

The Kaikōura Natural Hazards Plan Change Advisory Group

Terms of Reference – 11th September 2019

Background

Kaikōura Natural Hazards Plan Change Advisory Group (NHAG)

Purpose of Terms of Reference

The Parties wish to record their mutual intentions and understanding in relation to the NHAG and the terms of reference that will govern it in the form of this non-contractual document.

Purpose of Kaikōura Natural Hazards Plan Change Advisory Group

Kaikōura District given its topography and geology is subject to a significant number of natural hazards and the challenge is to ensure our community is resilient.

The purpose of the NHAG is to gain an understanding of natural hazards within the Kaikōura District and to operate as a sounding board on how best to meet our community's needs.

The NHAG is intended to be solutions focused and will work with Council staff to ensure planning is in place that supports building resilience in the community. The planning will manage where and how appropriate development can occur, while the effects of natural hazards are appropriately recognised and responded to.

KDC Staff and Councillors will listen and actively engage with the NHAG for feedback.

Limitation of Powers

The NHAG does not have the authority to commit the Council to any path or expenditure, and its recommendations do not compromise the Councils' freedom to deliberate and make decisions. The NHAG does not have the authority to submit on proposed Resource Management or Local Government Plans or resource consent matters. Involvement within the group does not prevent individuals from submitting on proposed Resource Management or Local Government Plans.

Objectives

1. To explore long term strategies and apply these under the Resource Management framework for known mapped:
 1. flooding hazards areas
 2. liquefaction areas
 3. debris inundation areas
 4. fault lines

2. To explore methods to reduce the risk of wildfire
3. To explore planning solutions to meet our community's present and foreseeable future needs in regard to the four matter above and wildfire.
4. To give effect to National and Regional Planning requirements under the Resource Management Act, including the Canterbury Regional Policy Statement.
5. To explore and advise on methods to increase public awareness and understanding of natural hazards and to provide for community driven solutions.
6. To ensure that Kaikōura District can continue to develop and prosper while promoting our sustainable approach.
7. To provide co-operative and constructive advice and feedback to the District Plan Working Group (DPWG) – in the form of recommendations (derived from agreed bullet points taken at the advisory group's meetings).

Membership

The NHAG will comprise:

- A maximum of 16 representatives from community groups and government agencies.
- One to two members from Te Rūnanga o Kaikōura if requested by Te Rūnanga o Kaikōura.
- Community members reflecting a range of backgrounds and interests within the community.
- Members from organisations who are likely to be impacted from natural hazards.
- Representatives from KDC and Environment Canterbury.

The meetings will be chaired by Danny Smith.

KDC and Environment Canterbury will appoint their own representatives on the advisory group.

Alternatives

Alternative or substituted representatives are not permitted, it is noted that some groups may have more than one representative nominated to ensure the group is able to attend, this is acceptable if agreed to at the start of the process.

Term

The NHAG will remain active until the Natural Hazards Plan Change is publicly notified.

It is anticipated that four meetings of the group will be held as follows:

1. Introduction and understanding of members backgrounds and expectations
2. The natural hazards plan change process, engagement and science
3. Natural hazards risk workshop
4. Review potential policy responses and community feedback

Behaviour

- Awareness of Tikanga Maori
- Willingness to listen
- Willingness to hear and understand different points of view
- Constructive and solutions focused

- Treating members with honesty and respect
- Positivity and passion for our community

Scope

The NHAG's scope is limited to the natural hazards plan change issues and shall not include other matters that are not directly related to these natural hazards. Topics regarded as relevant to the natural hazards review include but are not limited to:

- Working in partnership with Te Rūnanga o Kaikōura
- Ensuring the health and safety of residents and visitors
- Ensuring net benefit to our local community and businesses
- Communicating and engaging with the community to improve community understanding of natural hazards, and improve community understanding of risk
- Managing natural hazard risk while valuing, protecting and enhancing Kaikōura's natural environment
- Ensuring that recommendations made to the DPWG are financially prudent and meet Council's core principles.
- Consideration of costs and benefits.

Project deliverables and timing

District Plan Hazards Plan Change Process:

1-page structure – as shown on attached A3 document, Appendix 1.

The following deliverables will be achieved in the next 6 months.

- Providing feedback to project team on
 - a. The science provided and how to socialise this with our community
 - b. Risk and our communities understanding of risk
 - c. Policy responses.

These deliverables will be achieved through discussion which occur at the workshops

Protocols for the advisory group

The NHAG will at all times operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987 and will observe the following principles:

- Give effect to the principles of the Long-Term Plan and Re-imagine Kaikōura.
- Members of the NHAG agree to participate in the project in good faith and recognise the need to work collaboratively to achieve the listed objectives.
- Be culturally sensitive, observing tikanga Maori.
- Work in a collaborative and co-operative manner using their best endeavours to reach solutions that balance the interests of all sectors of the community
- Seek consensus in decision-making where at all possible. Where despite the best endeavours unanimous agreement cannot be reached the diverse views will be noted.

Meeting frequency, Operation and Remuneration Guidelines

The NHAG will be formed by 31 July 2019.

Meetings dates and locations will be organised by KDC.

Minutes will not be taken, but agreed bullet points will be recorded.

This is a community project with limited funding and remuneration will not be provided for members. Morning teas afternoon teas and lunches where appropriate will be provided.

Members

Members	Organisations
Danny Smith - CHAIR	
To be advised if required	Te Rūnanga o Kaikōura
Suzanne Syme	Future Kaikōura
Martin Homisan	KDC Economic Development
Corrina Allan	Beach House Café
Lynette Buurman	Encounter Foundation
Phil Bradfield / James Gilmour	Department of Conservation
Richard Shaw	NZTA
Rebecca Beals	KiwiRail
Ted Howard	Kaikōura Water Zone Chair, Hutton's Shearwater's etc
Noah Bentley	Youth Council
Elisha Young-Ebert	Federated Farmers
Marianne Aitken	Local Farmer
Kd Scattergood	KDC Civil Defence Emergency Management
Graham Lamond	Fire and Emergency New Zealand
Mitch Fearnley	Building designer

Appendix 1

