

**COMMUNITY ASSESSMENT PANEL (CAP) MEMBER**  
**April 2021**

<b>Position Title:</b>	<b>Community Assessment Panel (CAP) member</b>
<b>Meeting Arrangements:</b>	The Community Assessment Panel (CAP) will meet for a period of 12 months from mid-2021. This includes monthly workshops (3hr), one site visit (3hr) and public open days.
<b>Financial:</b>	Daily fee of \$206.00.
<b>Purpose of Community Assessment Panel:</b>	The Community Assessment Panel (CAP) will: <ul style="list-style-type: none"><li>• Work together to understand the coastal hazard risks (erosion, accretion, inundation)<sup>1</sup> resulting from sea-level rise and climate change.</li><li>• Draw upon robust, transparent, evidence-based and accessible technical evidence to inform their decision making process.</li><li>• Use this information to consider a range of adaptation and associated management options for Kāpiti.</li><li>• Present a set of recommendations to Council.</li></ul>
<b>Reports:</b>	Regular progress reports and a final recommendation report to Council at the conclusion of Phase Two of the Takutai Kāpiti: Our community-led coastal adaptation project.

**Takutai Kāpiti: Our community-led coastal adaptation project –  
OVERVIEW**

The Kāpiti coastline is approximately 40km long. As well as being the location for significant urban development, our beautiful beaches are an important community asset with many unique characteristics and natural qualities. Like many coastal communities around Aotearoa, Kāpiti is facing significant environmental challenges from our changing climate and associated rising sea and groundwater levels.

While there is still much uncertainty about how significant these challenges will be and how quickly they will happen, likely climate change effects including those on the coast need to be anticipated, prioritised and planned for in the Kāpiti District.

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<sup>1</sup> **Coastal erosion:** The loss of land due to coastal processes, such as waves and tidal currents, wearing away the land suddenly or over time.

**Coastal accretion:** Deposition of sediment (such as sand) at the immediate shoreline area, resulting in the beach profile elevating/ advancing seaward.

**Coastal inundation:** flooding of land or buildings from saltwater.

## **TAKUTAI KĀPITI: OUR COMMUNITY-LED COASTAL ADAPTATION PROJECT**

The Takutai Kāpiti project is a collaborative, community-led process working in partnership with local iwi and supported by Kāpiti Coast District Council. The project aims to encourage the Kāpiti Community to become more aware of the impacts of climate change and sea-level rise and empower them to take part in developing solutions and pathways for adapting to coming change.

The Takutai Kāpiti project will follow the Ministry for the Environment's Coastal Hazards and Climate Change Guidance for Local Government<sup>2</sup> and take advice and lessons learned from similar coastal adaptation projects from around the country. The recommendations from the Ministry for the Environment is to work with communities to enable them to map out a range of adaptation solutions over a 100-year period.

### **COMMUNITY ASSESSMENT PANEL (CAP)**

Phase Two of the Takutai Kāpiti project involves the establishment of a CAP to consider the district's response to the impacts of climate change on the coast.

The CAP will be a working group of local people, representing a cross-section of our community, and will be made up of iwi partners, community and other key stakeholder/agency representatives. The CAP will be the formal mechanism through which wider community input, indigenous knowledge and technical expertise are used to develop the medium to long-term coastal adaptation options for Council's consideration.

The CAP will meet regularly over a 12-month period to consider the coastal hazards and risks they represent, review a range of adaptation options, and assess cultural, social and economic impacts.

The wider community will also be able to feed into the process in other ways, like through the Takutai Kāpiti website, surveys, and public open days.

### **THE OUTCOMES**

The CAP will conclude with a recommendation report to Kāpiti Coast District Council. The recommendations, including any potential cost associated with those options, should also guide development of future District Plan provisions to manage coastal issues and an approach for the district dealing with coastal hazards.

This presentation will be made with the understanding that the Council will look to endorse the recommendations and support an implementation plan (Phase Three of the Takutai Kāpiti project).

More information on the Takutai Kāpiti project can be found on <https://takutaikapiti.nz/>

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<sup>2</sup> Ministry for the Environment, 2017. Coastal Hazards and Climate Change: Guidance for Local Government.

## Community Assessment Panel Member – KEY RESPONSIBILITIES AND OUTCOMES

The CAP needs to function as a collaborative group, working constructively together under a consensus decision making model. The CAP will make recommendations on coastal adaptation options to Council. The CAP members need to have the ability to:

- Attend monthly workshops (3hrs each, approx. 12 workshops total), one site visit (3hr) and public open days (for each Kāpiti Coast District Ward<sup>3</sup>).
- Work with technical advisors.
- Accommodate diverse views and interests.
- Participate in open, honest, constructive, robust, and collaborative discussion.
- Take diverse views, values, and interests into account when voting on decisions.
- Consider local issues in the wider regional and national context.

To achieve the required outcomes, the CAP members will:

- Draw upon robust, transparent, evidence-based and accessible technical evidence to inform their decision making process.
- Actively seek wider community feedback and input as part of the process.
- Have wider engagement with the Kāpiti community about the impacts of climate change and sea-level rise and potential responses by Council and community.
- Have the ability (at the discretion of the Chair) to invite others to attend and participate in CAP activities.
- Meet with members of other related projects underway at the same time.

## Essential Skills, Knowledge and Experience

The CAP members will be representative of the diversity of the Kāpiti Coast community and bring together a mix of knowledge, skills and experience relevant to the Takutai Kāpiti project and including:

- People with a special relationship and commitment to the Kāpiti Coast community, such as - long term residents, active in local environmental work, relevant 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.
- People with experience in group or committee decision-making.

Due to the evolving situation with COVID-19, It is **essential** that the CAP members have the ability and resources to work remotely, if required.

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<sup>3</sup> Ōtaki Ward, Waikanae Ward, Parapraumu Ward, Paekākāriki/ Raumati Ward:  
<https://www.kapiticoast.govt.nz/media/22570/boundary-maps.pdf>