

**Minutes of Whakaraupō / Lyttelton Harbour
Catchment Management Plan Partners Working Group**

Tuesday 14th February 2017
ECan 200 Tuam Street

Meeting title	Whakaraupō Partner Working Group
Date	Tuesday 14 th February 2017
Time	12.30 – 2.30 pm
Venue	ECan, 200 Tuam Street
Invited	Kim Kelleher, Clive Appleton, Terri Young, Matthew Ross, Bianca Sullivan, Lesley Woudberg, Ian Lloyd, Tania Butterfield, Donald Couch, Jed O’Donoghue
In attendance	Kim Kelleher, Clive Appleton, Terri Young, Matthew Ross, Bianca Sullivan, Lesley Woudberg, Ian Lloyd, Tania Butterfield, Donald Couch, Jed O’Donoghue
Apologies	

Item	Action
1. Apologies a. No apologies	
2. Confirmation of minutes a. Minutes from the 31 st January meeting confirmed with no amendments.	
3. Matters arising a. Actions outstanding – MR has nothing to add to the ‘current initiatives’ table. b. LW has initiated discussions with the BPCT re. potential for covenanting areas of the saltmarsh. This would be with a view to maintaining current land use. c. CWMBP Zone Team Biodiversity Officer has suggested three <i>ki uta ki tai</i> projects that could accompany the launch of the CMP: i. Allandale stream planting ii. Orton Bradley Park stream planting iii. Governors Bay – x2 options to complete planting of streams.	

<p>4. Approach to PWG meetings</p> <ul style="list-style-type: none"> a. Add agenda item for 'other group updates' at future meetings. b. A meeting on the SAG Issues and Options paper will be required to work through the recommendations. c. CMP chapters that have been drafted to be reviewed by the PWG. To be circulated 2 weeks prior to meeting. d. DC has requested a session at the next meeting to present his proposals on cultural health. The objective of the session is to discuss the material with a view to passing it on to the drafting team. e. The vision and objectives need to be confirmed – BS to revise and circulate. f. We need to start thinking about what the future of the partnership looks like as the MOU only covers the drafting of the Plan. g. The topics for the next three meetings are as follows: <ul style="list-style-type: none"> i. Cultural values ii. The future of the partnership iii. Community workshop report 	<p>TY – add agenda item</p> <p>BS/MR – to meet re. drafting process</p> <p>DC – to circulate material to be considered before the next PWG meeting.</p> <p>BS – to revise and circulate the vision/objectives paper by COB Friday 17th Feb for review at next mtg.</p>
<p>5. Governance group update</p> <ul style="list-style-type: none"> a. The meeting has been postponed until March 2nd. b. The paper will need to be updated - BS to circulate a revised copy for comment. 	<p>BS – to revise the GG paper and circulate by COB Friday 17th Feb.</p> <p>All – to provide comment on the GG paper by 24th February.</p>
<p>6. Update on Science Advisory Group</p> <ul style="list-style-type: none"> a. Donald Couch has replaced Tasman Gillies on the SAG as representing cultural values. b. Lesley Bolton-Richie has agreed to join the SAG with her wealth of knowledge on water quality and marine ecology in Whakaraupō. c. The issues table has been revised to better reflect cultural values as issues rather than impacts. d. The table is now higher level and will point to descriptions of key drivers/causes in the text. e. The question was raised as to whether the Issues and Options paper should be peer reviewed. The process for the development of text is such that a lead author has been allocated to each section, with reviewers to edit/review the drafts. 	

<p>7. Budgets and resourcing</p> <ul style="list-style-type: none"> a. A CCC Senior Planner may be available 2-3 days a week to take on the project management side of maternity cover. This should be confirmed by the end of the week. b. EOS Ecology is going to provide a quote for the drafting and layout of the CMP. We should also have this by the end of the week. c. The budget is on track with sufficient funds to cover both positions (quote pending). 	<p>BS – to notify the PWG once arrangements have been confirmed</p>
<p>8. Catchment Management Plan drafting status</p> <ul style="list-style-type: none"> a. Need to set up a meeting between the project team and Ngāi Tahu re. resourcing and process for drafting the CMP. b. Need to consider costings for actions in the Plan. 	<p>BS/MR – to meet re. setting up drafting process</p>
<p>9. Any other business</p> <ul style="list-style-type: none"> a. The NZ Marine Society Conference is being held in Christchurch on 4-6th July 2017. The theme is ‘partnerships’, which resonates well with the project. It was suggested that we think about presenting on the Whakaraupō partnership. b. The Banks Peninsular Zone Committee is meeting on Tuesday 21st Feb. Requests for and updates: <ul style="list-style-type: none"> i. To update the Committee on timeframes re. the launch of the project (speak to BS if require more info). 	

Next meeting: Date: Tuesday 28th February 2017, 12.30 – 2.30pm

Location: 200 Tuam Street (unless someone else would like to host?)