

Minutes

Meeting title	Whakaraupō Partners Working Group meeting
Date	Thursday 27th April 2017
Time	12.30 – 2.30 pm
Venue	Te Runanga o Ngai Tahu, Show Place, Addington
Chair	Donald Couch
Invitees	Donald Couch, Kim Kelleher, Clive Appleton, Matthew Ross, Bianca Sullivan, Lesley Woudberg, Ian Lloyd, Tania Butterfield, Debbie Hogan, Jed O'Donoghue, Christina Robb
In attendance	Donald Couch, Clive Appleton, Matthew Ross, Bianca Sullivan, Lesley Woudberg,
Apologies	Kim Kelleher, Ian Lloyd, Tania Butterfield, Debbie Hogan, Jed O'Donoghue, Christina Robb

Item	Action
<p>1. Confirmation of minutes</p> <p>a. The minutes from the 11 April 2017 meeting were confirmed.</p>	
<p>2. Matters arising</p> <p>a. The description of services in Christina Robb's contract was circulated and discussed. A minor change was suggested to clarify the tasks required.</p> <p>b. The group discussed the process for drafting the CMP, in particular the respective roles of TRoNT and CCC staff. This needs to be discussed further between the parties involved and it was agreed that a meeting would be scheduled ASAP between CCC and TRoNT staff, with the project manager and Yvette Couch-Lewis. Matthew indicated that Courtney is available from early May.</p>	<p>Bianca to amend and proceed with contract.</p> <p>Christina to schedule a meeting CCC & TRoNT & Yvette Couch-Lewis.</p>
<p>3. Science Advisory Group update</p> <p>a. The group had reviewed the SAG's prioritised actions table and this was discussed. The number of actions was not seen as an issue. Prioritisation is important to get the greatest gain in the harbour.</p> <p>b. The group recognised the importance of getting DOC engaged with the project. Many of the actions, particularly the terrestrial actions, would benefit from their input.</p> <p>c. It was agreed that each agency will identify which actions sit within their work programmes and responsibilities. An approach can then be identified to deliver each unallocated action.</p> <p>d. The PWG need to discuss the actions further. Are all actions supported? What additional actions would the PWG like to add for the CMP? What process will be used to assign actions to groups/agencies?</p>	<p>Lesley and Clive to identify ECan and CCC actions by Wed. 3 May.</p> <p>Lesley to circulate word version of actions table so changes/comments can be tracked</p>
<p>4. Project timelines</p> <p>a. The circulated project timeline, prepared by Christina, was supported.</p> <p>b. The group discussed the focus of the community workshops. While this will be finalised once the SAG's work is completed, the group's initial thoughts are that the workshops should allow the SAG to present their work, focussing on the issues, and to seek feedback from the community.</p> <p>c. Donald suggested that a separate workshop with Te Hapu o Ngati Wheke should be organised through Yvette Couch-Lewis.</p>	
<p>5. Freshwater Improvement Fund application</p> <p>a. Bianca noted that the FIF application was lodged. We will find out in June if we are successful.</p>	
<p>6. Budgets and resourcing update</p> <p>a. Bianca updated the group. Awaiting invoices from the SAG members.</p>	
<p>7. Any other business</p> <p>a. The Banks Peninsula Zone Committee have required an update from Bianca/Christina at their meeting on Tuesday 16 May.</p> <p>b. With Donald leaving for Canada, the group thanked him for his hard work and valuable contribution to the project.</p>	<p>Bianca/Christina to attend BPZC meeting in 16 May.</p>

Next meeting: Tuesday 9th May 2017, 12.30 – 2.30pm

Location: ECan