

OIR: 2324/766

2 February 2024

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████████████████████

Tēnā koe ██████████,

Request for Information under the Local Government Official Information and Meetings Act 1987 (the Act) (the LGOIMA)

Thank you for your email of **14 December 2023** requesting the following information:

I would like to request a copy of the delegations to the Coastal Advisory Panel/ Takutai Kapiti under the Local Government Act and/or the Resource Management Act.

I confirm that the Coastal Advisory Panel (Panel) do not hold any delegations under the Local Government Act or the Resource Management Act.

However, the Panel has been tasked with developing coastal adaptation options and recommendations for the Kāpiti Coast District Council's consideration. The mandate for the Panel's work is set via the 'Coastal Advisory Panel Terms of Reference' which outlines the scope and terms that the Panel are working to. Further information is available via: [Terms of Reference](#). Of note, there is opportunity for the Panel to provide recommendations on wider issues relevant to coastal adaptation; this could include topics related to the Council's role, as defined by the Local Government Act or Resource Management Act.

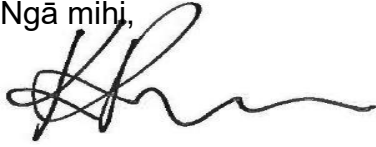
For completeness, but as you are aware, relevant background information to the development of the Terms of Reference includes:

- A resolution was made during a Council meeting held on 10 December 2020, to approve the recommendations made by the Co-Design Working Group with regard to the Panel's design and scope, Takutai Kapiti project governance, and the Coastal Assessment Panel (later renamed Coastal Advisory Panel) appointment process.
- The minutes from this meeting, showing the resolutions, are available via: [December 10 2020 Meeting Minutes](#)

Please note that any information provided in response to your request may be published on the Council website, with your personal details removed.

Please let me know if you require further detail.

Ngā mihi,

A handwritten signature in black ink, appearing to read 'Kris Pervan', with a stylized, cursive script.

Kris Pervan

Group Manager Strategy and Growth
Te Kaihautū Rautaki me te Tupu