

Final Minutes

Community-led Coastal Adaptation Project co-design workshop

Date: 07 October 2020

Time: 1.00-2.00pm

Location: Online via Zoom

Attendees: Jo Rosier (NOBRG), Quentin Poole (CRU), Natasha Tod (KCDC), Lyndsey Craig (KCDC), Miriam Randall (KCDC), Liana Cook-Auckram (KCDC), Jeff Taylor (Waikanae Estuary Care Group), Marlene Oliver (Facilitator), Tim Sharp (GWRC), Thomas Nash (GWRC), Shelly Warwick (Ōtaki Community Board).

Apologies: Iain Dawe (GWRC), Paul Dunmore (CRU Chair), Natalia Repia (Ngāti Toa Rangatira representative), Mahina-a-rangi Baker (ARTCAG representative), Suze Keith (GWRC), Briar English (Friends of Queen Elizabeth Park), Sophie Handford (KCDC Cllr), Thomas Nash (GWRC Cllr), Max Lutz (Friends of Ōtaki river), Margaret Stevenson-Wright (Waikanae Community Board), Kathy Spiers (Raumati/Paraparaumu Community Board).

Agenda Item	Comments
Consideration and Approval of 24 September Working Group minutes	<ul style="list-style-type: none"> • Minor amendments required to finalise the 24 September minutes, including: <ul style="list-style-type: none"> ○ Adding the action: Coastal Team will circulate the budget ahead of the 16 October Working Group meeting. ○ Adding the action: Coastal Team will investigate whether the 2014 coastal hazard review panel's recommendations regarding sediment budgets have been undertaken.
Discussion and agreement on the governance for the Takutai Kāpiti project	<ul style="list-style-type: none"> • Agreement on the final Takutai Kāpiti project governance with some minor amendments (noted in actions below). <p>ACTIONS</p> <ul style="list-style-type: none"> • Coastal Team to add a range of possible implementation options to the implementation section. • Coastal Team change the wording 'final recommendations and quarterly reports' to 'regular reports'.
Discussion and agreement on Community Assessment Panel core competencies	<ul style="list-style-type: none"> • Agreement that the selection process for Panel members will have regard to the need to ensure the Panel is representative of the diversity of the Kāpiti Coast community and brings together a mix of knowledge, skills and experience relevant to the project and including: <ul style="list-style-type: none"> ○ People with a special relationship and commitment to the Kapiti Coast community, such as - long term residents, active in local environmental work, different interest and user groups. ○ People with analytic and technical skills to evaluate information and make decisions. ○ People with an understanding of Māori language, tikanga, history and cultural values (such as in cases where Māori heritage, tāonga, or ancestral relationships could be affected). ○ People with experience in group or committee decision-making. • The Working Group proposes that this wording accompanies the advertising for the Panel which will also set out the commitment required in taking part. <p>ACTIONS</p> <ul style="list-style-type: none"> • Expand the Takutai Kāpiti project descriptor and opening narrative (e.g. regular meeting, pre circulated documents, agendas, technical reports), and circulate ahead of 16 October meeting.