

## Minutes:

# Community-led Coastal Adaptation Project co-design workshop

**Date:** Friday 17 April 2020 1:00-4:00pm

**Location:** Online via Zoom

**Attendees:** Mahina-a-rangi Baker (ARTCAG representative), Natalia Repia (Ngāti Toa Rangatira representative), Quentin Poole (CRU), Joanna Poole (CRU), Paul Dunmore (CRU), Michael Alexander (CRU), Jo Rosier (NOBRG), Natasha Tod (KCDC), Lyndsey Craig (KCDC), Liana Cook-Auckram (KCDC), Moko Morris (KCDC), Miriam Randall (KCDC) Tim Sharp (GWRC), Suze Keith (GWRC), Al Cross (GWRC), Stephen Daysh (Mitchell Daysh).

Agenda item	Comments
<p><b>Introductions</b></p> <p><b>Karakia</b></p> <p><b>Zoom recording: 0.00 – 16.30</b></p>	
<p>Consideration and Approval of <b>21 February Draft Minutes</b></p> <p><b>Zoom recording: 16.30 - 26.35</b></p>	<ul style="list-style-type: none"> <li>February 21 workshop minutes not fully agreed but can be finalised (Stephen Daysh will add a note to these minutes and circulate as <i>final</i> to the Co-Design Working Group).</li> <li>Upcoming minutes will reflect key actions only and the Zoom recording for 17 April will be made available via DropBox (or similar) for the Working Group.</li> <li>It was suggested that arrangements for face-to-face workshops could include recordings and possibly an Executive Assistant to assist with minute taking (KCDC to advise).</li> </ul>
<p><b>ARTCAG</b> introduction and scope. Integration with wider Co-Design working group.</p> <p><b>Zoom recording 26.35 – 37.50</b></p>	<ul style="list-style-type: none"> <li>Scope of ARTCAG and overview of ART relationships outlined.</li> <li>Iwi are wanting to work efficiently and jointly.</li> <li>Iwi perspective aware of broader issues and impact on the three key water catchments.</li> <li>What can we design if we are able to work collaboratively? Iwi are open minded but they do not wish to enter into a process that can't be collaborative.</li> <li>Iwi are seeking that both the Co-Design process and CAPs are fully collaborative processes.</li> </ul>
<p>Draft Co-Design <b>Terms of Reference (ToR)</b> for recommendation to KCDC elected members.</p> <p><b>Zoom recording: 37.50 – 1.28.58</b></p>	<ul style="list-style-type: none"> <li>The strong preference is for the Working Group to work under a consensus decision making model (with no voting process).</li> <li>With a consensus model it was agreed that the specific balance of representatives on the Working Group is not so important. There was general agreement that each group could have 1 or 2 specified members (with some flexibility). Natasha and Lyndsey need some time this week (20 April) to consider and discuss with the KCDC Senior leadership Team the suggestions to include on the Working Party representatives from: <ul style="list-style-type: none"> <li>A limited number of other community groups (including potentially Friends of QEII Park, the Waikanae Estuary Group and the Friends of Ōtaki River);</li> <li>Community Boards;</li> <li>The concept of having two Councillors as observers was noted as being in the ToR.</li> </ul> </li> </ul>
<p>Discussion on <b>KCDC / GWRC</b> interface possibilities. GWRC team provided an opportunity to present further thinking and ideas. Group to discuss.</p> <p><b>Zoom recording: 1.28.58 – 2.27.55</b></p>	<ul style="list-style-type: none"> <li>Whaitua is a holistic (landscape-wide) process under the National Policy Statement for Freshwater Management. Any interface or integration opportunities with Takutai Kāpiti are still at embryonic stage with GWRC.</li> <li>One issue with interface opportunities is a mismatch in both Councils planning times and GWRC resourcing issues (there might be further delays due to the current pandemic emergency), however this does not diminish GWRC's general support for investigating possible integration opportunities with the CAPs being set up under the Takutai Kāpiti process.</li> </ul>
<p>Coastal Science and Engineering Services <b>Procurement time-line and process</b></p> <p><b>Zoom recording: 2.27.55 – 2.45.25</b></p>	<ul style="list-style-type: none"> <li>Clarification provided around why the procurement process would start before the CAP(s) are formed.</li> <li>The technical advisor(s) will inform and help the CAP(s) formulate their coastal adaptation preferences and decision making, not to develop preferred outcomes.</li> <li>Agreement that the wording should change to reflect this advisory role to the CAP(s) in the <i>Procurement Process</i> draft document.</li> <li>It was noted that there will need to be a wide range of information (cultural, scientific, social, recreational etc.) available to panellists so they can make their decisions based on a wide range of information. Procurement of specialist advice in all these areas will enable the CAP(s) to move forward effectively.</li> </ul>
<p>Closing comments</p> <p><b>Karakia</b></p> <p><b>Zoom recording: 2.45.25 – 2.50.09</b></p>	