

## Resilient Westport Steering Group Minutes

Friday, 2 February 2024 10am-12noon

### Present:

Mike Mendonça (Chair)

Peter Haddock, Chair WCRC

Jamie Cleine, Mayor BDC

Andrew Basher, Deputy Mayor BDC

Darryl Lew, CEO WCRC

Steve Gibling CEO BDC

Katherine Biggs, NEMA

Paul Barker, DIA

### In attendance:

Paul Zaanan

Daniel Bellam, DIA

Penny Bicknell

### 1. Welcome and introduction

The Chair welcomed Steering Group members.

### 2. Apologies

Apologies were accepted from Cr Brett Cummings, Deputy Chair WCRC, Francois Tumahai, Ngāti Waewae and Simon Chambers, NEMA.

### 3. Declarations of interest

The Chair advised a change in personal employment circumstances (he has accepted a position at Porirua City Council). Any conflict will be handled as outlined in the Steering Group's terms of reference.

Steering Group administrative tasks will pass to Penny Bicknell (Secretariat).

### 4. Confirmation of minutes

The minutes of the previous meeting (8 December 2023) were confirmed.

### 5. Status report

The Steering Group was updated on the programme status. The Secretariat noted there will be timeframe amendments and a re-assessment of the Government political landscape.

### 6. Programme risk register

The Steering Group was updated on the programme risk register (attached).

### 7. Update DIA

DIA gave an overview of the policy and Ministerial environment including the Government's 100-day plan priorities and Coalition agreement.

DIA also gave an overview of the draft dashboard template which focuses on key financial reporting but can also incorporate summary risk information which is already reported to the Steering Group. It was suggested that the Secretariat use this dashboard for consolidated reporting to the Steering Group.

There was interest in running a workshop on benefits realisation that draws on Government experience in benefits reporting as part of business cases.

DIA gave an update of liaison with other Government agencies in the context of developing low risk land in Westport.

The Steering Group:

- a. **noted** that the Chair will recirculate the benefits realisation work undertaken as part of the original business case.

- b. **noted** that Ministers stipulated in their June 2023 letter that their expectations must be met before funding for flood protection work – including structural work – can be drawn down;
- c. **noted** that unresolved elements of the redesign can be addressed by processes set out in the Te Uru Kahika review;
- d. **agreed** to adopt key revisions to the structural flood protection proposal from the initial business case that arise from the ten Te Uru Kahika review report recommendations, including: differing levels of protection across the flood protection design, minimising use of timber and/or concrete walls and further work to identify most appropriate flood protection at Carters Beach;
- e. **agreed** to adopt the Te Uru Kahika suggestion to use a risk register to ensure issues can be identified and managed using a staged approach to implementation; and
- f. **noted** that a preliminary design proposal will likely need to be considered and approved by ministers before significant payments are authorised.

Further, WCRC and BDC will work towards:

- planning for the interface with the stormwater system in Westport and the impact of different freeboard impacts on the Buller Bridge (with Waka Kotahi); and
- addressing many of the 18 technical risks identified in the Te Uru Kahika review through further refinements that may be required at the preliminary design phase.

## 8. Update WCRC

WCRC gave an update on the ‘quick wins’ completed work, work planned for the next three months and ring bank design work. WCRC would like to deliver invoices for approval before expenses are incurred.

## 9. Update BDC

### Planning

BDC provided an update on options for land development, and the benefits and challenges associated with each option.

The Steering Group:

- **noted** that it would be beneficial for Council approaches to be generally consistent with DIA advice briefing to Ministers.
- **noted** that stormwater provisions need to be designed at the same time as structural flood protection work and that there is no current funding for a stormwater upgrade.
- **agreed** that BDC will report back to the Steering Group with advice around the integration and likely costs of stormwater upgrades.

### Communications and Engagement

BDC presented the reports *Resilient Westport – Communications and Engagement Strategy and Implementation Plan* and *Resilient Westport – Master Planning, Comms and Engagement – Future Resourcing*.

The Steering Group

- **adopted** the strategy in principle.
- **directed** that no funding be allocated to additional branding or logos.

- **noted** the risk of deferring this decision on communications with the community.
- **requested** that BDC report back to an online meeting of the steering group with more specificity around the cost of the work across the life of the programme, reporting arrangements, and links to key project milestones.

**Next meetings**

- 13 February on line specifically to progress *Resilient Westport – Master Planning, Comms and Engagement – Future Resourcing*
- 22 March 1pm at Chateau on the Park in Christchurch following the LGNZ Zone 5/6 meeting. WCRC members plan to join the meeting by zoom.

**10. The meeting closed at 12:12pm**

## **Resilient Westport Steering Group Minutes**

**Tuesday, 13 February 2024 12noon-1pm, online**

### **Present:**

Mike Mendonça (Chair)

Peter Haddock, Chair WCRC

Jamie Cleine, Mayor BDC

Andrew Basher, Deputy Mayor BDC

Paul Barker, DIA

Steve Gibling CEO BDC

Katherine Biggs, NEMA

Brett Cummings, Deputy Chair WCRC

### **In attendance:**

Monica Rogers, DIA

Daniel Bellam, DIA

Penny Bicknell

### **1. Welcome and introduction**

The Chair welcomed Steering Group members.

### **2. Apologies**

Apologies were accepted from Darryl Lew, CEO WCRC, Francois Tumahai, Ngāti Waewae and Simon Chambers, NEMA.

### **3. Resilient Westport – Master Planning, Comms and Engagement – Future Resourcing**

The reports were revisited as resolved at the meeting on 2 February. The Steering Group **noted**:

- Further analysis is required to understand costings, reporting arrangements, and links to key project milestones.
- Key projects are now at a critical point, and there is now a risk that progress will be inhibited by process requirements.
- That the DIA and Council representatives agreed to meet in person as early as possible to ensure that the issues around project and programme reporting and decisions relating to funding are addressed in a timely fashion.

DIA, WCRC and BDC committed to resolving these outstanding issues prior to the next meeting.

### **4. Management of Steering Group Agenda and Presentations**

The Steering Group **agreed** to make publicly available meeting agenda and presentations following the conduct of meetings. Any sensitive material will be assessed against LGOIMA prior to release.

### **5. Next meeting**

22 March 1pm at Chateau on the Park in Christchurch following the LGNZ Zone 5/6 meeting. WCRC members plan to join the meeting by zoom.

### **6. Closure.**

The meeting closed at 12:46pm.