: 3 JUNE 2022

Key points from the Joint Committee meeting held 3 June 2022 are highlighted below. The full minutes of the meeting will be provided to each Partner Council in due course.

Project Managers Update

- The Memorandum of Transition has now been signed by all Partner Councils, with the focus now shifting to an HBRC-led consultation process on the proposal as outlined in the MOT. This is set to occur in July 2022.
- Engagement with mana whenua continues to need additional attention and project resource.

Current Coastal Projects Update

- Whakarire Ave:
 - No significant updates to report
- Haumoana 18:
 - A potential funding model for the proposed sea wall for the H18 properties is now being consulted on through HDC's 2022-23 Annual Plan, with an 85% / 15% private/ public good share of costs proposed. The public good element is proposed in relation to protection of water, power, and roading assets and infrastructure. The asset, if built, is proposed to remain in private ownership.
- Whirinaki:
 - Ongoing and complex erosion issues are reported. HDC is continuing to engage with landowners.

Mātauranga Māori Workstream Update

- New workstream proposed to allocate additional project resources to facilitate more effective input from mana whenua and to seek the integration of Mātauranga Māori into project workstreams
- A working group of Joint Committee members, TAG and HBRC's Māori Partnerships Team will be established to refine and develop the scope for this workstream, and to develop an appointment process for external resources required to drive it forward. This will be brought back to the Joint Committee.

Next Meeting

- The next meeting of the Joint Committee will be held on 29 July 2022.



Unconfirmed

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

Date:	Friday 3 June 2022
Time:	10.05am
Venue:	Council Chamber Hawke's Bay Regional Council 159 Dalton Street NAPIER
Present:	Cr T Kerr – HDC, Acting Chair Cr R Barker – HBRC Cr A Brosnan – NCC Cr H Browne – NCC Cr A Corban – HDC A Hiha – Mana Ahuriri Trust T Hopmans – Maungaharuru Tangitū Trust (virtually) Cr H Ormsby – HBRC Cr K Price – NCC Cr A Redstone – HDC Cr J van Beek – HBRC (virtually)
In Attendance:	C Dolley – HBRC Group Manager Asset Manager S Bendall – Traverse Environmental, Project Manager G Hrustinsky – NCC (virtually) Cr M Dixon – HDC B Allan – HDC (virtually) M Clews – HDC (virtually) H Bosselmann – NCC (virtually) J Beya – HBRC (virtually) G Ide- HBRC D Broadley - HBRC R Reinen-Hamill – Tonkin & Taylor (virtually) M Thomsen - HBRC P Martin – HBRC L Hooper – HBRC J Ellerm – HBRC Programme Director

1. **Welcome/Karakia /Apologies/Notices**

The Acting Chair Tania Kerr welcomed everyone to the meeting and Allana Hiha opened with a karakia. There were no apologies.

2. **Conflict of Interest Declarations**

There were no conflicts of interest declared.

3. **Confirmation of Minutes of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee meeting held on 8 April 2022**

CL122/22

Resolution:

Minutes of the Clifton to Tangoio Coastal Hazards Strategy Joint Committee meeting held on Friday, 8 April 2022, a copy having been circulated prior to the meeting, were taken as read and confirmed as a true and correct record.

Redstone/Brosnan
CARRIED

4. **Actions from previous joint committee meetings**

Chris Dolley introduced this item which was taken as read

CL123/22

Resolution:

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Actions from previous Joint Committee meetings* staff report.

Kerr/Price
CARRIED

5. **Call for minor items not on the agenda**

CL124/22

Resolution:

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee accepts the following *Minor items not on the agenda* for discussion as Item 9:

Topic	Raised by
Waimarama sea wall consultation process	Tania Kerr

Kerr/Brown
CARRIED

6. **Project Manager's update**

Simon Bendall introduced this item which was taken as read. Discussions highlighted:

- The Memorandum of Transition has now been signed by all Councils – there was one minor change to the section covering the consultation process
- The communication plan for the strategy, particularly relating to tangata whenua, needs to continue and to be strengthened.

CL125/22

Resolution:

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

Browne/Ormsby
CARRIED

7. **Current Coastal Projects update**

Simon introduced this item noting that this is now in written format rather than verbal.
Discussions included:

- Haumoana 18 (H18) sea/retaining wall is now the subject of public consultation by HDC; HBRC are actively discussing this with HDC

CLI26/22

Resolution:

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

**Barker/Redstone
CARRIED**

8. **Mātauranga Māori workstream scope**

Simon introduced this item with highlights of the discussion being:

- This workstream has been developed to seek better integration of Mātauranga Māori with the Strategy, and to address some of the shortcomings identified with mana whenua engagement to date.
- The scope includes having an external resource /consultant available to support and resource ongoing input by mana whenua into the Coastal Strategy
- It was suggested that the project budget also provide support for mana whenua consultation.
- A working group consisting of Joint Committee members, TAG and HBRC Māori Partnerships Team is to be formed to progress this workstream, and that group will need to develop an appointment process for the consultant/s. A funding model for the workstream will also need to be considered

CLI27/22

Resolution:

That the Clifton to Tangoio Coastal Hazards Strategy Joint Committee receives and notes the *Mātauranga Māori workstream scope* staff report.

**Ormsby/Hiha
CARRIED**

10. **Tonkin + Taylor Hawke's Bay Coastal Strategy implementation approaches and indicative costs for Planned Retreat**

CLI28/22

Resolution:

General subject of the item to be considered	Reason for passing this resolution	Grounds under section 48(1) for the passing of the resolution
Tonkin + Taylor Hawke's Bay Coastal Strategy Implementation approaches and indicative costs for planned retreat	<p>s7(2)(d) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public.</p> <p>s7(2)(e) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of the information is necessary to avoid prejudice to measures that prevent or mitigate loss to members of the public.</p> <p>s7(2)(j) That the public conduct of this agenda item would be likely to result in the disclosure of information where the withholding of the information is necessary to prevent the disclosure</p>	The Council is specified, in the First Schedule to this Act, as a body to which the Act applies.

or use of official information for improper gain or
improper advantage.

Barker/Browne
CARRIED

The meeting went into public excluded session at 10.39am and out of public excluded session at 12.52pm

9. **Discussion of minor matters not on the agenda** (considered at 12.52pm after the conclusion of the Public Excluded section of the meeting)

Topic	Raised by
Waimarama sea wall consultation process. Bruce Allan from HDC introduced the item and advised: HDC has undertaken pre-consultation with the 91 property owners that currently contribute through targeted rates to the Waimarama seawall. They were asked for their views on a potential change in responsibilities for the sea wall from HDC to HBRC. There was a small response, with an even split between those supporting the change and those wishing to maintain the status quo.	Tania Kerr

Closure:

Allana Hiha offered a closing karakia. There being no further business the Chairman declared the meeting closed at 12.57pm on Friday, 3 June 2022.

Signed as a true and correct record.

DATE:

CHAIRMAN: